

# Nicasio School District Board of Trustees

## AGENDA

- Regular Meeting -

Thursday, June 7, 2018 5 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

1. **Initial Matters**
  - a. Call to Order
  - b. Roll Call
2. **Open Session Agenda**
  - a. Patriotic Moment
  - b. Approval and Adoption of Open Session Agenda ..... *Action*
3. **Public Comment** ..... *Information*
  - o Board members or district staff may, but are not obligated to, briefly respond to statements made or questions posed by the public.
  - o No formal action will be taken.
  - o Designated amount of time to address the Board is limited to 3 minutes per individual.
  - o Concerns about individual employees shall not be discussed in public at school board meetings. Please contact the superintendent with specific concerns.
4. **Consent Agenda** ..... *Mass Action*
  - a. Approve Minutes: May 3, 2018 Regular Meeting of Board of Trustees
  - b. Approve Warrants Paid: April 26-May 30, 2018
  - c. Approve IDT Request Out of Nicasio School District (NSD) for 2018-19
    - i. IDTX 18-19-06
5. **Reports & Announcements** ..... *Information*
  - a. Foundation Update
  - b. Principal's Report
  - c. Superintendent's Report
  - d. Trustees' Report
6. **Public Hearing on the Nicasio School District 2018-19 Local Control Accountability Plan:** The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures propose to be included in Nicasio School District's 2018-19 Local Control and Accountability Plan..... *Discussion*
7. **Public Hearing on the Nicasio School District 2018-19 Proposed Budget:** The Board will hold a public hearing regarding the Nicasio School District 2018-19 Proposed Budget..... *Discussion*

**8. Finance/Business Services**

- a. Consider Approval of School & College Legal Services of California 2018-19 Billable Agreement for Legal Services..... *Discussion/Action*
- b. Consider Approval 2018-19 Certificate of Signatures for Commercial Warrants and Payroll Warrants ..... *Discussion/Action*
- c. Consider Approval of Resolution 2017-18 #4 Authorization to Sign on Behalf of the Governing Board..... *Discussion/Action*
- d. Consider Approval of Marin County Aeries SIS Consortium 2018-19 Contract Services for Basic Aeries Hosting Services..... *Discussion/Action*
- e. Consider Approval of Marin County Data Processing Consortium 2018-19 QSS Business and Financial Data Processing Services..... *Discussion/Action*
- f. Consider Approval of 2018-19 Silyco Proposal for Technology Support Services..... *Discussion/Action*

**9. Facilities**

- a. Consider Approval of Jerry and Don's Yager Pump & Well Service May 1, 2018 Service Agreement ..... *Discussion/Action*

**10. Administrative/Governance**

- a. Overview of Nicasio School District's Budget Challenges in 2019-20 SY and Beyond - facilitated by Linda Sheppard..... *Discussion*
- b. Consider Approval of 2018-19 Nicasio School Board Meeting Schedule..... *Discussion/Action*
- c. Consider Approval of IDT Renewal Requests Into NSD for 2018-19
  - i. IDT 18-19-05
  - ii. IDT 18-19-06
  - iii. IDT 18-19-07
  - iv. IDT 18-19-08
  - v. IDT 18-19-09
  - vi. IDT 18-19-10..... *Discussion/Action*

**11. Conclusion**

- a. Agenda Planning ..... *Discussion*
- b. Adjournment ..... *Action*

*If you need assistance to access the Board meeting room or to otherwise participate at the meeting, please submit a written request to Nicasio School District Superintendent at PO Box 711, Nicasio, CA 94946 or [office@nicasioschool.org](mailto:office@nicasioschool.org). Notification at least 48 hours prior to the meeting will better enable the District to make reasonable accommodations in accordance with the Americans with Disabilities Act.*



**Nicasio School District Board of Trustees**

**MINUTES**

**- Regular Meeting -**

**Thursday, May 3, 2018 5 PM**

**Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA**

**1. Initial Matters**

- a. Call to Order 5:05pm
- a. **Roll Call** In attendance: Trustees Madeleine Sloane, Jason Snell and Michelle Rutledge  
*Also in attendance: Superintendent Nancy Neu, Principal Barbara Snekkevik and Office Manager/District Secretary Mikki McIntyre*

**2. Open Session Agenda**

- a. Patriotic Moment with appreciation for freedom
- b. Approval and Adoption of Open Session Agenda  
Action: **M/S: Sloane/Snell** to approve and adopt Open Session Agenda **Vote: 3/0 Ayes:** Sloane, Snell; **Noes:** None

**3. Public Comment**

- a. Parent Tory Grady said she was happy to be in attendance at the meeting.

**4. Consent Agenda**

- a. Approval of Minutes: April 4, 2018 Regular Meeting of Board of Trustees
- b. Approval of Warrants Paid: March 27-April 25, 2018
- c. Quarterly Report on Williams Uniform Complaints (Jan-Mar 2018)
- d. Approve IDT Request Out of Nicasio School District (NSD) for 2018-19
  - IDTX 18-19-05Action: **M/S: Sloane/Snell** to approve and adopt Consent Agenda **Vote: 3/0 Ayes:** Sloane, Snell, Rutledge; **Noes:** None

**5. Reports & Announcements**

- a. Foundation Update *There was no update.*
- b. Principal's Report *Principal Snekkevik provided her report, adding the following:*
  - Organs R Us will use the campus parking lot for their annual fundraiser relay on Saturday, May 5.
  - The campus used an inordinate amount of water on one particular day, the cause of which is unknown. A community member suggested installation of a Badger Meter to monitor water usage.
- c. Superintendent's Report *Supt. Neu reported the following:*
  - Supt Neu said she attended the stakeholders meeting as part of the LCAP process and was impressed with the documentation that Principal Snekkevik provided. She added that the attendees asked very good questions, which were

incorporated into the LCAP. She noted that Spanish translation was provided.

- Supt. Neu also reported attending MCSBA's Annual Superintendents & Trustees Dinner along with Trustee Rutledge on April 25<sup>th</sup>. She said the featured speaker, Dr. Matthew Willis, Director of Marin County Health and Human Services, gave a very informative presentation about the rise in the use of opiates in Marin County as well as the increase in "vaping" by middle and high school students countywide. She said that another speaker, Mark Dale, of RxSafe Marin, recounted his son's addiction to and repeated overdose of cough syrup. Mr. Dale now travels nationwide to raise awareness about how kids are getting prescription and over-the-counter drugs out of their parents' medicine cabinets.

d. Trustees' Report

- A trustee commented on Supt. Neu's report, adding that while there may not be a known problem with drug use at Nicasio School, she believes there is definitely a problem at S.F. Drake High School. She said she would like to get Nicasio School students and parents informed about the local drug issues.

6. Finance/Business Services

- a. Consider Approval 2017-18 Certificate of Signatures for Commercial Warrants and Payroll Warrants

Action: **M/S: Sloane/Snell** to approve 2017-18 Certificate of Signatures for Commercial Warrants and Payroll Warrants **Roll Call Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None

7. Curriculum and Instruction

- a. Discussion of Drug Abuse and Prevention *Discussion:* There was discussion about raising awareness among Nicasio School students and parents regarding the types and dangers of drug abuse. A parent recalled the effectiveness of the biannual research project former Principal/Language Arts Teacher Christy Stocker assigned to 7<sup>th</sup> and 8<sup>th</sup> grade students. There was agreement that a similar curriculum should be re-instated in the middle school and that the program be expanded to include an evening presentation by students to the school community.

8. Facility

- a. Consider Approval of Agreement between Nicasio Historical Society and NSD for Display of Historic Photos and Miwok Scale Model

Action: **M/S: Sloane/Snell** to approve Agreement between Nicasio Historical Society and NSD for Display of Historic Photos and Miwok Scale Model with minor amended verbiage as noted regarding termination by either party on 10 days' notice **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None

9. Administrative/Governance

- a. Results of 2017-18 Annual Parent Survey *Report:* Principal Snekkevik explained the survey process and results for 2017-18. She noted that communication from the Board was an area of dissatisfaction by parents. Trustee Rutledge said she will write a regular Board president's update to the school community. There was also a recommendation by a trustee to change the format of future surveys so that fundraisers and community-building activities are ranked by parents separately.

- b. Consider Approval of Resolution 2017-18 #3 Specifications of the Election Order  
Action: **M/S: Sloane/Snell** to approve Resolution 2017-18 #3 Specifications of the Election Order **Roll Call Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None
- c. Consider Approval of Agreement Between Nicasio School District and Petaluma City Schools Regarding Interdistrict Attendance Agreements  
Action: **M/S: Sloane/Snell** to approve Agreement Between Nicasio School District and Petaluma City Schools Regarding Interdistrict Attendance Agreements **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None
- d. Consider Approval of IDT Renewal Requests into NSD for 2018-19:
- IDT 18-19-01
  - IDT 18-19-02
  - IDT 18-19-03
  - IDT 18-19-04
- Action: **M/S: Sloane/Snell** to approve IDT Renewal Requests into NSD for 2018-19 (IDT #18-19-01, 02, 03 & 04) **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None

**10. Correspondence**

- a. Re: Approval of Allowance of Attendance Because of Emergency Conditions (FY 2017-18), Form J-13A, Caryn Moore, Director, School Fiscal Services Division, April 18, 2018
- b. Re: Positive Certification of Second Interim Budget Report, Terena Mares, Deputy Superintendent, MCOE, April 16, 2018

**11. Conclusion**

- a. Agenda Planning for June 7, 2018:
- LCAP Hearing
  - Budget Hearing
  - Consideration of IDTs into NSD for 2018-19
- b. **Adjournment**  
Action: **M/S: Snell/Sloane** to adjourn meeting at 6:22 pm **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; Noes: None

**Respectfully Submitted,**

**Mikki McIntyre**

☐ Unadopted    ☐ Adopted

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**Madeleine Sloane, Board Clerk**

APY250 L.00.05

Marin County Office of Education  
COMMERCIAL WARRANT REGISTER  
FOR WARRANTS DATED 05/02/2018

05/30/18 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT  
BATCH: 0030 GF 04/16/18  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20196247	000568/	AT&T				
		PO-180002	1. 01-0000-0-5970.00-0000-2700-000-000-000	INV 000011219612		172.01
			WARRANT TOTAL			\$172.01
20196248	001419/	AYS ENGINEERING GROUP				
		PO-180004	2. 01-0000-0-5540.00-0000-8200-000-000-000	INV 5601		447.68
			WARRANT TOTAL			\$447.68
20196249	001409/	EMERALD BEHAVIOR				
		PO-180015	1. 01-6500-0-5840.00-5752-1100-000-000-000	INV 3115 4/2 TO 4/6/18		1,073.00
			WARRANT TOTAL			\$1,073.00
20196250	001428/	HOME DEPOT CREDIT SERVICES				
		PO-180192	1. 01-0000-0-4300.00-0000-8200-000-000-000	9134808/9190485		39.74
			WARRANT TOTAL			\$39.74
20196251	001323/	NORTH BAY TAXI				
		PO-180030	1. 01-6500-0-5840.00-5770-3600-000-707-000	3/1 TO 3/31/18 MARCH 2018		3,080.00
			WARRANT TOTAL			\$3,080.00
20196252	000012/	P G & E				
		PO-180031	1. 01-0000-0-5510.00-0000-8200-000-000-000	ACCT# 4964672870-6		18.89
			WARRANT TOTAL			\$18.89
20196253	001204/	PROTECTION ONE ALARM MONITORIN				
		PO-180034	1. 01-0000-0-5620.00-0000-8300-000-000-000	INV 122365621		93.45
			WARRANT TOTAL			\$93.45
20196254	000600/	SONOMA COUNTY OFFICE OF ED				
		PO-180040	2. 01-6500-0-5829.00-5001-7100-000-000-000	IN18-02806		4,825.00
			WARRANT TOTAL			\$4,825.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$9,749.77*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$9,749.77*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$9,749.77*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$9,749.77*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$9,749.77*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$9,749.77*

DISTRICT: 031 NICASIO SCHOOL DISTRICT  
BATCH: 0031 GENERAL FUND MAY 9, 2018  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20198010	000922/	AMERIGAS				
		PO-180001	2. 01-0000-0-5505.00-0000-8200-000-000-000	INV 3077796733		1,174.80
			WARRANT TOTAL			\$1,174.80
20198011	001412/	FARMHOUSE TEACHING SERVICES				
		PV-180066	01-1400-0-5200.00-1110-1010-000-000-000	CPR TRAINING PRIOR YEAR		520.00
			WARRANT TOTAL			\$520.00
20198012	000807/	JERRY & DON'S PUMP & WELL				
		PO-180016	1. 01-0000-0-5535.00-0000-8200-000-000-000	0127612-IN		1,251.37
			WARRANT TOTAL			\$1,251.37
20198013	001149/	MARIN COUNTY OFFICE OF ED				
		PV-180064	01-0000-0-9521.00-0000-0000-000-000-000	APRIL COBRA L ROGERS		1,039.92
			01-0000-0-9526.00-0000-0000-000-000-000	APRIL 18 KAISER		2,014.05
			01-0000-0-9528.00-0000-0000-000-000-000	APRIL 18 VISION		67.95
		PV-180065	01-0000-0-9521.00-0000-0000-000-000-000	MAY COBRA L ROGERS		1,039.92
			01-0000-0-9526.00-0000-0000-000-000-000	MAY KAISER		2,014.05
			01-0000-0-9529.00-0000-0000-000-000-000	MAY VISION		67.95
			WARRANT TOTAL			\$6,243.84
20198014	000989/	SAFARI WEST				
		PO-180186	1. 01-9315-0-5819.00-1110-1010-000-678-000	FULL PAYMENT		871.20
			WARRANT TOTAL			\$871.20
20198015	001376/	SAMANTHA SHURA				
		PV-180067	01-6500-0-5800.00-5770-3140-000-000-000	3 HRS. OT SERVICES		451.25
			WARRANT TOTAL			\$451.25
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	6	TOTAL AMOUNT OF CHECKS:	\$10,512.46*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	6	TOTAL AMOUNT:	\$10,512.46*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	6	TOTAL AMOUNT OF CHECKS:	\$10,512.46*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	6	TOTAL AMOUNT:	\$10,512.46*

APY250 L.00.05

Marin County Office of Education  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 05/16/2018

05/30/18 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT  
 BATCH: 0032 MAY 11, 2018 GF  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20198016	000276/	MARIN SCHOOLS INSURANCE				
		PV-180068	01-0000-0-9528.00-0000-0000-000-000-000	APRIL COVERAGE		510.75
			01-0000-0-9528.00-0000-0000-000-000-000	MAY COVERAGE		510.75
			WARRANT TOTAL			\$1,021.50
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$1,021.50*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$1,021.50*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$1,021.50*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$1,021.50*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:	\$11,533.96*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	7	TOTAL AMOUNT:	\$11,533.96*

DISTRICT: 031 NICASIO SCHOOL DISTRICT  
BATCH: 0033 GF 01 MAY 20, 2018  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20198741	000568/	AT&T				
		PO-180003	1. 01-1400-0-5940.00-1110-1010-000-000-000	436095101858095404		387.26
			WARRANT TOTAL			\$387.26
20198742	000273/	DIXIE SCHOOL DISTRICT				
		PV-180072	01-1400-0-5200.00-1110-1010-000-000-000	REIMB PAR STIPEND D WARE BTSA		479.26
			01-4035-0-5240.00-1110-1010-000-000-000	REIMB PAR STIPEND D WARE BTSA		863.00
			01-6264-0-5200.00-0000-2700-000-000-000	REIMB PAR STIPEND D WARE BTSA		291.00
			01-6264-0-5200.00-1110-1010-000-000-000	REIMB PAR STIPEND D WARE BTSA		1,000.00
			WARRANT TOTAL			\$2,633.26
20198743	001431/	JOE FOX				
		PV-180073	01-9320-0-4300.00-1451-1010-000-000-000	ART SUPPLIES CLAY PEOPLE REIMB		102.25
			WARRANT TOTAL			\$102.25
20198744	001148/	M.C.S.B.A.				
		PV-180071	01-0000-0-5200.00-0000-7100-000-000-000	BOARD/SUPERINTENDENT DINNER		80.00
			WARRANT TOTAL			\$80.00
20198745	001149/	MARIN COUNTY OFFICE OF ED				
		PV-180069	01-6264-0-5200.00-1110-1010-000-000-000	D WARE BTSA		265.00
			WARRANT TOTAL			\$265.00
20198746	001180/	MICHELLE MCINTYRE				
		PV-180070	01-0000-0-4300.00-0000-2700-000-000-000	REIMB M MCINTYRE		17.99
			WARRANT TOTAL			\$17.99
20198747	001323/	NORTH BAY TAXI				
		PO-180030	1. 01-6500-0-5840.00-5770-3600-000-707-000	04/02-04/30/18 A BONITTO		2,185.00
			WARRANT TOTAL			\$2,185.00
20198748	000007/	OFFICE DEPOT				
		PO-180195	1. 01-0000-0-4300.00-0000-2700-000-000-000	130101525001 PO 180195		17.81
		PO-180197	1. 01-0000-0-4300.00-0000-2700-000-000-000	INV 134053140001 PO 180-197		9.41
			2. 01-0000-0-4300.00-0000-8200-000-000-000	134053140001/134052672001		362.13

APY250 L.00.05

Marin County Office of Education  
 COMMERCIAL WARRANT REGISTER  
 FOR WARRANTS DATED 05/23/2018

05/30/18 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT  
 BATCH: 0033 GF 01 MAY 20, 2018  
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	PD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
	PO-180198	1.	01-1100-0-4300.00-1110-1010-000-678-000	INV 13668997001	PO 180-198	5.98
			WARRANT TOTAL			\$395.33
20198749	001272/		RAUL SALDANA			
	PO-180038	1.	01-0000-0-5840.00-0000-8100-000-000-000	MAY 2018 SERVICES		400.00
			WARRANT TOTAL			\$400.00
20198750	001376/		SAMANTHA SHURA			
	PO-180202	1.	01-6500-0-5800.00-5770-3140-000-000-000	APRIL OT SERVICES		451.25
			WARRANT TOTAL			\$451.25
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$6,917.34*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$6,917.34*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$6,917.34*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$6,917.34*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$6,917.34*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$6,917.34*





5555 Nicasio Valley Road, Nicasio, CA 94946  
☎ 415.662.2184 / 📠 415.662.2250 / [www.nicasioschool.org](http://www.nicasioschool.org)

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**Date:** 6/7/2018  
**To:** Nicasio Board of Trustees  
**From:** Barbara Snekkevik  
**Subject:** Principal's Report

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#### **Upcoming Events & Activities**

- June Life Skill: Gratitude
- Student art installation at Toby's Gallery (June)
- Stinson Beach field trip, grades TK-2 (June 8<sup>th</sup>)
- Kindergarten Graduation/Move-Up Day (June 13<sup>th</sup>)
- Kite Day (June 13<sup>th</sup>)
- Last day of school and 8<sup>th</sup> grade promotion (June 14<sup>th</sup>)
- Teacher work day (June 15<sup>th</sup>)

#### **Student Updates**

- CAASPP testing completed (grades 3-8)
- Physical Fitness Testing completed (grades 5 and 7)
- Coloma Outdoor Discovery School field trip, grades 3-5 (May 14-16)
- Safari West day field trip, grades 6-8 (May 18<sup>th</sup>)
- Earthquake drill (May 24<sup>th</sup>)
- Agate Beach field trip with Environmental Action Committee of West Marin, grades 6-8 (June 5<sup>th</sup>)
- Summer Reading Program presented by Civic Center children's librarian, grades TK-5 (June 6<sup>th</sup>)

#### **Staff Updates**

- Staff Appreciation Luncheon (May 8<sup>th</sup>)
- Teachers of the Month, Ms. Ellian (May) and Ms. Damena (June)
- Golden Bell Award recipient, Erica Sommers (reception May 24<sup>th</sup>)
- Nicasio School Foundation fundraiser, June 2<sup>nd</sup>

#### **Site Updates**

- Investigating window coverings for classroom/office doors as part of on-going emergency preparedness
- Library window replaced (May 8<sup>th</sup>)

- Commemorative tiles installed near main office
- Photos removed from library by Nicasio Historical Society to be returned in September
- Preliminary assessment of campus for installation of new high-speed internet (May 8<sup>th</sup> )
- Electrical usage assessments conducted in MPR related to Nicasio Disaster Council generator project
- Polling place (June 5<sup>th</sup> )



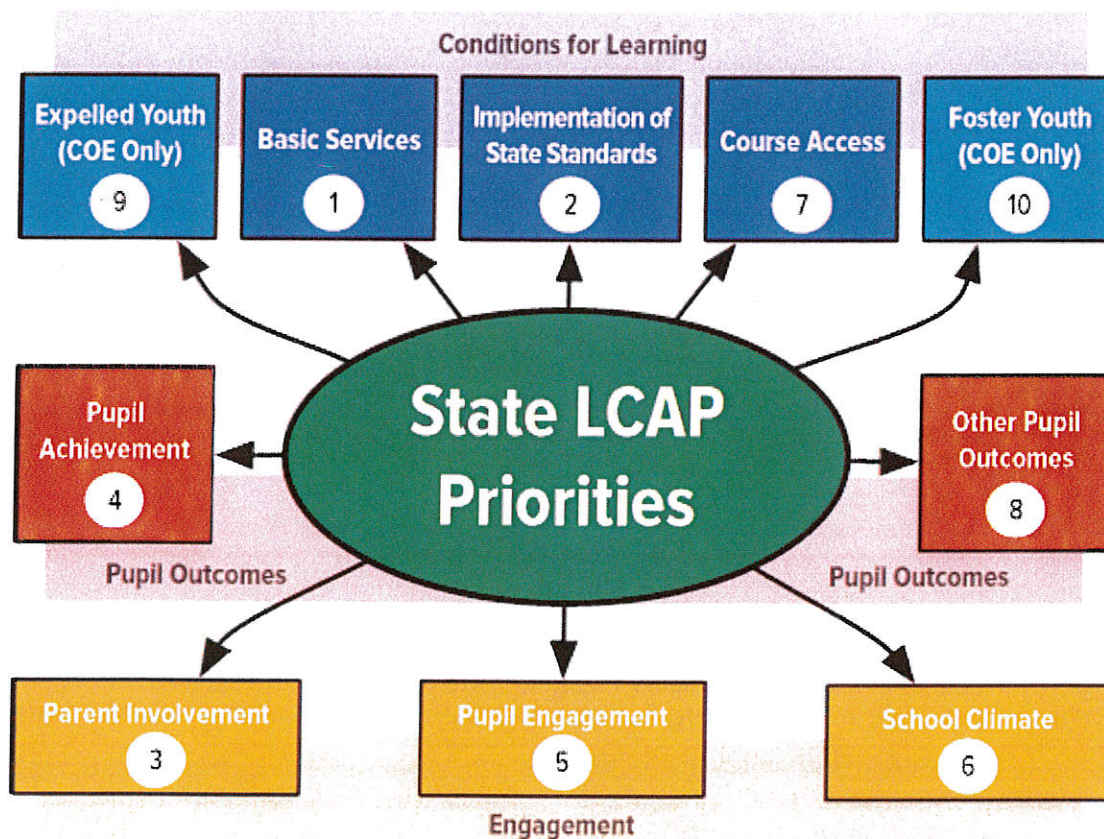
5555 Nicasio Valley Road, Nicasio, CA 94946  
☎ 415.662.2184 / 📠 415.662.2250 / [www.nicasioschool.org](http://www.nicasioschool.org)

## 2018-19 LCAP At A Glance

### What is the Local Control Accountability Plan (LCAP)?

The LCAP is an important component of the Local Control Funding Formula (LCFF), which changed the ways schools were funded in California beginning in 2013-14. All school districts are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities.

### What are the eight state priorities for districts?



## NICASIO'S GOALS AT A GLANCE

Goals for 2016-17	Goals for 2017-18	Goals for 2018-19
<b>Goal 1:</b> Identify, attract and retain outstanding staff (State Priority 1)	<b>Goal 1:</b> Identify, attract and retain outstanding staff (State Priority 1)	<b>Goal 1:</b> Identify, attract and retain outstanding staff (State Priority 1)
<b>Goal 2:</b> Maintain optimal class sizes and configurations to enhance learning and social interaction (State Priority 4, 5, 6)	<i>(removed and corresponding actions transferred to Goal 2)</i>	
<b>Goal 3:</b> Prepare students to transition successfully to high school both academically and socially (State Priority 1, 2, 4, 7, 8)	<b>Goal 2:</b> Prepare students to transition successfully to high school both academically and socially (State Priority 1, 2, 4, 5, 6, 7, 8)	<b>Goal 2:</b> Prepare students to transition successfully to high school both academically and socially (State Priority 1, 2, 4, 5, 6, 7, 8)
<b>Goal 4:</b> Encourage all parents to be active participants in the school community (State Priority 3)	<b>Goal 3:</b> Ensure all parents are active participants in the school community (State Priority 3)	<b>Goal 3:</b> Ensure all parents are active participants in the school community (State Priority 3)
<b>Goal 5:</b> Ensure all facilities are up-to-date and safe (State Priority 1)	<b>Goal 4:</b> Ensure all facilities are up-to-date and safe (State Priority 1)	<b>Goal 4:</b> Ensure all facilities are up-to-date and safe (State Priority 1)

<b>Goal 1:</b> Identify, attract and retain outstanding staff (State Priority 1)
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- Action 1.1: Credential monitoring by Marin County Office of Education
- Action 1.2: Maintain a competitive salary schedule and provide competitive benefits as a result of labor negotiations
- Action 1.3: Provide comparable salary increases for classified staff based on negotiations for certificated teachers



**Goal 2:** Prepare students to transition successfully to high school both academically and socially (State Priority 1, 2, 4, 5, 6, 7, 8)

- Action 2.1: Access to state-adopted textbooks and materials
- Action 2.2: Professional development opportunities for staff (3 full days, weekly PLC meetings)
- Action 2.3: Assess students regularly and implement a Student Study Team to discuss and monitor progress of at-risk students
- Action 2.4: Appropriately place and monitor students who receive special education services
- Action 2.5: Ensure all certificated teachers have certificate to instruct English Learners (as measured by new English Language Proficiency Assessment or ELPAC)
- Action 2.6: Provide scholarships to low income students and foster youth for school programs, as needed
- Action 2.7: Maintain Learning Center providing support for English learners. Provide access to Lexia Core 5 reading program.
- Action 2.8: Distribute alumni survey to former Nicasio students and parents after first semester of freshman year
- Action 2.9: Maintain current configuration of administrative/office staff
- Action 2.10: Maintain enrollment projections and outreach to identify potential incoming students
- Action 2.11: Support multi-grade classrooms with 3 full-time teachers and one classroom aide
- Action 2.12: Offer enrichment programs in grades TK-8 (Spanish, Art, PE)
- Action 2.13: Implement a school-wide social emotional learning program

**Goal 3:** Ensure all parents are active participants in the school community (State Priority 3)

- Action 3.1: Regular, consistent and clear communication between school and home for both English-speaking and Spanish-speaking households
- Action 3.2: Regular, consistent and clear communication between the school board and home
- Action 3.3: Identify preferred communication methods of parents/guardians and evaluate effectiveness of communication methods annually
- Action 3.4: Employ part-time English/Spanish translator to serve as school-to-home communicator and parent liaison

**Goal 4: Ensure all facilities are up-to-date and safe (State Priority 1)**

- Action 4.1: Conduct Annual Facilities Inspection Report
- Action 4.2: Maintain maintenance communication system (work order requests) with custodian
- Action 4.3: Maintain a deferred maintenance schedule
- Action 4.4: Maintain existing potable water system and pursue options for long-term potable water system
- Action 4.5: Review facility risk management report provided by Keenan Insurance and implement corrective action when necessary
- Action 4.6: Maintain an emergency communication system (School Messenger)
- Action 4.7: Maintenance/upgrade of emergency preparedness supplies

**Demonstration of Increased or Improved Services for Unduplicated Pupils**

LCAP Year: 2018-19

Estimated Supplemental and Concentration Grant Funds

\$ 18,748

Percentage to Increase or Improve Services

50 %

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions).

Nicasio School District's supplemental grant is estimated at \$18,748. These funds are being expended to support the Learning Center, the principal purpose of which is to serve English Language Learners (ELL). The Learning Center services relate directly to Goal 2 (Action 2.7). The Learning Center serves all ELL students within the regular school day, providing them with additional instruction to develop their English language skills under the guidance of highly trained and qualified instructors. The district uses the Supplemental Grant in this school-wide program because experience has shown this program, initially implemented in the 2013-14 school year is proving effective in assisting English Learners in particular to meet academic growth. This supplemental grant also allows for push-in support for English Learners during their core academic instruction. This year an additional reading program (Lexia Core 5) will be utilized with students who are served in the Learning Center.

Nicasio School District is providing services for its students of need by a minimum of 5.01% more than is provided to all of the District's students. When the MPP is measured from a service perspective, the district provides 3 FTE certificated teachers and .40 FTE Instructional Aide for all students for a total of 3.4 FTE Core Instructional Staff. The Learning Center provides an additional .40 FTE. In order to maintain the same level of service in the Learning Center, a 13% increase in supplies and salaries has been budgeted, which exceeds the required MPP.

# Local Control Accountability Plan and Annual Update (LCAP) Template

[Addendum](#): General instructions & regulatory requirements.

[Appendix A](#): Priorities 5 and 6 Rate Calculations

[Appendix B](#): Guiding Questions: Use as prompts (not limits)

[LCFF Evaluation Rubrics](#): Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

LEA Name

Nicasio School District

Contact Name and Title

Barbara Snekkevik  
Principal

Email and Phone

bsnekkevik@nicasioschool.org  
415.662.2184

## 2017-20 Plan Summary

### The Story

Describe the students and community and how the LEA serves them.

Nicasio School is committed to providing a high quality, engaging, and well-rounded educational experience in an environment where all students feel supported and experience success. Nestled in the heart of Marin County, California, Nicasio School is one of the few remaining single-school public school districts in Marin. The rural district itself was established in 1862 with the first Nicasio schoolhouse constructed in 1867. Nicasio School has changed dramatically since the late 1800s. Thanks to voters supporting a \$2.4 million bond in 1999, today's campus is comprised of modern, state-of-the-art facilities. In addition to large classrooms, students at Nicasio School have access to the school's library, art room, up-to-date technology, and a multi-purpose room equipped with a stage and full kitchen. Having the advantage of a rural environment, students also enjoy working in the school's organic garden with support from their teachers along with parents and community members.

#### VISION STATEMENT

Nicasio School prepares students to excel in high school and in life by attracting and maintaining outstanding teachers who deliver a stimulating curriculum through innovative instructional methods. Working with parents and the community, we support all students in reaching their full potential academically, physically, and emotionally by providing a safe and nurturing environment.

#### MISSION STATEMENT

Benefiting from its unique rural setting, strong sense of community and distinguished history, Nicasio School will educate children to value learning, act with integrity, live a healthful life, and participate as responsible citizens both globally and locally.

During the 2017-18 school year, Nicasio School served 40 students in grades TK-8. Approximately 35% of the student body represented the local Hispanic community. The majority of these students entered Nicasio School in primary grades as English Language Learners (ELL) with their primary language being Spanish. By the time our ELL students reach upper elementary school or early middle school, the majority are reclassified as Fluent English Proficient. Approximately 15% of Nicasio School's students received special education support and services.

Students learn in multi-grade classrooms with highly skilled teachers and support staff who prepare them for transition to high school and life outside of Nicasio. While many graduating 8th graders attend Sir Francis Drake High School in San Anselmo, others alumni attend private high schools in Marin County and San Francisco.

## LCAP Highlights

Identify and briefly summarize the key features of this year's LCAP.

After a thorough review by all stakeholder groups, the majority of actions/services designated in the 2017-18 LCAP were completed with positive result. Building upon the professional development all staff received in the area of restorative practices and restorative justice, we will continue to emphasize social-emotional learning and positive behavior supports during the 2018-19 school year. We will continue to develop our monthly life skills program (Goal 2, Action 2.13) and incorporate community-building activities throughout the school year.

For the 2018-19 school year we will continue our focus on school safety and provide professional development for all staff (Goal 2, Action 2.2). We will maintain a school emergency communication system, School Messenger (Goal 4, Action 4.6) and will also ensure our facilities are up to date with emergency supplies and equipment (Goal 4, Action 4.7).

For the 2018-19, students designated as English Learners, as well as other at-risk pupil groups, will receive access to the Lexia Core 5 literacy program during Learning Center to support English language development and academic growth (Goal 2, Action 2.7).

## Review of Performance

Based on a review of performance on the state indicators and local performance indicators included in the LCFF Evaluation Rubrics, progress toward LCAP goals, local self-assessment tools, stakeholder input, or other information, what progress is the LEA most proud of and how does the LEA plan to maintain or build upon that success? This may include identifying any specific examples of how past increases or improvements in services for low-income students, English learners, and foster youth have led to improved performance for these students.



## Greatest Progress

During the 2017-18 school year, Nicasio school continued to attract and retain outstanding staff.

Nicasio school continued to maintain optimal class sizes and configurations to enhance learning and social interactions based on student enrollment in 3 multi-age classrooms. The inter-district transfer policy was reviewed and reaffirmed by the school board in March 2017 to ensure students have access to same-aged peers, while maintaining a small learning environment. All three classrooms received consistent support from a classroom instructional assistant during the school day.

Students continued to receive a broad course of study, including enrichment programs in grades TK-8 (Spanish, Art, Performing Arts, PE).

English learners continued to receive targeted academic language support from their classroom teacher through the Learning Center. During the 2017-18 school year, 7 Kindergarten students were initially designated as English Learners, with a total of 12 students (30%) identified in grades TK-5. One student was reclassified as Fluent English Proficient in October 2017. Due to the transition to the new English Language Proficiency Assessments for California (ELPAC), there is no empirical data to compare student scores and growth. However, anecdotal data (teacher observation, achievement in classroom) demonstrates that students' language development progressed throughout the school year. Results from the Spring 2018 ELPAC administration will be analyzed by staff in the Fall of 2018.

Results from the annual school survey (February 2018) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 100% of the students. The school climate is rated as positive by 96% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 87% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")

A total of 40 parents participated in the school survey (from our 28 families total). Of this year's 40 participants, 11 (28%) were from Spanish-speaking households, which is a close representation of the overall percentage of Spanish-speaking households school-wide (39%). 92% of parents agree that communication between the school office and home is sufficient.

Regular, consistent and clear communication between school and home was maintained via weekly updates to the Parent Portal in both English and Spanish. Translation services are provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, school documents and forms, and school news are provided in both English and Spanish.

School grounds continue to be clean and safe. An effective communication system is maintained between school and custodial staff. The site maintains "exemplary" status on the Facility Inspection Tool (FIT).

Referring to the LCFF Evaluation Rubrics, identify any state indicator or local performance indicator for which overall performance was in the "Red" or "Orange" performance category or where the LEA received a "Not Met" or "Not Met for Two or More Years" rating. Additionally, identify any areas that the LEA has determined need significant improvement based on review of local performance indicators or other local indicators. What steps is the LEA planning to take to address these areas with the greatest need for improvement?

## Greatest Needs

Based on the Spring 2017 results for the California Assessment of Student Performance and Progress (CAASPP), Nicasio student scores for grades 3-8 indicate a decline for both English Language Arts (-10 points) and Mathematics (-6.3 points). It is noted, however, that the status of scores for English Language Arts is "high" (36.6 points above level 3) and for Mathematics is "high" (5.3 points above level 3). Due to our small student population, a decline in a small sample of student performances can result in a decline in the overall school performance results.

We will continue to address this concern by offering high-quality, standards-aligned curriculum, textbooks and materials to students. Classroom teachers will use on-going formative assessments to monitor student progress during the school year. School staff will utilize a Study Study Team (SST) process by which teachers and parents can discuss concerns about student progress and create plans to ensure all students will flourish both academically and socially.

During the 2017-18 school year, 7 Kindergarten students were initially designated as English Learners, with a total of 12 students (30%) identified in grades TK-5. One student was reclassified as Fluent English Proficient in October 2017. Due to the transition to the new English Language Proficiency Assessments for California (ELPAC), there is no empirical data to compare student scores and growth. However, anecdotal data (teacher observation, achievement in classroom) demonstrates that students' language development progressed throughout the school year. Results from the Spring 2018 ELPAC administration will be analyzed by staff in the Fall of 2018.

We will continue to address the growth and language development of English Learners by offering designated English language support through our Learning Center Program. Students will have access to Lexia Core 5 Reading Program to support language development and academic growth (Goal 2, Action 2.7). We will monitor all students during the school year and utilize Study Study Team (SST) process by which teachers and parents can discuss concerns about student progress and create plans to ensure all students will flourish both academically and socially. (Goal 2, Action 2.3)

Results from the annual school survey (February 2018) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 100% of the students. The school climate is rated as positive by 96% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 87% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")

We will maintain student connectedness and overall positive school climate by implementing a school-wide social emotional program to support community building and enhance student engagement. (Goal 2, Action 2.13)

Referring to the LCFF Evaluation Rubrics, identify any state indicator for which performance for any student group was two or more performance levels below the "all student" performance. What steps is the LEA planning to take to address these performance gaps?

## Performance Gaps

No student group was two or more performance levels below the "all student" performance.

If not previously addressed, identify the two to three most significant ways that the LEA will increase or improve services for low-income students, English learners, and foster youth.

## Increased or Improved services

The district will continue to provide targeted English language instruction and support to English Learners through the Learning Center program. (Goal 2, Action 2.7)

The district will provide access to an on-line literacy program (Lexia Core 5 Literacy Instruction) for all English Learners to support language development and academic growth. (Goal 2, Action 2.7)

The district will continue to provide communication (oral and written) and school documents/forms to families in Spanish via an interpreter, as needed. (Goal 3, Action 3.4)

The district will provide scholarships to low-income and foster youth for school programs, such as field trips. (Goal 2, Action 2.6)

The district will utilize a Student Study Team to identify and monitor at-risk students, including English Learners, Foster Youth, and Low-Income students. (Goal 2, Action 2.3)

## Budget Summary

Complete the table below. LEAs may include additional information or more detail, including graphics.

### DESCRIPTION

Total General Fund Budget Expenditures For LCAP Year

### AMOUNT

\$ 1,084,128.00

Total Funds Budgeted for Planned Actions/Services to Meet The Goals in the LCAP for LCAP Year

\$1,261,735.00

The LCAP is intended to be a comprehensive planning tool but may not describe all General Fund Budget Expenditures. Briefly describe any of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP.

There are some general administration costs associated with District business maintenance not included in the LCAP for 2018-19

### DESCRIPTION

Total Projected LCFF Revenues for LCAP Year

### AMOUNT

\$694,871

# Annual Update

LCAP Year Reviewed: **2017-18**

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

## Goal 1

Identify, attract, and retain outstanding staff

State and/or Local Priorities addressed by this goal:

State Priorities:     Priority 1: Basic (Conditions of Learning)  
Local Priorities:

## Annual Measurable Outcomes

Expected	Actual
<p><b>Metric/Indicator</b> Metric(s): P-2 Attendance Report, Teacher Misassignment, Employee Longevity List, Credential Monitoring Report , CTA Comparisons of Salaries - Marin, School Accountability Report Card (Teacher Credentials; Teacher Misassignments; Highly Qualified Teachers)</p> <p><b>17-18</b> a) All students will receive instruction from highly qualified teachers, 100% of whom will be appropriately assigned and credentialed.</p> <p>b) Salaries for certificated teachers and for classified staff will remain competitive with comparable school districts in Marin County.</p>	<p>a) All students received instruction from highly qualified teachers, 100% of whom were appropriately assigned and credentialed.</p> <p>b) Salaries for certificated and classified staff remain competitive with comparable school districts in Marin County.</p>

## Expected

### Baseline

During 2016-17:

a) All students received instruction from highly qualified teachers, 100% of whom were appropriately assigned and credentialed.

b) Salaries for certificated and classified staff remain competitive with comparable school districts in Marin County.

## Actual

## Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

### Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
1.1 Review Credential Monitoring Report provided by Marin County Office of Education. Communicate with teachers as needed to ensure that all credentials are current.	1.1 All teachers hold appropriate credentials as reported in regular Credential Monitoring Reports.	Costs included in Goal 2, Action 2.9 School Site Administration - Principal and CBO	Costs included in Goal 2, Action 2.9 School Site Administration - Principal and CBO

### Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
1.2 Maintain a competitive salary schedule and provide competitive health and welfare benefits as a result of labor negotiations.	1.2 A competitive salary schedule (approved by the school board in February 2017) was maintained.	<p>Certificated teachers' salaries 1000-1999: Certificated Personnel Salaries LCFF \$ 130,168</p> <p>Parcel Tax - Certificated teacher's salary 1000-1999: Certificated Personnel Salaries Locally Defined \$ 89,976</p>	<p>Certificated teachers' salaries 1000-1999: Certificated Personnel Salaries LCFF \$ 130,168</p> <p>Parcel Tax - Certificated teacher's salary 1000-1999: Certificated Personnel Salaries Locally Defined \$ 89,976</p>

		Teacher H & W 3000-3999: Employee Benefits LCFF \$35,748	Teacher H & W 3000-3999: Employee Benefits LCFF \$ 35,176
		Parcel Tax - Teacher H & W 3000-3999: Employee Benefits Locally Defined \$ 27,242	Parcel Tax - Teacher H & W 3000-3999: Employee Benefits Locally Defined \$ 26,398
		Substitute Teachers 1000-1999: Certificated Personnel Salaries LCFF \$2,000	Substitute Teachers 1000-1999: Certificated Personnel Salaries LCFF 2,000
		Substitute teachers' benefits 3000-3999: Employee Benefits LCFF \$380	Substitute Teachers' Benefits 3000-3999: Employee Benefits LCFF \$ 380
			0000: Unrestricted Not Applicable
			0000: Unrestricted Not Applicable

### Action 3

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
1.3 Provide comparable salary increases for classified staff based on the outcome of negotiations for certificated teachers.	1.3 A competitive salary schedule for classified staff (approved by the school board in February 2017) was maintained.	Learning Center Aide 0000: Unrestricted Other	
		0000: Unrestricted Other	
		Title III and REAP 2000-2999: Classified Personnel Salaries Federal Funds \$ 9,470	Title III and REAP 2000-2999: Classified Personnel Salaries Federal Funds \$ 10,373
		Title III and REAP 3000-3999: Employee Benefits Federal Funds \$ 995	Title III and REAP 3000-3999: Employee Benefits Federal Funds \$ 5,418
		Foundation Grants - Professional Experts/Aides 2000-2999: Classified Personnel Salaries Locally Defined \$ 42,117	Foundation Grants - Professional Experts/Aides 2000-2999: Classified Personnel Salaries Locally Defined \$ 36,903

		Foundation Grants - Professional Experts/Aides 3000-3999: Employee Benefits Locally Defined \$ 4,422	Foundation Grants - Professional Experts/Aides 3000-3999: Employee Benefits Locally Defined \$ 3,397
		School District Administration included in Goal 2.9 Principal, Office Manager, and Goal 4 Action 4.2 Custodian 0000: Unrestricted LCFF	School District Administration included in Goal 2.9 Principal, Office Manager, and Goal 4 Action 4.2 Custodian 0000: Unrestricted LCFF
		0000: Unrestricted Other	
		0000: Unrestricted Other	

## Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

The district continued to identify, attract and retain highly qualified staff for the 2017-18 school year. The quarterly credential monitoring report was reviewed throughout the school year as it was provided to the district by MCOE. A competitive salary schedule (approved by the school board in February 2017) was maintained for both certificated and classified staff. The board approved an increase in substitute rates (December 2017) in order to attract highly qualified substitute teachers as needed.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

These actions proved effective in achieving our goal to identify, attract and retain highly qualified staff for the 2017-18 school year.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

1.2 The district hired a long term substitute teacher to fill in for a certificated staff member on long term paid leave.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

This goal will continue with anticipated labor negotiations with the Nicasio Teachers Association (NTA) during the 2018-19 school year.



# Annual Update

LCAP Year Reviewed: **2017-18**

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

## Goal 2

Prepare all students to transition successfully to high school both academically and socially

State and/or Local Priorities addressed by this goal:

State Priorities:     Priority 1: Basic (Conditions of Learning)  
                             Priority 2: State Standards (Conditions of Learning)  
                             Priority 4: Pupil Achievement (Pupil Outcomes)  
                             Priority 5: Pupil Engagement (Engagement)  
                             Priority 6: School Climate (Engagement)  
                             Priority 7: Course Access (Conditions of Learning)  
                             Priority 8: Other Pupil Outcomes (Pupil Outcomes)

Local Priorities:

## Annual Measurable Outcomes

Expected

### Metric/Indicator

Metric(s): Student Access and Enrollment, School Accountability Report Card (List of District-adopted standards-aligned materials), Quarterly Report on Williams Uniform Complaints, Report Cards, State Assessments (Smarter Balanced, CST, CELDT), EL Progress and Reclassification Rates, IEP Progress Reports, Master Schedule for Learning Center Program, Surveys of Nicasio School Graduates and Parents, Middle School Dropout Rate

**17-18**

a) All students (100%) in grades K-8 will be enrolled in broad courses of study and will have access to standards-aligned textbooks, materials, and assessments.

Actual

a) In 2017-18, all students (100%) in grades TK-8 were enrolled in broad courses of study as evidenced by the Master schedule and had access to standards-aligned textbooks, materials and assessments.

b) In September 2017 the District adopted McGraw Hill's Reading Wonders Program for grades TK-5.

During the 2017-18 school year, staff investigated McGraw Hill's Study Sync English Language Arts program for grades 6-8. It is anticipated that a pilot of this program will occur during the 2018-19 school year.

Implementation of previously adopted state-standards aligned curriculum for Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), Science

## Expected

b) In grades TK-5 a state-standards aligned English Language Arts curriculum will be adopted. (McGraw Hill Reading Wonders).

A state-standards aligned English Language Arts curriculum will be piloted for grades 6-8 (McGraw Hill Study Sync).

Implementation of previously adopted state-standards aligned curriculum for Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), Science (FOSS in grades TK-5, CPO in grades 6-8) and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) will be maintained.

c) Students designated as English Learners will increase performance on annual language proficiency assessment by one or more level. The majority (75%) of English Language Learners will be reclassified as English proficient by the end of 8th grade.

d) Of general education students, 70% will demonstrate proficiency on district and statewide assessments in academic subjects while 50% of all English Language Learners will achieve proficiency in English Language Arts and 25% in Math in 2016- 17, 35% in Math in 2017-18, and 50% in Math 2018-19.

e) Consistent use of measuring student progress against common core aligned report card.

f) Students receiving special education services will make adequate progress on IEP goals as measured by progress reports generated each reporting period.

g) All (100%) of Nicasio School's students will matriculate to high school with at least 80% transitioning successfully into the social and academic climate. By the end of the first semester of their freshman year, at least 80% of alumni will earn an average grade of B- or higher in four academic subjects: English, Math, Social Studies and Science. At least 80% of these alumni will also report that they were able to integrate successfully within the social climate of high school. Due to the small size of alumni classes (3-7 students per class), percentages will be calculated based on an average over a 4- year span (the current year and the three prior years).

h) Students will benefit by having a group of peers in their respective grade level with whom to learn, interact, and play, which will promote student engagement. Class sizes will average 15-20 students in grades TK-5 and up

## Actual

(FOSS in grades TK-5, CPO in grades 6-8) and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) was maintained.

c) Due to the transition to the new English Language Proficiency Assessments for California (ELPAC), comparable data is not available to determine increase on performance by one or more levels by students designated as English Learners. In October 2017 one student was reclassified as fluent English proficient.

d) The following results indicate proficiency rates on statewide assessments (CAASPP) given May 2017:

71% of all students tested (grades 3-8) met or exceeded standard on English Language Arts assessment

52% of all students tested (grades 3-8) met or exceeded standard on Mathematics assessment

Neither (0%) of the 2 English Language Learners (grades 3-8) met or exceeded standards on English Language Arts assessment.

One (50%) of the 2 English Language Learners (grades 3-8) met or exceeded standards on Mathematics assessment.

e) Student progress was measured and reported (Trimesters 1,2,3) using standards-aligned report card.

f) Students receiving special education services made adequate yearly progress on goals as reported on Individualized Education Plan progress reports. Goals were monitored and updated as appropriate by special education staff through the IEP process.

g) At the end of the first semester of their freshmen year (Fall 2017), the follow grades were earned by the 2017 district graduates (6 students total):

67% (4 students) earned a grade of B- or higher in English Language Arts

67% (4 students) earned a grade of B- or higher in Math

50% (3 students) earned a grade of B- or higher in Science

83% (5 students) earned a grade of B- or higher in History Social Studies

Recent graduates were asked to complete the Nicasio Alumni Survey in February 2018. Three students elected to participate. Due to the small size of respondents, percentages will be calculated based on data reported over a 4-year span. Currently data is only available for students who graduated in 2017 and 2015 (7 students total). From that sample of students, 43% (3 students) reported that Nicasio School prepared students well to transition

## Expected

to 25 in grades 6-8 based on 3.0 FTE certificated teachers with an average total enrollment of 50 students.

- i) As a result of pupil engagement, students and parents will report an average of 90% satisfaction with overall classroom and campus climate.
- j) There will be a zero (0) dropout rate.
- k) Attendance rate will average 95%. Chronic absenteeism will be 5%.
- l) There will be 2 or fewer student suspensions and zero student expulsions

### Baseline

In 2016-17:

a) All students (100%) in grades K-8 were enrolled in broad courses of study and had access to standards-aligned textbooks, materials and assessments.

b) In grades TK-5 a state-standards aligned English Language Arts curriculum was piloted (McGraw Hill Reading Wonders).

Implementation of previously adopted state-standards aligned curriculum for Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), Science (FOSS in grades TK-5, CPO in grades 6-8) and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) were maintained.

c) 7 students were designated as English Learners. According to annual CELDT results, 3 students (50%) increased performance by one or more level. 3 students (50%) had either no change or decreased by one performance level. 1 student was administered an initial assessment and therefore had no prior results with which to compare growth. In spring 2017, one student was redesignated as Fluent English Proficient.

d) The following results indicate proficiency rates on state assessments (CAASPP) given May 2016:

70% of all students tested (grades 3-8) met or exceed standard on English Language Arts assessment  
45% of students tested (grades 3-8) met or exceeded standard on Mathematics assessment

## Actual

successfully into high school. 43% (3 students) reported that Nicasio School somewhat prepared students to transition successfully into high school. 14% (1 student) reported that Nicasio School did not prepare students well to transition successfully into high school.

h) Enrollment during the 2017-18 school year included a total of 40 students: 15 students (TK/K/1/2), 13 students (3/4/5) and 12 students (6/7/8). Each grade level consisted of 2 to 6 students with the exception of Kindergarten, which had 9 students enrolled. A total of 13 students attended Nicasio School on inter-district transfer agreements.

i) Results from the annual school survey (February 2018) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 100% of the students. The school climate is rated as positive by 96% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 87% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")

A total of 40 parents participated in the school survey (from our 28 families total). Of this year's 40 participants, 11 (28%) were from Spanish-speaking households, which is a close representation of the overall percentage of Spanish-speaking households school-wide (39%). 97% of parents report they feel welcome and encouraged to participate in school events and activities.

j) There was a zero (0) dropout rate.

k) School records indicate at 95% attendance rate (March 2018). Chronic absenteeism rate (as of April 2018) is 11.6%.

l) There were zero (0) suspensions and expulsions.

## Expected

Neither (0%) of the 2 English Language Learners (grades 3-8) tested met or exceeded standard on English Language Arts assessment  
Neither (0%) of the 2 English Language Learners (grades 3-8) met or exceeded standard on Mathematics assessment

Two (50%) of the 4 Reclassified Fluent English Proficient students (grades 3-8) met or exceeded standard on English Language Arts assessment  
None (0%) of the 4 Reclassified Fluent English Proficient students (grades 3-8) met or exceeded standard on Mathematics assessment

e) Student progress was measured and reported each trimester using a report card aligned with state adopted standards.

f) All students receiving special education services made progress on IEP goals as measured by progress reports.

g) No 2016-17 data for alumni transition to high school. Results from 2015-16 (12 students) indicate:  
92% felt prepared in English, 85% felt prepared in Math, and 92% felt prepared in Social Studies, while 33% felt prepared in Science.

h) Enrollment during the 2016-17 school year included a total of 44 students: 13 students (K/1/2), 15 students (3/4/5) and 16 students (6/7/8). Each grade level consisted of 3 to 7 students with the exception of Kindergarten, which only had 1 student. Grades K-8 were supported by 3 full-time certificated teachers.

i) Results from the annual school survey (April 2017) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 96% of the students. The school climate is rated as positive by 78% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 78% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")

j) There was a zero (0) dropout rate.

k) Attendance rate was 97% as measured by P2 report (March 2017). Chronic absenteeism was 7%.

l) There were zero (0) suspensions and expulsions.

## Actual

Expected

Actual

**Actions / Services**

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

**Action 1**

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.1 All students will have access to current state-adopted textbooks and materials.	2.1 All students had access to current state-adopted textbooks and materials	Textbooks / Supplies 4000-4999: Books And Supplies LCFF \$8,050	Textbooks/Supplies 4000-4999: Books And Supplies LCFF \$ 6,550
		EPA - Textbooks 4000-4999: Books And Supplies LCFF \$ 2,992	EPA - Textbooks 4000-4999: Books And Supplies LCFF \$ 2,992
		Both restricted/unrestricted 4000-4999: Books And Supplies Lottery \$4,942	Both restricted/unrestricted 4000-4999: Books And Supplies Lottery \$ 12,202
		Foundation/ Parcel Tax 4000-4999: Books And Supplies Locally Defined \$ 5,100	Foundation/ Parcel Tax 4000-4999: Books And Supplies Locally Defined \$ 5,439
		EL Supplies 4000-4999: Books And Supplies Federal Funds \$ 65	EL Supplies 4000-4999: Books And Supplies Federal Funds \$ 1,215
		EPA -Optiman - Instructional Internet 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 4,650	EPA -Optiman - Instructional Internet 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 4,650
		Classroom Internet and computer maintenance for; classroom computers and internet access, online testing, classroom	Classroom Internet and computer maintenance for; classroom computers and internet access, online testing, classroom

webpages. 5900:  
Communications LCFF \$ 3,900

webpages. 5900:  
Communications LCFF \$ 3,900

0000: Unrestricted Other

## Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.2 Make professional development opportunities available to all teachers and staff through on-site and off-site trainings and workshops as needed. For certificated teachers, three in-service professional development days will be included in the annual school calendar. In addition, certificated teachers will meet weekly for one hour within their instructional day (PLC meeting) with a focus on professional growth.	2.2 The following topics were included in the three in-service professional development days:	Certificated teachers' costs included in Goal 1 Action 1.3, Classified staff costs included in Goal 1, Action 1.4; District Administration costs included in Goal 2 Action 2.9 0000: Unrestricted LCFF	Certificated teachers' costs included in Goal 1 Action 1.3, Classified staff costs included in Goal 1, Action 1.4; District Administration costs included in Goal 2 Action 2.9 0000: Unrestricted LCFF
	August 21, 2017 Mandated Reporter Training Community Building and Restorative Practices Training McGraw Hill Wonders Training McGraw Hill Study Sync introduction (webinar)	Conference and Travel 5000-5999: Services And Other Operating Expenditures LCFF \$ 2,520	Conference and Travel 5000-5999: Services And Other Operating Expenditures LCFF \$ 2,520
	October 26, 2017 Student Success Team (SST) training Community Building and Restorative Practices Training	EPA - Conference and Travel 5000-5999: Services And Other Operating Expenditures LCFF \$ 1,120	EPA - Conference and Travel 5000-5999: Services And Other Operating Expenditures LCFF \$ 1,120
	March 12, 2018 Staff LCAP review (update on 2017-18 goals) Community Building and Restorative Practices Training CAASPP Interim Assessment Block training	Educator Effectiveness Grant BTSA/Principal 5800: Professional/Consulting Services And Operating Expenditures Other \$ 3,616	Educator Effectiveness Grant BTSA/Principal 5800: Professional/Consulting Services And Operating Expenditures Other \$ 5,866
	The following on-going professional development activities occurred during the school year:  Beginning Teacher Support/Induction Program (BTSA)	REAP - CPR Training all staff 5000-5999: Services And Other Operating Expenditures Federal Funds \$ 500	REAP - CPR Training all staff 5000-5999: Services And Other Operating Expenditures Federal Funds 0



Growth Mindset Math cohort at MCOE  
 Next Generation Science Standards cohort at MCOE

In addition, school administration attended the following trainings:

CAASPP coordinator training  
 ELPAC coordinator training  
 School Violence and the Active Shooter trainings  
 History-Social Studies Framework Training  
 Human Resources Training  
 Crisis Prevention and Preparedness Training

### Action 3

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.3 Assess all students regularly to evaluate level of proficiency and determine individual learning needs for targeted intervention. Implement a Student Study Team to discuss and monitor progress of at-risk students.	2.3 A Student Success Team (SST) was implemented to discuss and monitor progress of at-risk students. Staff received training on SST procedures during October professional development day. All students were assessed regularly to evaluate level of proficiency and determine learning needs for targeted intervention.  All newly enrolled English Learners were administered the initial California English Development Test (CELDT) in fall of 2017.	Assessment costs included in Goal 1, Action 1.3 Teachers and Goal 2 Action 2.9 Principal  Costs included in Goal 1 Action 1.3 Classified salaries (Spanish translator) 0000: Unrestricted Locally Defined  Aeries Maintenance and Hosting 5000-5999: Services And Other Operating Expenditures LCFF \$ 5,000	Assessment costs included in Goal 1, Action 1.3 Teachers and Goal 2 Action 2.9 Principal  Costs included in Goal 1 Action 1.3 Classified salaries (Spanish translator) 0000: Unrestricted Locally Defined  Aeries Maintenance and Hosting 5000-5999: Services And Other Operating Expenditures LCFF \$ 5,000

Results were shared with the students' teachers to provide them with data to guide their instructional practices.

All identified English Learners were administered the English Language Proficiency Assessments for California (ELPAC) in the Spring 2018. Results will provide information to determine individual learning needs for targeted intervention.

Students in grades 3-8 participated in the Spring 2018 Smarter Balanced (CAASPP) assessment. In Spring 2018 there was one parent exemption, resulting in a 93% participation rate. All students in grades 5 and 7 participated in the California Physical Fitness Test. All students in grades 5 and 8 participated in the field test of the California Science Test (CAST).

Classroom assessments using state-adopted curriculum are administered on a regular basis, which provides data for standards-based report cards. Report cards are aligned with Common Core state standards and are translated into Spanish as needed. Parents received report cards three times per year and also received progress reports at the mid-term of each trimester.

Maintenance of CALPADS Information 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 2,000

Contract MCOE School Nurse 5000-5999: Services And Other Operating Expenditures LCFF \$ 1,723

Maintenance of CALPADS Information 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 2,000

Contract MCOE School Nurse 5000-5999: Services And Other Operating Expenditures LCFF \$ 1,723

## Action 4



Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.4 Place special education students in appropriate instructional programs and provide specialized services in accordance with Individualized Education Plan (IEP) using push-in/pull-out model. Monitor special education placement and services through IEP progress reports and annual IEP review to ensure students are making adequate yearly progress toward IEP goals.	2.4 Student progress reports related to special education (IEP) goals were prepared each trimester to accompany student report cards. These are prepared by MCOE personnel who provide special education services at Nicasio School.	Federal Funds - Special Education Services - Mental Health Funds 5800: Professional/Consulting Services And Operating Expenditures Special Education \$2,510	Federal Funds - Special Education Services - Mental Health Funds 5800: Professional/Consulting Services And Operating Expenditures Special Education \$2,510
	Special education placement and services have been monitored on a regular basis for accuracy and to assess student progress. Oversight was provided by the LEA Representative (Principal) and the Resource Specialist provided by MCOE.	Contribution from Unrestricted Funds - Excess Cost 7000-7439: Other Outgo Special Education \$113,111	Contribution from Unrestricted Funds - Excess Cost 7000-7439: Other Outgo Special Education \$114,118
		District Contribution from Unrestricted Funds 5800: Professional/Consulting Services And Operating Expenditures Special Education \$24,267	District Contribution from Unrestricted Funds 5800: Professional/Consulting Services And Operating Expenditures Special Education \$24,267
	During 2017-18, a total of 6 students attending Nicasio School were been enrolled in special education programs, which represents 15% of the study body. Students receive support in the resource specialist program, speech/language, counseling, and occupational therapy on site. In addition, two Nicasio resident students are enrolled in programs outside of the District.	District Contribution from Restricted Funds - Parcel Taxes 5800: Professional/Consulting Services And Operating Expenditures Special Education \$ 60,000	District Contribution from Restricted Funds - Parcel Taxes 5800: Professional/Consulting Services And Operating Expenditures Special Education \$ 60,000
		County Transfer - AB602 5800: Professional/Consulting Services And Operating Expenditures Special Education \$20,364	County Transfer - AB602 5800: Professional/Consulting Services And Operating Expenditures Special Education \$20,576
		State Mental Health Services 5800: Professional/Consulting Services And Operating Expenditures Special Education \$ 6,316	State Mental Health Services 5800: Professional/Consulting Services And Operating Expenditures Special Education \$ 7,209

## Action 5

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
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2.5 Ensure all certificated teachers have an appropriate credential to instruct English language learners. This will result in 75% of EL students' overall CELDT scores increasing by at least one performance level over a 12-month period.

2.5 The principal and teachers regularly monitor the academic achievement of students who have been redesignated as Fluent English Proficient (RFEP) to ensure that they receive adequate support. RFEP students, as needed, still have access to the Learning Center and its resources.

In 2017-18, there were a total of 13 English Language Learners. Of these students, 1 student was reclassified as Fluent English Proficient (FEP). Due to the transition to the English Language Proficiency Assessments for California (ELPAC), CELDT scores are not available to measure increase in student performance.

Costs included in Goal 2, Action 2.9 Principal and CBO (monitoring) and Goal 3, Action 2 (professional development) 0000: Unrestricted

CELDT TESTING 2000-2999: Classified Personnel Salaries LCFF \$ 1,200

0000: Unrestricted

Costs included in Goal 2, Action 2.9 Principal and CBO (monitoring) and Goal 3, Action 2 (professional development) 0000: Unrestricted

CELDT TESTING 2000-2999: Classified Personnel Salaries LCFF 1,500

## Action 6

### Planned Actions/Services

2.6 Provide scholarships to low income students and foster youth for school programs, such as field trips.

### Actual Actions/Services

2.6 All students (100%) participated in all school programs, including field trips. Scholarships were provided as needed.

### Budgeted Expenditures

Student body fund raising 5800: Professional/Consulting Services And Operating Expenditures Locally Defined \$ 1,000

### Estimated Actual Expenditures

Student body fund raising 5800: Professional/Consulting Services And Operating Expenditures Locally Defined \$ 3,547

## Action 7

### Planned Actions/Services

2.7 Maintain a Learning Center that provides instructional support for English language learners. Provide emphasis on building academic vocabulary and skills in mathematics.

### Actual Actions/Services

2.7 All (100%) English Language Learners are assigned to the Learning Center for English Language Development (ELD) instruction (either under the direct instruction of their core teacher or

### Budgeted Expenditures

Learning Center Aide 2000-2999: Classified Personnel Salaries Supplemental \$ 12,469

### Estimated Actual Expenditures

Learning Center Aide 2000-2999: Classified Personnel Salaries Supplemental \$ 11,869

	<p>facilitated by an instructional assistant) in place of the Spanish enrichment program.</p> <p>Students in grades K-2 participate in the Learning Center program for one class period two days per week. Students in grades 3-8 participate in the Learning Center Program three days per week. Students who have been reclassified as Fluent English Proficient (FEP) were given the choice to remain in the Learning Center for ongoing support.</p>	Learning Center Aide 3000-3999: Employee Benefits Supplemental \$ 6,900	Learning Center Aide 3000-3999: Employee Benefits Supplemental \$ 7,824
		Other	

## Action 8

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.8 Distribute a survey to former Nicasio School students and a survey to their parents after the first semester of their freshman year at high school. Use data collected to modify instructional program appropriately.	2.8 Recent graduates were asked to complete the Nicasio Alumni Survey in February 2018. Three students elected to participate. Due to the small size of respondents, percentages will be calculated based on data reported over a 4-year span. Currently data is only available for students who graduated in 2017 and 2015 (7 students total). From that sample of students, 43% (3 students) reported that Nicasio School prepared students well to transition successfully into high school. 43% (3 students) reported that Nicasio School somewhat prepared students to transition successfully into high school. 14% (1 student) reported that Nicasio School did not prepare students well to	Costs included in Goal 2 Action 2.9 District Principal and Site Secretary/Office Manager	Costs included in Goal 2 Action 2.9 District Principal and Site Secretary/Office Manager

transition successfully into high school.

## Action 9

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.9 Maintain current configuration for school administration: .60 FTE principal; .80 FTE office manager; 11 days/year superintendent; .40 FTE chief business official; .40 FTE accounting assistant; maintain office phone & internet communications and student information systems (SIS).	2.9 Current configuration for school administration was maintained: .60 FTE principal; .80 FTE office manager; 11 days/year superintendent; .40 FTE chief business official;  In the Fall 2017, the .40 FTE accounting assistant left Nicasio School. This position remained unfilled for 2017-18.	.60 FTE Principal 1000-1999: Certificated Personnel Salaries LCFF \$ 65,202	60 FTE Principal 1000-1999: Certificated Personnel Salaries LCFF \$ 65,202
		.60 FTE Principal 3000-3999: Employee Benefits LCFF \$ 13,676	60 FTE Principal 3000-3999: Employee Benefits LCFF \$ 13,676
		MCOE Contract - Superintendent Services 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 12,000	MCOE Contract - Superintendent Services 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 12,000
		.80 FTE Site Secretary/Office Manager 2000-2999: Classified Personnel Salaries LCFF \$ 67,047	.80 FTE Site Secretary/Office Manager 2000-2999: Classified Personnel Salaries LCFF \$ 67,569
		.80 FTE Site Secretary/ Office Manager 3000-3999: Employee Benefits LCFF \$ 20,581	.80 FTE Site Secretary/ Office Manager 3000-3999: Employee Benefits LCFF \$ 20,581
		.40 FTE CBO /.40 Business Office assistant 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 85,536	.40 FTE CBO /.40 Business Office assistant 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 85,202
		0000: Unrestricted LCFF	
		0000: Unrestricted Other	

## Action 10

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.10 Update and maintain enrollment projections. Outreach to parents, community members, local newspaper and local preschools to identify potential incoming students. Review the inter-district transfer policy and determine the future of renewal requests as well as new requests within the context of fostering a stimulating learning environment for residents students while also balancing the budget.	<p>2.10 Enrollment projection for the 2017-18 school year were maintained and continuously updated during the Spring 2017. Actual enrollment at the start of the school year was 43 students. Three students left during the school year, decreasing the total enrollment to 40 students.</p> <p>Inter-district transfer policy was reviewed by the school board in December 2017. It was decided to continue current policy for the 2018-19 school year.</p> <p>Administration staff conducted outreach to parents, community members, local newspaper and local preschools to identify potential incoming students for 2018-19.</p> <p>## Inter-district transfer requests for the 2018-19 school year were approved by the school board in May and June 2018.</p>	<p>Costs included in Goal 2 Action 2.9 School Admin Principal and Office Manager and Goal</p> <p>Legal Services 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 6,000</p> <p>Newspaper Notices 5000-5999: Services And Other Operating Expenditures LCFF \$ 500</p> <p>\$</p>	<p>Costs included in Goal 2 Action 2.9 School Admin Principal and Office Manager and Goal</p> <p>Legal Services 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 6,000</p> <p>Newspaper Notices 5000-5999: Services And Other Operating Expenditures LCFF \$ 500</p>

## Action 11

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.11 Support multi-grade classrooms with 3.0 FTE teachers. Each of the three homeroom teachers (3.0 FTE) will support three grade levels. During core instruction of math and language arts, a part-time classroom aide	2.11 Three full-time teachers were employed for three multi- grade classrooms: TK-2, 3-5, and 6-8. A classroom aide provided additional support in all three classrooms on a regular schedule during instructional time.	<p>Costs included in Goal 1 Action 1.3 Certificated Teachers and Action 1.4 Classified Staff</p> <p>0000: Unrestricted</p> <p>Other</p>	<p>Costs included in Goal 1 Action 1.3 Certificated Teachers and Action 1.4 Classified Staff</p>

will provide additional support as need

## Action 12

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.12 Enhance student learning by providing a broad course of study beyond state required subject areas and by providing teachers with sufficient planning periods to prepare for instruction in multi-grade, self-contained classrooms. Offer enrichment programs to students in grades TK-8: Spanish, Art, Performing Arts and PE.	2.12 For the 2017-18 school year, the Nicasio School Foundation provided funding to ensure the district could provide TK-8 students with courses in Spanish, Art, Performing Arts, and a specialist for PE. These courses provided an enriched learning experience for students outside of the mandated curriculum while providing sufficient planning periods for full-time classroom teachers.	Costs included in Goal 1 Action 1.4 Classified Staff Aides and Professional Experts 2000-2999: Classified Personnel Salaries  Parcel Tax - Human Development 5800: Professional/Consulting Services And Operating Expenditures Locally Defined \$ 1,120  0000: Unrestricted	Costs included in Goal 1 Action 1.4 Classified Staff Aides and Professional Experts 2000-2999: Classified Personnel Salaries  Parcel Tax - Human Development 5800: Professional/Consulting Services And Operating Expenditures Locally Defined \$ 1,120

## Action 13

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
2.13 The district will investigate and pilot a school-wide social emotional learning program to support student interaction and enhance student engagement.	2.13 During 2017-18, district staff received training in Restorative Practices during all three professional development days (August, October, March). Trainings and materials were provided by Don Carney of the Marin YMCA.  In addition, staff worked collaboratively to develop and implement a monthly life skills program to promote and enhance positive student engagement.	YMCA - Restorative Justice 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 1,500	YMCA - Restorative Justice 5800: Professional/Consulting Services And Operating Expenditures LCFF \$ 1,500



# Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

Overall implementation of the actions and services described above resulted in all current student groups having access to a broad course of study, supports and services. During the 2017-18 school year, optimal class sizes and configurations were maintained to enhance learning a social interactions. School administration configuration was maintained. Three full-time teachers were employed for three multi-grade classrooms. An instructional assistant provided support in each of the three classrooms durning instructional time. For the 2017-18 school year, the Nicasio School Foundation provided funding to ensure the district could provide TK-8 students with courses in Spanish, Art, Performing Arts, and a specialist for PE. These courses provided an enriched learning experience for students outside of the mandated curriculum while providing sufficient planning periods for full-time classroom teachers. District staff received regular professional development, including training around the implementation of Restorative Practices and the implementation of community building activities and restorative justice to support student interaction and enhance student engagement. In addition, staff worked collaboratively to develop and implement a monthly life skills program to promote and enhance positive student engagement. The Nicasio School alumni survey was distributed to recent graduates after the first semester of their freshman year at high school. Results were reviewed by staff to inform the effectiveness of instructional programs.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

Overall implementation of the actions and services described above resulted in all current student groups having access to a broad course of study, supports and services. Student scores on the 2017 Smarter Balanced CAASPP assessment declined in both English Language Arts (-10.1 points) and Mathematics (-6.3 points). However, overall status in both English Language Arts and Mathematics remains "high". School staff will consider these results when planning instructional programs, evaluating curriculum, and identifying supports for students.

Results from the annual school survey (February 2018) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 100% of the students. The school climate is rated as positive by 96% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 87% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")

Recent graduates were asked to complete the Nicasio Alumni Survey in February 2018. Three students elected to participate. Due to the small size of respondents, percentages will be calculated based on data reported over a 4-year span. Currently data is only available for students who graduated in 2017 and 2015 (7 students total). From that sample of students, 43% (3 students) reported

that Nicasio School prepared students well to transition successfully into high school. 43% (3 students) reported that Nicasio School somewhat prepared students to transition successfully into high school. 14% (1 student) reported that Nicasio School did not prepare students well to transition successfully into high school.

At the end of the first semester of their freshmen year (Fall 2017), the follow grades were earned by the 2017 district graduates (6 students total):

67% (4 students) earned a grade of B- or higher in English Language Arts

67% (4 students) earned a grade of B- or higher in Math

50% (3 students) earned a grade of B- or higher in Science

83% (5 students) earned a grade of B- or higher in History Social Studies

School staff will consider this data when planning instructional programs, evaluating curriculum, and identifying supports for students.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

2.1 Increase to Restricted/Unrestricted Lottery for supplies; prior year carryover added      2.6 Increase to Student body, field trips - prior year carryover added

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

For 2018-19, this goal will be continued. The implementation of the Lexia Core 5 Reading Program to support English Learners and other at-risk students will be added to Action 2.7.



# Annual Update

LCAP Year Reviewed: **2017-18**

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

## Goal 3

Ensure all parents are active participants in the school community

State and/or Local Priorities addressed by this goal:

State Priorities: Priority 3: Parental Involvement (Engagement)

Local Priorities:

## Annual Measurable Outcomes

### Expected

#### Metric/Indicator

Metric(s): Parent Input (Annual Survey of Parents/Guardians, Back-to-School Questionnaire (identify preferred communication methods), Parent Participation (attendance at school events, donations (time/money) to classrooms, field trips), Volunteer Records (Foundation, Parent Club, Field Trip Drivers, Visitor Sign-in Log)

#### 17-18

a) Students' families, both English-Speaking and Spanish-speaking, will be well informed about the school's news and events and about their children's progress in school; this will be demonstrated by at least 85% of surveyed parents indicating that communication from the school is effective.

#### Baseline

a) On annual parent survey (April 2017), a total of 42 parents participated (from 33 families total).

### Actual

a) In February 2018, a total of 40 parents participated in the annual parent survey (from our 28 families total).

Of this year's 40 participants, 11 (28%) were from Spanish-speaking households, which is a close representation of the overall percentage of Spanish-speaking households school-wide (39%).

92% of parents agree that communication between the school office and home is sufficient. 89% agree that email is an effective way to communicate between home and school. 78% agree the online Parent Portal is an effective way to communicate weekly school news.

83% of parents consider communication between teachers and parents sufficient.

Communication from school-related organizations are viewed as sufficient as follows: Parent Club (82%), Nicasio School Foundation (71%), and School Board (47%).

## Expected

Of the 42 participants, 8 (19%) were from Spanish-speaking households, which is a close representation of the overall percentage of Spanish-speaking households school-wide (21%).

90 % of parents agree that communication between the school office and home is sufficient. 79% of them find the most value in email correspondence. 68% consider the online Parent Portal an effective forum for weekly communications.

81% of parents consider communication between teachers and parents sufficient. With that said, 93%-95% of the parents consider the content provided by teachers on progress reports and report cards as valuable.

Communication from school-related organizations are viewed as sufficient as follows: Parent Club (80%), Nicasio School Foundation (74%), and School Board (45%).

## Actual

## Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

### Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
3.1 Ensure regular, consistent and clear communication between school and the home for both English-speaking and Spanish-speaking households.	3.1 Regular, consistent and clear communication between school and home was maintained via weekly updates to the Parent Portal in both English and Spanish. Translation services are provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, school documents and forms, and school news are provided in both English and Spanish.	Costs included in Goal 2 Action 2.9 School Site Administrative salaries and Goal 1 Action 1.4 Classified staff (translator).	Costs included in Goal 2 Action 2.9 School Site Administrative salaries and Goal 1 Action 1.4 Classified staff (translator).
		Internet - Office 5900: Communications LCFF \$ 2,000	Internet - Office 5900: Communications LCFF \$ 2,000
		Telephone Service 5900: Communications LCFF \$ 950	Telephone Service 5900: Communications LCFF \$ 950
		Postage Permit 5900: Communications LCFF \$ 1,200	Postage Permit 5900: Communications LCFF \$ 1,200

Internet Consultant/Webpage  
Maintenance 5900:  
Communications LCFF \$ 3,900

Internet Consultant/Webpage  
Maintenance 5900:  
Communications LCFF \$ 3,900

Other

## Action 2

### Planned Actions/Services

3.2 Ensure regular, consistent and clear communication between the school board and home by including the board agenda and approved minutes on a monthly basis in the Parent Portal or other routine school-to-home communication system.

### Actual Actions/Services

3.2 Board agendas and approved minutes are posted on a monthly basis to the online Parent Portal. Hard copies of board agendas and approved minutes are also posted in the main office and updated on a monthly basis.

### Budgeted Expenditures

Costs included in Goal 2 Action 2.9 Administrative Office Manager 2000-2999: Classified Personnel Salaries LCFF

Costs included in Goal 3 Action 3.1 Internet Access Office, Telephones, Internet/Webpage Maintenance LCFF

LCFF

### Estimated Actual Expenditures

Costs included in Goal 2 Action 2.9 Administrative Office Manager 2000-2999: Classified Personnel Salaries LCFF

Costs included in Goal 3 Action 3.1 Internet Access Office, Telephones, Internet/Webpage Maintenance LCFF

## Action 3

### Planned Actions/Services

3.3 Through a Back-to-School questionnaire and an annual parent survey, identify the preferred communication methods of each parent/guardian. Mid-way through the year, distribute an annual survey to identify communication methods that are effective and where communications can improve.

### Actual Actions/Services

3.3 Back-to-School questionnaires were distributed in August 2017 to determine the preferred communication method of each parent/guardian. The annual online parent survey was distributed in February 2018 in both English and Spanish. Hard copies were available upon request. To encourage participation from Spanish-speaking families, the school's parent liaison contacted families offer any assistance as needed.

### Budgeted Expenditures

Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager

0000: Unrestricted Other

### Estimated Actual Expenditures

Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager

## Action 4

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
3.4 Employ a part-time English/Spanish translator to serve as school-to- home communicator (oral and written) and parent liaison. Spanish translation services will be provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, student records, school documents and forms, and school news will be provided in both English and Spanish languages.	3.4 A part-time classified employee was contracted to serve as parent liaison and provide translation services to 100% of Spanish-speaking households, both orally and in writing, during the 2017-18 school year.	Costs included in Goal 1 Action 1.4 Classified Staff (Translator) 2000-2999: Classified Personnel Salaries Locally Defined	Costs included in Goal 1 Action 1.4 Classified Staff (Translator) 2000-2999: Classified Personnel Salaries Locally Defined
		Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager 0000: Unrestricted LCFF	Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager 0000: Unrestricted LCFF
		Costs included in Goal 3 Action 3. Internet, Telephone and Internet Management/Webpage Maintenance 0000: Unrestricted LCFF	Costs included in Goal 3 Action 3. Internet, Telephone and Internet Management/Webpage Maintenance 0000: Unrestricted LCFF

## Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

The following actions/services were implemented during the 2017-18 school year to encourage all parents to be active participants in the school community:

- regular, clear and consistent communication between the school and family for both English and Spanish-speaking households, via the Parent Portal or hardcopies as requested. The Parent Portal is updated weekly with relevant information in both English and Spanish.
- school board communications (agendas, minutes) are posted monthly via the Parent Portal and in the main office
- parents' preference of communication mode is solicited and used during the school year
- a part-time Spanish interpreter serves as school-to-home communicator (written and oral) and parent liaison

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

As a result of the above actions/services, students' families, both English-Speaking and Spanish-speaking, are well informed about the school's news and events and about their children's progress in school. This is demonstrated by 92% of surveyed parents indicating that communication from the school is effective.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

For 2018-19, this goal will be continued.

# Annual Update

LCAP Year Reviewed: **2017-18**

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

## Goal 4

Ensure all facilities are up-to-date, functional and safe

State and/or Local Priorities addressed by this goal:

State Priorities:     Priority 1: Basic (Conditions of Learning)  
Local Priorities:

## Annual Measurable Outcomes

Expected	Actual
<p><b>Metric/Indicator</b> Metric: Annual Facilities Inspection Report, Incidents/Injury Reports</p> <p><b>17-18</b> a) Students will be able to learn and play on a clean and safe campus, resulting in 0% injuries related to poor condition or maintenance of the facilities.</p> <p>b) The annual Facilities Inspection Report will indicate that the campus facilities are in “exemplary” status.</p> <p>c) Any corrective actions recommended by the MSIA facility risk management report will be remedied within one fiscal year based on level of priority.</p>	<p>a) Zero (0) injuries were reported due to safety issues related to the campus of facilities.</p> <p>b) The Annual Facilities Inspection Report completed in January 2018 indicated an "exemplary" status</p> <p>c) All corrective actions recommended by the MSIA facilities risk management report (based on the Hazardous Materials Inventory conducted May 2017) were remedied within six weeks.</p>

## Expected

### Baseline

In 2016-17:

a) Zero (0) injuries were reported due to safety issues related to the campus or facilities.

b) The Annual Facilities Inspection Report completed in April 2017 indicated an "exemplary" status with an overall rating of 100%.

## Actual

## Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each. Duplicate the table as needed.

### Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
4.1 Conduct an annual facilities inspection in December/January and complete related report; use data collected to prepare the section for facilities on the School Accountability Report Card (SARC). Maintain membership in Marin Schools Insurance Authority JPA.	4.1 Principal and Office Manager conducted the annual facilities inspection in January 2018 and completed related report, using data collected to prepare facilities portion of the School Accountability Report Card (SARC). The District maintains membership in Marin Schools Insurance Authority (MSIA) JPA.	Property & Liability Insurance 5000-5999: Services And Other Operating Expenditures LCFF \$ 5,792	Property & Liability Insurance 5000-5999: Services And Other Operating Expenditures LCFF \$ 5,792
		Costs included in Goal 2 Action 2.9 Administrator salaries, Principal, Office Manager and CBO 0000: Unrestricted	Costs included in Goal 2 Action 2.9 Administrator salaries, Principal, Office Manager and CBO 0000: Unrestricted
		Fee for Document Tracking Services - SARC 5000-5999: Services And Other Operating Expenditures LCFF \$ 195	Fee for Document Tracking Services - SARC 5000-5999: Services And Other Operating Expenditures LCFF \$ 195

### Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
4.2 Maintain communication system between administration	4.2 Office Manager continues to monitor communications with the custodian and tracks completion of	Custodian Salary 2000-2999: Classified Personnel Salaries LCFF \$ 32,034	Custodian Salary 2000-2999: Classified Personnel Salaries LCFF \$ 32,672

and custodian for work order requests from teachers and staff.

work order requests from teachers and staff. Work order requests submitted by staff are consistently completed in a timely manner by the custodian, generally within 1-2 days of the request.

M&O supplies 4000-4999: Books And Supplies LCFF \$8,700

M&O supplies 4000-4999: Books And Supplies LCFF \$ 4,000

Repairs 5000-5999: Services And Other Operating Expenditures LCFF \$ 6,300

Repairs 5000-5999: Services And Other Operating Expenditures LCFF \$ 4,200

Health & Safety licenses, Equipment Repair 5000-5999: Services And Other Operating Expenditures LCFF \$ 8,953

Health & Safety licenses, Equipment Repair 5000-5999: Services And Other Operating Expenditures LCFF \$ 8,095

Utilities 5000-5999: Services And Other Operating Expenditures LCFF \$ 23,293

Utilities 5000-5999: Services And Other Operating Expenditures LCFF \$ 23,945

Fund 14 Repairs 5000-5999: Services And Other Operating Expenditures LCFF \$10,000

Fund 14 Repairs 5000-5999: Services And Other Operating Expenditures LCFF \$ 11,800

Custodian Benefits 3000-3999: Employee Benefits LCFF \$ 8,360

Custodian Benefits 3000-3999: Employee Benefits LCFF \$ 8,525

### Action 3

#### Planned Actions/Services

4.3 Maintain and monitor a deferred maintenance schedule.

#### Actual Actions/Services

4.3 The district maintains a deferred maintenance fund.

#### Budgeted Expenditures

Included in staff costs – Goal 2 Action 2.9 Administration, and Goal 4 Action 4.2 Custodian

#### Estimated Actual Expenditures

Included in staff costs – Goal 2 Action 2.9 Administration, and Goal 4 Action 4.2 Custodian

### Action 4

#### Planned Actions/Services

4.4 Maintain existing potable water system. Continue to pursue viable options for long-term potable water system and availability of potable water.

#### Actual Actions/Services

4.5 The District continues to maintain existing potable water system and continues to pursue viable options for long-term upgrades to existing system.

#### Budgeted Expenditures

Water Testing/ system monitoring & Supplies 5000-5999: Services And Other Operating Expenditures LCFF \$12,500

Water System Repairs 5000-5999: Services And Other

#### Estimated Actual Expenditures

Water Testing/ system monitoring & Supplies 5000-5999: Services And Other Operating Expenditures LCFF \$ 12,500

Water System Repairs 5000-5999: Services And Other



Operating Expenditures LCFF \$  
1,000

0000: Unrestricted Other

Operating Expenditures LCFF \$  
1,000

## Action 5

### Planned Actions/Services

4.5 Review facility risk management report provided by Keenan Insurance to identify and implement corrective action when necessary.

### Actual Actions/Services

4.5

### Budgeted Expenditures

Costs included in Goal 2 Action 2.9 Principal and CBO and Goal 4 Action 4.2 Custodial staff.

### Estimated Actual Expenditures

Costs included in Goal 2 Action 2.9 Principal and CBO and Goal 4 Action 4.2 Custodial staff.

## Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

The Annual Facilities Inspection Report completed in January 2018 indicated an "exemplary" status with an overall rating of 100%. The communication system between staff and custodial staff is effective and ensures students are able to learn and play on a clean and safe campus. The District continues to maintain existing potable water system and continues to pursue viable option for long-term upgrades to existing system. The district maintains deferred maintenance funds.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

As a result of the above actions/services:

- zero (0) injuries were reported due to safety issues related to the campus or facilities.
- the Annual Facilities Inspection Report completed in April 2017 indicated an "exemplary" status with an overall rating of 100%

In October 2017, the District established an emergency communication system through School Messenger. This allows the Principal and Office Manager to communicate effectively with families in the event of an emergency via phone call, email and text message.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

4.2 Decreased M & O supplies; prior budget included one time supply purchase that didn't need replenishing this year.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

For 2018-19, this goal will be continued with the addition of maintaining the emergency communication system (School Messenger) (Action 4.6) and the updating/maintenance of emergency preparedness supplies (Action 4.7)

# Stakeholder Engagement

LCAP Year: **2018-19**

## Involvement Process for LCAP and Annual Update

How, when, and with whom did the LEA consult as part of the planning process for this LCAP/Annual Review and Analysis?

1. Students in grades 5-8 participated in the school's annual survey in February 2018. Results were analyzed by certificated and classified staff at a meeting on May 2, 2018.
2. Parents were invited to participate in the school's online annual survey during a two-week period in February 2018. Those without internet access were provided with a hard copy of the survey. A total of 40 parents participated in the school survey (from our 28 families total). Of this year's 40 participants, 11 (28%) were from Spanish-speaking households, which is a close representation of the overall percentage of Spanish-speaking households school-wide (39%). Results were used to analyze/review Goals 2 and 3.
3. Certificated teachers, including Nicasio Teachers Association (NTA) representation, along with classified employees met on March 12, 2018 for an initial review the 2017-18 LCAP and to provide input for the 2018-19 LCAP.
4. The LCAP Parent Advisory meeting was held on April 26, 2018. Parents were invited to participate on this committee, including representatives of the Nicasio School Foundation, the Parent Club, and Spanish speaking households. Translation services were provided.
5. Certificated teachers, including the union representative of the Nicasio Teachers Association (NTA), along with classified employees met on May 9, 2018 to continue reviewing the 2017-18 LCAP and to provide input for the 2018-19 LCAP. This meeting took place after school during the regular monthly staff meeting with a focus on student survey results.
6. Certificated teachers, including the union representative of the Nicasio Teachers Association (NTA), along with classified employees met on May 30th for a final review of the 2018-19 goals. This meeting took place after school during the regular weekly PLC meeting.
7. A public hearing was schedule for the regular school board meeting on June 7, 2018.
8. A special board meeting was held on June 28, 2018 to review and approve the 2018-19 budget and LCAP.

# Impact on LCAP and Annual Update

How did these consultations impact the LCAP for the upcoming year?

1. Provided data for Goal 2. This method for measuring student engagement will continue for 2018-19.
2. Provided data for Goal 3. This provided feedback to inform actions to engage parents to be active participants in our school community.
3. Goals from 2017-18 were reviewed. Suggestions were made regarding the following actions:  
Outcomes:  
Goal 1 remained unchanged.  
Goal 2, Action 2.7: Added use of Lexia Core 5 Reading Program during Learning Center (English Learner support)  
Goal 4: Recommended the inclusion of the newly-implemented emergency communication system (School Messenger) (Action 4.6) and the updating/maintenance of emergency supplies (Action 4.7)
4. A general overview was provided of the LCAP's purpose and the state's eight priorities. The parent advisory group reviewed 2017-18 goals and discussed baseline data for 2018-19 goals. They provided positive feedback about the new actions/services for 2017-18 (Action 2.3, Action 2.10, Action 2.13). They provided input about parent communication. The group felt the parent portal was valuable but was difficult to navigate from some browsers and devices. The office and administration will investigate ways to streamline access to the parent portal. The group also provided input about the emergency communication system (relating to Goal 4, new Action 4.6) and overall parent engagement at the school.
5. Certificated teachers and support staff reviewed student survey results and analyzed data related to school climate and student engagement (Goal 2).
6. Certificated teachers and administrative staff reviewed proposed goals for 2018-19 and provided positive feedback related to Action 2.7 (addition of Lexia Core 5 reading program in the Learning Center), Action 2.13 (continuing current practices around school climate and social-emotional learning), Action 4.6 (continued use of School Messenger) and Action 4.7 (updating emergency preparedness supplies).
7. An overview of the LCAP was presented.
8. (anticipated) The 2018-19 LCAP was approved.

# Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals. Duplicate the table as needed.

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

## Goal 1

Identify, attract, and retain outstanding staff

### State and/or Local Priorities addressed by this goal:

State Priorities: Priority 1: Basic (Conditions of Learning)

Local Priorities:

### Identified Need:

- Highly qualified teachers and staff
- Competitive salary schedules

### Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Metric(s): P-2 Attendance Report, Teacher Misassignment, Employee Longevity List, Credential Monitoring Report , CTA Comparisons of Salaries - Marin, School Accountability Report Card (Teacher Credentials; Teacher	During 2016-17: a) All students received instruction from highly qualified teachers, 100% of whom were appropriately assigned and credentialed.  b) Salaries for certificated and classified staff remain	a) All students will receive instruction from highly qualified teachers, 100% of whom will be appropriately assigned and credentialed.  b) Salaries for certificated teachers and for classified staff will	a) All students will receive instruction from highly qualified teachers, 100% of whom will be appropriately assigned and credentialed.  b) Salaries for certificated teachers and for classified staff will	a) All students will receive instruction from highly qualified teachers, 100% of whom will be appropriately assigned and credentialed.  b) Salaries for certificated teachers and for classified staff will

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Misassignments; Highly Qualified Teachers)	competitive with comparable school districts in Marin County.	remain competitive with comparable school districts in Marin County.	remain competitive with comparable school districts in Marin County.	remain competitive with comparable school districts in Marin County.

## Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

### Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2017-18 Actions/Services

1.1 Review Credential Monitoring Report provided by Marin County Office of Education. Communicate with teachers as

2018-19 Actions/Services

1.1 Review Credential Monitoring Report provided by Marin County Office of Education. Communicate with teachers as

2019-20 Actions/Services

1.1 Review Credential Monitoring Report provided by Marin County Office of Education. Communicate with teachers as

needed to ensure that all credentials are current.

needed to ensure that all credentials are current.

needed to ensure that all credentials are current.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2, Action 2.9 School Site Administration - Principal and CBO	Costs included in Goal 2, Action 2.9 School Site Administration - Principal and CBO	Costs included in Goal 2, Action 2.9 School Site Administration - Principal and CBO

## Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

1.2 Maintain a competitive salary schedule and provide competitive health and welfare benefits as a result of labor negotiations.

### 2018-19 Actions/Services

1.2 Maintain a competitive salary schedule and provide competitive health and welfare benefits as a result of labor negotiations.

### 2019-20 Actions/Services

1.2 Maintain a competitive salary schedule and provide competitive health and welfare benefits as a result of labor negotiations.



## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$ 130,168	\$ 134,699	\$ 138,739
Source	LCFF	LCFF	LCFF
Budget Reference	1000-1999: Certificated Personnel Salaries Certificated teachers' salaries	1000-1999: Certificated Personnel Salaries Certificated teachers' salaries	1000-1999: Certificated Personnel Salaries Certificated teachers' salaries
Amount	\$ 89,976	\$ 90,871	\$ 91,780
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	1000-1999: Certificated Personnel Salaries Parcel Tax - Certificated teacher's salary	1000-1999: Certificated Personnel Salaries Parcel Tax - Certificated teacher's salary	Parcel Tax - Certificated teacher's salary
Amount	\$35,748	\$ 38,809	\$ 42,588
Source	LCFF	LCFF	LCFF
Budget Reference	3000-3999: Employee Benefits Teacher H & W	3000-3999: Employee Benefits Teacher H & W	3000-3999: Employee Benefits Teacher H & W
Amount	\$ 27,242	\$ 28,542	\$ 29,842
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	3000-3999: Employee Benefits Parcel Tax - Teacher H & W	3000-3999: Employee Benefits Parcel Tax - Teacher H & W	3000-3999: Employee Benefits Parcel Tax - Teacher H & W
Amount	\$2,000	\$ 2,000	\$ 2,000
Source	LCFF	LCFF	LCFF
Budget Reference	1000-1999: Certificated Personnel Salaries Substitute Teachers	1000-1999: Certificated Personnel Salaries Substitute Teachers	1000-1999: Certificated Personnel Salaries Substitute Teachers

Amount	\$380	\$417	\$ 454
Source	LCFF	LCFF	LCFF
Budget Reference	3000-3999: Employee Benefits Substitute teachers' benefits	3000-3999: Employee Benefits Substitute teachers' benefits	3000-3999: Employee Benefits Substitute teachers' benefits

### Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

#### 2017-18 Actions/Services

1.3 Provide comparable salary increases for classified staff based on the outcome of negotiations for certificated teachers.

#### 2018-19 Actions/Services

1.3 Provide comparable salary increases for classified staff based on the outcome of negotiations for certificated teachers.

#### 2019-20 Actions/Services

1.3 Provide comparable salary increases for classified staff based on the outcome of negotiations for certificated teachers.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Source	Other	LCFF	LCFF
Budget Reference	0000: Unrestricted Learning Center Aide	0000: Unrestricted Learning Center Aid	0000: Unrestricted Learning Center Aid

Amount		\$ 4,816	\$ 4,860
Source	Other	Other	Other
Budget Reference	0000: Unrestricted	2000-2999: Classified Personnel Salaries Parcel Tax - Aide Salaries	2000-2999: Classified Personnel Salaries Parcel Tax - Aide Salaries
Amount	\$ 9,470	\$ 9,842	\$ 10,039
Source	Federal Funds	Federal Funds	Federal Funds
Budget Reference	2000-2999: Classified Personnel Salaries Title III and REAP	2000-2999: Classified Personnel Salaries Title III and REAP Aides	2000-2999: Classified Personnel Salaries Title III and REAP Aides
Amount	\$ 995	\$ 5,642	\$ 5,811
Source	Federal Funds	Federal Funds	Federal Funds
Budget Reference	3000-3999: Employee Benefits Title III and REAP	3000-3999: Employee Benefits Title III and REAP	3000-3999: Employee Benefits Title III and REAP
Amount	\$ 42,117	\$ 44,110	\$ 44,433
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	2000-2999: Classified Personnel Salaries Foundation Grants - Professional Experts/Aides	2000-2999: Classified Personnel Salaries Foundation Grants - Professional Experts/Aides	2000-2999: Classified Personnel Salaries Foundation Grants - Professional Experts/Aides
Amount	\$ 4,422	\$ 4,632	\$ 4,666
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	3000-3999: Employee Benefits Foundation Grants - Professional Experts/Aides	3000-3999: Employee Benefits Foundation Grants - Professional Experts/Aides	3000-3999: Employee Benefits Foundation Grants - Professional Experts/Aides

Source	LCFF		
Budget Reference	0000: Unrestricted School District Administration included in Goal 2.9 Principal, Office Manager, and Goal 4 Action 4.2 Custodian		
Source	Other		
Budget Reference	0000: Unrestricted	Parcel Tax - Aide Salaries	
Source	Other		
Budget Reference	0000: Unrestricted		

# Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals. Duplicate the table as needed.

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

## Goal 2

Prepare all students to transition successfully to high school both academically and socially

### State and/or Local Priorities addressed by this goal:

State Priorities:     Priority 1: Basic (Conditions of Learning)  
                             Priority 2: State Standards (Conditions of Learning)  
                             Priority 4: Pupil Achievement (Pupil Outcomes)  
                             Priority 5: Pupil Engagement (Engagement)  
                             Priority 6: School Climate (Engagement)  
                             Priority 7: Course Access (Conditions of Learning)  
                             Priority 8: Other Pupil Outcomes (Pupil Outcomes)

Local Priorities:

### Identified Need:

- Current adoptions of textbooks and materials
- Ongoing professional development and collaboration for teachers and staff
- Standardized assessments
- Differentiated instruction, intervention, and support programs
- Maintain enrollment that creates a balance across grade levels and promotes positive intellectual and social interactions for students
- Maintain low teacher to student ratio to promote a successful learning environment for all students in multi-grade, self-contained classrooms
- Implement system for identifying at-risk students, either academically or socially
- Measurement of student success in transitioning to high school

## Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Metric(s): Student Access and Enrollment, School Accountability Report Card (List of District-adopted standards-aligned materials), Quarterly Report on Williams Uniform Complaints, Report Cards, State Assessments (Smarter Balanced, CST, CELDT), EL Progress and Reclassification Rates, IEP Progress Reports, Master Schedule for Learning Center Program, Surveys of Nicasio School Graduates and Parents, Middle School Dropout Rate	<p>In 2016-17:</p> <p>a) All students (100%) in grades K-8 were enrolled in broad courses of study and had access to standards-aligned textbooks, materials and assessments.</p> <p>b) In grades TK-5 a state-standards aligned English Language Arts curriculum was piloted (McGraw Hill Reading Wonders).</p> <p>Implementation of previously adopted state-standards aligned curriculum for Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), Science (FOSS in grades TK-5, CPO in grades 6-8) and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) were maintained.</p> <p>c) 7 students were designated as English Learners. According to annual CELDT results, 3</p>	<p>a) All students (100%) in grades K-8 will be enrolled in broad courses of study and will have access to standards-aligned textbooks, materials, and assessments.</p> <p>b) In grades TK-5 a state-standards aligned English Language Arts curriculum will be adopted. (McGraw Hill Reading Wonders).</p> <p>A state-standards aligned English Language Arts curriculum will be piloted for grades 6-8 (McGraw Hill Study Sync).</p> <p>Implementation of previously adopted state-standards aligned curriculum for Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), Science (FOSS in grades TK-5, CPO in grades 6-8) and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in</p>	<p>a) All students (100%) in grades K-8 will be enrolled in broad courses of study and will have access to standards-aligned textbooks, materials, and assessments.</p> <p>b) A state-standards aligned English Language Arts curriculum will continue to be piloted for grades 6-8.</p> <p>Implementation of previously adopted state-standards aligned curriculum for English Language Arts (McGraw Hill Reading Wonders in grades TK-5), Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) will be maintained.</p> <p>c) Students designated as English Learners will increase performance</p>	<p>a) All students (100%) in grades K-8 will be enrolled in broad courses of study and will have access to standards-aligned textbooks, materials, and assessments.</p> <p>b) A state-standards aligned Science curriculum be piloted for grades TK-8.</p> <p>A state-standards aligned English Language Arts curriculum will be adopted for grades 6-8.</p> <p>Implementation of previously adopted state-standards aligned curriculum for English Language Arts (McGraw Hill Reading Wonders in grades TK-5), Math (My Math in grades TK-5 and Glencoe Math in grades 6-8), and Social Studies (Scott Foresman in grades TK-5, History Alive! TCI in grades 6-8) will be maintained.</p>

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	<p>students (50%) increased performance by one or more level. 3 students (50%) had either no change or decreased by one performance level. 1 student was administered an initial assessment and therefore had no prior results with which to compare growth. In spring 2017, one student was redesignated as Fluent English Proficient.</p> <p>d) The following results indicate proficiency rates on state assessments (CAASPP) given May 2016:</p> <p>70% of all students tested (grades 3-8) met or exceed standard on English Language Arts assessment 45% of students tested (grades 3-8) met or exceeded standard on Mathematics assessment</p> <p>Neither (0%) of the 2 English Language</p>	<p>grades 6-8) will be maintained.</p> <p>c) Students designated as English Learners will increase performance on annual language proficiency assessment by on or more level. The majority (75%) of English Language Learners will be reclassified as English proficient by the end of 8th grade.</p> <p>d) Of general education students, 70% will demonstrate proficiency on district and statewide assessments in academic subjects while 50% of all English Language Learners will achieve proficiency in English Language Arts and 25% in Math in 2016- 17, 35% in Math in 2017-18, and 50% in Math 2018-19.</p> <p>e) Consistent use of measuring student progress against common core aligned report card.</p>	<p>on annual language proficiency assessment by on or more level. The majority (75%) of English Language Learners will be reclassified as English proficient by the end of 8th grade.</p> <p>d) Of general education students, 70% will demonstrate proficiency on district and statewide assessments in academic subjects while 50% of all English Language Learners will achieve proficiency in English Language Arts and 25% in Math in 2016- 17, 35% in Math in 2017-18, and 50% in Math 2018-19.</p> <p>e) Consistent use of measuring student progress against common core aligned report card.</p> <p>f) Students receiving special education services will make adequate progress on IEP goals as measured by progress reports</p>	<p>c) Students designated as English Learners will increase performance on annual language proficiency assessment by on or more level. The majority (75%) of English Language Learners will be reclassified as English proficient by the end of 8th grade.</p> <p>d) Of general education students, 70% will demonstrate proficiency on district and statewide assessments in academic subjects while 50% of all English Language Learners will achieve proficiency in English Language Arts and 25% in Math in 2016- 17, 35% in Math in 2017-18, and 50% in Math 2018-19.</p> <p>e) Consistent use of measuring student progress against common core aligned report card.</p> <p>f) Students receiving special education</p>



Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	<p>Learners (grades 3-8) tested met or exceeded standard on English Language Arts assessment Neither (0%) of the 2 English Language Learners (grades 3-8) met or exceeded standard on Mathematics assessment</p> <p>Two (50%) of the 4 Reclassified Fluent English Proficient students (grades 3-8) met or exceeded standard on English Language Arts assessment None (0%) of the 4 Reclassified Fluent English Proficient students (grades 3-8) met or exceeded standard on Mathematics assessment</p> <p>e) Student progress was measured and reported each trimester using a report card aligned with state adopted standards.</p>	<p>f) Students receiving special education services will make adequate progress on IEP goals as measured by progress reports generated each reporting period.</p> <p>g) All (100%) of Nicasio School's students will matriculate to high school with at least 80% transitioning successfully into the social and academic climate. By the end of the first semester of their freshman year, at least 80% of alumni will earn an average grade of B- or higher in four academic subjects: English, Math, Social Studies and Science. At least 80% of these alumni will also report that they were able to integrate successfully within the social climate of high school. Due to the small size of alumni classes (3-7 students per class), percentages will be calculated based on an average over a 4-year span (the current</p>	<p>generated each reporting period.</p> <p>g) All (100%) of Nicasio School's students will matriculate to high school with at least 80% transitioning successfully into the social and academic climate. By the end of the first semester of their freshman year, at least 80% of alumni will earn an average grade of B- or higher in four academic subjects: English, Math, Social Studies and Science. At least 80% of these alumni will also report that they were able to integrate successfully within the social climate of high school. Due to the small size of alumni classes (3-7 students per class), percentages will be calculated based on an average over a 4-year span (the current year and the three prior years).</p> <p>h) Students will benefit by having a group of peers in their respective</p>	<p>services will make adequate progress on IEP goals as measured by progress reports generated each reporting period.</p> <p>g) All (100%) of Nicasio School's students will matriculate to high school with at least 80% transitioning successfully into the social and academic climate. By the end of the first semester of their freshman year, at least 80% of alumni will earn an average grade of B- or higher in four academic subjects: English, Math, Social Studies and Science. At least 80% of these alumni will also report that they were able to integrate successfully within the social climate of high school. Due to the small size of alumni classes (3-7 students per class), percentages will be calculated based on an average over a 4-year span (the current year and the three prior years).</p>

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	<p>f) All students receiving special education services made progress on IEP goals as measured by progress reports.</p> <p>g) No 2016-17 data for alumni transition to high school. Results from 2015-16 (12 students) indicate: 92% felt prepared in English, 85% felt prepared in Math, and 92% felt prepared in Social Studies, while 33% felt prepared in Science.</p> <p>h) Enrollment during the 2016-17 school year included a total of 44 students: 13 students (K/1/2), 15 students (3/4/5) and 16 students (6/7/8). Each grade level consisted of 3 to 7 students with the exception of Kindergarten, which only had 1 student. Grades K-8 were supported by 3 full-time certificated teachers.</p>	<p>year and the three prior years).</p> <p>h) Students will benefit by having a group of peers in their respective grade level with whom to learn, interact, and play, which will promote student engagement. Class sizes will average 15-20 students in grades TK-5 and up to 25 in grades 6-8 based on 3.0 FTE certificated teachers with an average total enrollment of 50 students.</p> <p>i) As a result of pupil engagement, students and parents will report an average of 90% satisfaction with overall classroom and campus climate.</p> <p>j) There will be a zero (0) dropout rate.</p> <p>k) Attendance rate will average 95%. Chronic absenteeism will be 5%.</p> <p>l) There will be 2 or fewer student</p>	<p>grade level with whom to learn, interact, and play, which will promote student engagement. Class sizes will average 15-20 students in grades TK-5 and up to 25 in grades 6-8 based on 3.0 FTE certificated teachers with an average total enrollment of 50 students.</p> <p>i) As a result of pupil engagement, students and parents will report an average of 90% satisfaction with overall classroom and campus climate.</p> <p>j) There will be a zero (0) dropout rate.</p> <p>k) Attendance rate will average 95%. Chronic absenteeism will be 5%.</p> <p>l) There will be 2 or fewer student suspensions and zero student expulsions</p>	<p>h) Students will benefit by having a group of peers in their respective grade level with whom to learn, interact, and play, which will promote student engagement. Class sizes will average 15-20 students in grades TK-5 and up to 25 in grades 6-8 based on 3.0 FTE certificated teachers with an average total enrollment of 50 students.</p> <p>i) As a result of pupil engagement, students and parents will report an average of 90% satisfaction with overall classroom and campus climate.</p> <p>j) There will be a zero (0) dropout rate.</p> <p>k) Attendance rate will average 95%. Chronic absenteeism will be 5%.</p> <p>l) There will be 2 or fewer student suspensions and zero student expulsions</p>

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	<p>i) Results from the annual school survey (April 2017) indicate that students in grades 5-8 have a positive perception of both classroom and school climate. The classroom climate is rated as positive by 96% of the students. The school climate is rated as positive by 78% of students ("you enjoy coming to school") and safe by 100% of students ("you feel safe at school"). 78% of students responded having a positive relationship with teachers and staff ("you feel comfortable approaching teachers and staff with questions, problems, and concerns.")</p> <p>j) There was a zero (0) dropout rate.</p> <p>k) Attendance rate was 97% as measured by P2 report (March 2017). Chronic absenteeism was 7%.</p>	suspensions and zero student expulsions		

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	I) There were zero (0) suspensions and expulsions.			

## Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

### Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2017-18 Actions/Services

2.1 All students will have access to current state-adopted textbooks and materials.

2018-19 Actions/Services

2.1 All students will have access to current state-adopted textbooks and materials.

2019-20 Actions/Services

2.1 All students will have access to current state-adopted textbooks and materials.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$8,050	\$7,000	\$ 7,300
Source	LCFF	LCFF	LCFF
Budget Reference	4000-4999: Books And Supplies Textbooks / Supplies	4000-4999: Books And Supplies Textbooks / Supplies	4000-4999: Books And Supplies Textbooks / Supplies
Amount	\$ 2,992	\$ 2,942	\$ 2,942
Source	LCFF	LCFF	LCFF
Budget Reference	4000-4999: Books And Supplies EPA - Textbooks	4000-4999: Books And Supplies EPA - Textbooks	4000-4999: Books And Supplies EPA - Textbooks
Amount	\$4,942	\$ 6,289	\$ 6,000
Source	Lottery	Lottery	Lottery
Budget Reference	4000-4999: Books And Supplies Both restricted/unrestricted	4000-4999: Books And Supplies Both restricted/unrestricted	4000-4999: Books And Supplies Both restricted/unrestricted
Amount	\$ 5,100	\$ 4,100	\$ 4,223
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	4000-4999: Books And Supplies Foundation/ Parcel Tax	4000-4999: Books And Supplies Foundation/ Parcel Tax	4000-4999: Books And Supplies Foundation/ Parcel Tax
Amount	\$ 65	\$ 500	\$500
Source	Federal Funds	Supplemental	Supplemental
Budget Reference	4000-4999: Books And Supplies EL Supplies	4000-4999: Books And Supplies EL Supplies-Lexia	4000-4999: Books And Supplies EL Supplies-Lexia
Amount	\$ 4,650	\$ 4,650	\$ 4,650
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures EPA -Optiman - Instructional Internet	5800: Professional/Consulting Services And Operating Expenditures EPA -Optiman - Instructional Internet	5900: Communications EPA -Optiman - Instructional Internet

Amount	\$ 3,900	\$4,290	\$4,290
Source	LCFF	LCFF	LCFF
Budget Reference	5900: Communications Classroom Internet and computer maintenance for; classroom computers and internet access, online testing, classroom webpages.	5900: Communications Classroom Internet and computer maintenance for; classroom computers and internet access, online testing, classroom webpages.	5900: Communications Classroom Internet and computer maintenance for; classroom computers and internet access, online testing, classroom webpages.
Source	Other		
Budget Reference	0000: Unrestricted		

## Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

2.2 Make professional development opportunities available to all teachers and staff through on-site and off-site trainings

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

2.2 Make professional development opportunities available to all teachers and staff through on-site and off-site trainings

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

2.2 Make professional development opportunities available to all teachers and staff through on-site and off-site trainings

and workshops as needed. For certificated teachers, three in-service professional development days will be included in the annual school calendar. In addition, certificated teachers will meet weekly for one hour within their instructional day (PLC meeting) with a focus on professional growth.

and workshops as needed. For certificated teachers, three in-service professional development days will be included in the annual school calendar. In addition, certificated teachers will meet weekly for one hour within their instructional day (PLC meeting) with a focus on professional growth.

and workshops as needed. For certificated teachers, three in-service professional development days will be included in the annual school calendar. In addition, certificated teachers will meet weekly for one hour within their instructional day (PLC meeting) with a focus on professional growth.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Source	LCFF	LCFF	LCFF
Budget Reference	0000: Unrestricted Certificated teachers' costs included in Goal 1 Action 1.3, Classified staff costs included in Goal 1, Action 1.4; District Administration costs included in Goal 2 Action 2.9	0000: Unrestricted Certificated teachers' costs included in Goal 1 Action 1.3, Classified staff costs included in Goal 1, Action 1.4; District Administration costs included in Goal 2 Action 2.9	Certificated teachers' costs included in Goal 1 Action 1.3, Classified staff costs included in Goal 1, Action 1.4; District Administration costs included in Goal 2 Action 2.9
Amount	\$ 2,520	\$ 700	\$ 700
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Conference and Travel	5000-5999: Services And Other Operating Expenditures Conference and Travel	5000-5999: Services And Other Operating Expenditures Conference and Travel
Amount	\$ 1,120	\$ 1,000	\$ 1,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures EPA - Conference and Travel	5000-5999: Services And Other Operating Expenditures EPA - Conference and Travel	5000-5999: Services And Other Operating Expenditures EPA - Conference and Travel



Amount	\$ 3,616	00	00
Source	Other	Other	Other
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Educator Effectiveness Grant BTSA/Principal	carryover spent	
Amount	\$ 500	\$ 500	\$ 500
Source	Federal Funds	Federal Funds	Federal Funds
Budget Reference	5000-5999: Services And Other Operating Expenditures REAP - CPR Training all staff	5000-5999: Services And Other Operating Expenditures REAP - CPR Training all staff	5000-5999: Services And Other Operating Expenditures REAP - CPR Training all staff

### Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

[Add Students to be Served selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

English Learners

Foster Youth

Low Income

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Modified Action	Unchanged Action	Unchanged Action
2017-18 Actions/Services	2018-19 Actions/Services	2019-20 Actions/Services
2.3 Assess all students regularly to evaluate level of proficiency and determine individual learning needs for targeted intervention. Implement a Student Study Team to discuss and monitor progress of at-risk students.	2.3 Assess all students regularly to evaluate level of proficiency and determine individual learning needs for targeted intervention. Implement a Student Study Team to discuss and monitor progress of at-risk students, including those who are English Learners, Foster Youth, and/or Low Income.	2.3 Assess all students regularly to evaluate level of proficiency and determine individual learning needs for targeted intervention. Implement a Student Study Team to discuss and monitor progress of at-risk students, including those who are English Learners, Foster Youth, and/or Low Income.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Assessment costs included in Goal 1, Action 1.3 Teachers and Goal 2 Action 2.9 Principal	Assessment costs included in Goal 1, Action 1.3 Teachers and Goal 2 Action 2.9 Principal	Assessment costs included in Goal 1, Action 1.3 Teachers and Goal 2 Action 2.9 Principal
Amount			
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	0000: Unrestricted Costs included in Goal 1 Action 1.3 Classified salaries (Spanish translator)	1000-1999: Certificated Personnel Salaries Costs included in Goal 1 Action 1.3 Classified salaries (Spanish translator)	Costs included in Goal 1 Action 1.3 Classified salaries (Spanish translator)
Amount	\$ 5,000	\$ 5,000	\$ 5, 000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Aeries Maintenance and Hosting	5000-5999: Services And Other Operating Expenditures Aeries Maintenance and Hosting	5000-5999: Services And Other Operating Expenditures Aeries Maintenance and Hosting

Amount	\$ 2,000	\$ 2, 500	\$ 2,500
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Maintenance of CALPADS Information	5000-5999: Services And Other Operating Expenditures Maintenance of CALPADS Information	5000-5999: Services And Other Operating Expenditures Maintenance of CALPADS Information
Amount	\$ 1,723	\$ 1,775	\$ 1,827
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Contract MCOE School Nurse	5000-5999: Services And Other Operating Expenditures Contract MCOE School Nurse	5000-5999: Services And Other Operating Expenditures Contract MCOE School Nurse

#### Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

##### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All  
Students with Disabilities

##### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

##### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

##### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

##### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

#### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

2.4 Place special education students in appropriate instructional programs and provide specialized services in accordance with Individualized Education Plan (IEP) using push-in/pull-out model. Monitor special education placement and services through IEP progress reports and annual IEP review to ensure students are making adequate yearly progress toward IEP goals.

2.4 Place special education students in appropriate instructional programs and provide specialized services in accordance with Individualized Education Plan (IEP). Monitor special education placement and services through IEP progress reports and annual IEP review to ensure students are making adequate yearly progress toward IEP goals.

2.4 Place special education students in appropriate instructional programs and provide specialized services in accordance with Individualized Education Plan (IEP). Monitor special education placement and services through IEP progress reports and annual IEP review to ensure students are making adequate yearly progress toward IEP goals.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$2,510	\$ 1,998	\$ 1,998
Source	Special Education	Special Education	Special Education
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Federal Funds - Special Education Services - Mental Health Funds	5800: Professional/Consulting Services And Operating Expenditures Federal Funds - Special Education Services - Mental Health Funds	5800: Professional/Consulting Services And Operating Expenditures Federal Funds - Special Education Services - Mental Health Funds
Amount	\$113,111	\$122,858	\$122,858
Source	Special Education	Special Education	Special Education
Budget Reference	7000-7439: Other Outgo Contribution from Unrestricted Funds - Excess Cost	7000-7439: Other Outgo Contribution from Unrestricted Funds - Excess Cost	7000-7439: Other Outgo Contribution from Unrestricted Funds - Excess Cost
Amount	\$134,969	\$ 121,632	\$ 121,632
Source	Special Education	Special Education	Special Education
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Unrestricted Funds	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Unrestricted Funds	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Unrestricted Funds

Amount	\$ 60,000	\$ 80,000	\$ 60,000
Source	Special Education	Special Education	Special Education
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Restricted Funds - Parcel Taxes	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Restricted Funds - Parcel Taxes	5800: Professional/Consulting Services And Operating Expenditures District Contribution from Restricted Funds - Parcel Taxes
Amount	\$20,364	\$ 20,317	\$ 20,317
Source	Special Education	Special Education	Special Education
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures County Transfer - AB602	5800: Professional/Consulting Services And Operating Expenditures County Transfer - AB602	5800: Professional/Consulting Services And Operating Expenditures County Transfer - AB602
Amount	\$ 6,316	\$ 5,051	\$ 5,051
Source	Special Education	Special Education	Special Education
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures State Mental Health Services	5800: Professional/Consulting Services And Operating Expenditures State Mental Health Services	5800: Professional/Consulting Services And Operating Expenditures State Mental Health Services

## Action 5

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

English Learners

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

2.5 Ensure all certificated teachers have an appropriate credential to instruct English language learners. This will result in 75% of EL students' overall CELDT or ELPAC scores increasing by at least one performance level over a 12-month period.

### 2018-19 Actions/Services

2.5 Ensure all certificated teachers have an appropriate credential to instruct English language learners. This will result in 75% of EL students' overall ELPAC scores increasing by at least one performance level over a 12-month period.

### 2019-20 Actions/Services

2.5 Ensure all certificated teachers have an appropriate credential to instruct English language learners. This will result in 75% of EL students' overall ELPAC scores increasing by at least one performance level over a 12-month period.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	0000: Unrestricted Costs included in Goal 2, Action 2.9 Principal and CBO (monitoring) and Goal 3, Action 2 (professional development)	Costs included in Goal 2, Action 2.9 Principal and CBO (monitoring) and Goal 3, Action 2 (professional development)	Costs included in Goal 2, Action 2.9 Principal and CBO (monitoring) and Goal 3, Action 2 (professional development)
Amount	\$ 1,200	\$ 1,500	\$ 1, 1675
Source	LCFF	LCFF	LCFF
Budget Reference	2000-2999: Classified Personnel Salaries CELDT TESTING	2000-2999: Classified Personnel Salaries CELDT TESTING	2000-2999: Classified Personnel Salaries CELDT TESTING
Budget Reference	0000: Unrestricted		

## Action 6

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

Foster Youth  
Low Income

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

2017-18 Actions/Services

2.6 Provide scholarships to low income students and foster youth for school programs, such as field trips.

2018-19 Actions/Services

2.6 Provide scholarships to low income students and foster youth for school programs, such as field trips.

2019-20 Actions/Services

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Amount	\$ 1,000	\$1,000	\$ 1,000
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Student body fund raising	5800: Professional/Consulting Services And Operating Expenditures Student body fund raising	5800: Professional/Consulting Services And Operating Expenditures Student body fund raising

**Action 7**

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR



For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

English Learners

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

Limited to Unduplicated Student Group(s)

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Modified Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

**2017-18 Actions/Services**

2.7 Maintain a Learning Center that provides instructional support for English language learners.  
Provide emphasis on building academic vocabulary and skills in mathematics.

**2018-19 Actions/Services**

2.7 Maintain a Learning Center that provides instructional support for English language.  
Provide emphasis on building academic vocabulary and skills in mathematics.  
Provide access to the Lexia Reading Core 5 Program.

**2019-20 Actions/Services**

2.7 Maintain a Learning Center that provides instructional support for English language learners.  
Provide emphasis on building academic vocabulary and skills in mathematics.  
Provide access to the Lexia Reading Core 5 Program.

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Amount	\$ 12,469	\$ 13,057	\$ 13,449
Source	Supplemental	Supplemental	Supplemental
Budget Reference	2000-2999: Classified Personnel Salaries Learning Center Aide	2000-2999: Classified Personnel Salaries Learning Center Aide	2000-2999: Classified Personnel Salaries Learning Center Aide
Amount	\$ 6,900	\$ 6,616	\$ 6989
Source	Supplemental	Supplemental	Supplemental
Budget Reference	3000-3999: Employee Benefits Learning Center Aide	3000-3999: Employee Benefits Learning Center Aide	3000-3999: Employee Benefits Learning Center Aide

Source	Other	Other	
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## Action 8

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

2.8 Distribute a survey to former Nicasio School students and a survey to their parents after the first semester of their freshman year at high school. Use data collected to modify instructional program appropriately.

### 2018-19 Actions/Services

2.8 Distribute a survey to former Nicasio School students and a survey to their parents after the first semester of their freshman year at high school. Use data collected to modify instructional program appropriately.

### 2019-20 Actions/Services

2.8 Distribute a survey to former Nicasio School students and a survey to their parents after the first semester of their freshman year at high school. Use data collected to modify instructional program appropriately.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2 Action 2.9 District Principal and Site Secretary/Office Manager	Costs included in Goal 2 Action 2.9 District Principal and Site Secretary/Office Manager	Costs included in Goal 2 Action 2.9 District Principal and Site Secretary/Office Manager

## Action 9

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

2.9 Maintain current configuration for school administration: .60 FTE principal; .80 FTE office manager; 11 days/year superintendent;

.40 FTE chief business official; .40 FTE accounting assistant; maintain office phone & internet communications and student information systems (SIS).

### 2018-19 Actions/Services

2.9 Maintain current configuration for school administration: .60 FTE principal; .80 FTE office manager; 11 days/year superintendent;

.40 FTE chief business official; .40 FTE accounting assistant; maintain office phone & internet communications and student information systems (SIS).

### 2019-20 Actions/Services

2.9 Maintain current configuration for school administration: .60 FTE principal; .80 FTE office manager; 11 days/year superintendent;

.40 FTE chief business official; .40 FTE accounting assistant; maintain office phone & internet communications and student information systems (SIS).

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$ 65,202	66,506	\$ 67,836
Source	LCFF	LCFF	LCFF
Budget Reference	1000-1999: Certificated Personnel Salaries .60 FTE Principal	1000-1999: Certificated Personnel Salaries .6 FTE Principal	1000-1999: Certificated Personnel Salaries .6 FTE Principal
Amount	\$ 13,676	\$ 13,720	\$ 13,975
Source	LCFF	LCFF	LCFF
Budget Reference	3000-3999: Employee Benefits .60 FTE Principal	3000-3999: Employee Benefits .60 FTE Principal	3000-3999: Employee Benefits .60 FTE Principal
Amount	\$ 12,000	\$ 12,000	\$ 12,000
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures MCOE Contract - Superintendent Services	5800: Professional/Consulting Services And Operating Expenditures MCOE Contract - Superintendent Services	5800: Professional/Consulting Services And Operating Expenditures MCOE Contract - Superintendent Services
Amount	\$ 67,047	\$ 68,928	\$ 70,995
Source	LCFF	LCFF	LCFF
Budget Reference	2000-2999: Classified Personnel Salaries .80 FTE Site Secretary/Office Manager	2000-2999: Classified Personnel Salaries .80 FTE Site Secretary/Office Manager	2000-2999: Classified Personnel Salaries .80 FTE Site Secretary/Office Manager
Amount	\$ 20,581	\$ 19,471	\$ 20,794
Source	LCFF	LCFF	LCFF
Budget Reference	3000-3999: Employee Benefits .80 FTE Site Secretary/ Office Manager	2000-2999: Classified Personnel Salaries 80 FTE Site Secretary/ Office Manager	3000-3999: Employee Benefits 80 FTE Site Secretary/ Office Manager

Amount	\$ 85,536	\$ 55,000	\$ 55,000
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures .40 FTE CBO /.40 Business Office assistant	5800: Professional/Consulting Services And Operating Expenditures 40 FTE CBO / addition office assistance	5800: Professional/Consulting Services And Operating Expenditures 40 FTE CBO /additional office assistance
Source	LCFF		
Budget Reference	0000: Unrestricted		
Source	Other		
Budget Reference	0000: Unrestricted		

## Action 10

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

2.10 Update and maintain enrollment projections. Outreach to parents, community members, local newspaper and local preschools to identify potential incoming students. Review the inter-district transfer policy and determine the future of renewal requests as well as new requests within the context of fostering a stimulating learning environment for residents students while also balancing the budget.

2.10 Update and maintain enrollment projections. Outreach to parents, community members, local newspaper and local preschools to identify potential incoming students. Review the inter-district transfer policy and determine the future of renewal requests as well as new requests within the context of fostering a stimulating learning environment for residents students while also balancing the budget.

2.10 Update and maintain enrollment projections. Outreach to parents, community members, local newspaper and local preschools to identify potential incoming students. Review the inter-district transfer policy and determine the future of renewal requests as well as new requests within the context of fostering a stimulating learning environment for residents students while also balancing the budget.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2 Action 2.9 School Admin Principal and Office Manager and Goal	Costs included in Goal 2 Action 2.9 School Admin Principal and Office Manager and Goal	Costs included in Goal 2 Action 2.9 School Admin Principal and Office Manager and Goal
Amount	\$ 6,000	\$ 6,000	\$ 6,000
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Legal Services	5800: Professional/Consulting Services And Operating Expenditures Legal Services	5800: Professional/Consulting Services And Operating Expenditures Legal Services
Amount	\$ 500	\$ 500	\$500
Source	LCFF		
Budget Reference	5000-5999: Services And Other Operating Expenditures Newspaper Notices	5000-5999: Services And Other Operating Expenditures Newspaper Notices	5000-5999: Services And Other Operating Expenditures Newspaper Notices

## Action 11

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

**2017-18 Actions/Services**

2.11 Support multi-grade classrooms with 3.0 FTE teachers. Each of the three homeroom teachers (3.0 FTE) will support three grade levels. During core instruction of math and language arts, a part-time classroom aide will provide additional support as need

**2018-19 Actions/Services**

2.11 Support multi-grade classrooms with 3.0 FTE teachers. Each of the three homeroom teachers (3.0 FTE) will support three grade levels. During core instruction of math and language arts, a part-time classroom aide will provide additional support as need

**2019-20 Actions/Services**

2.11 Support multi-grade classrooms with 3.0 FTE teachers. Each of the three homeroom teachers (3.0 FTE) will support three grade levels. During core instruction of math and language arts, a part-time classroom aide will provide additional support as need

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 1 Action 1.3 Certificated Teachers and Action 1.4 Classified Staff	Costs included in Goal 1 Action 1.3 Certificated Teachers and Action 1.4 Classified Staff	Costs included in Goal 1 Action 1.3 Certificated Teachers and Action 1.4 Classified Staff
Budget Reference	0000: Unrestricted	0000: Unrestricted	0000: Unrestricted
Source	Other	Other	Other

**Action 12**



For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from All, Students with Disabilities, or Specific Student Groups)

All

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

**2017-18 Actions/Services**

2.12 Enhance student learning by providing a broad course of study beyond state required subject areas and by providing teachers with sufficient planning periods to prepare for instruction in multi-grade, self-contained classrooms. Offer enrichment programs to students in grades TK-8: Spanish, Art, Performing Arts and PE.

**2018-19 Actions/Services**

2.12 Enhance student learning by providing a broad course of study beyond state required subject areas and by providing teachers with sufficient planning periods to prepare for instruction in multi-grade, self-contained classrooms. Offer enrichment programs to students in grades TK-8: Spanish, Art, and PE.

**2019-20 Actions/Services**

2.12 Enhance student learning by providing a broad course of study beyond state required subject areas and by providing teachers with sufficient planning periods to prepare for instruction in multi-grade, self-contained classrooms. Offer enrichment programs to students in grades TK-8: Spanish, Art, and PE.

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Budget Reference	2000-2999: Classified Personnel Salaries Costs included in Goal 1 Action 1.4 Classified Staff Aides and Professional Experts	Costs included in Goal 1 Action 1.4 Classified Staff Aides and Professional Experts	Costs included in Goal 1 Action 1.4 Classified Staff Aides and Professional Experts
Amount	\$ 1,120	\$ 1,500	\$ 1,500
Source	Locally Defined	Locally Defined	Locally Defined
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures Parcel Tax - Admin	5800: Professional/Consulting Services And Operating Expenditures Parcel Tax - Admin	5800: Professional/Consulting Services And Operating Expenditures Parcel Tax -Admin
Budget Reference	0000: Unrestricted		

### Action 13

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

#### 2017-18 Actions/Services

2.13 The district will investigate and pilot a school-wide social emotional learning program to support student interaction and enhance student engagement.

#### 2018-19 Actions/Services

2.13 The district will implement a school-wide social emotional learning program to support student interaction and enhance student engagement.

#### 2019-20 Actions/Services

2.13 The district will implement a school-wide social emotional learning program to support student interaction and enhance student engagement.

#### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$ 1,500	\$ 500	\$ 500
Source	LCFF	LCFF	LCFF
Budget Reference	5800: Professional/Consulting Services And Operating Expenditures YMCA - Restorative Justice	5800: Professional/Consulting Services And Operating Expenditures YMCA - Restorative Justice	5800: Professional/Consulting Services And Operating Expenditures YMCA - Restorative Justice

# Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals. Duplicate the table as needed.

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

## Goal 3

Ensure all parents are active participants in the school community

### State and/or Local Priorities addressed by this goal:

State Priorities: Priority 3: Parental Involvement (Engagement)

Local Priorities:

### Identified Need:

- Parent involvement at the school level from both English- and Spanish-speaking families
- Maintain and improve school-to-home communications
- Employ English/Spanish translator and parent liaison

### Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Metric(s): Parent Input (Annual Survey of Parents/Guardians, Back-to-School Questionnaire (identify preferred communication methods), Parent Participation (attendance at school	a) On annual parent survey (April 2017), a total of 42 parents participated (from 33 families total).  Of the 42 participants, 8 (19%) were from Spanish-speaking households, which is a	a) Students' families, both English-Speaking and Spanish-speaking, will be well informed about the school's news and events and about their children's progress in school; this will be demonstrated by at least 85% of surveyed	a) Students' families, both English-Speaking and Spanish-speaking, will be well informed about the school's news and events and about their children's progress in school; this will be demonstrated by at least 85% of surveyed	a) Students' families, both English-Speaking and Spanish-speaking, will be well informed about the school's news and events and about their children's progress in school; this will be demonstrated by at least 85% of surveyed

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
events, donations (time/money) to classrooms, field trips), Volunteer Records (Foundation, Parent Club, Field Trip Drivers, Visitor Sign-in Log)	<p>close representation of the overall percentage of Spanish-speaking households school-wide (21%).</p> <p>90 % of parents agree that communication between the school office and home is sufficient. 79% of them find the most value in email correspondence. 68% consider the online Parent Portal an effective forum for weekly communications.</p> <p>81% of parents consider communication between teachers and parents sufficient. With that said, 93%-95% of the parents consider the content provided by teachers on progress reports and report cards as valuable.</p> <p>Communication from school-related organizations are viewed as sufficient as follows: Parent Club (80%), Nicasio School Foundation (74%), and School Board (45%).</p>	parents indicating that communication from the school is effective.	parents indicating that communication from the school is effective.	parents indicating that communication from the school is effective.

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20

## Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

### Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

#### 2017-18 Actions/Services

3.1 Ensure regular, consistent and clear communication between school and the home for both English-speaking and Spanish-speaking households.

#### 2018-19 Actions/Services

3.1 Ensure regular, consistent and clear communication between school and the home for both English-speaking and Spanish-speaking households.

#### 2019-20 Actions/Services

3.1 Ensure regular, consistent and clear communication between school and the home for both English-speaking and Spanish-speaking households.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2 Action 2.9 School Site Administrative salaries and Goal 1 Action 1.4 Classified staff (translator).	0000: Unrestricted Costs included in Goal 2 Action 2.9 School Site Administrative salaries and Goal 1 Action 1.4 Classified staff (translator).	Costs included in Goal 2 Action 2.9 School Site Administrative salaries and Goal 1 Action 1.4 Classified staff (translator).
Amount	\$ 2,000	\$ 2,000	\$ 2,000
Source	LCFF	LCFF	LCFF
Budget Reference	5900: Communications Internet - Office	5900: Communications Internet - Office	5900: Communications Internet - Office
Amount	\$ 950	\$ 950	\$ 1,000
Source	LCFF	LCFF	LCFF
Budget Reference	5900: Communications Telephone Service	5900: Communications Telephone Service	5900: Communications Telephone Service
Amount	\$ 1,200	\$ 1,200	\$ 1,200
Source	LCFF	LCFF	LCFF
Budget Reference	5900: Communications Postage Permit	5900: Communications Postage Permit	5900: Communications Postage Permit
Amount	\$ 3,900	\$ 4,200	\$ 4,500
Source	LCFF	LCFF	LCFF
Budget Reference	5900: Communications Internet Consultant/Webpage Maintenance	5900: Communications Internet Consultant/Webpage Maintenance	5900: Communications Internet Consultant/Webpage Maintenance
Source	Other	Lottery	

## Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools



OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

**2017-18 Actions/Services**

3.2 Ensure regular, consistent and clear communication between the school board and home by including the board agenda and approved minutes on a monthly basis in the Parent Portal or other routine school-to-home communication system.

**2018-19 Actions/Services**

3.2 Ensure regular, consistent and clear communication between the school board and home by including the board agenda and approved minutes on a monthly basis in the Parent Portal or other routine school-to-home communication system.

**2019-20 Actions/Services**

3.2 Ensure regular, consistent and clear communication between the school board and home by including the board agenda and approved minutes on a monthly basis in the Parent Portal or other routine school-to-home communication system.

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Source	LCFF	LCFF	LCFF
Budget Reference	2000-2999: Classified Personnel Salaries Costs included in Goal 2 Action 2.9 Administrative Office Manager	2000-2999: Classified Personnel Salaries Costs included in Goal 2 Action 2.9 Administrative Office Manager	2000-2999: Classified Personnel Salaries Costs included in Goal 2 Action 2.9 Administrative Office Manager
Amount		\$ 4,200	\$ 4,500
Source	LCFF	LCFF	
Budget Reference	Costs included in Goal 3 Action 3.1 Internet Access Office, Telephones, Internet/Webpage Maintenance	Costs included in Goal 3 Action 3.1 Internet Access Office, Telephones, Internet/Webpage Maintenance	Costs included in Goal 3 Action 3.1 Internet Access Office, Telephones, Internet/Webpage Maintenance

Amount			
Source	LCFF	LCFF	

### Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

#### 2017-18 Actions/Services

3.3 Through a Back-to-School questionnaire and an annual parent survey, identify the preferred communication methods of each parent/guardian. Mid-way through the year, distribute an annual survey to identify communication methods that are effective and where communications can improve.

#### 2018-19 Actions/Services

3.3 Through a Back-to-School questionnaire and an annual parent survey, identify the preferred communication methods of each parent/guardian. Mid-way through the year, distribute an annual survey to identify communication methods that are effective and where communications can improve.

#### 2019-20 Actions/Services

3.3 Through a Back-to-School questionnaire and an annual parent survey, identify the preferred communication methods of each parent/guardian. Mid-way through the year, distribute an annual survey to identify communication methods that are effective and where communications can improve.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager	Costs included in Goal 2, Action #1, School Site Administrative salaries	Costs included in Goal 2, Action #1, School Site Administrative salaries
Source	Other	Other	
Budget Reference	0000: Unrestricted		

## Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

Specific Student Groups: English Learners

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

3.4 Employ a part-time English/Spanish translator to serve as school-to- home communicator (oral and written) and parent liaison. Spanish translation services will be provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, student records, school documents and forms, and school

### 2018-19 Actions/Services

3.4 Employ a part-time English/Spanish translator to serve as school-to- home communicator (oral and written) and parent liaison. Spanish translation services will be provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, student records, school documents and forms, and school

### 2019-20 Actions/Services

3.4 Employ a part-time English/Spanish translator to serve as school-to- home communicator (oral and written) and parent liaison. Spanish translation services will be provided to 100% of Spanish-speaking households, both orally and in writing. Student reports, student records, school documents and forms, and school

news will be provided in both English and Spanish languages.

news will be provided in both English and Spanish languages.

news will be provided in both English and Spanish languages.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Source	Locally Defined	Locally Defined	
Budget Reference	2000-2999: Classified Personnel Salaries Costs included in Goal 1 Action 1.4 Classified Staff (Translator)	2000-2999: Classified Personnel Salaries Costs included in Goal 1 Action 1.4 Classified Staff (Translator)	Costs included in Goal 1 Action 1.4 Classified Staff (Translator)
Source	LCFF	Governors CTE Initiative: California Partnership Academies	
Budget Reference	0000: Unrestricted Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager	0000: Unrestricted Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager	Costs included in Goal 2 Action 2.9 School Administration Principal and Office Manager
Source	LCFF	LCFF	LCFF
Budget Reference	0000: Unrestricted Costs included in Goal 3 Action 3. Internet, Telephone and Internet Management/Webpage Maintenance	0000: Unrestricted Costs included in Goal 3 Action 3. Internet, Telephone and Internet Management/Webpage Maintenance	0000: Unrestricted Costs included in Goal 3 Action 3. Internet, Telephone and Internet Management/Webpage Maintenance

### Action 5

OR

### Actions/Services

### Budgeted Expenditures

Amount

### Action 6

Specific Student Groups: Students with Disability

OR

**Actions/Services**

**Budgeted Expenditures**

# Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals. Duplicate the table as needed.

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

## Goal 4

Ensure all facilities are up-to-date, functional and safe

### State and/or Local Priorities addressed by this goal:

State Priorities: Priority 1: Basic (Conditions of Learning)

Local Priorities:

### Identified Need:

- Maintain facilities in good repair
- Deferred maintenance schedule

### Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Metric: Annual Facilities Inspection Report, Incidents/Injury Reports	In 2016-17: a) Zero (0) injuries were reported due to safety issues related to the campus or facilities.  b) The Annual Facilities Inspection Report completed in April 2017 indicated an "exemplary" status with	a) Students will be able to learn and play on a clean and safe campus, resulting in 0% injuries related to poor condition or maintenance of the facilities.  b) The annual Facilities Inspection Report will indicate that the campus	a) Students will be able to learn and play on a clean and safe campus, resulting in 0% injuries related to poor condition or maintenance of the facilities.  b) The annual Facilities Inspection Report will indicate that the campus	a) Students will be able to learn and play on a clean and safe campus, resulting in 0% injuries related to poor condition or maintenance of the facilities.  b) The annual Facilities Inspection Report will indicate that the campus

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	an overall rating of 100%.	facilities are in “exemplary” status.  c) Any corrective actions recommended by the MSIA facility risk management report will be remedied within one fiscal year based on level of priority.	facilities are in “exemplary” status.  c) Any corrective actions recommended by the MSIA facility risk management report will be remedied within one fiscal year based on level of priority.	facilities are in “exemplary” status.  c) Any corrective actions recommended by the MSIA facility risk management report will be remedied within one fiscal year based on level of priority.

## Planned Actions / Services

Complete a copy of the following table for each of the LEA’s Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

### Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action	Unchanged Action	Unchanged Action
2017-18 Actions/Services	2018-19 Actions/Services	2019-20 Actions/Services
4.1 Conduct an annual facilities inspection in December/January and complete related report; use data collected to prepare the section for facilities on the School Accountability Report Card (SARC). Maintain membership in Marin Schools Insurance Authority JPA.	4.1 Conduct an annual facilities inspection in December/January and complete related report; use data collected to prepare the section for facilities on the School Accountability Report Card (SARC). Maintain membership in Marin Schools Insurance Authority JPA.	4.1 Conduct an annual facilities inspection in December/January and complete related report; use data collected to prepare the section for facilities on the School Accountability Report Card (SARC). Maintain membership in Marin Schools Insurance Authority JPA.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$ 5,792	\$5,827	\$ 6,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Property & Liability Insurance	5000-5999: Services And Other Operating Expenditures Property & Liability Insurance	5000-5999: Services And Other Operating Expenditures Property & Liability Insurance
Budget Reference	0000: Unrestricted Costs included in Goal 2 Action 2.9 Administrator salaries, Principal, Office Manager and CBO	0000: Unrestricted Costs included in Goal 2 Action 2.9 Administrator salaries, Principal, Office Manager and CBO	0000: Unrestricted Costs included in Goal 2 Action 2.9 Administrator salaries, Principal, Office Manager and CBO
Amount	\$ 195	\$ 195	\$ 195
Source	LCFF	LCFF	Governors CTE Initiative: California Partnership Academies
Budget Reference	5000-5999: Services And Other Operating Expenditures Fee for Document Tracking Services - SARC	5000-5999: Services And Other Operating Expenditures Fee for Document Tracking Services - SARC	5000-5999: Services And Other Operating Expenditures Fee for Document Tracking Services - SARC

### Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:



**Students to be Served:**

(Select from All, Students with Disabilities, or Specific Student Groups)

All

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

**OR**

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

**Actions/Services**

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

**2017-18 Actions/Services**

4.2 Maintain communication system between administration and custodian for work order requests from teachers and staff.

**2018-19 Actions/Services**

4.2 Maintain communication system between administration and custodian for work order requests from teachers and staff.

**2019-20 Actions/Services**

4.2 Maintain communication system between administration and custodian for work order requests from teachers and staff.

**Budgeted Expenditures**

Year	2017-18	2018-19	2019-20
Amount	\$ 32,034	\$33,324	\$ 33,657
Source	LCFF	LCFF	LCFF
Budget Reference	2000-2999: Classified Personnel Salaries Custodian Salary	2000-2999: Classified Personnel Salaries Custodian Salary	2000-2999: Classified Personnel Salaries Custodian Salary

Amount	\$8,700	\$7,000	\$ 5,000
Source	LCFF	LCFF	LCFF
Budget Reference	4000-4999: Books And Supplies M&O supplies	4000-4999: Books And Supplies M&O supplies	4000-4999: Books And Supplies M & O Supplies
Amount	\$ 6,300	\$ 10,449	\$ 11,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Repairs	5000-5999: Services And Other Operating Expenditures Repairs / Equipment Leases	5000-5999: Services And Other Operating Expenditures Repairs-Equipment leases
Amount	\$ 8,953	\$ 7,050	\$ 8,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Health & Safety licenses, Equipment Repair	5000-5999: Services And Other Operating Expenditures Health & Safety Licenses, Equipment Repair	5000-5999: Services And Other Operating Expenditures Health & Safety Licenses, Equipment Repair
Amount	\$ 23,293	\$ 24,100	\$ 25,681
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Utilities	5000-5999: Services And Other Operating Expenditures Utilities	5000-5999: Services And Other Operating Expenditures Utilities
Amount	\$10,000	\$10,000	\$ 10,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Fund 14 Repairs	5000-5999: Services And Other Operating Expenditures Fund 14 Repairs	5000-5999: Services And Other Operating Expenditures Fund 14 Repairs
Amount	\$ 8,360	\$ 9,413	\$ 10,126
Source	LCFF	LCFF	LCFF
Budget Reference	3000-3999: Employee Benefits Custodian Benefits	3000-3999: Employee Benefits Custodian Benefits	3000-3999: Employee Benefits Custodian Benefits

### Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from All, Students with Disabilities, or Specific Student Groups)

All

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

**Students to be Served:**

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

**Scope of Services:**

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

**Location(s):**

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2017-18 Actions/Services

4.3 Maintain and monitor a deferred maintenance schedule.

2018-19 Actions/Services

4.3 Maintain and monitor a deferred maintenance schedule.

2019-20 Actions/Services

4.3 Maintain and monitor a deferred maintenance schedule.

### Budgeted Expenditures

Year

2017-18

2018-19

2019-20

Budget

Reference

Included in staff costs – Goal 2  
Action 2.9 Administration, and Goal  
4 Action 4.2 Custodian

Included in staff costs – Goal 2,  
Action 2.9 Administration, and Goal  
4 Action 4.2 Custodian

Included in staff costs – Goal 2,  
Action 2.9 Administration, and Goal  
4 Action 4.2 Custodian

Amount		\$ 4,500	\$ 4,500
Source		LCFF	LCFF
Budget Reference		5000-5999: Services And Other Operating Expenditures Grounds maintenance Contract	5000-5999: Services And Other Operating Expenditures Grounds maintenance Contract

## Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All  
Specific Student Groups: Reclassified FEP

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

### 2017-18 Actions/Services

4.4 Maintain existing potable water system. Continue to pursue viable options for long-term potable water system and availability of potable water.

### 2018-19 Actions/Services

4.4 Maintain existing potable water system. Continue to pursue viable options for long-term potable water system and availability of potable water.

### 2019-20 Actions/Services

4.4 Maintain existing potable water system. Continue to pursue viable options for long-term potable water system and availability of potable water.

## Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$12,500	\$12,500	\$ 13,500
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Water Testing/ system monitoring & Supplies	5000-5999: Services And Other Operating Expenditures Water Testing/ system monitoring & Supplies	5000-5999: Services And Other Operating Expenditures Water Testing/ system monitoring & Supplies
Amount	\$ 1,000	\$ 1,000	\$ 1,000
Source	LCFF	LCFF	LCFF
Budget Reference	5000-5999: Services And Other Operating Expenditures Water System Repairs	5000-5999: Services And Other Operating Expenditures Water System Repairs	5000-5999: Services And Other Operating Expenditures Water System Repairs
Source	Other	Other	
Budget Reference	0000: Unrestricted	0000: Unrestricted	

## Action 5

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

## Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action	Unchanged Action	Unchanged Action
2017-18 Actions/Services	2018-19 Actions/Services	2019-20 Actions/Services
4.5 Review facility risk management report provided by Keenan Insurance to identify and implement corrective action when necessary.	4.5 Review facility risk management report provided by Keenan Insurance to identify and implement corrective action when necessary.	4.5 Review facility risk management report provided by Keenan Insurance to identify and implement corrective action when necessary.

### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	Costs included in Goal 2 Action 2.9 Principal and CBO and Goal 4 Action 4.2 Custodial staff.	Costs included in Goal 2 Action 2.9 Principal and CBO and Goal 4 Action 4.2 Custodial staff.	Costs included in Goal 2 Action 2.9 Principal and CBO and Goal 4 Action 4.2 Custodial staff.

### Action 6

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:

#### Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

#### Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

#### Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

### Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

New Action

Select from New, Modified, or Unchanged for 2019-20

2017-18 Actions/Services

2018-19 Actions/Services

2019-20 Actions/Services

	4.6 Maintain an emergency communication system (School Messenger)	4.6 Maintain an emergency communication system (School Messenger)
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### Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount		\$ 145	\$ 145
Source		LCFF	LCFF
Budget Reference		5000-5999: Services And Other Operating Expenditures Maintenance Contract MERA Emergency Radio MCOE	5000-5999: Services And Other Operating Expenditures
Source		LCFF	
Budget Reference		2000-2999: Classified Personnel Salaries Costs covered by Dixie School District and Goal 2, Action 2.9 Administration	

### Action 7

All	All Schools
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OR

[Add Students to be Served selection here]	[Add Scope of Services selection here]	[Add Location(s) selection here]
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### Actions/Services

	New Action	
	4.7 Maintenance/upgrade of emergency preparedness supplies	4.7 Maintenance/upgrade of emergency preparedness supplies

### Budgeted Expenditures

Amount		\$ 500	\$ 500
Source		LCFF	LCFF
Budget Reference		4000-4999: Books And Supplies Janitorial/Maintenance Supplies	4000-4999: Books And Supplies Janitorial/Maintenance Supplies



# Demonstration of Increased or Improved Services for Unduplicated Pupils

LCAP Year: **2018-19**

Estimated Supplemental and Concentration Grant Funds

\$18,748

Percentage to Increase or Improve Services

5.01%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions).

Nicasio School District's supplemental grant is estimated at \$18,748. These funds are being expended to support the Learning Center, the principal purpose of which is to serve English Language Learners (ELL). The Learning Center services relate directly to Goal 2 (Action 2.7). The Learning Center serves all ELL students within the regular school day, providing them with additional instruction to develop their English language skills under the guidance of highly trained and qualified instructors. The district uses the Supplemental Grant in this school-wide program because experience has shown this program, initially implemented in the 2013-14 school year is proving effective in assisting English Learners in particular to meet academic growth. This supplemental grant also allows for push-in support for English Learners during their core academic instruction. This year an additional reading program (Lexia Core 5) will be utilized with students who are served in the Learning Center.

Nicasio School District is providing services for its students of need by a minimum of 5.01% more than is provided to all of the District's students. When the MPP is measured from a service perspective, the district provides 3 FTE certificated teachers and .40 FTE Instructional Aide for all students for a total of 3.4 FTE Core Instructional Staff. The Learning Center provides an additional .40 FTE. In order to maintain the same level of service in the Learning Center, a 13% increase in supplies and salaries has been budgeted, which exceeds the required MPP.

# Demonstration of Increased or Improved Services for Unduplicated Pupils

LCAP Year: 2017-18

Estimated Supplemental and Concentration Grant Funds	Percentage to Increase or Improve Services
\$14,021	3.76%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions).

Nicasio School District's supplemental grant is estimated at \$14,021. These funds are being expended to support the Learning Center, the principal purpose of which is to serve English Language Learners (ELL). The Learning Center services relate directly to Goal 2 (Action 2.7). The Learning Center serves all ELL students within the regular school day, providing them with additional instruction to develop their English language skills under the guidance of highly trained and qualified instructors. The district uses the Supplemental Grant in this school-wide program because experience has shown this program, initially implemented in the 2013-14 school year is proving effective in assisting English Learners in particular to meet academic growth. This supplemental grant also allows for push-in support for English Learners during their core academic instruction.

Nicasio School District is providing services for its students of need by a minimum of 3.76% more than is provided to all of the District's students. When the MPP is measured from a service perspective, the district provides 3 FTE certificated teachers and .375 FTE Instructional Aide for all students for a total of 3.375 FTE Core Instructional Staff. The Learning Center provides an additional .375 FTE or a 12.5% increase in services, far in excess of the required MPP.

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions).

# Addendum

*The Local Control and Accountability Plan (LCAP) and Annual Update Template documents and communicates local educational agencies' (LEAs) actions and expenditures to support student outcomes and overall performance. The LCAP is a three-year plan, which is reviewed and updated annually, as required. Charter schools may complete the LCAP to align with the term of the charter school's budget, typically one year, which is submitted to the school's authorizer. The LCAP and Annual Update Template must be completed by all LEAs each year.*

*For school districts, the LCAP must describe, for the school district and each school within the district, goals and specific actions to achieve those goals for all students and each student group identified by the Local Control Funding Formula (LCFF) (ethnic, socioeconomically disadvantaged, English learners, foster youth, pupils with disabilities, and homeless youth), for each of the state priorities and any locally identified priorities.*

*For county offices of education, the LCAP must describe, for each county office of education-operated school and program, goals and specific actions to achieve those goals for all students and each LCFF student group funded through the county office of education (students attending juvenile court schools, on probation or parole, or expelled under certain conditions) for each of the state priorities and any locally identified priorities. School districts and county offices of education may additionally coordinate and describe in their LCAPs services funded by a school district that are provided to students attending county-operated schools and programs, including special education programs.*

*If a county superintendent of schools has jurisdiction over a single school district, the county board of education and the governing board of the school district may adopt and file for review and approval a single LCAP consistent with the requirements in Education Code (EC) sections 52060, 52062, 52066, 52068, and 52070. The LCAP must clearly articulate to which entity's budget (school district or county superintendent of schools) all budgeted and actual expenditures are aligned.*

*Charter schools must describe goals and specific actions to achieve those goals for all students and each LCFF subgroup of students including students with disabilities and homeless youth, for each of the state priorities that apply for the grade levels served or the nature of the program operated by the charter school, and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the EC. Changes in LCAP goals and actions/services for charter schools that result from the annual update process do not necessarily constitute a material revision to the school's charter petition.*

*For questions related to specific sections of the template, please see instructions below:*

## Instructions: Linked Table of Contents

Plan Summary

Annual Update

Stakeholder Engagement

Goals, Actions, and Services

Planned Actions/Services

Demonstration of Increased or Improved Services for Unduplicated Students

*For additional questions or technical assistance related to completion of the LCAP template, please contact the local county office of education, or the CDE's Local Agency Systems Support Office at: 916-319-0809 or by email at: [lcff@cde.ca.gov](mailto:lcff@cde.ca.gov).*

## Plan Summary

The LCAP is intended to reflect an LEA's annual goals, actions, services and expenditures within a fixed three-year planning cycle. LEAs must include a plan summary for the LCAP each year. When developing the LCAP, enter the appropriate LCAP year, and address the prompts provided in these sections. When developing the LCAP in year 2 or year 3, enter the appropriate LCAP year and replace the previous summary information with information relevant to the current year LCAP. In this section, briefly address the prompts provided. These prompts are not limits. LEAs may include information regarding local program(s), community demographics, and the overall vision of the LEA. LEAs may also attach documents (e.g., the LCFF Evaluation Rubrics data reports) if desired and/or include charts illustrating goals, planned outcomes, actual outcomes, or related planned and actual expenditures.

An LEA may use an alternative format for the plan summary as long as it includes the information specified in each prompt and the budget summary table.

The reference to LCFF Evaluation Rubrics means the evaluation rubrics adopted by the State Board of Education under EC Section 52064.5.

## Budget Summary

The LEA must complete the LCAP Budget Summary table as follows:

- **Total LEA General Fund Budget Expenditures for the LCAP Year:** This amount is the LEA's total budgeted General Fund expenditures for the LCAP year. The LCAP year means the fiscal year for which an LCAP is adopted or updated by July 1. The General Fund is the main operating fund of the LEA and accounts for all activities not accounted for in another fund. All activities are reported in the General Fund unless there is a compelling reason to account for an activity in another fund. For further information please refer to the *California School Accounting Manual* (<http://www.cde.ca.gov/fq/ac/sa/>). (Note: For some charter schools that follow governmental fund accounting, this amount is the total budgeted expenditures in the Charter Schools Special Revenue Fund. For charter schools that follow the not-for-profit accounting model, this amount is total budgeted expenses, such as those budgeted in the Charter Schools Enterprise Fund.)
- **Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for the LCAP Year:** This amount is the total of the budgeted expenditures associated with

the actions/services included for the LCAP year from all sources of funds, as reflected in the LCAP. To the extent actions/services and/or expenditures are listed in the LCAP under more than one goal, the expenditures should be counted only once.

- **Description of any use(s) of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP:** Briefly describe expenditures included in total General Fund Expenditures that are not included in the total funds budgeted for planned actions/services for the LCAP year. (Note: The total funds budgeted for planned actions/services may include funds other than general fund expenditures.)
- **Total Projected LCFF Revenues for LCAP Year:** This amount is the total amount of LCFF funding the LEA estimates it will receive pursuant to *EC* sections 42238.02 (for school districts and charter schools) and 2574 (for county offices of education), as implemented by *EC* sections 42238.03 and 2575 for the LCAP year respectively.

## Annual Update

The planned goals, expected outcomes, actions/services, and budgeted expenditures must be copied verbatim from the previous year's\* approved LCAP; in addition, list the state and/or local priorities addressed by the planned goals. Minor typographical errors may be corrected.

\* For example, for LCAP year 2017/18 of the 2017/18 – 2019/20 LCAP, review the goals in the 2016/17 LCAP. Moving forward, review the goals from the most recent LCAP year. For example, LCAP year 2020/21 will review goals from the 2019/20 LCAP year, which is the last year of the 2017/18 – 2019/20 LCAP.

## Annual Measurable Outcomes

For each goal in the prior year, identify and review the actual measurable outcomes as compared to the expected annual measurable outcomes identified in the prior year for the goal.

## Actions/Services

Identify the planned Actions/Services and the budgeted expenditures to implement these actions toward achieving the described goal. Identify the **actual** actions/services implemented to meet the described goal and the estimated actual annual expenditures to implement the actions/services. As applicable, identify any changes to the students or student groups served, or to the planned location of the actions/services provided.

## Analysis

Using actual annual measurable outcome data, including data from the LCFF Evaluation Rubrics, analyze whether the planned actions/services were effective in achieving the goal. Respond to the prompts as instructed.

- Describe the overall implementation of the actions/services to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process.
- Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures. Minor variances in expenditures or a dollar-for-dollar accounting is not required.
- Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the data provided

in the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

## Stakeholder Engagement

Meaningful engagement of parents, students, and other stakeholders, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. *EC* identifies the minimum consultation requirements for school districts and county offices of education as consulting with teachers, principals, administrators, other school personnel, local bargaining units of the school district, parents, and pupils in developing the LCAP. *EC* requires charter schools to consult with teachers, principals, administrators, other school personnel, parents, and pupils in developing the LCAP. In addition, *EC* Section 48985 specifies the requirements for the translation of notices, reports, statements, or records sent to a parent or guardian.

The LCAP should be shared with, and LEAs should request input from, school site-level advisory groups, as applicable (e.g., school site councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between school-site and district-level goals and actions. An LEA may incorporate or reference actions described in other plans that are being undertaken to meet specific goals.

**Instructions:** The stakeholder engagement process is an ongoing, annual process. The requirements for this section are the same for each year of a three-year LCAP. When developing the LCAP, enter the appropriate LCAP year, and describe the stakeholder engagement process used to develop the LCAP and Annual Update. When developing the LCAP in year 2 or year 3, enter the appropriate LCAP year and replace the previous stakeholder narrative(s) and describe the stakeholder engagement process used to develop the current year LCAP and Annual Update.

**School districts and county offices of education:** Describe the process used to consult with the Parent Advisory Committee, the English Learner Parent Advisory Committee, parents, students, school personnel, the LEA's local bargaining units, and the community to inform the development of the LCAP and the annual review and analysis for the indicated LCAP year.

**Charter schools:** Describe the process used to consult with teachers, principals, administrators, other school personnel, parents, and students to inform the development of the LCAP and the annual review and analysis for the indicated LCAP year.

Describe how the consultation process impacted the development of the LCAP and annual update for the indicated LCAP year, including the goals, actions, services, and expenditures.

## Goals, Actions, and Services

LEAs must include a description of the annual goals, for all students and each LCFF identified group of students, to be achieved for each state priority as applicable to type of LEA. An LEA may also include additional local priorities. This section shall also include a description of the specific planned actions an LEA will take to meet the identified goals, and a description of the expenditures required to implement the specific actions.

**School districts and county offices of education:** The LCAP is a three-year plan, which is reviewed and updated annually, as required.

**Charter schools:** The number of years addressed in the LCAP may align with the term of the charter schools budget, typically one year, which is submitted to the school's authorizer. If year 2 and/or year 3 is not applicable, charter schools must specify as such.

### **New, Modified, Unchanged**

As part of the LCAP development process, which includes the annual update and stakeholder engagement, indicate if the goal, identified need, related state and/or local priorities, and/or expected annual measurable outcomes for the current LCAP year or future LCAP years are modified or unchanged from the previous year's LCAP; or, specify if the goal is new.

### **Goal**

State the goal. LEAs may number the goals using the "Goal #" box for ease of reference. A goal is a broad statement that describes the desired result to which all actions/services are directed. A goal answers the question: What is the LEA seeking to achieve?

### **Related State and/or Local Priorities**

List the state and/or local priorities addressed by the goal. The LCAP must include goals that address each of the state priorities, as applicable to the type of LEA, and any additional local priorities; however, one goal may address multiple priorities. ([Link to State Priorities](#))

### **Identified Need**

Describe the needs that led to establishing the goal. The identified needs may be based on quantitative or qualitative information, including, but not limited to, results of the annual update process or performance data from the LCFF Evaluation Rubrics, as applicable.

### **Expected Annual Measurable Outcomes**

For each LCAP year, identify the metric(s) or indicator(s) that the LEA will use to track progress toward the expected outcomes. LEAs may identify metrics for specific student groups. Include in the baseline column the most recent data associated with this metric or indicator available at the time of adoption of the LCAP for the first year of the three-year plan. The most recent data associated with a metric or indicator includes data as reported in the annual update of the LCAP year immediately preceding the three-year plan, as applicable. The baseline data shall remain unchanged throughout the three-year LCAP. In the subsequent year columns, identify the progress to be made in each year of the three-year cycle of the LCAP. Consider how expected outcomes in any given year are related to the expected outcomes for subsequent years.

The metrics may be quantitative or qualitative, but at minimum an LEA must use the applicable required metrics for the related state priorities, in each LCAP year as applicable to the type of LEA. For the student engagement priority metrics, as applicable, LEAs must calculate the rates as described in the [LCAP Template Appendix, sections \(a\) through \(d\)](#).

### **Planned Actions/Services**

For each action/service, the LEA must complete either the section "For Actions/Services not included as contributing to meeting Increased or Improved Services Requirement" or the section "For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement." The LEA shall not complete both sections for a single action.

### **For Actions/Services Not Contributing to Meeting the Increased or Improved Services Requirement**

#### **Students to be Served**

The "Students to be Served" box is to be completed for all actions/services except for those which are included by the LEA as contributing to meeting the requirement to increase or improve services for unduplicated students. Indicate in this box which students will benefit from the actions/services by entering "All", "Students with Disabilities", or "Specific Student



Group(s)". If "Specific Student Group(s)" is entered, identify the specific student group(s) as appropriate.

#### Location(s)

Identify the location where the action/services will be provided. If the services are provided to all schools within the LEA, the LEA must identify "All Schools". If the services are provided to specific schools within the LEA or specific grade spans only, the LEA must enter "Specific Schools" or "Specific Grade Spans". Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades K-5), as appropriate.

**Charter schools** operating more than one site, authorized within the same charter petition, may choose to distinguish between sites by entering "Specific Schools" and identifying the site(s) where the actions/services will be provided. For charter schools operating only one site, "All Schools" and "Specific Schools" may be synonymous and, therefore, either would be appropriate. Charter schools may use either term provided they are used in a consistent manner through the LCAP.

### **For Actions/Services Contributing to Meeting the Increased or Improved Services Requirement:**

#### Students to be Served

For any action/service contributing to the LEA's overall demonstration that it has increased or improved services for unduplicated students above what is provided to all students (see Demonstration of Increased or Improved Services for Unduplicated Students section, below), the LEA must identify the unduplicated student group(s) being served.

#### Scope of Service

For each action/service contributing to meeting the increased or improved services requirement, identify the scope of service by indicating "LEA-wide", "Schoolwide", or "Limited to Unduplicated Student Group(s)". The LEA must identify one of the following three options:

- If the action/service is being funded and provided to upgrade the entire educational program of the LEA, enter "LEA-wide."
- If the action/service is being funded and provided to upgrade the entire educational program of a particular school or schools, enter "schoolwide".
- If the action/service being funded and provided is limited to the unduplicated students identified in "Students to be Served", enter "Limited to Unduplicated Student Group(s)".

**For charter schools and single-school school districts**, "LEA-wide" and "Schoolwide" may be synonymous and, therefore, either would be appropriate. For charter schools operating multiple schools (determined by a unique CDS code) under a single charter, use "LEA-wide" to refer to all schools under the charter and use "Schoolwide" to refer to a single school authorized within the same charter petition. Charter schools operating a single school may use "LEA-wide" or "Schoolwide" provided these terms are used in a consistent manner through the LCAP.

#### Location(s)

Identify the location where the action/services will be provided. If the services are provided to all schools within the LEA, the LEA must indicate "All Schools". If the services are provided to specific schools within the LEA or specific grade spans only, the LEA must enter "Specific Schools" or "Specific Grade Spans". Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades K-5), as appropriate.

**Charter schools** operating more than one site, authorized within the same charter petition, may choose to distinguish between sites by entering “Specific Schools” and identify the site(s) where the actions/services will be provided. For charter schools operating only one site, “All Schools” and “Specific Schools” may be synonymous and, therefore, either would be appropriate. Charter schools may use either term provided they are used in a consistent manner through the LCAP.

## **Actions/Services**

For each LCAP year, identify the actions to be performed and services provided to meet the described goal. Actions and services that are implemented to achieve the identified goal may be grouped together. LEAs may number the action/service using the “Action #” box for ease of reference.

### **New/Modified/Unchanged:**

- Enter “New Action” if the action/service is being added in any of the three years of the LCAP to meet the articulated goal.
- Enter “Modified Action” if the action/service was included to meet an articulated goal and has been changed or modified in any way from the prior year description.
- Enter “Unchanged Action” if the action/service was included to meet an articulated goal and has not been changed or modified in any way from the prior year description.
  - If a planned action/service is anticipated to remain unchanged for the duration of the plan, an LEA may enter “Unchanged Action” and leave the subsequent year columns blank rather than having to copy/paste the action/service into the subsequent year columns. Budgeted expenditures may be treated in the same way as applicable.

**Note:** The goal from the prior year may or may not be included in the current three-year LCAP. For example, when developing year 1 of the LCAP, the goals articulated in year 3 of the preceding three-year LCAP will be from the prior year.

**Charter schools** may complete the LCAP to align with the term of the charter school’s budget that is submitted to the school’s authorizer. Accordingly, a charter school submitting a one-year budget to its authorizer may choose not to complete the year 2 and year 3 portions of the “Goals, Actions, and Services” section of the template. If year 2 and/or year 3 is not applicable, charter schools must specify as such.

## **Budgeted Expenditures**

For each action/service, list and describe budgeted expenditures for each school year to implement these actions, including where those expenditures can be found in the LEA’s budget. The LEA must reference all fund sources for each proposed expenditure. Expenditures must be classified using the California School Accounting Manual as required by *EC* sections 52061, 52067, and 47606.5.

Expenditures that are included more than once in an LCAP must be indicated as a duplicated expenditure and include a reference to the goal and action/service where the expenditure first appears in the LCAP.

If a county superintendent of schools has jurisdiction over a single school district, and chooses to complete a single LCAP, the LCAP must clearly articulate to which entity’s budget (school district or county superintendent of schools) all budgeted expenditures are aligned.

## Demonstration of Increased or Improved Services for Unduplicated Students

This section must be completed for each LCAP year. When developing the LCAP in year 2 or year 3, copy the “Demonstration of Increased or Improved Services for Unduplicated Students” table and enter the appropriate LCAP year. Using the copy of the section, complete the section as required for the current year LCAP. Retain all prior year sections for each of the three years within the LCAP.

### Estimated Supplemental and Concentration Grant Funds

Identify the amount of funds in the LCAP year calculated on the basis of the number and concentration of low income, foster youth, and English learner students as determined pursuant to *California Code of Regulations*, Title 5 (5 CCR) Section 15496(a)(5).

### Percentage to Increase or Improve Services

Identify the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year as calculated pursuant to 5 CCR Section 15496(a)(7).

Consistent with the requirements of 5 CCR Section 15496, describe how services provided for unduplicated pupils are increased or improved by at least the percentage calculated as compared to services provided for all students in the LCAP year. To improve services means to grow services in quality and to increase services means to grow services in quantity. This description must address how the action(s)/service(s) limited for one or more unduplicated student group(s), and any schoolwide or districtwide action(s)/service(s) supported by the appropriate description, taken together, result in the required proportional increase or improvement in services for unduplicated pupils.

If the overall increased or improved services include any actions/services being funded and provided on a schoolwide or districtwide basis, identify each action/service and include the required descriptions supporting each action/service as follows.

For those services being provided on an LEA-wide basis:

- For school districts with an unduplicated pupil percentage of 55% or more, and for charter schools and county offices of education: Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities.
- For school districts with an unduplicated pupil percentage of less than 55%: Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the services are **the most effective use of the funds to** meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience or educational theory.

For school districts only, identify in the description those services being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis:

- For schools with 40% or more enrollment of unduplicated pupils: Describe how these services are **principally directed to** and **effective in** meeting its goals for its unduplicated pupils in the state and any local priorities.

- For school districts expending funds on a schoolwide basis at a school with less than 40% enrollment of unduplicated pupils: Describe how these services are **principally directed to** and how the services are **the most effective use of the funds to** meet its goals for English learners, low income students and foster youth, in the state and any local priorities.

# State Priorities

**Priority 1: Basic Services** addresses the degree to which:

- A. Teachers in the LEA are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- B. Pupils in the school district have sufficient access to the standards-aligned instructional materials; and
- C. School facilities are maintained in good repair.

**Priority 2: Implementation of State Standards** addresses:

- A. The implementation of state board adopted academic content and performance standards for all students, which are:
  - a. English Language Arts – Common Core State Standards (CCSS) for English Language Arts
  - b. Mathematics – CCSS for Mathematics
  - c. English Language Development (ELD)
  - d. Career Technical Education
  - e. Health Education Content Standards
  - f. History-Social Science
  - g. Model School Library Standards
  - h. Physical Education Model Content Standards
  - i. Next Generation Science Standards
  - j. Visual and Performing Arts
  - k. World Language; and
- B. How the programs and services will enable English learners to access the CCSS and the ELD standards for purposes of gaining academic content knowledge and English language proficiency.

**Priority 3: Parental Involvement** addresses:

- A. The efforts the school district makes to seek parent input in making decisions for the school district and each individual school site;
- B. How the school district will promote parental participation in programs for unduplicated pupils; and
- C. How the school district will promote parental participation in programs for individuals with exceptional needs.

**Priority 4: Pupil Achievement** as measured by all of the following, as applicable:

- A. Statewide assessments;
- B. The Academic Performance Index;
- C. The percentage of pupils who have successfully completed courses that satisfy University of California (UC) or California State University (CSU) entrance requirements, or programs of study that align with state board approved career technical educational standards and framework;
- D. The percentage of English learner pupils who make progress toward English proficiency as measured by the California English Language Development Test (CELDT);
- E. The English learner reclassification rate;
- F. The percentage of pupils who have passed an advanced placement examination with a score of 3 or higher; and
- G. The percentage of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness.

**Priority 5: Pupil Engagement** as measured by all of the following, as applicable:

- A. School attendance rates;
- B. Chronic absenteeism rates;
- C. Middle school dropout rates;
- D. High school dropout rates; and
- E. High school graduation rates;

**Priority 6: School Climate** as measured by all of the following, as applicable:

- A. Pupil suspension rates;
- B. Pupil expulsion rates; and
- C. Other local measures, including surveys of pupils, parents, and teachers on the sense of safety and school connectedness.

**Priority 7: Course Access** addresses the extent to which pupils have access to and are enrolled in:

- A. S broad course of study including courses described under *EC* sections 51210 and 51220(a)-(i), as applicable;
- B. Programs and services developed and provided to unduplicated pupils; and
- C. Programs and services developed and provided to individuals with exceptional needs.

**Priority 8: Pupil Outcomes** addresses pupil outcomes, if available, for courses described under *EC* sections 51210 and 51220(a)-(i), as applicable.

**Priority 9: Coordination of Instruction of Expelled Pupils (COE Only)** addresses how the county superintendent of schools will coordinate instruction of expelled pupils.

**Priority 10. Coordination of Services for Foster Youth (COE Only)** addresses how the county superintendent of schools will coordinate services for foster children, including:

- A. Working with the county child welfare agency to minimize changes in school placement
- B. Providing education-related information to the county child welfare agency to assist in the delivery of services to foster children, including educational status and progress information that is required to be included in court reports;
- C. Responding to requests from the juvenile court for information and working with the juvenile court to ensure the delivery and coordination of necessary educational services; and
- D. Establishing a mechanism for the efficient expeditious transfer of health and education records and the health and education passport.

**Local Priorities** address:

- A. Local priority goals; and
- B. Methods for measuring progress toward local goals.

# APPENDIX A: PRIORITIES 5 AND 6 RATE CALCULATION INSTRUCTIONS

For the purposes of completing the LCAP in reference to the state priorities under *EC* sections 52060 and 52066, as applicable to type of LEA, the following shall apply:

(a) “Chronic absenteeism rate” shall be calculated as follows:

- (1) The number of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30) who are chronically absent where “chronic absentee” means a pupil who is absent 10 percent or more of the schooldays in the school year when the total number of days a pupil is absent is divided by the total number of days the pupil is enrolled and school was actually taught in the total number of days the pupil is enrolled and school was actually taught in the regular day schools of the district, exclusive of Saturdays and Sundays.
- (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).
- (3) Divide (1) by (2).

(b) “Middle School dropout rate” shall be calculated as set forth in 5 *CCR* Section 1039.1.

(c) “High school dropout rate” shall be calculated as follows:

- (1) The number of cohort members who dropout by the end of year 4 in the cohort where “cohort” is defined as the number of first-time grade 9 pupils in year 1 (starting cohort) plus pupils who transfer in, minus pupils who transfer out, emigrate, or die during school years 1, 2, 3, and 4.
- (2) The total number of cohort members.
- (3) Divide (1) by (2).

(d) “High school graduation rate” shall be calculated as follows:

- (1) The number of cohort members who earned a regular high school diploma [or earned an adult education high school diploma or passed the California High School Proficiency Exam] by the end of year 4 in the cohort where “cohort” is defined as the number of first-time grade 9 pupils in year 1 (starting cohort) plus pupils who transfer in, minus pupils who transfer out, emigrate, or die during school years 1, 2, 3, and 4.
- (2) The total number of cohort members.
- (3) Divide (1) by (2).

(e) “Suspension rate” shall be calculated as follows:

- (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was suspended during the academic year (July 1 – June 30).
- (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).
- (3) Divide (1) by (2).

(f) “Expulsion rate” shall be calculated as follows:

- (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was expelled during the academic year (July 1 – June 30).
- (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).
- (3) Divide (1) by (2).

NOTE: Authority cited: Sections 42238.07 and 52064, *Education Code*. Reference: Sections 2574, 2575, 42238.01, 42238.02, 42238.03, 42238.07, 47605, 47605.6, 47606.5, 48926, 52052, 52060, 52061, 52062, 52063, 52064, 52066, 52067, 52068, 52069, 52070, 52070.5, and 64001,; 20 U.S.C. Sections 6312 and 6314.

# APPENDIX B: GUIDING QUESTIONS

## Guiding Questions: Annual Review and Analysis

- 1) How have the actions/services addressed the needs of all pupils and did the provisions of those services result in the desired outcomes?
- 2) How have the actions/services addressed the needs of all subgroups of pupils identified pursuant to *EC* Section 52052, including, but not limited to, English learners, low-income pupils, and foster youth; and did the provision of those actions/services result in the desired outcomes?
- 3) How have the actions/services addressed the identified needs and goals of specific school sites and were these actions/services effective in achieving the desired outcomes?
- 4) What information (e.g., quantitative and qualitative data/metrics) was examined to review progress toward goals in the annual update?
- 5) What progress has been achieved toward the goal and expected measurable outcome(s)? How effective were the actions and services in making progress toward the goal? What changes to goals, actions, services, and expenditures are being made in the LCAP as a result of the review of progress and assessment of the effectiveness of the actions and services?
- 6) What differences are there between budgeted expenditures and estimated actual annual expenditures? What were the reasons for any differences?

## Guiding Questions: Stakeholder Engagement

- 1) How have applicable stakeholders (e.g., parents and pupils, including parents of unduplicated pupils and unduplicated pupils identified in *EC* Section 42238.01; community members; local bargaining units; LEA personnel; county child welfare agencies; county office of education foster youth services programs, court-appointed special advocates, and other foster youth stakeholders; community organizations representing English learners; and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?
- 2) How have stakeholders been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP?
- 3) What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process? How was the information made available?
- 4) What changes, if any, were made in the LCAP prior to adoption as a result of written comments or other feedback received by the LEA through any of the LEA's engagement processes?
- 5) What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to *EC* sections 52062, 52068, or 47606.5, as applicable, including engagement with representatives of parents and guardians of pupils identified in *EC* Section 42238.01?
- 6) What specific actions were taken to consult with pupils to meet the requirements 5 *CCR* Section 15495(a)?



- 7) How has stakeholder involvement been continued and supported? How has the involvement of these stakeholders supported improved outcomes for pupils, including unduplicated pupils, related to the state priorities?

## **Guiding Questions: Goals, Actions, and Services**

- 1) What are the LEA's goal(s) to address state priorities related to "Conditions of Learning": Basic Services (Priority 1), the Implementation of State Standards (Priority 2), and Course Access (Priority 7)?
- 2) What are the LEA's goal(s) to address state priorities related to "Pupil Outcomes": Pupil Achievement (Priority 4), Pupil Outcomes (Priority 8), Coordination of Instruction of Expelled Pupils (Priority 9 – COE Only), and Coordination of Services for Foster Youth (Priority 10 – COE Only)?
- 3) What are the LEA's goal(s) to address state priorities related to parent and pupil "Engagement": Parental Involvement (Priority 3), Pupil Engagement (Priority 5), and School Climate (Priority 6)?
- 4) What are the LEA's goal(s) to address any locally-identified priorities?
- 5) How have the unique needs of individual school sites been evaluated to inform the development of meaningful district and/or individual school site goals (e.g., input from site level advisory groups, staff, parents, community, pupils; review of school level plans; in-depth school level data analysis, etc.)?
- 6) What are the unique goals for unduplicated pupils as defined in *EC* Section 42238.01 and groups as defined in *EC* Section 52052 that are different from the LEA's goals for all pupils?
- 7) What are the specific expected measurable outcomes associated with each of the goals annually and over the term of the LCAP?
- 8) What information (e.g., quantitative and qualitative data/metrics) was considered/reviewed to develop goals to address each state or local priority?
- 9) What information was considered/reviewed for individual school sites?
- 10) What information was considered/reviewed for subgroups identified in *EC* Section 52052?
- 11) What actions/services will be provided to all pupils, to subgroups of pupils identified pursuant to *EC* Section 52052, to specific school sites, to English learners, to low-income pupils, and/or to foster youth to achieve goals identified in the LCAP?
- 12) How do these actions/services link to identified goals and expected measurable outcomes?
- 13) What expenditures support changes to actions/services as a result of the goal identified? Where can these expenditures be found in the LEA's budget?

*Prepared by the California Department of Education, October 2016*

## LCAP Expenditure Summary

Total Expenditures by Funding Source						
Funding Source	2017-18 Annual Update Budgeted	2017-18 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Funding Sources	1,142,223.00	1,042,910.00	1,252,925.00	1,261,735.00	1,162,542.00	3,677,202.00
	19,000.00	0.00	19,000.00	500.00	5,000.00	24,500.00
Federal Funds	11,030.00	17,006.00	11,030.00	15,984.00	16,350.00	43,364.00
Governors CTE Initiative: California Partnership Academies	0.00	0.00	0.00	0.00	195.00	195.00
LCFF	686,721.00	592,683.00	686,721.00	687,362.00	599,899.00	1,973,982.00
Locally Defined	170,977.00	166,780.00	170,977.00	174,755.00	177,444.00	523,176.00
Lottery	4,942.00	12,202.00	4,942.00	6,289.00	6,000.00	17,231.00
Other	3,616.00	5,866.00	3,616.00	4,816.00	4,860.00	13,292.00
Special Education	226,568.00	228,680.00	337,270.00	351,856.00	331,856.00	1,020,982.00
Supplemental	19,369.00	19,693.00	19,369.00	20,173.00	20,938.00	60,480.00

\* Totals based on expenditure amounts in goal and annual update sections.

Total Expenditures by Object Type						
Object Type	2017-18 Annual Update Budgeted	2017-18 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Expenditure Types	1,142,223.00	1,042,910.00	1,252,925.00	1,261,735.00	1,162,542.00	3,677,202.00
	54,972.00	0.00	54,972.00	53,009.00	96,280.00	204,261.00
1000-1999: Certificated Personnel Salaries	287,346.00	287,346.00	287,346.00	294,076.00	208,575.00	789,997.00
2000-2999: Classified Personnel Salaries	164,337.00	160,886.00	164,337.00	195,048.00	177,433.00	536,818.00
3000-3999: Employee Benefits	157,663.00	121,375.00	157,663.00	148,331.00	135,245.00	441,239.00
4000-4999: Books And Supplies	29,849.00	32,398.00	29,849.00	28,331.00	26,465.00	84,645.00
5000-5999: Services And Other Operating Expenditures	92,116.00	78,390.00	92,116.00	103,788.00	93,048.00	288,952.00
5800: Professional/Consulting Services And Operating Expenditures	230,879.00	236,447.00	341,581.00	303,654.00	284,998.00	930,233.00
5900: Communications	11,950.00	11,950.00	11,950.00	12,640.00	17,640.00	42,230.00
7000-7439: Other Outgo	113,111.00	114,118.00	113,111.00	122,858.00	122,858.00	358,827.00

\* Totals based on expenditure amounts in goal and annual update sections.

Total Expenditures by Object Type and Funding Source							
Object Type	Funding Source	2017-18 Annual Update Budgeted	2017-18 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Expenditure Types	All Funding Sources	1,142,223.00	1,042,910.00	1,252,925.00	1,261,735.00	1,162,542.00	3,677,202.00
		7,000.00	0.00	7,000.00	0.00	4,500.00	11,500.00
	LCFF	47,972.00	0.00	47,972.00	53,009.00	0.00	100,981.00
	Locally Defined	0.00	0.00	0.00	0.00	91,780.00	91,780.00
	Other	0.00	0.00	0.00	0.00	0.00	0.00
1000-1999: Certificated Personnel Salaries	LCFF	197,370.00	197,370.00	197,370.00	203,205.00	208,575.00	609,150.00
1000-1999: Certificated Personnel Salaries	Locally Defined	89,976.00	89,976.00	89,976.00	90,871.00	0.00	180,847.00
2000-2999: Classified Personnel Salaries	Federal Funds	9,470.00	10,373.00	9,470.00	9,842.00	10,039.00	29,351.00
2000-2999: Classified Personnel Salaries	LCFF	100,281.00	101,741.00	100,281.00	123,223.00	104,652.00	328,156.00
2000-2999: Classified Personnel Salaries	Locally Defined	42,117.00	36,903.00	42,117.00	44,110.00	44,433.00	130,660.00
2000-2999: Classified Personnel Salaries	Other	0.00	0.00	0.00	4,816.00	4,860.00	9,676.00
2000-2999: Classified Personnel Salaries	Supplemental	12,469.00	11,869.00	12,469.00	13,057.00	13,449.00	38,975.00
3000-3999: Employee Benefits	Federal Funds	995.00	5,418.00	995.00	5,642.00	5,811.00	12,448.00
3000-3999: Employee Benefits	LCFF	118,104.00	78,338.00	118,104.00	102,899.00	87,937.00	308,940.00
3000-3999: Employee Benefits	Locally Defined	31,664.00	29,795.00	31,664.00	33,174.00	34,508.00	99,346.00
3000-3999: Employee Benefits	Supplemental	6,900.00	7,824.00	6,900.00	6,616.00	6,989.00	20,505.00
4000-4999: Books And Supplies	Federal Funds	65.00	1,215.00	65.00	0.00	0.00	65.00
4000-4999: Books And Supplies	LCFF	19,742.00	13,542.00	19,742.00	17,442.00	15,742.00	52,926.00
4000-4999: Books And Supplies	Locally Defined	5,100.00	5,439.00	5,100.00	4,100.00	4,223.00	13,423.00
4000-4999: Books And Supplies	Lottery	4,942.00	12,202.00	4,942.00	6,289.00	6,000.00	17,231.00

Total Expenditures by Object Type and Funding Source							
Object Type	Funding Source	2017-18 Annual Update Budgeted	2017-18 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
4000-4999: Books And Supplies	Supplemental	0.00	0.00	0.00	500.00	500.00	1,000.00
5000-5999: Services And Other Operating Expenditures		12,000.00	0.00	12,000.00	500.00	500.00	13,000.00
5000-5999: Services And Other Operating Expenditures	Federal Funds	500.00	0.00	500.00	500.00	500.00	1,500.00
5000-5999: Services And Other Operating Expenditures	Governors CTE Initiative: California Partnership Academies	0.00	0.00	0.00	0.00	195.00	195.00
5000-5999: Services And Other Operating Expenditures	LCFF	79,616.00	78,390.00	79,616.00	102,788.00	91,853.00	274,257.00
5800: Professional/Consulting Services And Operating Expenditures	LCFF	111,686.00	111,352.00	111,686.00	72,156.00	73,500.00	257,342.00
5800: Professional/Consulting Services And Operating Expenditures	Locally Defined	2,120.00	4,667.00	2,120.00	2,500.00	2,500.00	7,120.00
5800: Professional/Consulting Services And Operating Expenditures	Other	3,616.00	5,866.00	3,616.00	0.00	0.00	3,616.00
5800: Professional/Consulting Services And Operating Expenditures	Special Education	113,457.00	114,562.00	224,159.00	228,998.00	208,998.00	662,155.00
5900: Communications	LCFF	11,950.00	11,950.00	11,950.00	12,640.00	17,640.00	42,230.00
7000-7439: Other Outgo	Special Education	113,111.00	114,118.00	113,111.00	122,858.00	122,858.00	358,827.00

\* Totals based on expenditure amounts in goal and annual update sections.

Total Expenditures by Goal						
Goal	2017-18 Annual Update Budgeted	2017-18 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
Goal 1	342,518.00	340,189.00	342,518.00	364,380.00	375,212.00	1,082,110.00
Goal 2	567,477.00	581,947.00	678,179.00	650,906.00	638,826.00	1,967,911.00
Goal 3	8,050.00	8,050.00	8,050.00	12,550.00	13,200.00	33,800.00
Goal 4	117,127.00	112,724.00	117,127.00	126,003.00	129,304.00	372,434.00
Goal 5	107,051.00	0.00	107,051.00	107,896.00	6,000.00	220,947.00

\* Totals based on expenditure amounts in goal and annual update sections.

# **NICASIO SCHOOL DISTRICT 2018-19 BUDGET REPORT**

## **Budget Certification**

**ANNUAL BUDGET REPORT:**  
July 1, 2018 Budget Adoption

Insert "X" in applicable boxes:

☒

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.

☒

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:

Public Hearing:

Place: 5555 Nicasio Valley Road  
Date: June 4 through June 7, 2018

Place: 5555 Nicasio Valley Road  
Date: June 07, 2018  
Time: 05:00 PM

Adoption Date: June 28, 2018

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

Contact person for additional information on the budget reports:

Name: Margaret Bonardi

Telephone: 416-662-2184

Title: Interim CBO

E-mail: cbo@nicasioschool.org

### 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	Budgeted (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



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

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2017-18) annual payment?		X
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, are they lifetime benefits?	n/a	
		• If yes, do benefits continue beyond age 65?	n/a	
		• If yes, are benefits funded by pay-as-you-go?	n/a	
S7b	Other Self-insurance Benefits	Does the district provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		• Certificated? (Section S8A, Line 1)		X
		• Classified? (Section S8B, Line 1)		X
		• Management/supervisor/confidential? (Section S8C, Line 1)	X	
S9	Local Control and Accountability Plan (LCAP)	• Did or will the school district's governing board adopt an LCAP or approve an update to the LCAP effective for the budget year?		X
		• Approval date for adoption of the LCAP or approval of an update to the LCAP:	Jun 28, 2018	
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, Section 3: Actions, Services, and Expenditures?		X

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	

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	

# **NICASIO SCHOOL DISTRICT 2018-19 BUDGET REPORT**

## **Table of Contents**

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2017-18 Estimated Actuals	2018-19 Budget
01	General Fund/County School Service Fund	GS	GS
09	Charter Schools Special Revenue Fund		
10	Special Education Pass-Through Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Special Revenue Fund		
14	Deferred Maintenance Fund	G	G
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund for Other Than Capital Outlay Projects		
18	School Bus Emissions Reduction Fund		
19	Foundation Special Revenue Fund		
20	Special Reserve Fund for Postemployment Benefits		
21	Building Fund		
25	Capital Facilities Fund		
30	State School Building Lease-Purchase Fund		
35	County School Facilities Fund		
40	Special Reserve Fund for Capital Outlay Projects		
49	Capital Project Fund for Blended Component Units		
51	Bond Interest and Redemption Fund	G	G
52	Debt Service Fund for Blended Component Units		
53	Tax Override Fund		
56	Debt Service Fund		
57	Foundation Permanent Fund		
61	Cafeteria Enterprise Fund		
62	Charter Schools Enterprise Fund		
63	Other Enterprise Fund		
66	Warehouse Revolving Fund		
67	Self-Insurance Fund		
71	Retiree Benefit Fund		
73	Foundation Private-Purpose Trust Fund		
76	Warrant/Pass-Through Fund		
95	Student Body Fund		
76A	Changes in Assets and Liabilities (Warrant/Pass-Through)		
95A	Changes in Assets and Liabilities (Student Body)		
A	Average Daily Attendance	S	S
ASSET	Schedule of Capital Assets		
CASH	Cashflow Worksheet		
CB	Budget Certification		S
CC	Workers' Compensation Certification		S
CEA	Current Expense Formula/Minimum Classroom Comp. - Actuals	GS	
CEB	Current Expense Formula/Minimum Classroom Comp. - Budget		GS
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities		
ESMOE	Every Student Succeeds Act Maintenance of Effort	G	
ICR	Indirect Cost Rate Worksheet	G	
L	Lottery Report	G	

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2017-18 Estimated Actuals	2018-19 Budget
MYP	Multiyear Projections - General Fund		GS
SEA	Special Education Revenue Allocations		
SEAS	Special Education Revenue Allocations Setup (SELPA Selection)		
SIAA	Summary of Interfund Activities - Actuals		
SIAB	Summary of Interfund Activities - Budget		
01CS	Criteria and Standards Review	GS	GS

**NICASIO SCHOOL DISTRICT  
2018-19 Budget Report ~ General Fund**

**Agenda Item # \_\_\_\_\_**

**KEY BUDGET ASSUMPTIONS**

The following Budget Assumptions are based on the California School Finance and Management Conference and the Marin County Office of Education Common Message.

**REVENUES: 2018-19**

**1. Revenue Limit Sources LCFF/Property Taxes = \$ 700,372**

- Property taxes estimated at 1.5% growth from 2017-18 (based on review of three years of property tax records).
- Annual transfer to Deferred Maintenance Fund ( \$ 10,000)
- LCFF funding based on the 2018-19 estimates compiled by the Marin County Office of Education (MCOE)
- Education Protection Account 2018-19 LCFF estimate MCOE

**2. Federal Revenue = \$ 20,674**

- No carryover budgeted and no increases for COLA or growth budgeted.
- Title II, Title III and REAP Grant monies budgeted flat until more information about the Federal budget is known.

**3. State Revenue = \$ 42,798 budgeted with 2.51% COLA**

**4. Local Revenues = \$ 277,247**

- Special Education AB 602 revenue – (transfer from SELPA-Special Education Local Plan Area) revised to reflect budget per the SELPA estimated budget allocation.
- Increase in parcel tax 3% (approximately \$ 5,700 increase) total projected revenue \$ 195,700

**EXPENDITURES: 2018-19**

**1. Salaries & Benefits = \$ 484,517**

- Certificated salaries include the following staffing by formula:
  - 3.0 FTE Certificated ; teachers (regular/specialist)
  - .66 FTE Certificated Administration
- Classified salaries include the following staffing by formula:
  - 1.87 FTE Classified support staff including custodial, clerical, campus support, aides, subject experts
  - .8 FTE Confidential Classified (district office)
- Statutory benefits (employer costs):
  - STRS rate 16.28%
  - Social Security rate 6.2%
  - Medicare rate 1.45%
  - SUI rate .05 %per EDD
  - PERS rate 17.70 per CDE
  - Worker's Compensation rate 2.85%
    - Certificated Total = 20.63%
    - Classified Total = 10.55% w/o PERS
    - Classified Total = 28.25% with PERS

**2. Other: Books/Supplies, Services/Operating Expenditures, Other Out-go and Other Financing Sources/Uses  
= \$ 309,434**

- Textbooks/classroom, library and PE supplies
- Custodial and maintenance supplies including one time purchase of replacement refrigerator MPR

- Marin County Office of Education support/contracts (Nursing, Psych, QSS, Payroll, Accounts Payable)
- Operational Expenditures; utilities, gas, sewer, trash, water testing and all permits, etc.
- Funds allocated toward professional development for staff
- Special Education/technology/legal and audit contracts
- Excess Cost to MCOE for resource and speech teachers, Special Day class placement, transportation

3. **Reserves** = \$ 335,160

- Designated for Economic Uncertainties remains at 5% (state requirement/law) of adopted budget operating expenditures (\$ 66,000)
- Maintained Board Designated reserve for Economic Uncertainties per Board Policy of \$ 180,219

## **2019-20 and 2020-21 General Fund ~ Multi Year Projection Factors**

### **REVENUES**

1. Property taxes estimated at 1.5% for both years based on 3 year history
2. LCFF funding based on the 2012-2013 apportionments with a "Basic Aid Fair Share"
3. Federal Revenue budgeted flat for both years
4. State Revenue increased by 2.51% COLA for 2019-20 and 2.41% COLA for 2020-21
5. Local Revenue increased; Parcel Tax increase of 3% for both years .

### **EXPENDITURES**

#### **1. Salaries & Benefits**

- 2019-20
  1. 2018-19 Level.
    - ✓ Projected step and column adjustments included in salary projections.
    - ✓ 3.5% increase projected for Kaiser Health benefits
    - ✓ Benefits updated to include effects of step and column increases.
- 2020-21 Staffing
  1. 2019-20 Level.
    - ✓ Projected step and column adjustments included in salary projections.
    - ✓ Benefits updated to include effects of step and column increases.
    - ✓ 3.5% increase projected for Kaiser Health benefits

#### **2. Non-Salary accounts**

*Unrestricted/Restricted:*

- Continued contribution of \$ 10,000 to the Deferred Maintenance Fund 14
- Funding for books and supplies reflect reduction of all carryover balances 2017-18
- Increase of 3% for services and other operating expenditures
- Increase of 8% in other outgo expenditures (Excess Cost) to match current year increase (2018-19)

### **RESERVES**

1. Both years: Designated for Economic Uncertainties remains at 5% of adopted budget operating expenditures
2. Designated Board reserve maintained in 2019-20 (\$ 180,219) and reduced by 23% (\$40,170) in 2020-21

### **NOTE:**

- Nicasio's Board of Trustees will be working towards decreasing deficit budgeting



## **NICASIO SCHOOL DISTRICT 2018-19 BUDGET REPORT**

**Packet includes: Five column comparison; 1. 2017-18 Original budget, and 2. Second Interim figures - 3. New: 2018-18 Projected budget and Multi Year Projections for 4. 2019-20 and 5. 2020-21 and assumptions used for projections**

page 1  
2018 - 19 Projected Budget

NICASIO SCHOOL DISTRICT  
Budget 18-19

	1	2	3	4	5
	2017-18 Adopted	2017-18 2nd Interim	2018-19 Budget	2019-20 MYP	2020-21 MYP
LCFF Sources	700,926	691,346	700,372	714,052	723,948
Federal Revenues	18,325	21,104	20,674	20,674	20,674
State Revenues	44,140	51,366	42,798	43,872	44,930
Local Revenues	271,604	281,921	277,247	281,947	292,423
<b>Total Revenues</b>	<b>1,034,995</b>	<b>1,045,737</b>	<b>1,041,091</b>	<b>1,060,545</b>	<b>1,081,975</b>
Certificated	288,346	309,946	295,075	302,535	307,351
Classified	165,162	170,059	172,959	177,195	180,739
Benefits	152,366	160,204	160,483	174,532	189,492
Supplies	29,107	34,818	26,876	27,550	28,214
Services	325,638	322,981	282,558	291,035	299,766
Capital Outlay	-	-	-	-	-
Transfers to Agencies	121,229	122,236	130,976	140,805	151,420
<b>Total Expenditures</b>	<b>1,081,848</b>	<b>1,120,244</b>	<b>1,068,927</b>	<b>1,113,652</b>	<b>1,156,982</b>
<b>Net Change</b>	<b>(46,853)</b>	<b>(74,507)</b>	<b>(27,836)</b>	<b>(53,106)</b>	<b>(75,007)</b>
Beginning Fund Balance	390,787	432,842	362,996	335,160	282,054
<b>Ending Fund Balance</b>	<b>343,934</b>	<b>362,996</b>	<b>335,160</b>	<b>282,054</b>	<b>207,049</b>

Components of Ending Fund Balance

	2017-18 Adopted	2017-18 2nd Interim	2018-19 Budget	2019-20 MYP	2020-21 MYP
Restricted	46,959	35,107	18,974	46,960	
Reserved for Revolving Cash	1,000	1,000	1,000	1,000	1,000
Economic Uncertainty	66,000	66,000	66,000	66,000	66,000
Board Reserve for Uncertainty	135,219	135,219	135,219	135,219	95,049
Board Reserve for Special Education	45,000	45,000	45,000	45,000	45,000
Undesignated/Unappropriated	49,756	80,670	69,967	49,755	
	<b>343,934</b>	<b>362,996</b>	<b>336,160</b>	<b>343,934</b>	<b>207,049</b>

Economic Uncertainty - state required	5%	5%	5%	5%	5%
Board reserve for uncertainty	12%	12%	12%	12%	8%
Board reserve for Special Education	4%	4%	4%	4%	4%
Undesignated/Unappropriated	5%	7%	6%	5%	0%

Total reserves available for uncertainty

26%      38%      27%      26%

**BUDGET ASSUMPTIONS:**2018-19**Unrestricted: Revenue**

Increase Property tax 1.5%  
 Reduce Mandated 1x funding (\$214 to \$48 per ADA)  
 Decrease unrestricted contribution to special education

**Unrestricted Expenditures****Salaries and benefits:**

Increase certificated salaries for step and column-average 3%  
 Increase classified salaries for step and column-average 3%  
 Eliminate part time business office position - classified salary

Increase Health and Welfare benefits for all salary increases including:

1. 3.5% projected increase for Kaiser health coverage
2. STRS increase 1.85% ( 16.28%) / PERS increase 2.3% (20%)
3. Eliminate early retiree health payment - \$ 2,207
4. Eliminated cost to true up health benefits for 17-18

**Books, Supplies, Services, Equipment and Other Outgo**

Increase books/supplies by 2.51% COLA  
 Decrease expenditures for all carry over funds  
 Increase Utilities 3%  
 Updated MCOE contracts based on county estimates

**Restricted Revenue**

Increase Parcel Tax 3%  
 Parcel Tax -Incr contribution to special education from \$ 60,000 to \$ 80,000  
 to spend down the carryover balance

**Restricted Expenditures****Salaries and benefits:**

Increase certificated salaries for step and column-average 3%  
 Increase classified salaries for step and column-average 3%  
 Eliminate salary/benefits for long term certificated substitute

Increase Health and Welfare benefits for all salary increases including:

1. 3.5% projected increase for Kaiser health coverage
2. STRS increase 1.85% ( 16.28%) / PERS increase 2.3% (20%)

**Books, Supplies, Services, Equipment and Other Outgo**

Increase books/supplies by 2.51% COLA  
 Decrease expenditures for all carry over funds:  
 Decrease carryover Educator Effectiveness Grant \$5,866

Increase excess cost to MCOE by 8%

**NICASIO SCHOOL DISTRICT**

**2018-18**

**BUDGET REPORT**

**FUND 01**

**General Fund**

**Unrestricted, Restricted and Summary**

			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
A. REVENUES									
1) LCFF Sources		8010-8099	691,346.00	0.00	691,346.00	700,372.00	0.00	700,372.00	1.3%
2) Federal Revenue		8100-8299	0.00	21,104.00	21,104.00	0.00	20,674.00	20,674.00	-2.0%
3) Other State Revenue		8300-8599	14,189.00	42,977.00	57,166.00	7,644.00	35,154.00	42,798.00	-25.1%
4) Other Local Revenue		8600-8799	19,540.00	262,381.00	281,921.00	20,037.00	257,210.00	277,247.00	-1.7%
5) TOTAL, REVENUES			725,075.00	326,462.00	1,051,537.00	728,053.00	313,038.00	1,041,091.00	-1.0%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	197,370.00	112,576.00	309,946.00	203,204.00	91,871.00	295,075.00	-4.8%
2) Classified Salaries		2000-2999	118,019.00	52,040.00	170,059.00	121,182.00	51,777.19	172,959.19	1.7%
3) Employee Benefits		3000-3999	89,432.00	70,772.00	160,204.00	91,850.00	68,633.00	160,483.00	0.2%
4) Books and Supplies		4000-4999	22,542.00	12,276.00	34,818.00	20,970.00	5,906.00	26,876.00	-22.8%
5) Services and Other Operating Expenditures		5000-5999	194,611.00	133,345.00	327,956.00	172,801.00	109,757.00	282,558.00	-13.8%
6) Capital Outlay		6000-6999	0.00	5,800.00	5,800.00	0.00	0.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299							
		7400-7499	8,118.00	104,482.00	112,600.00	8,118.00	122,858.00	130,976.00	16.3%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			630,092.00	491,291.00	1,121,383.00	618,125.00	450,802.19	1,068,927.19	-4.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			94,983.00	(164,829.00)	(69,846.00)	109,928.00	(137,764.19)	(27,836.19)	-60.1%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(134,969.00)	134,969.00	0.00	(121,632.00)	121,632.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(134,969.00)	134,969.00	0.00	(121,632.00)	121,632.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(39,986.00)	(29,860.00)	(69,846.00)	(11,704.00)	(16,132.19)	(27,836.19)	-60.1%
<b>F. FUND BALANCE, RESERVES</b>									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	367,874.78	64,967.03	432,841.81	327,888.78	35,107.03	362,995.81	-16.1%
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)			367,874.78	64,967.03	432,841.81	327,888.78	35,107.03	362,995.81	-16.1%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			367,874.78	64,967.03	432,841.81	327,888.78	35,107.03	362,995.81	-16.1%
2) Ending Balance, June 30 (E + F1e)			327,888.78	35,107.03	362,995.81	316,184.78	18,974.84	335,159.62	-7.7%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	35,107.03	35,107.03	0.00	18,974.84	18,974.84	-46.0%
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	180,219.00	0.00	180,219.00	180,219.00	0.00	180,219.00	0.0%
Board Reserve	0000	9780				135,219.00		135,219.00	
Special Education	0000	9780				45,000.00		45,000.00	
Board Reserve	0000	9780	135,219.00		135,219.00				
Special Education	0000	9780	45,000.00		45,000.00				
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	66,000.00	0.00	66,000.00	66,000.00	0.00	66,000.00	0.0%
Unassigned/Unappropriated Amount		9790	80,669.78	0.00	80,669.78	68,965.78	0.00	68,965.78	-14.5%



			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
G. ASSETS									
1) Cash									
a) in County Treasury		9110	571,673.88	(8,846.91)	562,826.97				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Cash Account		9130	1,000.00	0.00	1,000.00				
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	1,030.00	2,316.00	3,346.00				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	0.00	0.00	0.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			573,703.88	(6,530.91)	567,172.97				
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	32,024.27	94.68	32,118.95				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			32,024.27	94.68	32,118.95				
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 (G9 + H2) - (I6 + J2)			541,679.61	(6,625.59)	535,054.02				

			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
LCFF SOURCES									
Principal Apportionment State Aid - Current Year		8011	39,589.00	0.00	39,589.00	39,589.00	0.00	39,589.00	0.0%
Education Protection Account State Aid - Current Year		8012	8,762.00	0.00	8,762.00	8,182.00	0.00	8,182.00	-6.6%
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	3,122.00	0.00	3,122.00	3,122.00	0.00	3,122.00	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	637,258.00	0.00	637,258.00	646,864.00	0.00	646,864.00	1.5%
Unsecured Roll Taxes		8042	11,992.00	0.00	11,992.00	11,992.00	0.00	11,992.00	0.0%
Prior Years' Taxes		8043	623.00	0.00	623.00	623.00	0.00	623.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			701,346.00	0.00	701,346.00	710,372.00	0.00	710,372.00	1.3%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	(10,000.00)		(10,000.00)	(10,000.00)		(10,000.00)	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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 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)	
TOTAL, LCFF SOURCES			691,346.00	0.00	691,346.00	700,372.00	0.00	700,372.00	1.3%
<b>FEDERAL REVENUE</b>									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	197.00	197.00	0.00	171.00	171.00	-13.2%
Special Education Discretionary Grants		8182	0.00	2,313.00	2,313.00	0.00	1,974.00	1,974.00	-14.7%
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	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		0.00	0.00		0.00	0.00	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290		1,530.00	1,530.00		1,530.00	1,530.00	0.0%
Title III, Part A, Immigrant Education Program	4201	8290		65.00	65.00		0.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Title III, Part A, English Learner Program	4203	8290		939.00	939.00		939.00	939.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3185, 4050, 4123, 4124, 4126, 4127, 5510, 5630	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act		8290		0.00	0.00		0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	16,060.00	16,060.00	0.00	16,060.00	16,060.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	21,104.00	21,104.00	0.00	20,674.00	20,674.00	-2.0%
<b>OTHER STATE REVENUE</b>									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	7,650.00	0.00	7,650.00	1,306.00	0.00	1,306.00	-82.9%
Lottery - Unrestricted and Instructional Materials		8560	6,344.00	1,856.00	8,200.00	6,238.00	2,051.00	8,289.00	1.1%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		0.00	0.00		0.00	0.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		0.00	0.00		0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 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)	
California Clean Energy Jobs Act	6230	8590		5,800.00	5,800.00		0.00	0.00	-100.0%
Career Technical Education Incentive Grant Program	6387	8590		0.00	0.00		0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	195.00	35,321.00	35,516.00	100.00	33,103.00	33,203.00	-6.5%
TOTAL, OTHER STATE REVENUE			14,189.00	42,977.00	57,166.00	7,644.00	35,154.00	42,798.00	-25.1%

			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
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	190,000.00	190,000.00	0.00	195,700.00	195,700.00	3.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds									
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from									
Delinquent Non-LCFF									
Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	150.00	0.00	150.00	0.00	0.00	0.00	-100.0%
Interest		8660	1,400.00	0.00	1,400.00	2,000.00	0.00	2,000.00	42.9%
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	12,000.00	0.00	12,000.00	12,000.00	0.00	12,000.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue									
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 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)	
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	3,653.00	51,805.00	55,458.00	3,700.00	41,193.00	44,893.00	-19.1%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	2,337.00	0.00	2,337.00	2,337.00	0.00	2,337.00	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		20,576.00	20,576.00		20,317.00	20,317.00	-1.3%
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			19,540.00	262,381.00	281,921.00	20,037.00	257,210.00	277,247.00	-1.7%
TOTAL, REVENUES			725,075.00	326,462.00	1,051,537.00	728,053.00	313,038.00	1,041,091.00	-1.0%

			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	132,168.00	112,576.00	244,744.00	136,699.00	91,871.00	228,570.00	-6.6%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	65,202.00	0.00	65,202.00	66,505.00	0.00	66,505.00	2.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			197,370.00	112,576.00	309,946.00	203,204.00	91,871.00	295,075.00	-4.8%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	15,000.00	52,040.00	67,040.00	15,831.00	51,777.19	67,608.19	0.8%
Classified Support Salaries		2200	32,672.00	0.00	32,672.00	33,323.00	0.00	33,323.00	2.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	68,169.00	0.00	68,169.00	70,428.00	0.00	70,428.00	3.3%
Other Classified Salaries		2900	2,178.00	0.00	2,178.00	1,600.00	0.00	1,600.00	-26.5%
TOTAL, CLASSIFIED SALARIES			118,019.00	52,040.00	170,059.00	121,182.00	51,777.19	172,959.19	1.7%
EMPLOYEE BENEFITS									
STRS		3101-3102	30,298.00	46,152.00	76,450.00	35,209.00	44,955.00	80,164.00	4.9%
PERS		3201-3202	15,569.00	0.00	15,569.00	18,099.00	521.00	18,620.00	19.6%
OASDI/Medicare/Alternative		3301-3302	10,984.00	4,502.00	15,486.00	11,253.00	4,374.00	15,627.00	0.9%
Health and Welfare Benefits		3401-3402	21,306.00	15,416.00	36,722.00	17,968.00	14,590.00	32,558.00	-11.3%
Unemployment Insurance		3501-3502	170.00	94.00	264.00	240.00	80.00	320.00	21.2%
Workers' Compensation		3601-3602	8,897.00	4,608.00	13,505.00	9,081.00	4,113.00	13,194.00	-2.3%
OPEB, Allocated		3701-3702	2,208.00	0.00	2,208.00	0.00	0.00	0.00	-100.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			89,432.00	70,772.00	160,204.00	91,850.00	68,633.00	160,483.00	0.2%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	3,562.00	2,100.00	5,662.00	3,532.00	2,100.00	5,632.00	-0.5%
Books and Other Reference Materials		4200	0.00	3,066.00	3,066.00	0.00	2,051.00	2,051.00	-33.1%
Materials and Supplies		4300	14,414.00	6,754.00	21,168.00	11,438.00	1,755.00	13,193.00	-37.7%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 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)	
Noncapitalized Equipment		4400	4,566.00	356.00	4,922.00	6,000.00	0.00	6,000.00	21.9%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			22,542.00	12,276.00	34,818.00	20,970.00	5,906.00	26,876.00	-22.8%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>									
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	2,840.00	7,396.00	10,236.00	3,100.00	1,530.00	4,630.00	-54.8%
Dues and Memberships		5300	350.00	0.00	350.00	400.00	0.00	400.00	14.3%
Insurance		5400 - 5450	5,792.00	0.00	5,792.00	5,827.00	0.00	5,827.00	0.6%
Operations and Housekeeping Services		5500	40,445.00	0.00	40,445.00	41,000.00	0.00	41,000.00	1.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	10,253.00	0.00	10,253.00	7,449.00	0.00	7,449.00	-27.3%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	126,131.00	125,949.00	252,080.00	106,425.00	108,227.00	214,652.00	-14.8%
Communications		5900	8,800.00	0.00	8,800.00	8,600.00	0.00	8,600.00	-2.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			194,611.00	133,345.00	327,956.00	172,801.00	109,757.00	282,558.00	-13.8%



			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	5,800.00	5,800.00	0.00	0.00	0.00	-100.0%
TOTAL, CAPITAL OUTLAY			0.00	5,800.00	5,800.00	0.00	0.00	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	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	0.00	104,482.00	104,482.00	0.00	122,858.00	122,858.00	17.6%
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%



Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 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)	
Debt Service									
Debt Service - Interest		7438	3,225.00	0.00	3,225.00	3,225.00	0.00	3,225.00	0.0%
Other Debt Service - Principal		7439	4,893.00	0.00	4,893.00	4,893.00	0.00	4,893.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			8,118.00	104,482.00	112,600.00	8,118.00	122,858.00	130,976.00	16.3%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>									
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			630,092.00	491,291.00	1,121,383.00	618,125.00	450,802.19	1,068,927.19	-4.7%

			2017-18 Estimated Actuals			2018-19 Budget			
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
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 Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals			2018-19 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>USES</b>									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>									
Contributions from Unrestricted Revenues		8980	(134,969.00)	134,969.00	0.00	(121,632.00)	121,632.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(134,969.00)	134,969.00	0.00	(121,632.00)	121,632.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			(134,969.00)	134,969.00	0.00	(121,632.00)	121,632.00	0.00	0.0%

Resource	Description	2017-18 Estimated Actuals	2018-19 Budget
5810	Other Restricted Federal	590.09	589.09
6230	California Clean Energy Jobs Act	1,349.62	1,349.62
6300	Lottery: Instructional Materials	0.02	0.02
6512	Special Ed: Mental Health Services	949.00	949.00
9010	Other Restricted Local	32,218.30	16,087.11
Total, Restricted Balance		35,107.03	18,974.84

**NICASIO SCHOOL DISTRICT**  
**2018-19 BUDGET REPORT**

**Multi Year Projections**

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	700,372.00	1.95%	714,052.00	1.39%	723,948.00
2. Federal Revenues	8100-8299	0.00	0.00%		0.00%	
3. Other State Revenues	8300-8599	7,644.00	2.51%	7,836.00	2.41%	8,025.00
4. Other Local Revenues	8600-8799	20,037.00	0.00%	20,037.00	0.00%	20,037.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(121,632.00)	11.57%	(135,700.00)	21.93%	(165,457.00)
6. Total (Sum lines A1 thru A5c)		606,421.00	-0.03%	606,225.00	-3.24%	586,553.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				203,204.00		209,760.00
b. Step & Column Adjustment				6,556.00		3,903.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	203,204.00	3.23%	209,760.00	1.86%	213,663.00
2. Classified Salaries						
a. Base Salaries				121,182.00		123,275.00
b. Step & Column Adjustment				2,093.00		2,466.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	121,182.00	1.73%	123,275.00	2.00%	125,741.00
3. Employee Benefits	3000-3999	91,850.00	8.57%	99,722.00	9.00%	108,697.00
4. Books and Supplies	4000-4999	20,970.00	2.51%	21,496.00	2.41%	22,014.00
5. Services and Other Operating Expenditures	5000-5999	172,801.00	3.00%	177,985.00	3.00%	183,325.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	8,118.00	0.00%	8,118.00	0.00%	8,118.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%		0.00%	
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		618,125.00	3.60%	640,356.00	3.31%	661,558.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(11,704.00)		(34,131.00)		(75,005.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		327,888.78		316,184.78		282,053.78
2. Ending Fund Balance (Sum lines C and D1)		316,184.78		282,053.78		207,048.78
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	180,219.00		180,219.00		140,049.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	66,000.00		66,000.00		66,000.00
2. Unassigned/Unappropriated	9790	69,965.78		35,834.78		999.78
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		316,184.78		282,053.78		207,048.78

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	66,000.00		66,000.00		66,000.00
c. Unassigned/Unappropriated	9790	69,965.78		35,834.78		999.78
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>		<b>135,965.78</b>		<b>101,834.78</b>		<b>66,999.78</b>
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%		0.00%	
2. Federal Revenues	8100-8299	20,674.00	0.00%	20,674.00	0.00%	20,674.00
3. Other State Revenues	8300-8599	35,154.00	2.51%	36,036.00	2.41%	36,905.00
4. Other Local Revenues	8600-8799	257,210.00	1.83%	261,910.00	4.00%	272,386.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	121,632.00	11.57%	135,700.00	21.93%	165,457.00
6. Total (Sum lines A1 thru A5c)		434,670.00	4.52%	454,320.00	9.05%	495,422.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				91,871.00		92,775.00
b. Step & Column Adjustment				904.00		913.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	91,871.00	0.98%	92,775.00	0.98%	93,688.00
2. Classified Salaries						
a. Base Salaries				51,777.19		53,920.19
b. Step & Column Adjustment				2,143.00		1,078.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	51,777.19	4.14%	53,920.19	2.00%	54,998.19
3. Employee Benefits	3000-3999	68,633.00	9.00%	74,808.00	8.00%	80,792.00
4. Books and Supplies	4000-4999	5,906.00	2.51%	6,054.00	2.41%	6,200.00
5. Services and Other Operating Expenditures	5000-5999	109,757.00	3.00%	113,050.00	3.00%	116,441.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	122,858.00	8.00%	132,687.00	8.00%	143,302.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%		0.00%	
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		450,802.19	4.99%	473,294.19	4.68%	495,421.19
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(16,132.19)		(18,974.19)		0.81
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		35,107.03		18,974.84		0.65
2. Ending Fund Balance (Sum lines C and D1)		18,974.84		0.65		1.46
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	18,974.84		0.65		1.46
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		18,974.84		0.65		1.46



Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	700,372.00	1.95%	714,052.00	1.39%	723,948.00
2. Federal Revenues	8100-8299	20,674.00	0.00%	20,674.00	0.00%	20,674.00
3. Other State Revenues	8300-8599	42,798.00	2.51%	43,872.00	2.41%	44,930.00
4. Other Local Revenues	8600-8799	277,247.00	1.70%	281,947.00	3.72%	292,423.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		1,041,091.00	1.87%	1,060,545.00	2.02%	1,081,975.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				295,075.00		302,535.00
b. Step & Column Adjustment				7,460.00		4,816.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	295,075.00	2.53%	302,535.00	1.59%	307,351.00
2. Classified Salaries						
a. Base Salaries				172,959.19		177,195.19
b. Step & Column Adjustment				4,236.00		3,544.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	172,959.19	2.45%	177,195.19	2.00%	180,739.19
3. Employee Benefits	3000-3999	160,483.00	8.75%	174,530.00	8.57%	189,489.00
4. Books and Supplies	4000-4999	26,876.00	2.51%	27,550.00	2.41%	28,214.00
5. Services and Other Operating Expenditures	5000-5999	282,558.00	3.00%	291,035.00	3.00%	299,766.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	130,976.00	7.50%	140,805.00	7.54%	151,420.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		1,068,927.19	4.18%	1,113,650.19	3.89%	1,156,979.19
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(27,836.19)		(53,105.19)		(75,004.19)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		362,995.81		335,159.62		282,054.43
2. Ending Fund Balance (Sum lines C and D1)		335,159.62		282,054.43		207,050.24
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	18,974.84		0.65		1.46
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	180,219.00		180,219.00		140,049.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	66,000.00		66,000.00		66,000.00
2. Unassigned/Unappropriated	9790	69,965.78		35,834.78		999.78
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		335,159.62		282,054.43		207,050.24

Description	Object Codes	2018-19 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2019-20 Projection (C)	% Change (Cols. E-C/C) (D)	2020-21 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	66,000.00		66,000.00		66,000.00
c. Unassigned/Unappropriated	9790	69,965.78		35,834.78		999.78
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		135,965.78		101,834.78		66,999.78
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		12.72%		9.14%		5.79%
<b>F. RECOMMENDED RESERVES</b>						
1. Special Education Pass-through Exclusions For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00		35.00		35.00
2. District ADA Used to determine the reserve standard percentage level on line F3d (Col. A: Form A, Estimated P-2 ADA column, Lines A4 and C4; enter projections)		35.00		35.00		35.00
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		1,068,927.19		1,113,650.19		1,156,979.19
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		35.00		35.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		1,068,927.19		1,113,685.19		1,157,014.19
d. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
e. Reserve Standard - By Percent (Line F3c times F3d)		53,446.36		55,684.26		57,850.71
f. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		67,000.00		67,000.00		67,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		67,000.00		67,000.00		67,000.00
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		NO

**NICASIO SCHOOL DISTRICT**  
**2018-19 BUDGET REPORT**

**FUND 14**  
**Deferred Maintenance**

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	10,000.00	10,000.00	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	40.00	200.00	400.0%
5) TOTAL, REVENUES			10,040.00	10,200.00	1.6%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	3,300.00	3,500.00	6.1%
5) Services and Other Operating Expenditures		5000-5999	8,500.00	6,200.00	-27.1%
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			11,800.00	9,700.00	-17.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,760.00)	500.00	-128.4%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,760.00)	500.00	-128.4%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	41,995.23	40,235.23	-4.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			41,995.23	40,235.23	-4.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			41,995.23	40,235.23	-4.2%
2) Ending Balance, June 30 (E + F1e)			40,235.23	40,735.23	1.2%
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	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	40,235.23	40,735.23	1.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	33,272.14		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			33,272.14		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	49.74		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			49.74		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			33,222.40		

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>LCFF SOURCES</b>					
LCFF Transfers					
LCFF Transfers - Current Year		8091	10,000.00	10,000.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			10,000.00	10,000.00	0.0%
<b>OTHER STATE REVENUE</b>					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	40.00	200.00	400.0%
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			40.00	200.00	400.0%
TOTAL, REVENUES			10,040.00	10,200.00	1.6%



Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>CLASSIFIED SALARIES</b>					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	3,300.00	3,500.00	6.1%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			3,300.00	3,500.00	6.1%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	8,500.00	6,200.00	-27.1%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			8,500.00	6,200.00	-27.1%
<b>CAPITAL OUTLAY</b>					
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			11,800.00	9,700.00	-17.8%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	10,000.00	10,000.00	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	40.00	200.00	400.0%
5) TOTAL, REVENUES			10,040.00	10,200.00	1.6%
<b>B. EXPENDITURES (Objects 1000-7999)</b>					
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		11,800.00	9,700.00	-17.8%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			11,800.00	9,700.00	-17.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			(1,760.00)	500.00	-128.4%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,760.00)	500.00	-128.4%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	41,995.23	40,235.23	-4.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			41,995.23	40,235.23	-4.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			41,995.23	40,235.23	-4.2%
2) Ending Balance, June 30 (E + F1e)			40,235.23	40,735.23	1.2%
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	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	40,235.23	40,735.23	1.2%
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	2017-18	2018-19
		Estimated Actuals	Budget
Total, Restricted Balance		0.00	0.00

**NICASIO SCHOOL DISTRICT**  
**2018-19 BUDGET**  
**REPORT**

**FUND 51**  
**Bond Interest and Redemption**

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	0.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	213,245.91	213,245.91	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			213,245.91	213,245.91	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			213,245.91	213,245.91	0.0%
2) Ending Balance, June 30 (E + F1e)			213,245.91	213,245.91	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	213,245.91	213,245.91	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	213,245.91		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			213,245.91		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			213,245.91		

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
All Other Federal Revenue		8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
Tax Relief Subventions Voted Indebtedness Levies					
Homeowners' Exemptions		8571	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue County and District Taxes Voted Indebtedness Levies Secured Roll		8611	0.00	0.00	0.0%
Unsecured Roll		8612	0.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Debt Service					
Bond Redemptions		7433	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
<b>B. EXPENDITURES (Objects 1000-7999)</b>					
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%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			0.00	0.00	0.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	213,245.91	213,245.91	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			213,245.91	213,245.91	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			213,245.91	213,245.91	0.0%
2) Ending Balance, June 30 (E + F1e)			213,245.91	213,245.91	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	213,245.91	213,245.91	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	2017-18	2018-19
		Estimated Actuals	Budget
Total, Restricted Balance		0.00	0.00



Description	2017-18 Estimated Actuals			2018-19 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	40.91	40.91	42.96	35.00	35.00	35.00
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	40.91	40.91	42.96	35.00	35.00	35.00
<b>5. District Funded County Program ADA</b>						
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]						
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	40.91	40.91	42.96	35.00	35.00	35.00
<b>7. Adults in Correctional Facilities</b>						
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

## Current Expense Formula/Minimum Classroom Compensation

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense- Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	295,075.00	301	0.00	303	295,075.00	305	0.00		307	295,075.00	309
2000 - Classified Salaries	172,959.19	311	0.00	313	172,959.19	315	0.00		317	172,959.19	319
3000 - Employee Benefits	160,483.00	321	0.00	323	160,483.00	325	0.00		327	160,483.00	329
4000 - Books, Supplies Equip Replace. (6500)	26,876.00	331	0.00	333	26,876.00	335	6,289.00		337	20,587.00	339
5000 - Services. . . & 7300 - Indirect Costs	282,558.00	341	0.00	343	282,558.00	345	40,965.00		347	241,593.00	349
TOTAL					937,951.19	365	TOTAL			890,697.19	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

\* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)			Object	EDP No.
1. Teacher Salaries as Per EC 41011. . . . .			1100	375
2. Salaries of Instructional Aides Per EC 41011. . . . .			2100	380
3. STRS. . . . .			3101 & 3102	382
4. PERS. . . . .			3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative. . . . .			3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans). . . . .			3401 & 3402	385
7. Unemployment Insurance. . . . .			3501 & 3502	390
8. Workers' Compensation Insurance. . . . .			3601 & 3602	392
9. OPEB, Active Employees (EC 41372). . . . .			3751 & 3752	
10. Other Benefits (EC 22310). . . . .			3901 & 3902	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10). . . . .				395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2. . . . .				
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted). . . . .				396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*. . . . .				396
14. TOTAL SALARIES AND BENEFITS. . . . .				397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372. . . . .				46.30%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X') . . . . .			X	

## PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1. Minimum percentage required (60% elementary, 55% unified, 50% high) . . . . .	exempt
2. Percentage spent by this district (Part II, Line 15) . . . . .	46.30%
3. Percentage below the minimum (Part III, Line 1 minus Line 2) . . . . .	exempt
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369). . . . .	890,697.19
5. Deficiency Amount (Part III, Line 3 times Line 4) . . . . .	exempt

## PART IV: Explanation for adjustments entered in Part I, Column 4b (required)


## Current Expense Formula/Minimum Classroom Compensation

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense- Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	309,946.00	301	0.00	303	309,946.00	305	0.00		307	309,946.00	309
2000 - Classified Salaries	170,059.00	311	0.00	313	170,059.00	315	0.00		317	170,059.00	319
3000 - Employee Benefits	160,204.00	321	2,208.00	323	157,996.00	325	0.00		327	157,996.00	329
4000 - Books, Supplies Equip Replace. (6500)	40,618.00	331	5,800.00	333	34,818.00	335	12,222.00		337	22,596.00	339
5000 - Services. . . & 7300 - Indirect Costs	327,956.00	341	0.00	343	327,956.00	345	53,322.00		347	274,634.00	349
TOTAL					1,000,775.00	365	TOTAL			935,231.00	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

\* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No.
1. Teacher Salaries as Per EC 41011. . . . .		1100	244,744.00 375
2. Salaries of Instructional Aides Per EC 41011. . . . .		2100	67,040.00 380
3. STRS. . . . .		3101 & 3102	66,868.00 382
4. PERS. . . . .		3201 & 3202	0.00 383
5. OASDI - Regular, Medicare and Alternative. . . . .		3301 & 3302	6,767.00 384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans). . . . .		3401 & 3402	35,301.00 385
7. Unemployment Insurance. . . . .		3501 & 3502	170.00 390
8. Workers' Compensation Insurance. . . . .		3601 & 3602	8,716.00 392
9. OPEB, Active Employees (EC 41372). . . . .		3751 & 3752	0.00
10. Other Benefits (EC 22310). . . . .		3901 & 3902	0.00 393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10). . . . .			429,606.00 395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2. . . . .			0.00
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted). . . . .			0.00 396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*. . . . .			396
14. TOTAL SALARIES AND BENEFITS. . . . .			429,606.00 397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372. . . . .			45.94%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X') . . . . .			X

## PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1. Minimum percentage required (60% elementary, 55% unified, 50% high) . . . . .	exempt
2. Percentage spent by this district (Part II, Line 15) . . . . .	45.94%
3. Percentage below the minimum (Part III, Line 1 minus Line 2) . . . . .	exempt
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369). . . . .	935,231.00
5. Deficiency Amount (Part III, Line 3 times Line 4) . . . . .	exempt

## PART IV: Explanation for adjustments entered in Part I, Column 4b (required)


ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

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

To the County Superintendent of Schools:

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

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

( ☒ ) This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:  
Marin Schools Insurance Authority

( ☐ ) This school district is not self-insured for workers' compensation claims.

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

Date of Meeting: Jun 28, 2018

For additional information on this certification, please contact:

Name: Margaret Bonardi  
Title: Interim CBO  
Telephone: 415-662-2184  
E-mail: cbo@nicasioschool.org

July 1 Budget  
2018-19 Budget  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								



July 1 Budget  
2018-19 Budget  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
TOTALS	0.00	0.00	0.00	0.00	0.00	0.00		

July 1 Budget  
2017-18 Estimated Actuals  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

21 65409 000000  
Form SIAA

Description	Direct Costs - Transfers In 5750	Interfund Transfers Out 5750	Indirect Costs - Transfers In 7350	Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00

Description	Direct Costs - Interfund Transfers In 5750	Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



**NICASIO SCHOOL DISTRICT**  
**2018-19 BUDGET REPORT**

**Criteria and Standards**

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the approval of the budget.

## CRITERIA AND STANDARDS

### 1. CRITERION: Average Daily Attendance

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

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

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

District's ADA Standard Percentage Level:

### 1A. Calculating the District's ADA Variances

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

Fiscal Year	Original Budget Funded ADA (Form A, Lines A4 and C4)	Estimated/Unaudited Actuals Funded ADA (Form A, Lines A4 and C4)	ADA Variance Level (If Budget is greater than Actuals, else N/A)	Status
Third Prior Year (2015-16)				
District Regular	51	50		
Charter School				
<b>Total ADA</b>	<b>51</b>	<b>50</b>	<b>2.0%</b>	<b>Met</b>
Second Prior Year (2016-17)				
District Regular	46	49		
Charter School				
<b>Total ADA</b>	<b>46</b>	<b>49</b>	<b>N/A</b>	<b>Met</b>
First Prior Year (2017-18)				
District Regular	49	43		
Charter School		0		
<b>Total ADA</b>	<b>49</b>	<b>43</b>	<b>12.2%</b>	<b>Not Met</b>
Budget Year (2018-19)				
District Regular	35			
Charter School	0			
<b>Total ADA</b>	<b>35</b>			

### 1B. Comparison of District ADA to the Standard

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

- 1a. **STANDARD NOT MET** - Funded ADA was estimated above the standard for the first prior year. Provide reasons for the overestimate, a description of the methods and assumptions used in projecting funded ADA, and what changes will be made to improve the accuracy of projections in this area.

**Explanation:**  
(required if NOT met)

The district lost enrollment unexpectedly after the beginning of the school year.

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

Fiscal Year	Budget	Enrollment CBEDS Actual	Enrollment Variance Level (If Budget is greater than Actual, else N/A)	Status
Third Prior Year (2015-16)				
District Regular	54	50		
Charter School				
<b>Total Enrollment</b>	<b>54</b>	<b>50</b>	<b>7.4%</b>	<b>Not Met</b>
Second Prior Year (2016-17)				
District Regular	48	43		
Charter School				
<b>Total Enrollment</b>	<b>48</b>	<b>43</b>	<b>10.4%</b>	<b>Not Met</b>
First Prior Year (2017-18)				
District Regular	50	45		
Charter School				
<b>Total Enrollment</b>	<b>50</b>	<b>45</b>	<b>10.0%</b>	<b>Not Met</b>
Budget Year (2018-19)				
District Regular	37			
Charter School				
<b>Total Enrollment</b>	<b>37</b>			

**2B. Comparison of District Enrollment to the Standard**

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

- 1a. STANDARD NOT MET - Enrollment was estimated above the standard for the first prior year. Provide reasons for the overestimate, a description of the methods and assumptions used in projecting enrollment, and what changes will be made to improve the accuracy of projections in this area.

**Explanation:**  
(required if NOT met)

The district lost students unexpectedly after the beginning of the school year.

- 1b. STANDARD NOT MET - Enrollment was estimated above the standard for two or more of the previous three years. Provide reasons for the overestimate, a description of the methods and assumptions used in projecting enrollment, and what changes will be made to improve the accuracy of projections in this area.

**Explanation:**  
(required if NOT met)

Enrollment very hard to estimate in single school district

### 3. CRITERION: ADA to Enrollment

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

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

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

Fiscal Year	P-2 ADA Estimated/Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Criterion 2, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2015-16)			
District Regular	49	50	
Charter School		0	
<b>Total ADA/Enrollment</b>	<b>49</b>	<b>50</b>	<b>98.0%</b>
Second Prior Year (2016-17)			
District Regular	42	43	
Charter School			
<b>Total ADA/Enrollment</b>	<b>42</b>	<b>43</b>	<b>97.7%</b>
First Prior Year (2017-18)			
District Regular	41	45	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>41</b>	<b>45</b>	<b>91.1%</b>
Historical Average Ratio:			95.6%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			96.1%

#### 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 (2018-19)				
District Regular	35	37		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>35</b>	<b>37</b>	<b>94.6%</b>	<b>Met</b>
1st Subsequent Year (2019-20)				
District Regular	35	37		
Charter School				
<b>Total ADA/Enrollment</b>	<b>35</b>	<b>37</b>	<b>94.6%</b>	<b>Met</b>
2nd Subsequent Year (2020-21)				
District Regular	35	37		
Charter School				
<b>Total ADA/Enrollment</b>	<b>35</b>	<b>37</b>	<b>94.6%</b>	<b>Met</b>

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

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

- 1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the budget and two subsequent fiscal years.

Explanation:  
(required if NOT met)

#### 4. CRITERION: LCFF Revenue

**STANDARD:** Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the district's gap funding or cost-of-living adjustment (COLA)<sup>1</sup> and its economic recovery target payment, plus or minus one percent.

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

For districts funded by necessary small school formulas, projected LCFF revenue has not changed from the prior fiscal year amount by more than the district's gap funding or COLA<sup>1</sup> and its economic recovery target payment, plus or minus one percent.

<sup>1</sup>Districts that are already at or above their LCFF target funding as described in Education Code Section 42238.03(d) receive no gap funding. These districts have a COLA applied to their LCFF target, but their year-over-year revenue increase might be less than the statutory COLA due to certain local factors and components of the funding formula.

##### 4A. District's LCFF Revenue Standard

Indicate which standard applies:

LCFF Revenue

Basic Aid

Necessary Small School

The District must select which LCFF revenue standard applies.

LCFF Revenue Standard selected: Basic Aid

##### 4A1. Calculating the District's LCFF Revenue Standard

**DATA ENTRY:** Enter LCFF Target amounts for the budget and two subsequent fiscal years.  
Enter data in Step 1a for the two subsequent fiscal years. All other data is extracted or calculated.  
Enter data for Steps 2a through 2d. All other data is calculated.

##### Projected LCFF Revenue

Has the District reached its LCFF target funding level?

No

If Yes, then COLA amount in Line 2b2 is used in Line 2e Total calculation.  
If No, then Gap Funding in Line 2c is used in Line 2e Total calculation.  
Note: For 2018-19 transitional year, both COLA and Gap will be included in Line 2e Total calculation.

		Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
LCFF Target (Reference Only)		345,666.00	295,011.00	304,720.00

	Prior Year (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, lines A6 and C4)	42.96	35.00	35.00	35.00
b. Prior Year ADA (Funded)		42.96	35.00	35.00
c. Difference (Step 1a minus Step 1b)		(7.96)	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		-18.53%	0.00%	0.00%

Step 2 - Change in Funding Level			
a. Prior Year LCFF Funding			
b1. COLA percentage (if district is at target)			
b2. COLA amount (proxy for purposes of this criterion)	0.00	0.00	0.00
c. Gap Funding (if district is not at target)			
d. Economic Recovery Target Funding (current year increment)			
e. Total (Lines 2b2 or 2c, as applicable, plus Line 2d)	0.00	0.00	0.00
f. Percent Change Due to Funding Level (Step 2e divided by Step 2a)	0.00%	0.00%	0.00%

Step 3 - Total Change in Population and Funding Level (Step 1d plus Step 2f)			
	-18.53%	0.00%	0.00%

LCFF Revenue Standard (Step 3, plus/minus 1%):	N/A	N/A	N/A
--	-----	-----	-----

#### 4A2. Alternate LCFF Revenue Standard - Basic Aid

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

##### Basic Aid District Projected LCFF Revenue

	Prior Year (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Projected Local Property Taxes (Form 01, Objects 8021 - 8089)	652,995.00	662,601.00	676,281.00	686,177.00
Percent Change from Previous Year		1.47%	2.06%	1.46%
Basic Aid Standard (percent change from previous year, plus/minus 1%):		.47% to 2.47%	1.06% to 3.06%	.46% to 2.46%

#### 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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Necessary Small School Standard (Gap Funding or COLA, plus Economic Recovery Target Payment, Step 2f, 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 (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	701,346.00	710,372.00	724,052.00	733,948.00
District's Projected Change in LCFF Revenue:		1.29%	1.93%	1.37%
Basic Aid Standard:		.47% to 2.47%	1.06% to 3.06%	.46% to 2.46%
Status:		Not Met	Not Met	Not Met

#### 4C. Comparison of District LCFF Revenue to the Standard

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

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

**Explanation:**  
(required if NOT met)

The drop in growth rate the district experienced over the last 3 years was almost entirely related to a large drop in the value of business and personal property recorded for it's largest land owner.

## 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 (2015-16)	401,163.39	609,964.19	65.8%
Second Prior Year (2016-17)	325,445.28	626,559.08	51.9%
First Prior Year (2017-18)	404,821.00	630,092.00	64.2%
	Historical Average Ratio:		60.6%

District's Reserve Standard Percentage (Criterion 10B, Line 4): District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
	5.0%	5.0%	5.0%
	55.6% to 65.6%	55.6% to 65.6%	55.6% to 65.6%

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

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

Fiscal Year	Budget - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)		
Budget Year (2018-19)	416,236.00	618,125.00	67.3%	Not Met
1st Subsequent Year (2019-20)	432,757.00	640,356.00	67.6%	Not Met
2nd Subsequent Year (2020-21)	448,101.00	661,557.00	67.7%	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 change is due to significant increases to STRS and PERS

**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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. District's Change in Population and Funding Level (Criterion 4A1, Step 3):	-18.53%	0.00%	0.00%
2. District's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-28.53% to -8.53%	-10.00% to 10.00%	-10.00% to 10.00%
3. District's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-23.53% to -13.53%	-5.00% to 5.00%	-5.00% to 5.00%

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

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

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)</b>			
First Prior Year (2017-18)	21,104.00		
Budget Year (2018-19)	20,674.00	-2.04%	Yes
1st Subsequent Year (2019-20)	20,674.00	0.00%	No
2nd Subsequent Year (2020-21)	20,674.00	0.00%	No

**Explanation:**  
(required if Yes)

District's Special Education revenue is lower this year.

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)</b>			
First Prior Year (2017-18)	57,166.00		
Budget Year (2018-19)	42,798.00	-25.13%	Yes
1st Subsequent Year (2019-20)	43,872.00	2.51%	No
2nd Subsequent Year (2020-21)	44,930.00	2.41%	No

**Explanation:**  
(required if Yes)

One-time mandate reimbursement revenues removed in 2018-19 budget

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)</b>			
First Prior Year (2017-18)	281,921.00		
Budget Year (2018-19)	277,247.00	-1.66%	Yes
1st Subsequent Year (2019-20)	281,947.00	1.70%	No
2nd Subsequent Year (2020-21)	292,423.00	3.72%	No

**Explanation:**  
(required if Yes)

Foundation Grants reduced due to program personnel changes; Garden Grant and classroom fundraising eliminated.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)</b>			
First Prior Year (2017-18)	34,818.00		
Budget Year (2018-19)	26,876.00	-22.81%	No
1st Subsequent Year (2019-20)	27,550.00	2.51%	No
2nd Subsequent Year (2020-21)	28,213.00	2.41%	No

**Explanation:**  
(required if Yes)



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

First Prior Year (2017-18)	327,956.00		
Budget Year (2018-19)	282,558.00	-13.84%	No
1st Subsequent Year (2019-20)	291,035.00	3.00%	No
2nd Subsequent Year (2020-21)	299,766.00	3.00%	No

**Explanation:**  
(required if Yes)

**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 (2017-18)	360,191.00		
Budget Year (2018-19)	340,719.00	-5.41%	Not Met
1st Subsequent Year (2019-20)	346,493.00	1.69%	Met
2nd Subsequent Year (2020-21)	358,027.00	3.33%	Met

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

First Prior Year (2017-18)	362,774.00		
Budget Year (2018-19)	309,434.00	-14.70%	Met
1st Subsequent Year (2019-20)	318,585.00	2.96%	Met
2nd Subsequent Year (2020-21)	327,979.00	2.95%	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)

District's Special Education revenue is lower this year.

**Explanation:**

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

One-time mandate reimbursement revenues removed in 2018-19 budget

**Explanation:**

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

Foundation Grants reduced due to program personnel changes; Garden Grant and classroom fundraising eliminated.

- 1b. STANDARD MET - Projected total operating expenditures have not changed by more than the standard for the budget and two subsequent fiscal years.

**Explanation:**

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

**Explanation:**

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

## 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:** The Proposition 51 school facility program requires the district to deposit a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year (as EC Section 17070.75 read on January 1, 2015).

For all other school facility programs, AB 104 (Chapter 13, Statutes of 2015, effective January 1, 2016) requires the district to deposit into the account, for the 2017-18 to 2019-20 fiscal years, a minimum that is the greater of the following amounts:

- The lesser of three percent of the total general fund expenditures and other financing uses for that fiscal year or the amount that the district deposited into the account for the 2014-15 fiscal year; or
- Two percent of the total general fund expenditures and other financing uses for that fiscal year.

### 7A. District's School Facility Program Funding

Indicate which School Facility Program funding applies:

Proposition 51 Only

Proposition 51 and All Other School Facility Programs

All Other School Facility Programs Only

Funding Selection: Proposition 51

### 7B. Calculating the District's Required Minimum Contribution

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.

Note: If "Proposition 51 and All Other School Facility Programs" is selected, then Line 2 will be used to calculate the required minimum contribution.

- 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?
  - Pass-through revenues and apportionments that may be excluded from the OMMA/RMA calculation per EC Section 17070.75(b)(2)(D) (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)

#### 2. Proposition 51 Required Minimum Contribution

a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999)	1,068,927.19			
b. Plus: Pass-through Revenues and Apportionments (Line 1b, if line 1a is No)		3% Required Minimum Contribution (Line 2c times 3%)	Budgeted Contribution <sup>1</sup> to the Ongoing and Major Maintenance Account	Status
c. Net Budgeted Expenditures and Other Financing Uses	1,068,927.19	32,067.82	0.00	Not Met

#### 3. All Other School Facility Programs Required Minimum Contribution

a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999)	1,068,927.19			
b. Plus: Pass-through Revenues and Apportionments (Line 1b, if line 1a is No)		3% of Total Current Year General Fund Expenditures and Other Financing Uses (Line 3c times 3%)	Amount Deposited <sup>1</sup> for 2014-15 Fiscal Year	Lesser of: 3% or 2014-15 amount
c. Net Budgeted Expenditures and Other Financing Uses	1,068,927.19	32,067.82	0.00	0.00

d. Required Minimum Contribution

2% of Total Current Year General Fund Expenditures and Other Financing Uses (Line 3c times 2%)	Required Minimum Contribution/ Greater of: Lesser of 3% or 2014-15 amount or 2%
21,378.54	21,378.54

Budgeted Contribution <sup>1</sup>  
to the Ongoing and Major  
Maintenance Account

Status

0.00	N/A
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e. OMMA/RMA Contribution

<sup>1</sup> Fund 01, Resource 8150, Objects 8900-8999

4. Required Minimum Contribution

32,067.82
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If standard is not met, enter an X in the box that best describes why the minimum required contribution was not made:

<input type="checkbox"/>	Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
<input checked="" type="checkbox"/>	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
<input type="checkbox"/>	Other (explanation must be provided)

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

**8. CRITERION: Deficit Spending**

**STANDARD:** Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in 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 (2015-16)	Second Prior Year (2016-17)	First Prior Year (2017-18)
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)	66,000.00	66,000.00	66,000.00
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	163,485.70	116,198.86	80,669.78
d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	(0.27)	0.00	0.00
e. Available Reserves (Lines 1a through 1d)	229,485.43	182,198.86	146,669.78
2. Expenditures and Other Financing Uses			
a. District's Total Expenditures and Other Financing Uses (Fund 01, objects 1000-7999)	1,036,625.93	1,040,511.62	1,121,383.00
b. Plus: Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)			0.00
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	1,036,625.93	1,040,511.62	1,121,383.00
3. District's Available Reserve Percentage (Line 1e divided by Line 2c)	22.1%	17.5%	13.1%
<b>District's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):</b>	<b>7.4%</b>	<b>5.8%</b>	<b>4.4%</b>

<sup>1</sup>Available 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.

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

**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 (2015-16)	(65,951.28)	609,964.19	10.8%	Not Met
Second Prior Year (2016-17)	(47,353.60)	626,559.08	7.6%	Not Met
First Prior Year (2017-18)	(39,986.00)	630,092.00	6.3%	Not Met
Budget Year (2018-19) (Information only)	(11,704.00)	618,125.00		

**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 high cost of Special Education is primary source of the district's deficit spending history. The Board of Trustees will be meeting to address the problem of eliminating the deficit.







## 9. CRITERION: Fund Balance

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

Percentage Level <sup>1</sup>		District ADA
1.7%	0	to 300
1.3%	301	to 1,000
1.0%	1,001	to 30,000
0.7%	30,001	to 400,000
0.3%	400,001	and over

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

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

District's Fund Balance Standard Percentage Level:

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

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

Fiscal Year	Unrestricted General Fund Beginning Balance <sup>2</sup> (Form 01, Line F1e, Unrestricted Column)		Beginning Fund Balance Variance Level (If overestimated, else N/A)		Status
	Original Budget	Estimated/Unaudited Actuals			
Third Prior Year (2015-16)	428,062.97	481,179.66	N/A		Met
Second Prior Year (2016-17)	387,446.00	415,228.38	N/A		Met
First Prior Year (2017-18)	341,452.36	367,874.78	N/A		Met
Budget Year (2018-19) (Information only)	327,888.78				

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

### 9B. Comparison of District Unrestricted Beginning Fund Balance to the Standard

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

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

**Explanation:**  
(required if NOT met)



## 10. CRITERION: Reserves

**STANDARD:** Available reserves<sup>1</sup> for any of the budget year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

**DATA ENTRY:** Budget Year data are extracted. If Form MYP exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA
5% or \$67,000 (greater of)	0 to 300
4% or \$67,000 (greater of)	301 to 1,000
3%	1,001 to 30,000
2%	30,001 to 400,000
1%	400,001 and over

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

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
District Estimated P-2 ADA (Budget Year, Form A, Lines A4 and C4. Subsequent Years, Form MYP, Line F2, if available.)	35	35	35
<b>District's Reserve Standard Percentage Level:</b>	<b>5%</b>	<b>5%</b>	<b>5%</b>

### 10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

**DATA ENTRY:** For SELPA AUs, if Form MYP exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Budget Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
- If you are the SELPA AU and are excluding special education pass-through funds:
  - Enter the name(s) of the SELPA(s):

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	35.00	35.00

### 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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	1,068,927.19	1,113,650.19	1,156,978.19
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	35.00	35.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	1,068,927.19	1,113,685.19	1,157,013.19
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	53,446.36	55,684.26	57,850.66
6. Reserve Standard - by Amount (\$67,000 for districts with 0 to 1,000 ADA, else 0)	67,000.00	67,000.00	67,000.00
7. <b>District's Reserve Standard (Greater of Line B5 or Line B6)</b>	<b>67,000.00</b>	<b>67,000.00</b>	<b>67,000.00</b>

### 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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
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)	66,000.00	66,000.00	66,000.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	68,965.78	34,834.78	0.78
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00		
8. District's Budgeted Reserve Amount (Lines C1 thru C7)	134,965.78	100,834.78	66,000.78
9. District's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	12.63%	9.05%	5.70%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>67,000.00</b>	<b>67,000.00</b>	<b>67,000.00</b>
Status:	Met	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)

While the district is deficit funding, the reserve level is maintained in the budget and two out years. Above the required \$ 67,000 reserve for uncertainty, the district maintains additional reserves by board resolution that exceeds minimum requirement.

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**SUPPLEMENTAL INFORMATION**

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

- 1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that 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 will be extracted. For Transfers In and Transfers Out, enter data in the First Prior Year. If Form MYP exists, the data will be extracted for the Budget Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Budget Year, 1st and 2nd subsequent Years. Click the appropriate button for item 1d; all other data will be calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>				
First Prior Year (2017-18)	(134,969.00)			
Budget Year (2018-19)	(121,632.00)	(13,337.00)	-9.9%	Met
1st Subsequent Year (2019-20)	(135,700.00)	14,068.00	11.6%	Met
2nd Subsequent Year (2020-21)	(165,457.00)	29,757.00	21.9%	Not Met
<b>1b. Transfers In, General Fund *</b>				
First Prior Year (2017-18)				
Budget Year (2018-19)	0.00	0.00	0.0%	Not Met
1st Subsequent Year (2019-20)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2020-21)	0.00	0.00	0.0%	Met
<b>1c. Transfers Out, General Fund *</b>				
First Prior Year (2017-18)				
Budget Year (2018-19)	0.00	0.00	0.0%	Not Met
1st Subsequent Year (2019-20)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2020-21)	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)

District is budgeting more of the parcel tax resource to special education in 2018-19 and 2019-20. In 2020-21, the one-time use of parcel tax balance is removed causing the contribution to increase.

- 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)

Looks like an error as all amounts are zero

- 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)

Looks like an error as all amounts are zero.

- 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 commitments<sup>1</sup> and their annual required payments for the budget year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

**S6A. Identification of the District's Long-term Commitments**

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

- Does your district have long-term (multiyear) commitments?  
(If No, skip item 2 and Sections S6B and S6C)
- 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	Funding Sources (Revenues)	SACS Fund and Object Codes Used For: Debt Service (Expenditures)	Principal Balance as of July 1, 2018
Capital Leases				
Certificates of Participation				
General Obligation Bonds	8	Fund 51 Ad valorem taxes	Fund 51	1,560,000
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB):

Early Retirement Incentive	4	Fund 01-0000 Local Property Tax revenue	Fund 01 7438 7439	29,758
<b>TOTAL:</b>				<b>1,589,758</b>

Type of Commitment (continued)	Prior Year (2017-18) Annual Payment (P & I)	Budget Year (2018-19) Annual Payment (P & I)	1st Subsequent Year (2019-20) Annual Payment (P & I)	2nd Subsequent Year (2020-21) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds	214,387	223,488	231,988	239,888
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Early Retirement Incentive	8,342	7,936	7,530	
<b>Total Annual Payments:</b>	<b>222,729</b>	<b>231,424</b>	<b>239,518</b>	<b>239,888</b>
<b>Has total annual payment increased over prior year (2017-18)?</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

---

**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

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DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the 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)

The annual increase in payments has negligible impact on the district.

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**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

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DATA ENTRY: Click the appropriate Yes or No button in item 1; if Yes, an explanation is required in item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2.

No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment 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)

No

2. For the district's OPEB:

a. Are they lifetime benefits?

No

b. Do benefits continue past age 65?

No

c. Describe any other characteristics of the district's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

3. a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method?

Pay-as-you-go

b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or governmental fund

Self-Insurance Fund

Governmental Fund

4. OPEB Liabilities

a. Total OPEB liability

b. OPEB plan(s) fiduciary net position (if applicable)

c. Total/Net OPEB liability (Line 4a minus Line 4b)

d. Is total OPEB liability based on the district's estimate or an actuarial valuation?

e. If based on an actuarial valuation, indicate the date of the OPEB valuation

0.00

5. OPEB Contributions

a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method

b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)

c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

d. Number of retirees receiving OPEB benefits

Budget Year  
(2018-19)

1st Subsequent Year  
(2019-20)

2nd Subsequent Year  
(2020-21)

0.00		



**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)

No
----

2. Describe each self-insurance program operated by the district, including details for each such as level of risk retained, funding approach, basis for valuation (district's estimate or actuarial), and date of the valuation:

--

3. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs  
b. Unfunded liability for self-insurance programs


4. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs  
b. Amount contributed (funded) for self-insurance programs

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

## 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) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of certificated (non-management) full-time-equivalent (FTE) positions	3.0	3.0	3.0	3.0

### Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

The district has not negotiated with it's teachers for the 2017-18 fiscal year.

### Negotiations Settled

- 2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

- 2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Budget Year  
(2018-19)

1st Subsequent Year  
(2019-20)

2nd Subsequent Year  
(2020-21)

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

#### One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
or

#### Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

2,627

7. Amount included for any tentative salary schedule increases

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
0	0	0

**Certificated (Non-management) 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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
67,529	75,436	77,269
100.0%	100.0%	100.0%
10.0%	12.0%	3.0%

**Certificated (Non-management) Prior Year Settlements**

Are any new costs from prior year settlements included in the budget?

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

No		
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**Certificated (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
4,426	6,459	5,486
2.0%	3.0%	3.0%

**Certificated (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
No	No	No
No	No	No

**Certificated (Non-management) - Other**

List other significant contract changes and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):


### 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) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of classified (non-management) FTE positions	2.9	2.7	2.7	2.7

#### 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.

The district's classified employees are non union. The usual practice is to give classified employees the same percent salary increase as certificated.

#### Negotiations Settled

2a. Per Government Code Section 3547.5(a), date of public disclosure  
board meeting:

2b. Per Government Code Section 3547.5(b), was the agreement certified  
by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted  
to meet the costs of the agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Budget Year  
(2018-19)

1st Subsequent Year  
(2019-20)

2nd Subsequent Year  
(2020-21)

Is the cost of salary settlement included in the budget and multiyear  
projections (MYPs)?

#### One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
or

#### Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

#### Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

1,171

7. Amount included for any tentative salary schedule increases

Budget Year  
(2018-19)

1st Subsequent Year  
(2019-20)

2nd Subsequent Year  
(2020-21)

0

0

0

**Classified (Non-management) 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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
48,145	52,667	53,216
100.0%	100.0%	100.0%
4.0%	8.0%	2.0%

**Classified (Non-management) Prior Year Settlements**

- Are any new costs from prior year settlements included in the budget?  
If Yes, amount of new costs included in the budget and MYPs  
If Yes, explain the nature of the new costs:

No		
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**Classified (Non-management) Step and Column Adjustments**

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes
3,021	2,171	2,271
2.0%	2.0%	2.0%

**Classified (Non-management) Attrition (layoffs and retirements)**

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
No	No	No
No	No	No

**Classified (Non-management) - Other**

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):


**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) (2017-18)	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Number of management, supervisor, and confidential FTE positions	0.0	0.0	0.0	0.0

**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.

Classified employees are non union. District practice has been to give classified the same negotiated increase as are negotiated for certificated employees.

If n/a, skip the remainder of Section S8C.

**Negotiations Settled**

2. Salary settlement:

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**Negotiations Not Settled**

3. Cost of a one percent increase in salary and statutory benefits

4. Amount included for any tentative salary schedule increases

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**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 (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**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 approve an update to the LCAP effective for the budget year?

Yes

2. Approval date for adoption of the LCAP or approval of an update to the LCAP.

Jun 28, 2018

**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, Section 3: Actions, Services and Expenditures?

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?

No

- A2. Is the system of personnel position control independent from the payroll system?

Yes

- 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)

No

- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior fiscal year or budget year?

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?

No

- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?

No

- A7. Is the district's financial system independent of the county office system?

No

- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education)

No

- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

End of School District Budget Criteria and Standards Review



**NICASIO SCHOOL DISTRICT  
2018-18 BUDGET REPORT**

**TECHNICAL REVIEWS**

SACS2018 Financial Reporting Software - 2018.1.0  
6/3/2018 7:33:41 AM

21-65409-0000000

July 1 Budget  
2018-19 Budget  
Technical Review Checks

Nicasio Elementary

Marin County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

### IMPORT CHECKS

### GENERAL LEDGER CHECKS

### SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

SACS2018 Financial Reporting Software - 2018.1.0  
6/3/2018 7:35:40 AM

21-65409-0000000

July 1 Budget  
2017-18 Estimated Actuals  
Technical Review Checks

Nicasio Elementary

Marin County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

### IMPORT CHECKS

### GENERAL LEDGER CHECKS

### SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

**BILLABLE AGREEMENT  
BETWEEN  
NICASIO SCHOOL DISTRICT  
AND  
SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA**

The NICASIO SCHOOL DISTRICT (DISTRICT) and SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA (a legal service program operating under a Joint Powers Agreement pursuant to California Government Code sections 6500 et seq.) (COUNSEL), mutually agree as follows:

**I.  
RECITALS**

This agreement, effective July 1, 2018, is entered into by and between the DISTRICT and COUNSEL.

COUNSEL has the background, experience, and expertise to perform the work to be done and agrees to do so in accordance with the terms and conditions of this agreement.

**II.  
WORK TO BE PERFORMED**

COUNSEL shall provide legal and labor relations services as requested by the DISTRICT.

COUNSEL shall have the right to retain court reporters, professional experts, and other independent contractors as appropriate and to recommend to DISTRICT the employment and association of outside legal counsel in cases and matters that singly or cumulatively require an inordinate amount of time or which require, in the opinion of COUNSEL, specialized legal services and expertise. In the event DISTRICT fails to approve the employment of such outside counsel, COUNSEL reserves the right to terminate its representation of DISTRICT on the specific case or matter involved.

COUNSEL shall decline any assignment which would result in a conflict of interest or violations of professional ethical standards.

**III.  
COMPENSATION**

The DISTRICT shall compensate COUNSEL for all time spent on DISTRICT'S work, including necessary travel time, at the rates specified in the attached Fee Schedule. Such rates may be changed by COUNSEL no earlier than July 1, 2019, provided, however, that COUNSEL shall first give DISTRICT at least thirty (30) days advance written notice of such change.

Time will be accounted for in an initial minimum increment of 0.2 hour per entry (i.e., 12-minute minimum). This reflects the time it takes to respond to and record the nature of short-term assignments. After the initial minimum of 0.2, all assignments will be recorded in increments of one-tenth of an hour.

Payment by District is due within 30 calendar days of receipt of monthly billing statement.

Tom Lohwasser, Superintendent  
P.O. Box 711  
Nicasio, CA

94946

**IV.**  
**RETENTION OF CLIENT RECORDS**

Client records will be maintained by COUNSEL for at least 10 calendar years. Following the determination by COUNSEL that either the client records no longer need to be maintained or 10 calendar years have passed, whichever is later, COUNSEL will contact the DISTRICT by letter to inform the DISTRICT that the records will be destroyed unless the DISTRICT has indicated it would like to take possession of the records. In this case, the DISTRICT will be billed for the cost of producing the records from storage and providing the records to the DISTRICT. If the DISTRICT does not provide any response within 90 calendar days or if the DISTRICT indicates no desire to take possession of the records, then COUNSEL will have the records destroyed through shredding. SCLS reserves the right to make an electronic copy (scan into PDF) of client records and then shred the paper records; however, if SCLS does make an electronic copy then these electronic records will be maintained indefinitely by SCLS and available to our clients upon request.

**V.**  
**TERM OF AGREEMENT**

This agreement, effective July 1, 2018, is ongoing for up to four years and may be modified by mutual written agreement of the parties. This agreement may be terminated by either party at any time upon thirty (30) days written notice.

**SCHOOL AND COLLEGE LEGAL  
SERVICES OF CALIFORNIA**

By:   
Carl D. Corbin  
General Counsel

Dated: April 13, 2018

**NICASIO SCHOOL DISTRICT**

By: \_\_\_\_\_  
Tom Lohwasser, Superintendent

Dated: \_\_\_\_\_

**SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA  
FEE SCHEDULE \***

**Effective July 1, 2018**

**Billable Contract Clients**

All Attorneys	\$260.00 per hour
Litigation	\$260.00 per hour
Labor Relations Coordinator	\$230.00 per hour
Private Investigator	\$230.00 per hour
Paralegal/Paraprofessional	\$125.00 per hour
Law Clerk	\$90.00 per hour

---

\* No additional fee is charged for meals while traveling to or from your district. No additional fee is charged for secretarial time, or for the cost of photocopies, telephone calls, or "facsimile" transmissions to or from your district. There are no postage charges for regular mail, no "administrative fee," and no charge for on-line research. Set fees may be charged for formed contracts and bid documents. If required, overnight lodging and air travel costs would be charged.

## **Fee Schedule**

As a billable (non-retainer) client, our rates for 2018-2019 are as follows:

All Attorneys	\$260.00 per hour
Litigation	\$260.00 per hour
Labor Negotiations Coordinator	\$230.00 per hour
Private Investigation	\$230.00 per hour
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Law Clerk	\$90.00 per hour

## **Retainer Client Option**

If you were to convert to being a “Retainer” client you would automatically receive lower preferred legal rates. About 80% of our clients opt for this arrangement. As a retainer contract client the fees for 2017-2018 are as follows:

All Attorneys	\$240.00 per hour
Excess Hours over Retainer *	\$250.00 per hour
Litigation	\$250.00 per hour
Mandated Services	\$240.00 per hour
Labor Negotiations Coordinator	\$215.00 per hour
Private Investigation	\$215.00 per hour
Paralegal/Paraprofessional	\$125.00 per hour
Law Clerk	\$90.00 per hour

\* Not applicable to clients retaining 500 or more hours.

Should you desire to change over to being a Retainer client, please contact our office.

If you want to remain a Billable Contract Client for 2017-2018, no further action on your part is necessary. As you use our services you will be billed in accordance with the above billable fee schedule.

Should you desire further information or clarification please don't hesitate to contact me or April Tinelli.

We look forward to working with you in the 2018-2019 school year.



# MARIN COUNTY OFFICE OF EDUCATION

## DISTRICT BUSINESS SERVICES

Nicasio School District

School District

### Certificate of Signatures

I, Nancy Neu, Superintendent, certify that the signatures shown below are the verified signatures of this district's agents who are authorized to pick up commercial vendor warrants, and payroll and payroll-related vendor warrants.

These approved signatures will be considered valid for the period of July 1, 2018 through June 30, 2019.

#### Signatures of District Agents

	Commercial Vendor Warrants	Payroll Warrants
Signature:		
Name:	Judith Kirkland	Judith Kirkland
Signature:		
Name:	Mikki McIntyre	Mikki McIntyre
Signature:		
Name:	Barbara Snekkevik	Barbara Snekkevik
Signature:		
Name:	Margie Bonardi	Margie Bonardi

Authorized by: \_\_\_\_\_

Superintendent

\_\_\_\_\_

Date

*If more signatures are required, please attach an additional sheet.*

RESOLUTION 2017-18 #4  
of the Governing Board of the

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California

JUNE 7 2018

City

Date \_\_\_\_\_

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board of the above-named school/college district hereby authorize the officer or employee whose name and signature appear below to sign orders and other documents on behalf of the governing board of said school/college district during the period July 1, 2018 - June 30, 2019 (not to exceed one fiscal year), subject to further board action limiting or extending this authority and notification to the County Superintendent and the County Auditor of such action.

Margie Bonardi  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Chief Business Official  
Title

Signature

Please Indicate  
"Yes" or "No"

### Payroll & Retirement

Overpayment / Adjustment .....	X	_____
Retirement Election Forms .....	X	_____
Sick Leave Transfers .....	X	_____
Sick Leave Service Credit Calculations .....	X	_____

### Cash Receipt / Disbursement Authorization

Endorsement Checks.....	x	
Journal Vouchers Requests.....	x	
Loan Request –Tax Anticipation Note (TAN) .....	x	
Payroll Order Certification .....	x	
Vendor Payment Certification .....	x	
Deposit Transmittal.....	x	

## Attendance Reporting

Attendance Certifications ..... x

## State and Federal Reporting

Audit Findings-Certification of Corrective Action .....	x	_____
Certification of Federal Funds .....	x	_____
Independent Auditor Selection Form .....	x	_____
Salary and Benefit Schedule (J90).....	x	_____

**Other (Please Specify)**.....

Signed by a majority of trustees (Original signatures required on all copies):




RESOLUTION 2017-18 #4  
of the Governing Board of the

Agenda Item # 8C11

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California  
City

JUNE 7 2018  
Date

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Barbara Snekkevik  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Principal  
Title

\_\_\_\_\_  
Signature

Please Indicate  
"Yes" or "No"

**Payroll & Retirement**

Overpayment / Adjustment .....	_____	_____
Retirement Election Forms .....	_____	_____
Sick Leave Transfers .....	_____	_____
Sick Leave Service Credit Calculations .....	_____	_____

**Cash Receipt / Disbursement Authorization**

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Vendor Payment Certification .....	_____	_____
Deposit Transmittal .....	_____	_____

**Attendance Reporting**

Attendance Certifications .....	_____	_____
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**State and Federal Reporting**

Audit Findings-Certification of Corrective Action .....	_____	_____
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Independent Auditor Selection Form .....	_____	_____
Salary and Benefit Schedule (J90) .....	_____	_____

Other (Please Specify) .....	_____	_____
------------------------------	-------	-------

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____

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BETWEEN  
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AND  
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SERVICES OF CALIFORNIA**

By:   
Carl D. Corbin  
General Counsel

Dated: April 13, 2018

**NICASIO SCHOOL DISTRICT**

By: \_\_\_\_\_  
Tom Lohwasser, Superintendent

Dated: \_\_\_\_\_

**SCHOOL AND COLLEGE LEGAL SERVICES OF CALIFORNIA  
FEE SCHEDULE \***

**Effective July 1, 2018**

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We look forward to working with you in the 2018-2019 school year.



# MARIN COUNTY OFFICE OF EDUCATION

## DISTRICT BUSINESS SERVICES

Nicasio School District

School District

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Signature:		
Name:	Judith Kirkland	Judith Kirkland
Signature:		
Name:	Mikki McIntyre	Mikki McIntyre
Signature:		
Name:	Barbara Snekkevik	Barbara Snekkevik
Signature:		
Name:	Margie Bonardi	Margie Bonardi

Authorized by: \_\_\_\_\_

Superintendent

\_\_\_\_\_

Date

*If more signatures are required, please attach an additional sheet.*



RESOLUTION 2017-18 #4  
of the Governing Board of the

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California

JUNE 7 2018

City

Date \_\_\_\_\_

Pursuant to the provisions of Education Code Section 42630 to 42633 (School Districts) and 85230 to 85233 (Community College Districts) and other legal provisions, the members of the governing board of the above-named school/college district hereby authorize the officer or employee whose name and signature appear below to sign orders and other documents on behalf of the governing board of said school/college district during the period July 1, 2018 - June 30, 2019 (not to exceed one fiscal year), subject to further board action limiting or extending this authority and notification to the County Superintendent and the County Auditor of such action.

Margie Bonardi  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Chief Business Official  
Title

Signature

Please Indicate  
"Yes" or "No"

### Payroll & Retirement

Overpayment / Adjustment .....	X	_____
Retirement Election Forms .....	X	_____
Sick Leave Transfers .....	X	_____
Sick Leave Service Credit Calculations .....	X	_____

### Cash Receipt / Disbursement Authorization

Endorsement Checks.....	x	
Journal Vouchers Requests.....	x	
Loan Request –Tax Anticipation Note (TAN) .....	x	
Payroll Order Certification .....	x	
Vendor Payment Certification .....	x	
Deposit Transmittal.....	x	

### Attendance Reporting

Attendance Certifications ..... x

## State and Federal Reporting

Audit Findings-Certification of Corrective Action .....	x	_____
Certification of Federal Funds .....	x	_____
Independent Auditor Selection Form .....	x	_____
Salary and Benefit Schedule (J90).....	x	_____

**Other** (Please Specify).....

Signed by a majority of trustees (Original signatures required on all copies):


RESOLUTION 2017-18 #4  
of the Governing Board of the

Agenda Item # 8C11

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California  
City

JUNE 7 2018  
Date

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Barbara Snekkevik  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Principal  
Title

\_\_\_\_\_  
Signature

Please Indicate  
"Yes" or "No"

**Payroll & Retirement**

Overpayment / Adjustment .....	_____	_____
Retirement Election Forms .....	_____	_____
Sick Leave Transfers .....	_____	_____
Sick Leave Service Credit Calculations .....	_____	_____

**Cash Receipt / Disbursement Authorization**

Endorsement Checks .....	_____	_____
Journal Vouchers Requests .....	_____	_____
Loan Request - Tax Anticipation Note (TAN) .....	_____	_____
Payroll Order Certification .....	_____	_____
Vendor Payment Certification .....	_____	_____
Deposit Transmittal .....	_____	_____

**Attendance Reporting**

Attendance Certifications .....	_____	_____
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**State and Federal Reporting**

Audit Findings-Certification of Corrective Action .....	_____	_____
Certification of Federal Funds .....	_____	_____
Independent Auditor Selection Form .....	_____	_____
Salary and Benefit Schedule (J90) .....	_____	_____

Other (Please Specify) .....	_____	_____
------------------------------	-------	-------

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____



RESOLUTION 2017-18 #4  
of the Governing Board of the

Agenda Item # 8ciii

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California  
**City**

JUNE 7 2018  
**Date**

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Michelle McIntyre  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Office Manager/District Secretary  
Title

Signature

Please Indicate  
"Yes" or "No"

**Payroll & Retirement**

Overpayment / Adjustment .....	_____	_____
Retirement Election Forms .....	_____	_____
Sick Leave Transfers .....	_____	_____
Sick Leave Service Credit Calculations .....	_____	_____

**Cash Receipt / Disbursement Authorization**

Endorsement Checks.....	x	_____
Journal Vouchers Requests .....	_____	_____
Loan Request –Tax Anticipation Note (TAN) .....	_____	_____
Payroll Order Certification .....	_____	_____
Vendor Payment Certification .....	_____	_____
Deposit Transmittal .....	_____	_____

**Attendance Reporting**

Attendance Certifications .....	_____	_____
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**State and Federal Reporting**

Audit Findings-Certification of Corrective Action .....	_____	_____
Certification of Federal Funds .....	_____	_____
Independent Auditor Selection Form .....	_____	_____
Salary and Benefit Schedule (J90).....	_____	_____

Other (Please Specify.....)	_____	_____
-----------------------------	-------	-------

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____

RESOLUTION 2017-18 #4  
of the Governing Board of the

Agenda Item # 8ciii

NICASIO SCHOOL DISTRICT School/College District  
County of Marin, State of California

**AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD**

NICASIO, California  
City

JUNE 7 2018  
Date

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Michelle McIntyre  
Name (Typed)

IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:

Office Manager/District Secretary  
Title

Signature

Please Indicate  
"Yes" or "No"

**Payroll & Retirement**

Overpayment / Adjustment .....	_____	_____
Retirement Election Forms .....	_____	_____
Sick Leave Transfers .....	_____	_____
Sick Leave Service Credit Calculations .....	_____	_____

**Cash Receipt / Disbursement Authorization**

Endorsement Checks .....	x	_____
Journal Vouchers Requests .....	_____	_____
Loan Request - Tax Anticipation Note (TAN) .....	_____	_____
Payroll Order Certification .....	_____	_____
Vendor Payment Certification .....	_____	_____
Deposit Transmittal .....	_____	_____

**Attendance Reporting**

Attendance Certifications .....	_____	_____
---------------------------------	-------	-------

**State and Federal Reporting**

Audit Findings-Certification of Corrective Action .....	_____	_____
Certification of Federal Funds .....	_____	_____
Independent Auditor Selection Form .....	_____	_____
Salary and Benefit Schedule (J90) .....	_____	_____

Other (Please Specify) .....	_____	_____
------------------------------	-------	-------

Signed by a majority of trustees (Original signatures required on all copies):

_____	_____	_____
_____	_____	_____
_____	_____	_____



# MARIN COUNTY

## OFFICE OF EDUCATION

1111 Las Gallinas Avenue/P.O. Box 4925  
San Rafael, CA 94913-4925  
[marincoe@marin.k12.ca.us](mailto:marincoe@marin.k12.ca.us)

MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625  
TDD (415) 491-6611

May 23, 2018

To: Nancy Neu, Superintendent  
Nicasio School District

From: Dane Lancaster, Senior Director Information Services  
Marin County Office of Education

Subject: **Marin County Aeries Student Information System Consortium  
2018-19 Contract Services for Basic Aeries Hosting Services**

The Marin County Office of Education is providing Aeries Student Information Systems server hardware, software, data base administration and ongoing system administration services for your district in 2018-19

Basic hosting services include:

- Setup and maintenance of Aeries user security
- Server hardware repair and replacement
- Server software troubleshooting and updating
- Disaster recovery
- Backup and restore
- Regular database maintenance, database updates
- Year-end rollover and setup of new school year
- Aeries Browser Interface(ABI) installation for attendance and grades  
Includes configuration, updates, and backups for ABI software
- Migration to Aeries.net
- Aeries Analytics Setup
- Network troubleshooting for connections to Aeries and ABI
- Consulting regarding the preparation, uploading and downloading of data (CSIS, SBAC)
- Assistance with the development of customized queries, reports
- Coordination of the Marin Aeries users group
- Creation of test/development databases



In order to help districts conserve training costs the Marin County Office of Education will schedule Aeries trainings throughout the year with costs shared by districts attending the training.

See the table below for the estimated charges to your district for basic Aeries service in 2018-19

Districts	Total Enrollment	Annual Base Cost	Enrollment Base Cost	Total Cost
Lagunitas/Nicasio	281	4,000	561	4,561
Marin COE	314	4,000	627	4,627
Mill Valley Elementary	2,981	4,000	5,956	9,956
Ross Elementary	369	4,000	737	4,737
Ross Valley SD	2,009	4,000	4,014	8,014
Sausalito Marin City School	510	4,000	970	4,970
Shoreline Unified	480	4,000	959	4,959
Bolinas	83	2,000	166	2,166
<b>Total</b>	<b>7,027</b>	<b>30,000</b>	<b>13,990</b>	<b>43,990</b>

Source: Enrollment Data – CDE Educational Demographics Unit 2017-18

This agreement shall commence on July 1, 2018 and continue through June 30, 2019.

***The costs listed may increase as a result of changes in district enrollment or by any salary and/or benefit changes granted by the Superintendent/Governing Board.***

2018-19 Contract for Basic Aeries Hosting Services    **\$ 2,280.50**

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Nicasio School District  
District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marin County Superintendent of Schools

\_\_\_\_\_  
Marin County Office of Education

\_\_\_\_\_  
Date

If you have any questions about Marin County Office of Education Basic Aeries support services, please contact me at 499 5847 or [dane@marinschools.org](mailto:dane@marinschools.org)  
Please sign and return via email or fax (415-491-6619) by **July 1, 2018**

Cc: Margie Bonardi  
Business Office



# MARIN COUNTY

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## OFFICE OF EDUCATION

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1111 Las Gallinas Avenue/P.O. Box 4925  
San Rafael, CA 94913-4925  
[marincoe@marin.k12.ca.us](mailto:marincoe@marin.k12.ca.us)

MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625  
TDD (415) 491-6611

May 22, 2018

To: Nancy Neu, Superintendent  
Nicasio School District

From: Dane Lancaster, Senior Director Information Technology  
Marin County Office of Education

Subject: Marin County Data Processing Consortium  
2018-2019 QSS Business and Financial Data Processing Services

The Marin County Schools Data Processing Consortium provides data processing and network services to Marin County Public Schools for QSS business and financial systems. This agreement shall commence on July 1, 2018 and continue through June 30, 2019. ***The costs listed may change according to salary and/or benefit adjustments granted by the Superintendent/Governing Board.***

***The 2018-19 estimated Data Processing Consortium operating expenses include member district contribution to fund the .5 FTE QSS support position recommended by the Data Processing Consortium Committee and approved by the District Business Officials.***

### **Business Data Processing Services Costs and Distribution - QSS**

Data Processing Operations actual expenses will be pro-rated by P2 ADA and distributed as show on page 2

### **ESTIMATED 2018-2019 DATA PROCESSING SERVICES CHARGES.**

Actual expenses include portions of salaries and benefits of Marin County Office of Education Information Services data processing staff, data processing supplies, equipment repairs, replacement and maintenance, hardware and software support contracts, data backup and security, training, and consultants.

District	17-18 P2 ADA	% Total P2 ADA	18-19 Estimated Consortium Operating Expenses
Bolinas-Stinson	NA	NA	1,300
Dixie Elementary	1,908	8.03%	33,259
Kentfield Elementary	1,187	5.00%	20,691
Laguna Joint Elementary	NA	NA	1,300
Lagunitas Elementary	236	0.99%	4,114
Larkspur-Corte Madera	1,486	6.26%	25,903
Lincoln Elementary	NA	NA	1,300
Marin COE	NA	NA	66,782
Mill Valley Elementary	2,973	12.52%	51,823
Nicasio	NA	NA	1,300
Novato Unified	NA	NA	1,300
Reed Union Elementary	1,393	5.86%	24,282
Ross Elementary	368	1.55%	6,415
Ross Valley Elementary	2,002	8.43%	34,897
San Rafael City Elementary	4,559	19.19%	79,469
San Rafael City High	2,495	10.50%	43,491
Sausalito Marin City	121	0.51%	2,109
Shoreline Unified	473	1.99%	8,245
Tamalpais Union High	4,552	19.16%	79,347
<b>Total P2 ADA</b>	<b>23,753</b>		<b>487,327</b>

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Deputy Superintendent of Schools

\_\_\_\_\_  
Nicasio  
District

\_\_\_\_\_  
Marin County Office of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Please sign and return the contract by **July 1, 2018**.

If you have any questions about the Data Processing Consortium, please contact me at 499 5847 or [dane@marinschools.org](mailto:dane@marinschools.org)

Cc: Margie Bonardi  
Business Office





Silyco  
PO Box 70984  
Richmond, CA 94807

Agenda Item # 8F

PHONE : 510.229.3866  
E-MAIL: support@silyco.com  
WEB SITE: http://www.silyco.com

## ***Service Agreement***

This Agreement is made by and between **Silyco** (hereinafter "**Contractor**") and **Nicasio School District** (hereinafter "**Client**").

**Silyco** to provide **Client**:

- Consultation & Assessment of Technology needs.
- Friendly & Knowledgeable basic support including but not limited to: *Site technology maintenance; Server and Network management & troubleshooting; Staff and Student assistance; Basic programs & small projects support*<sup>1</sup>
- Flexible scheduled site visits. Available phone & email support. Available remote assistance.
  - **Unlimited support.**<sup>2</sup>
    - On-site support.
    - Phone support.
    - Email support
    - Remote support.

Cost:

Total: \$8,400 / year

Term: July 1, 2018 to June 30, 2019

Payment: \$700 per month

Payment Length: 12 months

\_\_\_\_:INT



Silyco  
PO Box 70984  
Richmond, CA 94807

PHONE : 510.229.3866  
E-MAIL: support@silyco.com  
WEB SITE: http://www.silyco.com

## ***Terms & Conditions***

- Contractor will provide Client with technology support services for the life of the contract.
  - Responsibilities and duties to be determined.
  - Support schedule to be determined.
- Client shall provide and authorize Contractor unlimited physical, virtual and remote access to facilities, network, servers, workstations, and data in order to fulfill support requests.
- Confidentiality
  - Contractor agrees to take all reasonable measures to protect and maintain the confidentiality of the confidential data and information acknowledged or received by Client.
  - Contractor shall not disclose, give or transfer any confidential information to any third party without Client's prior written consent.
  - Upon termination of this agreement, Contractor shall, at Client's request, return all and any documents, information or software containing any of such confidential information to Client or destroy it at its own discretion, and delete all of such confidential information from any memory devices, and cease to use such confidential information.
- Data and Security
  - Contractor agrees to take all reasonable measures to protect and maintain data integrity and security.
  - Contractor cannot be held responsible for the compromise of security, data and the hardware appliances containing the data.
  - Compromise can come in a form of physical or virtual intrusion, disaster or accident. Contractor will take all reasonable measures to restore data in an event of a compromise or disaster, but cannot guarantee full restoration of data.
- Support will be billed monthly at a rate agreed upon by Contractor and Client on Page 1. Logged support hours will be used for support assessments only and may not show on billing invoice. A support log may or may not be immediately available by request.
- Termination
  - Early termination of contract granted to both Client and Contractor. Requires 60-day notice.
  - Immediate termination of contract granted if agreed upon by both parties.
  - Immediate termination of contract granted to Contractor should there be changes in any superintendent or principal administrative/leadership positions during the time this support agreement is active.

\_\_\_\_\_:INT



Silyco  
PO Box 70984  
Richmond, CA 94807

PHONE : 510.229.3866  
E-MAIL: support@silyco.com  
WEB SITE: http://www.silyco.com

- 1) Contractor will provide Client with basic programs / small projects support only. Support includes setup and maintenance.
  - a. *Examples of basic program and small projects supported:*
    - i. *Setup of workstations in lab*
    - ii. *Software installation*
    - iii. *Server base application (Rosetta Stone, Renaissance Place).*
    - iv. *Basic database management (Aeries, Laserfiche, etc)*
  - b. *Examples of programs and projects NOT included in basic support:*
    - i. *Infrastructural rewiring of classroom/lab to support setup of workstations.*
    - ii. *Multi-page website creation and daily/weekly content management.*
    - iii. *Installation and monitoring of Solar System or other Solar Arrays.*
    - iv. *Database setup and extended Training (Aeries, Laserfiche, etc)*
- 2) Unlimited support based on district needs analyzed from previous year. Level of support and total cost of support will be reviewed on an annual basis. Client will be notified should amount and cost of support change for upcoming year.

### **Nicasio School District**

Authorized Administrator: \_\_\_\_\_

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

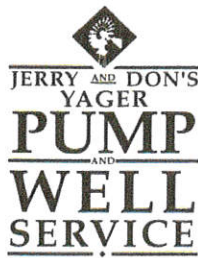
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Silyco**

Owner: Mark Tong

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





Agenda Item # 9a  
California Contractor's License  
C36, C57 424778  
Certified Water Operators  
T2 28281 D1 33346  
Back Up Operator  
T1 25803 D1 16921  
T2 35705 D1 44249

## SERVICE AGREEMENT

DATE: 4/10/2018

NAME: Nicasio School District

ADDRESS: PO Box 711

CITY / STATE / ZIP: Nicasio, Ca. 94946

EMAIL: Mikki McIntyre [office@nicasioschool.org](mailto:office@nicasioschool.org)

RE JOB ADDRESS: 5555 Nicasio Valley Rd.

SYSTEM ID: 2100582

This service agreement is between Nicasio School District also known as "customer" and Mickelson Enterprises Inc. DBA Jerry and Don's Yager Pump and Well Service (JDY), dated 5-1-18. The terms of this agreement are as stated below:

### 1. JDY will perform the following:

- Provide a certified operator to make weekly visits to the system.
- Once a **Week** visual inspection of the water system and the Chlorination system.
- Check and record the free chlorine residual and make a new solution as needed.
- Record water meter readings at the Well.
- Collect bi-weekly LT-2 Bacteria samples.
- Collect (2) Two bacteria samples monthly, one raw and one treated and deliver to a state licensed lab who will supply the results of the sample to the State Water Resources Control Board, Division of Drinking Water. A copy will also be mailed to customer.
- Collect (3) Three Turbidity samples weekly.
- Maintain a monthly onsite water system log sheet
- Collect (2) PH water samples Monthly.
- Labor to draw regular samples required is included in the contract.
- Complete the Annual report required by the State Water Resources Control Board, Division of Drinking Water and deliver report to the State and mail report to the customer.

MICKELSON ENTERPRISES INC. DBA JERRYAND DONS YAGER PUMP & WELL SERVICE

ALL MAIL TO: P.O. BOX 2689, PETALUMA, CA 94952-2689

1290 BODEGA AVENUE, PETALUMA, CA 94952

Telephone (707)762-1473 • Facsimile (707)769-9102



California Contractor's License  
C36, C57 424778  
Certified Water Operators  
T2 28281 D1 33346  
Back Up Operator  
T1 25803 D1 16921  
T2 35705 D1 44249

- Provide 24-hour service by calling 762-1473. After hour calls will be billed at 1 ½ times our hourly rate and holiday calls will be billed at 2 times our hourly rate.
- Make any necessary minor repairs to the system up to \$300.00. If repairs exceed \$301.00, JDY will contact customer for authorization.

**2. Maintenance to be billed on time and material basis:**

- Emergency repairs to keep the system in compliance

**3. Customer is responsible for the following:**

- Supplying all testing requirements to JDY and a copy of all correspondence from the State regarding the water system.
- Supply the water system users with a copy of any reports completed by JDY.

**4. Labor to draw regular samples required is included in the contract. All samples drawn will be billed at the time of service at invoice cost plus 20%.**

- Any additional samples required by the state and or county (repeat bacteria, source chemical, monitoring requirements, etc.) and the labor for collecting those samples will be billed at current hourly rates at time of collection. Currently, our labor rate is \$125 per hour for one man and \$190 per hour for two men.

**Terms:** Invoices are due upon receipt. Any invoice over 30 days will be charged a finance charge of 1 ½ %. JDY reserves the right to discontinue service if the account is not current. This agreement can be terminated in writing by either party after 30 days of receipt of such termination letter. This agreement supersedes any other prior agreements between customer and JDY. This Service Agreement between customer and JDY, will expire 1 (one) year from the noted date of commencement on this agreement at which time customer's system will be re-evaluated and an updated Service Agreement will be provided for renewal.

**Monthly Contract Fee: \$785.00**

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jerry and Don's Yager Pump and Well Service

\_\_\_\_\_  
Date

## Nicasio School Board Schedule 2018-19

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Regular meetings are held on the 1<sup>st</sup> Thursday of each month unless otherwise noted with an asterisk (\*). Regular meetings commence at 5pm. Open session is held in the school library.

*No Regular Meeting in August*

September 6, 2018

October 4, 2018

November 1, 2018

December 6, 2018

*No Regular Meeting in January*

February 7, 2019

March 7, 2019

April 3, 2019 \*

May 2, 2019

June 6, 2019

June 27, 2019 \* (Special Meeting)