



## COLLEGE AND CAREER ADVANTAGE

### GOVERNING BOARD MEETING

### AGENDA

Tuesday, June 19, 2018  
8:30 a.m.

33122 Valle Road, San Juan Capistrano, CA 92675  
Training Room 1

Call to Order \_\_\_\_\_ a.m.

Pledge of Allegiance

#### ROLL CALL:

Trustee Jones, President  
Trustee Brown, Vice President/Clerk  
Trustee Hanacek  
Trustee McNicholas  
Trustee Vickers

Present

Absent

_____
_____
_____
_____
_____

_____
_____
_____
_____
_____

#### PUBLIC HEARING: Adoption of final budget for 2018-19 — Agenda Item #16

#### 1. APPROVAL OF AGENDA

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_ **ACTION/VOTE**

#### A. CONSENT CALENDAR

All matters listed under the consent calendar are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. Usually no discussion will occur on these items; however, any member of the Board, audience or staff may request discussion of specific items on the consent calendar.

#### 2. MINUTES

Approval of the minutes of the Board meeting on March 12, 2018, (supporting information).

**PAGES 1-6**

3. **PURCHASE ORDERS** Pages 7-10  
Board to ratify/approve purchase orders as listed (supporting information).
4. **CHECKS** Pages 11-13  
Board to ratify/approve checks as listed (supporting information).
5. **PERSONNEL ASSIGNMENT ORDER** Page 14-15  
Board to ratify/approve personnel assignment order as presented (supporting information).
6. **DISTINGUISHED STUDENT RECOGNITION AWARDS**  
Board to ratify/approve awards presented to students at Senior Awards. Seven students were awarded a monetary scholarship in the amount of \$500.00 per student (no supporting information).
7. **BUSINESS-PLUS SYSTEM SUPPORT IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT #42929, AMENDMENT #2** Pages 16-17  
Board to approve Amendment #2 to the Business-Plus System Support Implementation and Software Support Service Agreement authorizing the renewal of the Agreement for fiscal year 2018-19 with a cost to the organization of \$14,442.00 (supporting information).
8. **HUMAN RESOURCES APPLICATION IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT #46314,** Pages 18-25  
Board to approve Human Resources Application Implementation and Software Support Service Agreement #46314 for fiscal year 2018-19 with a cost to the organization of \$5,875.00 (supporting information).
9. **AGREEMENT BETWEEN METROPOLITAN EDUCATION DISTRICT AND SCHOOLS SERVICES OF CALIFORNIA, INC.** Pages 26-27  
Board to approve Agreement between Metropolitan Education District and School Services of California for legislative consulting and advocacy in support of permanent and direct funding for Career Technical Education. The agreement will be for one year beginning January 2018 and terminating December 2018. Cost to the organization is \$3,750.00 (supporting information).
10. **DISPOSAL OF OBSOLETE AND/OR UNREPAIRABLE EQUIPMENT** Pages 28-31  
These surplus items will serve no useful purpose for College and Career Advantage and are not in a state of operation that would benefit school programs. CCA would like to surplus these items that are obsolete (supporting information).

Motion \_\_\_\_\_ Second \_\_\_\_\_

**ACTION/  
ROLL CALL**

ROLL CALL:    Trustee Brown            \_\_\_\_\_  
                  Trustee Hanacek        \_\_\_\_\_  
                  Trustee Jones                \_\_\_\_\_  
                  Trustee McNicholas        \_\_\_\_\_  
                  Trustee Vickers               \_\_\_\_\_

NOTE:            BY USING A ROLL CALL VOTE FOR THE CONSENT CALENDAR, IT WILL  
                     MEET THE NEED FOR ACTION ITEMS WHICH REQUIRE A SIMPLE  
                     MOTION OR A ROLL CALL VOTE.

**B. ORAL COMMUNICATIONS**

**Addressing the Board.** The Governing Board encourages citizens to participate in the operation of the CCA and, in turn, desires to be responsive to the needs of the school community. Any person may address the Board concerning an item on the agenda. The Board President may exercise judgment as to the time allotted to each speaker or on each subject. Board policy states that presentations are generally limited to three minutes for each speaker and a maximum of twenty minutes to each subject.

**For Items on the Agenda:** If you wish to address the Board regarding an item on the Board agenda, please complete a speaker card and give the card to the Board Secretary prior to the meeting. Please indicate on the card the specific Board item you wish to address and the Board President will call upon you to speak when the agenda item is being discussed.

**For Items Not on the Agenda:** If you wish to address the Board regarding a matter which is not included on the meeting agenda but which is within Board jurisdiction, please complete a speaker card and give the card to the Board Secretary prior to the meeting. Please indicate on the card the specific subject you wish to address. The Board President will call upon you to speak at the appropriate time. The Board is prohibited from taking action at the meeting on any matter not included on the posted agenda.

The Governing Board encourages citizens to participate in public school matters, and there is a professional staff of administrators available to handle most matters of public concern. It is expected that matters ordinarily will be presented to the administrative staff prior to the Board's involvement. It is requested that individuals who speak during the public meeting will be courteous and avoid remarks which reflect adversely on the character or motives of any person, or his or her race, religion, political views or economic status.

***Reasonable Accommodation.*** In order to help ensure participation in the meeting of disabled individuals, appropriate disability-related accommodations or modifications shall be provided by the Board, upon request, in accordance with the Americans with Disabilities Act (ADA). Persons with a disability who require a disability-related accommodation or modification, including auxiliary aids and services in order to participate in a Board meeting, shall contact the Superintendent or designee in writing by noon on the Monday before the scheduled meeting. Such notification shall provide CCA personnel time to make reasonable arrangements to assure accessibility to the meeting.

**11.    COMMENTS FROM THE PUBLIC**

Non-agenda items. Individuals may be limited to 3 minutes.

**DISCUSSION**

**12. ITEMS FROM THE EXECUTIVE DIRECTOR**

**DISCUSSION**

**12.1** Budget

**12.2** Summer Projects

**C. DISCUSSION/ACTION ITEMS**

**13. CCA CALENDAR FOR 2018-19 SCHOOL YEAR**

Board to review and consider approval of the 2018-19 calendar (supporting information).

*Contact: Patricia Romo, Executive Director*

**Pages 32-33**  
**ACTION/VOTE**

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote\_\_\_\_\_

**14. YEAR-END INTERNAL TRANSFERS**

Board to consider adoption of Resolution #08-17/18 for routine internal transfers in order to balance expenditure classifications and permit the payment of obligations of the budget for fiscal year 2017-18 (supporting information).

*Contact: Patricia Romo, Executive Director*

**Pages 34-35**  
**ACTION/ROLL**  
**CALL**

Motion\_\_\_\_\_ Second\_\_\_\_\_

ROLL CALL:	Trustee Brown	_____
	Trustee Hanacek	_____
	Trustee Jones	_____
	Trustee McNicholas	_____
	Trustee Vickers	_____

**15. SALARY SCHEDULES FOR 2018-19**

Board to consider adoption of Resolution #09-17/18 Salary Schedules and Salary Ranges for certificated and classified employees for 2018-19 (supporting information).

*Contact: Patricia Romo, Executive Director*

**Pages 36-41**  
**Exhibits A-D**  
**ACTION/ROLL**  
**CALL**

Motion\_\_\_\_\_ Second\_\_\_\_\_

ROLL CALL:	Trustee Brown	_____
	Trustee Hanacek	_____
	Trustee Jones	_____
	Trustee McNicholas	_____
	Trustee Vickers	_____

**16. 2018-19 PROPOSED FINAL BUDGET**

Public hearing to review 2018-19 proposed final budget. Board to consider approval of 2018-19 proposed final budget as presented (supporting information).

Contact: Cindy Fox, Accountant

Public Hearing declared open \_\_\_\_\_ a.m. declared closed \_\_\_\_\_ a.m.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Pages 42-102**  
**ACTION/VOTE**

**17. FUTURE COURSE OFFERINGS**

Board to discuss future course offerings.

Contact: Patricia Romo, Executive Director

**DISCUSSION**

**18. COMMENTS FROM THE BOARD**

**DISCUSSION**

**19. ADJOURN TO CLOSED SESSION (if needed)**

To discuss issues authorized by law.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Any action taken in Closed Session will be reported out in Open Session.

**ACTION/VOTE**

**20. RECONVENE TO OPEN SESSION**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**ACTION/VOTE**

**21. ADJOURNMENT**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**ACTION/VOTE**

## **COLLEGE AND CAREER ADVANTAGE**

### **BOARD MEETING: March 12, 2018 MINUTES**

Trustee Jones, President, called the meeting to order in the Jackson Room at Capistrano Unified School District at 8:33 a.m.

Trustee Jones led the Pledge of Allegiance.

Trustees Present:   Ketta Brown  
                          Amy Hanacek  
                          Gila Jones  
                          Martha McNicholas  
                          Jan Vickers

#### **APPROVAL OF AGENDA**

Prior to approval of the Agenda, Mrs. Romo requested that Lobbying Firms and Career College be added to the Executive Director's Report prior to Recognition of CCA Board President.

**Approval of  
Agenda**

On a motion from Trustee Brown, seconded by Trustee McNicholas, it carried by a 5-0 vote to approve the agenda as modified.

VOTE:    AYES:       Trustees Brown, Hanacek, Jones, McNicholas, Vickers  
          NOES:       None

#### **CONSENT CALENDAR**

On a motion from Trustee Brown, seconded by Trustee McNicholas, it carried by a 5-0 roll call vote to approve the consent calendar to include the following:

Minutes of the Board meeting on December 14, 2017, as presented.

**Minutes**

Purchase Orders as presented.

**Purchase Orders**

Checks as presented.

**Checks**

Personnel assignment order as presented.

**Personnel  
Assignment  
Order**

**CONSENT CALENDAR**

**Agenda Item 2  
June 19, 2018**

Donation as presented.

## Donation

ROLL CALL: AYES: Trustees Brown, Hanacek, Jones, McNicholas, Vickers  
NOES: None

## **EXECUTIVE DIRECTOR'S REPORT**

### Grant Updates:

Mrs. Romo reported this is the final year of the CTE Incentive Grant. The consortium will receive \$1.7 million, however, an extra \$440,000 was spent on the CUSD middle school labs and this amount will be paid back from the \$1.7 million. A few plans for the remaining money include a new CTE investigation lab at Serra High, a new culinary lab at SCHS, the purchase of ten Z spaces for the medical classes, a new Dell lab at DHHS, possibly updating the dental and EMT classrooms and adding robotics at DHHS. The OC Pathways Grant has ended and the Perkins Grant remains the same at \$250,000.

### Grant Updates

### Overview of CTE Progress

Mrs. Romo reported it has been three years since reorganizing career technical education. Mrs. Romo shared the articulation information from the 2015 course catalog with the Board highlighting the increased number of UC a-g approved courses and articulated classes that have been added in the past three years. Mrs. Romo also reported that Accounting has recently been approved as an honors class through the UC system.

### Overview of CTE Progress

### CTE Advisory Board Meeting

The CTE Advisory Board Meeting will be held Wednesday, May 2, 2018, in the Board Room of Capistrano Unified School District. CCA instructors, as well as District instructors teaching CTE classes, will network with industry experts and partners who will provide their professional experience and advice on curriculum, skills and training.

### CTE Advisory Board Meeting

### New Courses for Fall

Mrs. Romo reported on a few, possible new course offerings for Fall 2018. Possibilities include an AP Computer Class and Intro to Emergency Medicine at Laguna Beach High School; continuing Aviation at Tesoro and adding Aviation and Accounting at San Juan Hills High School; Physical Therapy Aide at Aliso Niguel, Capistrano Valley and San Juan Hills High Schools; Chemistry and Environmental Engineering and Teaching Careers at Tesoro High School; Culinary Arts at San Clemente High School and Robotics at Dana Hills High School. These are a few possible

### New Courses

additions under consideration.

#### WASC Mid-Cycle Visit

The mid-cycle visit is scheduled for Friday, May 4, 2018. Staff is currently working on the WASC report and a copy will be emailed to Trustees in the next week.

#### WASC Mid-Cycle Visit

#### Saddleback Articulation Nights

Saddleback articulation nights are scheduled for April 24-26, 2018. All CTE teachers are encouraged to get their classes articulated so that students can receive immediate credit.

#### Saddleback Articulation Nights

#### Lobbying Firms

The two lobbying firms working to support funding for CTE are Capital Advisors who have been retained by CAROCP and School Services who have been retained by the JPA consortium. Legislation supporting permanent funding for CTE, Assembly Bill 1743, will be heard at the State Capitol on March 21, 2018.

#### Lobbying Firms

#### Career College

Mrs. Romo reported that more students graduate from high school than college. Saddleback is interested in partnering with CCA and focusing on the CTE industry pathways for adult students who are re-entering the workforce or need additional training. This would be a non-college credit, short-term adult education program.

#### Career College

#### Recognition of CCA Board President

Trustee Jones was recognized for her past two years' service as CCA Governing Board President. Mrs. Romo thanked Trustee Jones for her hard work and dedication and for championing on behalf of career technical education.

#### Recognition of CCA Board President

### **SECOND INTERIM**

Mrs. Cindy Fox, CCA Accountant, provided the Board with a summary overview of the Second Interim Report. The Board expressed appreciation for the summary memo presented with second interim report and the oral summary overview.

#### Second Interim

On a motion from Trustee McNicholas, seconded by Trustee Brown, it carried unanimously to certify the Second Interim Report.



## **BUDGET ASSUMPTIONS**

Mrs. Romo presented the Governing Board with the proposed budget submitted to each District's Superintendent along with an additional proposed budget in the event Saddleback College does not renew the MOU for adult education.

### **Budget Assumptions**

## **BUSINESS PARTNER AFFILIATION AGREEMENTS**

Mrs. Romo presented a list of business partners for the Board's information and review. Three business partners recently acquired and not included on the list are Land Rover, the Laguna Beach Playhouse and the San Juan Capistrano Playhouse.

### **Business Partner Affiliation Agreements**

## **CONFLICT OF INTEREST CODE**

On a motion from Trustee McNicholas, seconded by Trustee Brown, it carried unanimously to approve the Conflict of Interest Code as presented.

### **Conflict of Interest Code**

## **CAREER TECHNICAL EDUCATION – FUTURE FUNDING**

The Governor's budget released in January 2018 included ongoing funding of \$200 million for agencies offering K-12 CTE programs that develop or enhance the Strong Workforce Initiative. Funding will be apportioned from the chancellor's office to fiscal agents of each consortium based on various weighted factors in each region. Mrs. Romo provided the Board with information received from OCDE outlining the future funding formula for CTE.

### **CTE – Future Funding**

## **ASSEMBLY BILL (AB-1743) UPDATE AND LETTER OF SUPPORT**

Mrs. Romo provided the Board with information amending proposed Assembly Bill 1743. As amended, AB-1743 would increase the CTEIG annual finding level to \$500 million per year and provide long term, stable funding for CTE programs in California's K-12 schools. Mrs. Romo requested the Board's approval to send a letter of support to district state legislative representatives urging support of AB-1743 with Amendments. The Bill is scheduled to be heard March 21, 2018.

### **AB1743**

On a motion from Trustee Vickers, seconded by Trustee Brown, it carried unanimously to grant the Executive Director approval to send the letter of

support letter as presented.

## **CATEMA**

Mrs. Romo provided the Board with a report of this year's CATEMA participation. CATEMA is a software program that allows students to earn college credit through articulation while simultaneously earning high school credit. CATEMA provides data on students who have earned articulated college credit and the number of students who go on to college.

## **CATEMA**

## **ENROLLMENT DATA**

Mrs. Romo provided the Board with CTE enrollment data for the current school year and the past two school years. The percentage of CTE enrolled high school students went from 48% in the 2015-16 school year to 65% in the current school year. Additionally, middle school CTE enrollment for the current school year is at 34%.

## **ENROLLMENT DATA**

## **MOU BETWEEN THE CALIFORNIA HOMEBUILDING FOUNDATION AND COLLEGE AND CAREER ADVANTAGE**

On a motion from Trustee Brown, seconded by Trustee McNicholas, it carried unanimously to approve the Memorandum of Understanding between the California Homebuilding Foundation and College and Career Advantage.

## **MOU**

## **RESOLUTION #06-17/18 – REDUCTION OR ELIMINATION OF PARTICULAR KINDS OF SERVICES PERFORMED BY CLASSIFIED EMPLOYEES**

On a motion from Trustee Brown, seconded by Trustee McNicholas, it carried by a 5-0 roll call vote to adopt Resolution #06-17/18, Reduction or Elimination of Particular Kinds of Services Performed by Classified Employees.

## **Resolution #06- 17/18**

ROLL CALL: AYES: Trustees Brown, Hanacek, Jones, McNicholas, Vickers,  
NOES: None

**RESOLUTION #07-17/18 – REDUCTION OR ELIMINATION OF PARTICULAR KINDS OF SERVICES PERFORMED BY CERTIFICATED EMPLOYEES**

On a motion from Trustee Brown, seconded by Trustee Vickers, it carried by a 5-0 roll call vote to adopt Resolution #07-17/18, Reduction or Elimination of Particular Kinds of Services Performed by Certificated Employees.

**Resolution #07-17/18**

ROLL CALL: AYES: Trustees Brown, Hanacek, Jones, McNicholas, Vickers,  
NOES: None

**COMMENTS FROM THE BOARD**

Mrs. Romo and the CCA Trustees discussed ways in which utilizing social media could be used to promote career technical education.

**Comments from the Board**

**ADJOURN TO CLOSED SESSION**

There was no closed session.

**Closed Session**

**ADJOURNMENT**

On a motion from Trustee Brown, seconded by Trustee McNicholas, it carried by a 5-0 vote to adjourn the meeting at 10:21 a.m. until the next regularly scheduled meeting scheduled for Tuesday, June 19, 2018.

**Adjournment**

VOTE: AYES: Trustees Brown, Hanacek, Jones, McNicholas, Vickers  
NOES: None

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**Vice President**

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**Secretary**

# COLLEGE & CAREER ADV

## PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 06/19/2018

FROM 02/28/2018 TO 06/11/2018

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L97R0403	CAROLINA BIOLOGICAL SUPPLY	161.63	161.63	0118901405 4310	Biotechnology SJHHS / Instructional Supplies
L97R0404	AMERICAN EXPRESS	139.69	139.69	0120200405 4310	Hotel & Hospitality Careers-DH / Instructional Supplies
L97R0405	CAPISTRANO UNIFIED SCHOOL DIST	316.25	316.25	0116800305 5810	Auto Repair-CVHS / Professional Services
L97R0406	CAPISTRANO UNIFIED SCHOOL DIST	288.75	288.75	0126101405 5810	Virtual Enterprise-SJHHS / Professional Services
L97R0407	CAPISTRANO UNIFIED SCHOOL DIST	165.00	165.00	0145220045 5810	Forensic Science-DHHS / Professional Services
L97R0408	AMERICAN EXPRESS	40.54	40.54	0110010015 5900	Instruction / COMMUNICATIONS
L97R0409	WOOTEN, JEREMIE	67.69	67.69	0126101405 5220	Virtual Enterprise-SJHHS / Conferences
L97R0410	AMERICAN EXPRESS	1,335.10	1,335.10	0126101405 5220	Virtual Enterprise-SJHHS / Conferences
L97R0411	ORANGE COUNTY DEPT OF EDUCATIO	487.03	487.03	0110010015 5870	Instruction / Outside Printing
L97R0412	AMERICAN EXPRESS	55.75	55.75	0110110215 5900	Administration/General / COMMUNICATIONS
L97R0413	AUTOMOTIVE WORKWEAR INC	1,364.96	1,364.96	0115500305 4310	Emergency Medical Tech-CVHS / Instructional Supplies
L97R0414	BRIGHT WHITE PAPER CO	210.35	210.35	0110010015 4310	Instruction / Instructional Supplies
L97R0415	STAPLES	73.26	36.63	0115400105 4310	Dental Asst II-Chairside/ROP / Instructional Supplies
L97R0416	FAMALLETTE, DWYNN	102.65	36.63	01163901 4310	Dental Assistant-FB ROP / Instructional Supplies
L97R0417	AMAZON.COM	111.64	102.65	0145220025 4310	Forensic Science-ANHS / Instructional Supplies
L97R0418	AMAZON.COM	88.81	111.64	0126010505 4400	CISCO IT Essentials-SCHS / NONCAPITALIZATION
L97R0419	CAPISTRANO UNIFIED SCHOOL DIST	508.75	88.81	0145220045 4310	Forensic Science-DHHS / Instructional Supplies
L97R0420	TOTAL COMPENSATION SYSTEMS INC	3,780.00	508.75	0126101405 5810	Virtual Enterprise-SJHHS / Professional Services
L97R0422	CLEEK, KATHRYN	195.00	3,780.00	0110110215 5810	Administration/General / Professional Services
L97R0423	CLEEK, KATHRYN	879.76	195.00	0115200305 5220	Sports Medicine-CVHS / Conferences
L97R0424	REID, MARK	632.50	879.76	0115200305 5220	Sports Medicine-CVHS / Conferences
L97R0425	JONES, SCOTT	87.09	632.50	0110010015 5810	Instruction / Professional Services
L97R0426	REID, MARK	632.50	43.54	01125901 4310	Surgical Tech FB-CCA / Instructional Supplies
L97R0427	GRABER, JANA	55.11	43.55	0119500105 4310	Surgical Tech II-CCA / Instructional Supplies
L97R0428	AMERICAN EXPRESS	375.00	632.50	0110010015 5810	Instruction / Professional Services
L97R0429	PEARSON VUE	873.00	55.11	0120200405 4310	Hotel & Hospitality Careers-DH / Instructional Supplies
L97R0430	WALMART.COM	92.07	375.00	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0431	STAPLES	437.39	873.00	0130122415 4310	A+ Certification Testing / Instructional Supplies
L97R0432	BULLOCKUS, JUDY	229.96	92.07	01190901 4310	Pharmacy Technician-FB ROP / Instructional Supplies
L97R0433	BIO-RAD LABORATORIES INC.	212.44	437.39	0180790015 5870	WASC-DIR OF INSTRUCTION / Outside Printing
			229.96	0129530305 5220	Robotics-CVHS / Conferences
			212.44	0118901405 4310	Biotechnology SJHHS / Instructional Supplies

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Report ID: PO010\_Fund <v. 030305>

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Current Date: 06/12/2018  
Current Time: 09:07:00

# COLLEGE & CAREER ADV

## PURCHASE ORDER DETAIL REPORT BY FUND

BOARD OF TRUSTEES MEETING 06/19/2018

FROM 02/28/2018 TO 06/11/2018

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L97R0434	AMERICAN EXPRESS	625.00	625.00	0129530305 5220	Robotics-CVHS / Conferences
L97R0435	AMERICAN EXPRESS	100.00	100.00	0110100215 5900	Advisory Committee / COMMUNICATIONS
L97R0436	BERKMAN, NICOLE	58.93	58.93	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0437	AMERICAN EXPRESS	98.97	98.97	0110010015 5220	Instruction / Conferences
L97R0438	CAREERSAFE LLC	2,100.00	699.99	0161800305 5810	Engineering & Mfg Tech-CVHS / Professional Services
			699.99	0162200305 5810	Engineering Design and Develop / Professional Services
			700.02	0162300305 5810	Principles of Engineering-CVHS / Professional Services
L97R0439	THOMAS, KIMBERLEY	66.12	66.12	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0440	CAPISTRANO UNIFIED SCHOOL DIST	330.00	330.00	0145220045 5810	Forensic Science-DHHS / Professional Services
L97R0441	CHEFS TOYS LLC	424.79	408.63	0110010015 4400	Instruction / NONCAPITALIZATION EQUIPMENT
			16.16	0110010015 5810	Instruction / Professional Services
L97R0442	AMERICAN EXPRESS	54.90	54.90	0110110215 4300	Administration/General / MATERIALS & SUPPLIES
L97R0443	HARTMAN, PETER	108.74	108.74	0110010015 4310	Instruction / Instructional Supplies
L97R0444	CAPISTRANO UNIFIED SCHOOL DIST	2,655.00	660.00	0110010015 5810	Instruction / Professional Services
			1,830.00	0126101405 5810	Virtual Enterprise-SJHHS / Professional Services
			165.00	0145220145 5810	Forensic Science SJHHS / Professional Services
L97R0445	CCCCD / DIABLO VALLEY COLLEGE	300.00	300.00	011009001 9330	Instruction/Int-Fee-Reg / PREPAID EXPENDITURES
L97R0446	CHEF WORKS	401.12	401.12	0114300205 4310	Restaurant Careers/ANHS / Instructional Supplies
L97R0447	ULTRADENT PRODUCTS INC.	112.94	56.47	0115400105 4310	Dental Asst II-Chairside/ROP / Instructional Supplies
			56.47	01163901 4310	Dental Assistant-FB ROP / Instructional Supplies
L97R0448	DIFRANCESCO, ROCCO	226.23	226.23	0117800105 4310	Fire Science-CCC / Instructional Supplies
L97R0449	BERKMAN, NICOLE	75.49	75.49	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0450	VIRTUAL ENTERPRISES INTERNATI	550.00	550.00	0110610715 5830	Marketing/Administrative / Advertising-Promotions
L97R0451	AMERICAN EXPRESS	685.76	685.76	0120200405 4310	Hotel & Hospitality Careers-DH / Instructional Supplies
L97R0452	SOUTHWEST SCHOOL & OFFICE SUPP	192.66	192.66	0110010015 4321	Instruction / Copier Paper-Administration
L97R0453	AMERICAN EXPRESS	46.75	46.75	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0454	STAPLES	35.55	35.55	0110110215 4320	Administration/General / Office Supplies
L97R0455	REID, MARK	742.50	742.50	0110010015 5810	Instruction / Professional Services
L97R0456	REDBIRD FLIGHT SIMULATIONS INC	10,902.15	10,902.15	0116921305 4400	Aviation Careers-THS / NONCAPITALIZATION EQUIPMEN
L97R0457	CAPISTRANO UNIFIED SCHOOL DIST	715.00	550.00	0161800305 5810	Engineering & Mfg Tech-CVHS / Professional Services
			82.50	0162100305 5810	Engineering Design Intro-CV / Professional Services
			82.50	0162300305 5810	Principles of Engineering-CVHS / Professional Services
L97R0458	AMERICAN EXPRESS	8,619.01	8,619.01	0129530305 5800	Robotics-CVHS / PROF/CONS SERV & OPER EXPEND

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Report ID: PO010\_Fund <v. 030305>

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Current Date: 06/12/2018

Current Time: 09:07:00

# COLLEGE & CAREER ADV

## PURCHASE ORDER DETAIL REPORT BY FUND BOARD OF TRUSTEES MEETING 06/19/2018

FROM 02/28/2018 TO 06/11/2018

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L97R0459	AMERICAN EXPRESS	7,831.01	7,831.01	0129530305 5810	Robotics-CVHS / Professional Services
L97R0460	STAPLES	38.55	38.55	0110110215 4320	Administration/General / Office Supplies
L97R0461	WELLS, ANNELLE	161.88	161.88	0114215935 4310	Fashion Merchandise-CVHS / Instructional Supplies
L97R0462	GIL, STEVE	189.74	189.74	0111900205 4310	Law Enforcement-ANHS / Instructional Supplies
L97R0463	AMERICAN EXPRESS	540.64	540.64	0129530305 5810	Robotics-CVHS / Professional Services
L97R0464	AMERICAN EXPRESS	25.00	25.00	0162200305 5220	Engineering Design and Develop / Conferences
L97R0465	A-1 AWARDS & ENGRAVING	592.89	592.89	0111510015 4310	Student Recognition / Instructional Supplies
L97R0466	CLEEK, KATHRYN	1,006.77	1,006.77	0110010015 5220	Instruction / Conferences
L97R0467	KNUF, TARA	534.07	534.07	0129530305 5810	Robotics-CVHS / Professional Services
L97R0468	SELF, ERIC	1,673.67	1,673.67	0129530305 5810	Robotics-CVHS / Professional Services
L97R0469	IVORY, HARVEY	249.20	249.20	0129530305 5810	Robotics-CVHS / Professional Services
L97R0470	LU, RUBY	86.95	86.95	0110010015 4310	Instruction / Instructional Supplies
L97R0471	FAMALETTE, DWYNN	116.63	116.63	0145220025 4310	Forensic Science-ANHS / Instructional Supplies
L97R0472	CHAMBERS, TINA	354.18	354.18	0129530305 5810	Robotics-CVHS / Professional Services
L97R0473	DAVIS, PAM	470.40	470.40	0129530305 5810	Robotics-CVHS / Professional Services
L97R0474	RINALDINI, CARYN	403.97	403.97	0129530305 5810	Robotics-CVHS / Professional Services
L97R0475	STAPLES	81.71	81.71	0110010015 4310	Instruction / Instructional Supplies
L97R0476	AMERICAN EXPRESS	275.03	275.03	0180290015 4300	WASC-Administration / MATERIALS & SUPPLIES
L97R0477	THOMAS, KIMBERLEY	903.25	903.25	0110010015 5220	Instruction / Conferences
L97R0478	BECKMAR INK	261.83	261.83	0148201405 4310	Graphic Production Tech-SJHS / Instructional Supplies
L97R0479	AMERICAN EXPRESS	2,942.56	2,942.56	0129530305 5800	Robotics-CVHS / PROF/CONS SERV & OPER EXPEND
L97R0480	A-1 AWARDS & ENGRAVING	67.34	67.34	0111510015 4310	Student Recognition / Instructional Supplies
L97R0481	AMERICAN EXPRESS	547.11	547.11	0129530305 5800	Robotics-CVHS / PROF/CONS SERV & OPER EXPEND
L97R0482	ACME NETWORK, THE	2,500.00	2,500.00	011009001 9330	Instruction/Int-Fee-Reg / PREPAID EXPENDITURES
L97R0483	GENSCHAW, KAY	1,022.43	1,022.43	0110010015 4310	Instruction / Instructional Supplies
L97R0485	AMERICAN EXPRESS	313.00	313.00	0120200405 4310	Hotel & Hospitality Careers-DH / Instructional Supplies
L97R0486	GENSCHAW, KAY	56.07	56.07	0110010015 4310	Instruction / Instructional Supplies
L97R0487	AMERICAN EXPRESS	24.70	24.70	0110110215 5900	Administration/General / COMMUNICATIONS
L97R0488	STAPLES	83.27	83.27	0110610715 5830	Marketing/Administrative / Advertising-Promotions
L97R0489	AMERICAN EXPRESS	38.96	38.96	0111510015 4310	Student Recognition / Instructional Supplies
L97R0490	STAPLES	64.60	64.60	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0491	AMERICAN EXPRESS	1,890.00	1,890.00	0111510015 4310	Student Recognition / Instructional Supplies
				0110010015 5220	Instruction / Conferences

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Report ID: PO010\_Fund <v. 030305>

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# COLLEGE & CAREER ADV

## PURCHASE ORDER DETAIL REPORT BY FUND

BOARD OF TRUSTEES MEETING 06/19/2018

FROM 02/28/2018 TO 06/11/2018

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
L97R0492	SARGENT METAL FABRICATION	731.92	731.92	0129530305 5810	Robotics-CVHS / Professional Services
L97R0493	AMERICAN EXPRESS	18.30	18.30	0110010015 4310	Instruction / Instructional Supplies
L97R0494	AMERICAN EXPRESS	360.00	360.00	0110090001 9330	Instruction/Int-Fee-Reg / PREPAID EXPENDITURES
L97R0495	REID, MARK	935.00	935.00	0110010015 5810	Instruction / Professional Services
L97R0496	MCKESSON MEDICAL SURGICAL	81.82	40.91	01125901 4310	Surgical Tech FB-CCA / Instructional Supplies
			40.91	0119500105 4310	Surgical Tech II-CCA / Instructional Supplies
L97R0497	BERKMAN, NICOLE	51.34	51.34	0110010015 4300	Instruction / MATERIALS & SUPPLIES
L97R0499	YBARRA, YVONNE	1,225.00	1,225.00	0110010015 5810	Instruction / Professional Services
L97R0500	CAROC	1,000.00	1,000.00	0110010015 5300	Instruction / DUES & MEMBERSHIPS
L97R0501	CNH FOODSERVICE	62,088.00	62,088.00	0110090001 9330	Instruction/Int-Fee-Reg / PREPAID EXPENDITURES
L97R0502	CAROC	195.00	195.00	0110110215 5220	Administration/General / Conferences
L97R0503	AMERICAN EXPRESS	53.10	53.10	0110110215 4320	Administration/General / Office Supplies
L97R0504	AMERICAN EXPRESS	748.89	748.89	0110110215 5891	Administration/General / Taxes-Fees-Permits
Fund 01 Total:		137,063.06	137,063.06		

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Report ID: PO010\_Fund

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Current Date:

06/12/2018

Current Time:

09:07:00

COLLEGE & CAREER ADV  
Consolidated Check Register  
from 2/28/2018 to 6/11/2018

Check	Payee ID	Payee Name	Reference	Subs Check Date	Cancel Date	Type	Status	Check Amount
97 00014589	V9701775	AED INSTITUTE OF AMERICAN	021618H11	OH 03/05/2018		MW	IS	96.98
97 00014590	V9701739	CLUTTEY, TANIA	WEBSITE MAR18	OH 03/05/2018		MW	IS	250.00
97 00014591	V9700471	REID, MARK	AVID180223	OH 03/05/2018		MW	IS	1,513.00
97 00014592	V9701181	WARD'S SCIENCE	8081284411	OH 03/05/2018		MW	IS	377.05
97 00014593	V9701818	COLLEGE AND CAREER ADVANTAGE	1290	OH 03/06/2018		MW	IS	1,257.73
97 00014594	V9701775	AED INSTITUTE OF AMERICAN	100517M1	OH 03/13/2018		MW	IS	10.78
97 00014595	V9701672	AMERICAN EXPRESS	92165	OH 03/13/2018		MW	IS	3,301.77
97 00014596	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LJ0992	OH 03/13/2018		MW	IS	453.75
97 00014597	V9701684	CSEBA	DD MES MAR18	OH 03/13/2018		MW	IS	1,695.27
97 00014598	V9701014	FOX, CINDY	MILEAGE FEB18	OH 03/13/2018		MW	IS	58.75
97 00014599	V9701886	GOLDEN STATE ENVIRONMENTAL	11122	OH 03/13/2018		MW	IS	70.00
97 00014600	V9700734	GUTIERREZ, JUAN	MILEAGE FEB18	OH 03/13/2018		MW	IS	101.37
97 00014601	V9701523	NASCO	877697	OH 03/13/2018		MW	IS	138.76
97 00014602	V9701875	WOOTEN, JEREMEY	TES WOOTEN	OH 03/13/2018		MW	IS	67.69
97 00014603	V9701846	METLIFE SMALL MARKET	LIFE MAR18	OH 03/16/2018		MW	IS	102.50
97 00014604	V9701775	AED INSTITUTE OF AMERICAN	031218H3	OH 03/19/2018		MW	IS	441.78
97 00014605	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LJ0994	OH 03/19/2018		MW	IS	316.25
97 00014606	V9701547	CAROLINA BIOLOGICAL SUPPLY	50194524 RI	OH 03/19/2018		MW	IS	163.63
97 00014607	V9701818	COLLEGE AND CAREER ADVANTAGE	1293	OH 03/19/2018		MW	IS	30.57
97 00014608	V9701872	STRUKSMA, KATHY	MILEAGE	OH 03/19/2018		MW	IS	29.98
97 00014609	V9701669	VELLANOWETH, DOMINIC	MILEAGE JAN18	OH 03/19/2018		MW	IS	213.51
97 00014610	V9701775	AED INSTITUTE OF AMERICAN	031618H15	OH 03/22/2018		MW	IS	328.64
97 00014611	V9701165	BRIGHT WHITE PAPER CO	44705	OH 03/22/2018		MW	IS	196.41
97 00014612	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LJ1130	OH 03/22/2018		MW	IS	508.75
97 00014613	V9701863	BERKMAN, NICOLE	MILEAGE JAN18	OH 03/29/2018		MW	IS	33.25
97 00014614	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LJ0565	OH 03/29/2018		MW	IS	121.11
97 00014615	V9701739	CLUTTEY, TANIA	WEBSITE APR18	OH 03/29/2018		MW	IS	250.00
97 00014616	V9701662	TOTAL COMPENSATION SYSTEMS INC	6026	OH 03/29/2018		MW	IS	1,890.00
97 00014617	V9701846	METLIFE SMALL MARKET	LIFE APR18	OH 04/06/2018		MW	IS	102.50
97 00014618	V9701684	CSEBA	DD MES APR18	OH 04/11/2018		MW	IS	1,642.11
97 00014619	V9701672	AMERICAN EXPRESS	92165 MAR18	OH 04/18/2018		MW	IS	3,791.06
97 00014620	V9701877	ANDRE, JAQUES	MILEAGE MAR18	OH 04/18/2018		MW	IS	120.45
97 00014621	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LJ1233	OH 04/18/2018		MW	IS	122.35
97 00014622	V9700471	REID, MARK	CTE180327	OH 04/18/2018		MW	IS	632.50
97 00014623	V9700162	STAPLES	2038814841	OH 04/18/2018		MW	IS	73.26

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Report: BK3005: Consolidated Check Register

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Current Time: 09:08:32



**COLLEGE & CAREER ADV**  
**Consolidated Check Register**  
from 2/28/2018 to 6/11/2018

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
97 00014624	V9701872	STRUIKSMA, KATHY	MILEAGE	OH	04/18/2018		MW	IS	29.32
97 00014625	V9701775	AED INSTITUTE OF AMERICAN	04201812	OH	04/26/2018		MW	IS	123.91
97 00014626	V9701866	AMERICAN 3B SCIENTIFIC	SI1855997	OH	04/26/2018		MW	IS	386.92
97 00014627	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LI1472	OH	04/26/2018		MW	IS	3,034.63
97 00014628	V9701891	CareerSafe LLC	CS 231437	OH	04/26/2018		MW	IS	2,100.00
97 00014629	V9701790	CCCCD / DIABLO VALLEY COLLEGE	0001927	OH	04/26/2018		MW	IS	300.00
97 00014630	V9701818	COLLEGE AND CAREER ADVANTAGE	1303	OH	04/26/2018		MW	IS	407.27
97 00014631	V9701458	VAVRINEK TRINE DAY & CO LLP	R138920 IN	OH	04/26/2018		MW	IS	750.00
97 00014632	V9701658	BIO-RAD LABORATORIES INC.	902747941	OH	05/07/2018		MW	IS	212.44
97 00014633	V9701739	CLUTTEY, TANIA	WEBSITE MAY18	OH	05/07/2018		MW	IS	250.00
97 00014634	V9700471	REID, MARK	AVID180425	OH	05/07/2018		MW	IS	742.50
97 00014635	V9701639	ULTRADENT PRODUCTS INC.	13053060	OH	05/07/2018		MW	IS	113.90
97 00014636	V9701854	VIRTUAL ENTERPRISES INTERNATI	LACE18 53	OH	05/07/2018		MW	IS	450.00
97 00014637	V9701684	CSEBA	DD MES MAY18	OH	05/09/2018		MW	IS	1,536.18
97 00014638	V9701887	CLEEK, KATHRYN	TES CLEEK APR18	OH	05/10/2018		MW	IS	357.36
97 00014639	V9701846	METLIFE SMALL MARKET	LIFE MAY18	OH	05/10/2018		MW	IS	98.00
97 00014640	V9701693	A-1 AWARDS & ENGRAVING	AA 2118183	OH	05/11/2018		MW	IS	592.89
97 00014641	V9701863	BERKMAN, NICOLE	MILEAGE MAR18	OH	05/11/2018		MW	IS	53.41
97 00014642	V9701887	CLEEK, KATHRYN	TES CLK APR18 2	OH	05/11/2018		MW	IS	727.27
97 00014643	V9701441	O'REILLY AUTO PARTS	1754174 APR18	OH	05/11/2018		MW	IS	81.07
97 00014644	V9700134	Orange County Dept of Educatio	94LI14502	OH	05/11/2018		MW	IS	487.03
97 00014645	V9701253	SOUTHWEST SCHOOL & OFFICE SUPP	PINNV0420772	OH	05/11/2018		MW	IS	192.66
97 00014646	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68LI1635	OH	05/16/2018		MW	IS	715.00
97 00014647	V9701818	COLLEGE AND CAREER ADVANTAGE	1318	OH	05/16/2018		MW	IS	720.99
97 00014648	V9701014	FOX, CINDY	MILEAGE APR18	OH	05/16/2018		MW	IS	61.91
97 00014649	V9700162	STAPLES	88098	OH	05/16/2018		MW	IS	511.49
97 00014650	V9701872	STRUIKSMA, KATHY	MILEAGE	OH	05/16/2018		MW	IS	63.33
97 00014651	V9701852	THOMAS, KIMBERLEY	TES THOMAS	OH	05/16/2018		MW	IS	187.72
97 00014652	V9701075	ACME NETWORK, THE	1048	OH	05/23/2018		MW	IS	2,500.00
97 00014653	V9701672	AMERICAN EXPRESS	92165 APR18	OH	05/23/2018		MW	RV	24,764.30
97 00014654	V9701895	REDBIRD FLIGHT SIMULATIONS INC	7583	OH	05/23/2018		MW	IS	10,118.00
97 00014655	V9701693	A-1 AWARDS & ENGRAVING	AA 2118233	OH	06/01/2018		MW	IS	67.34
97 00014656	V9701479	BECKMAR INK	38009	OH	06/01/2018		MW	IS	261.83
97 00014657	V9701863	BERKMAN, NICOLE	MILEAGE APR18	OH	06/01/2018		MW	IS	56.68
97 00014658	V9701739	CLUTTEY, TANIA	WEBSITE JUN18	OH	06/01/2018		MW	IS	250.00

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Report: BK3005: Consolidated Check Register

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Current Date: 06/12/2018

Current Time: 09:08:32

**COLLEGE & CAREER ADV**  
**Consolidated Check Register**  
 from 2/28/2018 to 6/11/2018

Check	Payee ID	Payee Name	Reference	Subs	Check Date	Cancel Date	Type	Status	Check Amount
97 00014659	V9701672	AMERICAN EXPRESS	92165 APR18 B	OH	06/06/2018		MW	IS	24,764.30
97 00014660	V9700002	CAPISTRANO UNIFIED SCHOOL DIST	68L11722	OH	06/06/2018		MW	IS	207.30
97 00014661	V9700471	REID, MARK	AVID180531	OH	06/06/2018		MW	IS	935.00

Issued: 74,951.16  
 Reversed: 24,764.30  
 97 Bank Total: 99,715.46

Grand Total: 99,715.46

## **PERSONNEL ASSIGNMENT ORDER**

### **Certificated**

Gary Bale                      Accept resignation as Crime Scenes and Investigations Instructor effective June 8, 2018.

Margaret Han                Ratify/approve part-time employment as Veterinary Technician Instructor effective May 14, 2018. Step 3.

Ms. Han has worked at VCA Animal Hospital as a Veterinary Assistant since March 2016. She received her Bachelor's Degree in Public Health Science from the University of California, Irvine. Ms. Han is currently attending Stanbridge University to earn an Associate's Degree in Veterinary Technology.

Brian Murrey                Accept resignation as Veterinary Technician Instructor effective April 18, 2018.

Scott Jones                 Accept resignation as Surgical Technology Instructor effective April 1, 2018.

Rick Jung                    Ratify/approve part-time employment as Robotics Instructor effective January 26, 2018. Step 3.

Mr. Jung has worked at CIRO Design as an engineering, design and consulting director since 1991. He received an undergraduate degree from California State University, Long Beach, in Industrial Design.

Instructional Program Coordinator            Approve the addition of an Instructional Program Coordinator, 12 month assignment. Certificated Management Salary Schedule, Range 117.

### **CLASSIFIED**

Purchasing/Accounts Payable Technician      Approve the addition of a Purchasing/Accounts Payable Technician, 12 month assignment. Classified Salary Schedule, Range 23.

## **CONFERENCES**

Robotics Competition

Ratify/approve Robotics Club Competition in Houston. Cost to the organization was approximately \$25,000.

**CONSENT CALENDAR**

AMENDMENT #2  
COLLEGE & CAREER ADVANTAGE  
BUSINESS-PLUS SYSTEM SUPPORT  
IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT

The AGREEMENT entered into April 15, 2016, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92626, hereinafter referred to as SUPERINTENDENT, and College & Career Advantage, 33122 Valle Road, San Juan Capistrano, California 92675, hereinafter referred to as DISTRICT, is hereby further amended as follows:

1.0 Section 5.0 PAYMENT shall be amended to read: DISTRICT agrees to pay SUPERINTENDENT the sum of fourteen thousand four hundred forty-two dollars (\$14,442.00) for annual software support service fees for fiscal year 2018-2019. Annual software support service fees due for each fiscal year shall be paid by DISTRICT on or before August 1st of that fiscal year upon receipt of an itemized invoice from SUPERINTENDENT. SUPERINTENDENT shall evaluate software support service charges annually, for possible upward or downward adjustments, based on SUPERINTENDENT'S actual costs to support Bi-Tech software. SUPERINTENDENT will provide DISTRICT written notice of the annual software support service fees due for the renewal period ninety (90) days prior to the end of each renewal period.

2018 - 2019 Annual Software Support Service Fees

Basic Financial/Budget	\$ 14,442.00
School Site Finance	\$ 0.00
Stores Inventory	\$ 0.00

Fixed Assets

\$ 0.00

\$ 14,442.00

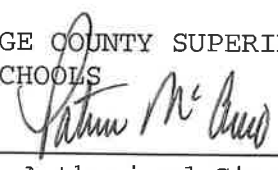
2.0 Except as expressly herein amended, including any amendments thereto, said AGREEMENT of April 27, 2016, shall in all respects be and remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto set their hands.

DISTRICT: COLLEGE & CAREER  
ADVANTAGE

ORANGE COUNTY SUPERINTENDENT  
OF SCHOOLS

BY: \_\_\_\_\_

BY:  \_\_\_\_\_

Authorized Signature

Authorized Signature

PRINT NAME: \_\_\_\_\_

PRINT NAME: Patricia McCaughey

TITLE: \_\_\_\_\_

TITLE: Administrator

DATE: \_\_\_\_\_

DATE: June 4, 2018

College&Career Advantage-AMENDMENT- Bus Plus (42929)2018-19  
ZIP 6

COLLEGE & CAREER ADVANTAGE  
HUMAN RESOURCES APPLICATION  
IMPLEMENTATION AND SOFTWARE SUPPORT SERVICE AGREEMENT

This AGREEMENT is hereby made and entered into this 1st day of July, 2018, by and between the Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92628, hereinafter referred to as SUPERINTENDENT, and College & Career Advantage, 33122 Valle Road, San Juan Capistrano, California 92675, hereinafter referred to as DISTRICT. SUPERINTENDENT and DISTRICT shall be collectively referred to as the Parties.

NOW, THEREFORE, the Parties hereto mutually agree as follows:

1.0 BASIS OF AGREEMENT. SUPERINTENDENT will provide professional services to DISTRICT for the operation of the SUPERINTENDENT'S Human Resources Application, including on-going training services for present and future employees, future software enhancements, and support services.

2.0 NETWORK INFRASTRUCTURE. The network standard protocol is TCP/IP. Each DISTRICT site that uses SUPERINTENDENT'S Human Resources Application must have a Local Area Network (LAN) connected via the DISTRICT office. DISTRICT should review its LAN design with SUPERINTENDENT'S Information Technology Division during the Technical Information phase of the project. DISTRICT will, at DISTRICT'S expense, connect to SUPERINTENDENT'S county-wide computer network via high speed data circuit and data communication devices for the services set forth in this AGREEMENT. DISTRICT costs associated with connectivity will be invoiced separately according to the terms of

1 the DISTRICT'S Intranet Network Support Service Agreement with  
2 SUPERINTENDENT. Computer processing will be performed on Windows  
3 servers at SUPERINTENDENT'S offices. DISTRICT will access  
4 SUPERINTENDENT'S Human Resources Application from DISTRICT personal  
5 computers through the DISTRICT'S Local Area Network.

6 3.0 SOFTWARE SUPPORT SERVICES

7 A. SUPERINTENDENT will provide DISTRICT access to  
8 SUPERINTENDENT'S Human Resources Application via a leased high speed  
9 data circuit to SUPERINTENDENT'S Windows based servers located at 200  
10 Kalmus Drive, Costa Mesa. DISTRICT will be responsible for the  
11 recurring cost of the leased high speed data circuit. DISTRICT shall  
12 have the ability to use the Human Resources Application (in Standard  
13 Mode).

14 B. SUPERINTENDENT will provide DISTRICT ongoing software  
15 support and assistance during normal business hours, provided  
16 however, that the availability or performance of this software  
17 support service shall not be construed as altering or affecting  
18 SUPERINTENDENT'S obligations as set forth in this AGREEMENT.  
19 SUPERINTENDENT'S technical support via telephone shall be provided to  
20 DISTRICT without charge Monday through Friday from 8:00 A.M. - 5:00  
21 P.M., excluding SUPERINTENDENT'S holidays.

22 C. SUPERINTENDENT may, upon mutual agreement of the parties,  
23 provide other services to DISTRICT which may include, but not be  
24 limited to, special reporting and other software assistance.  
25 DISTRICT shall pay SUPERINTENDENT for such additional services at a  
rate mutually agreed between the parties.



1 4.0 TERM. The term of this AGREEMENT shall be for one (1) year  
2 commencing July 1, 2018 and ending June 30, 2019. This AGREEMENT  
3 shall automatically be renewed annually, unless DISTRICT gives  
4 written notice to SUPERINTENDENT six (6) months prior to the end of  
5 each one (1) year renewal period. In no event shall this AGREEMENT  
6 exceed a five (5) year period, and shall terminate by its own terms  
7 on June 30, 2023.

8 5.0 PAYMENT. DISTRICT agrees to pay SUPERINTENDENT the sum of Five  
9 thousand eight hundred seventy-five dollars (\$5,875.00) for  
10 SUPERINTENDENT'S Human Resources Application annual software support  
11 service fees for fiscal year 2018-2019. Annual software support  
12 service fees due for each fiscal year shall be paid by DISTRICT on or  
13 before August 1st of that fiscal year upon receipt of an itemized  
14 invoice from SUPERINTENDENT. Annual Human Resources Application  
15 software support service fees will be evaluated annually for possible  
16 upward or downward adjustments. SUPERINTENDENT will provide DISTRICT  
17 written notice of the annual Human Resources Application software  
18 support service fees due for the renewal period ninety (90) days  
19 prior to the end of each renewal period. Renewal fees shall be based  
20 on the actual costs incurred by SUPERINTENDENT to support the Human  
21 Resources Application software.

22 6.0 EQUIPMENT/SOFTWARE REQUIREMENTS. The Human Resources Application  
23 supports the use of computers running Windows 7 or higher. All  
24 printing requirements for the Human Resources Application will take  
25 place at the DISTRICT.

1 7.0 DATA ROLLOVERS. If DISTRICT desires any data rollovers from its  
2 present system into SUPERINTENDENT'S Human Resources Application it  
3 will be necessary for DISTRICT to submit this data to SUPERINTENDENT  
4 in a flat file format according to specifications provided by  
5 SUPERINTENDENT'S Information Technology Division. Coordination  
6 meetings between DISTRICT and SUPERINTENDENT'S staff will be  
7 necessary to work out the rollover details. In the event that it  
8 proves impractical to successfully accomplish any part of the  
9 rollovers, it may be necessary for the DISTRICT'S staff to enter in  
10 test and/or production data to complete the conversion to  
11 SUPERINTENDENT'S Human Resources Application.

12 8.0 TRAINING. SUPERINTENDENT will provide on-going training  
13 services for present and future employees as determined by  
14 SUPERINTENDENT and DISTRICT to assist DISTRICT personnel in the use  
15 and operation of the software to enable DISTRICT to make optimum use  
16 of SUPERINTENDENT'S Human Resources Application. Training will be  
17 provided at SUPERINTENDENT'S training lab between the hours of 8:30  
18 A.M. and 4:30 P.M. Monday through Friday, excluding SUPERINTENDENT'S  
19 holidays.

20 9.0 FUTURE MODULES/OPTIONS. SUPERINTENDENT expects to offer  
21 additional features and optional services to its customers in the  
22 future. Each new capacity may have an additional charge.

23 10.0 INDEPENDENT CONTRACTOR. SUPERINTENDENT is and at all times shall  
24 be an independent contractor and shall be wholly responsible for the  
25 manner in which the services required by the terms of this AGREEMENT  
are performed. Nothing herein contained shall be construed as

1 creating the relationship of employer and employee, or principal and  
2 agent, between SUPERINTENDENT and DISTRICT. SUPERINTENDENT assumes  
3 the responsibility for the acts of its employees or agents as they  
4 relate to the services to be provided. SUPERINTENDENT, its officers,  
5 agents, and employees, shall not be entitled to any rights, and/or  
6 privileges of DISTRICT'S employees and shall not be considered in any  
7 manner to be DISTRICT'S employees.

8 11.0 HOLD HARMLESS.

9 A. SUPERINTENDENT hereby agrees to indemnify, defend, and  
10 hold harmless DISTRICT, its Governing Board, officers, agents, and  
11 employees from liability and claims of liability for bodily injury,  
12 personal injury, sickness, disease, or death of any person or  
13 persons, or damage to any property, real personal, tangible or  
14 intangible, arising out of the negligent acts or omissions of  
15 employees, agents or officers of SUPERINTENDENT or the Orange County  
16 Board of Education during the period of this AGREEMENT.

17 B. DISTRICT hereby agrees to indemnify, defend, and hold  
18 harmless SUPERINTENDENT, the Orange County Board of Education, and  
19 its officers, agents, and employees from liability and claims of  
20 liability for bodily injury, personal injury, sickness, disease, or  
21 death of any person or persons, or damage to any property, real,  
22 personal, tangible or intangible, arising out of the negligent acts  
23 or omissions of employees, agents or officers of DISTRICT during the  
24 period of this AGREEMENT.  
25

1 12.0 NON-DISCRIMINATION. SUPERINTENDENT and DISTRICT agree that they  
2 will not engage in unlawful discrimination because of race, color,  
3 religious creed, national origin, ancestry, physical handicap,  
4 medical condition, marital status, or sex of such persons.

5 13.0 APPLICABLE LAW. SUPERINTENDENT and DISTRICT agree to comply with  
6 all federal, state and local laws, rules and regulations and  
7 ordinances that are now or may in the future become applicable to  
8 SUPERINTENDENT or DISTRICT'S business, equipment and personnel  
9 engaged in operations covered by this AGREEMENT or occurring out of  
10 the performance of such operations.

11 14.0 ASSIGNMENT. SUPERINTENDENT or DISTRICT shall not subcontract or  
12 assign the performance of any of the services in this AGREEMENT  
13 without prior written approval of the other party.

14 15.0 TOBACCO USE POLICY. In the interest of public health, the  
15 SUPERINTENDENT provides a tobacco-free environment. Smoking or the  
16 use of any tobacco products are prohibited in buildings and vehicles,  
17 and on any property owned, leased or contracted for by the  
18 SUPERINTENDENT pursuant to SUPERINTENDENT Policy 400.15. Failure to  
19 abide with conditions of this policy could result in the termination  
20 of this AGREEMENT.

21 16.0 TERMINATION. SUPERINTENDENT or DISTRICT may terminate this  
22 AGREEMENT with or without cause upon the giving of six (6) months  
23 prior written notice to the other party. Notification must be given  
24 six (6) months prior to the end of each renewal period.

25 17.0 NOTICES. All notices or demands to be given under this AGREEMENT  
by either party to the other shall be in writing and given by: i)

1 Personal service, or ii) U.S. Mail, mailed either by registered or  
2 certified mail, return receipt requested, with postage prepaid.  
3 Service shall be considered given when received if personally served  
4 or, if mailed, on the third (3rd) day after deposit in any U.S. Post  
5 Office. The address to which notices or demands may be given by  
6 either party may be changed by written notice given in accordance  
7 with the notice provisions of this section. As of the date of this  
8 AGREEMENT the addresses of the parties are as follows:

9 DISTRICT: College & Career Advantage  
10 33122 Valle Road  
11 San Juan Capistrano, California 92675  
12 Attn: \_\_\_\_\_

13 SUPERINTENDENT: Orange County Superintendent of Schools  
14 200 Kalmus Drive  
15 Costa Mesa, California 92626  
16 Attn: Patricia McCaughey

17 18.0 SEVERABILITY. If any term, condition or provision of this  
18 AGREEMENT is held by a court of competent jurisdiction to be invalid,  
19 void or unenforceable, the remaining provisions will nevertheless  
20 continue in full force and effect and shall not be affected, impaired  
21 or invalidated in any way.

22 19.0 GOVERNING LAW. The terms and conditions of this AGREEMENT shall  
23 be governed by the laws of the State of California, with venue in  
24 Orange County, California.

25 20.0 ENTIRE AGREEMENT/AMENDMENT. This AGREEMENT and any exhibits  
attached hereto constitute the entire agreement between  
SUPERINTENDENT and DISTRICT regarding the services and any agreement  
made shall be ineffective to modify this AGREEMENT in whole or in  
part unless such agreement is embodied in an Amendment to this

1 AGREEMENT which has been signed by both Parties. This AGREEMENT  
2 supersedes all prior negotiations, understandings, representations  
3 and agreements.

4 IN WITNESS WHEREOF, the Parties hereto have caused this  
5 AGREEMENT to be executed.

6 DISTRICT: COLLEGE & CAREER  
ADVANTAGE

ORANGE COUNTY SUPERINTENDENT  
OF SCHOOLS

7 BY: \_\_\_\_\_  
8 Authorized Signature

BY: Patricia McCaughey  
Authorized Signature

9 PRINT NAME: \_\_\_\_\_

PRINT NAME: Patricia McCaughey

10 TITLE: \_\_\_\_\_

TITLE: Administrator

11 DATE: \_\_\_\_\_

DATE: June 4, 2018

12  
13  
14  
15 College & Career Advantage - Human Resources Application (46314) 2018-2023  
16 ZIP 6  
17  
18  
19  
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21  
22  
23  
24  
25



# Metropolitan Education District

ATTENTION: DISTRICT OFFICE/ACCOUNTING

760 Hillsdale Avenue, Building 6

San Jose, CA 95136-1190

(408) 723-6428

INVOICE

NO.

**3028**

College & Career Advantage

Patricia Romo, Superintendent

Attn: Director/Manager of Fiscal

33122 Valle Rd.

San Juan Capistrano, CA 92675

DATE

May 3, 2018

## JPA Coalition Agreement

Participate in CTE funding initiative with School Services of California

### ROUND TWO

January 2018 - June 2018

1,875 00

July 2018 - December 2018

1,875 00

Please fill in, sign, and return attached agreement with your check payment.

*We promote our mission better and stronger by being united together - Thank you!*

Balance Due \$3,750 00

010-0000-0-9209-19-0000-0000-000-793-0000-0000 \$1,875.00

010-0000-0-5800-00-6000-2100-014-793-0000-0000 \$1,875.00

DISTRIBUTION:

WHITE - VENDOR

YELLOW - REMITTANCE COPY

GREEN - ACCOUNTING

  
Fiscal Services Manager

CONSENT CALENDAR

Agenda Item 9  
June 19, 2018

-26-

# Career Technical Education Funding Initiative

## Letter of Agreement to Participate 2017-18

College and Career Advantage expresses its agreement to participate in the Career Technical Education Funding Initiative, effective January 20, 2017, through December 31, 2018.

As a participant, our Joint Powers Authority agrees to support and participate in legislative efforts for sustained funding for Career Technical Education programs and direct funding for Joint Powers Authorities that provide Career Technical Education programs.

To assist in this effort, the Metropolitan Education District (MetroED) will contract with School Services of California, Inc., to provide legislative services.

The annual membership fee is based on the total number of Joint Powers Authorities that participate in these efforts, not to exceed \$5,000 per participant:

Superintendent Name	Patricia Romo, Executive Director	
Name of Joint Powers Authority	College and Career Advantage (ROP)	
List of Participating School Districts	Capistrano Unified School district & Laguna Beach Unified School District	
County	Orange Choose the county.	
E-mail Address	pjromo@capousd.org	
Mailing Address	33122 Valle Road San Juan Capistrano, CA 92675	
Telephone No.	949-234-9477	
Fax No.	949-248-9718	
Enrollment Count		
Membership Fee	\$3750.00 X 16 members = 60,000	
Additional Contacts:		
Name	Job Title	Email Address

Signature

*Patricia Romo*

Date Click here to enter a date.

This serves as an official invoice.

### Please Return To:

Marie dela Cruz, Chief Business Official  
MetroED  
760 Hillsdale Avenue  
San Jose, CA 95136  
Work: (408) 723-6419  
Email: [mdelacruz@metroed.net](mailto:mdelacruz@metroed.net)



# College And Career Advantage

## Assets To Be Deleted From Inventory

Pending Board approval 06/19/2018

Tag #	Site	Location	Acquired	Description	Model#	Serial#	Unit Cost	Donated Value	Status *	Funding
189	CCA	Obsolete Stora	9/00	TRIPLE SORTER 64 POCKETS MBOX	P143G		\$1,884.00		Obsolete	ROP
193	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(1 a9ba-25811		\$504.00		Obsolete	ROP
195	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(3 a9ba-25811		\$504.00		Obsolete	ROP
196	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(4 a9ba-25811		\$504.00		Obsolete	ROP
197	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(5 a9ba-25811		\$504.00		Obsolete	ROP
198	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(6 a9ba-25811		\$504.00		Obsolete	ROP
199	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(7 a9ba-25811		\$504.00		Obsolete	ROP
200	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(8 a9ba-25811		\$504.00		Obsolete	ROP
201	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(9 a9ba-25811		\$504.00		Obsolete	ROP
202	ROP	ROP-4	4/00	PARAGON DUAL WORKSTATION 80in	(1 a9ba-25811		\$504.00		Obsolete	ROP
332	SCHS	SCHS-CC	10/04	DESK WLEFT RETURN COLOR/OAK	11128		\$795.00		Donation	ROP
346	ROP	THS-CC	8/04	CABINET 72" COLOR PUTTY	B30096		\$569.00		Obsolete	ROP
457	CVHS	CVHS-C5	8/07	PLASTIC LAM TOP BEIGE ALMOND CABIN	5490322		\$815.00		Obsolete	ROP/CTE/GR.
458	CVHS	CVHS-C5	8/07	PLASTIC LAM TOP BEIGE ALMOND CABIN	5490322		\$815.00		Obsolete	ROP/CTE/GR.
459	CVHS	CVHS-C5	8/07	PLASTIC LAM TOP BEIGE ALMOND CABIN	5490422		\$951.00		Obsolete	ROP/CTE/GR.
571	ROP	Facility	1985	Storage Shed Shredding Storage			\$1,821.25		Obsolete	ROP
588	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL21501W8	\$1,054.87		Obsolete	ROP
590	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL2161ZKL	\$1,054.87		Obsolete	ROP
591	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL2161ZKM	\$1,054.87		Obsolete	ROP
613	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL22807RZ	\$1,054.87		Obsolete	ROP
614	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL22807S0	\$1,054.87		Obsolete	ROP
615	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL22807S1	\$1,054.87		Obsolete	ROP
616	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320	MXL22807S2	\$1,054.87		Obsolete	ROP
617	CCA	Office	2012	HP TouchSmart Elite Computer	HP-7320		\$1,054.87		Obsolete	ROP
618	CCA	CCA Instruction	2012	HP TouchSmart Elite Computer	HP-7320		\$1,054.87		Obsolete	ROP
625	CCA	CCA Instruction	2013	HP LASER JET P3015N PRINTER	CE527A#ABA	VNB3S25764	\$593.99		Obsolete	ROP
633	ROP	Office	2013	CISCO SG300 28-PORT POE G. SWITCH	SRW2022YP	DNI17301SC	\$723.65		Obsolete	ROP
649	SJHHS	SJHHS-E18	2013	ACCURIP COMBO 1430	1430		\$1,138.58		Obsolete	ROP
669	CCA	ROP-CC	2014	KONICA MINOLTA COPIER	BH-751	AONP011004676	\$21,696.12		Obsolete	ROP
670	CCA	CCA Instruction	2014	COMPUTER INTEL	SC0129	92877	\$975.20		Obsolete	ROP
673	ROP	ROP-3	2014	VIEW SONIC 23" MONITOR	VS1-4822	T8L14020207	\$975.20		Obsolete	ROP
674	ROP	ROP-4	2014	INTEL COMPUTER	SC0129	92870	\$975.20		Obsolete	ROP
697	THS	THS-CC	2014	VERTICAL FILE 5 DRAWER PUTTY	34929	NONE	\$540.72		Obsolete	ROP
722	ROP	ROP-8	2014	M-9 AUTOMATIC CLAVE	?	?	\$3,650.00		Obsolete	ROP
737	CCA	ROP-7	2014	PELTON CRANE OCR MANUAL AUTOCLA	OMNI CLAVE	A4-44110	\$1,600.00		Obsolete	ROP
760	ROP	ROP-4	2014	INTEL COMPUTER	NONE	93589	\$892.35		Obsolete	ROP

Agenda Item 10  
June 19, 2018

Wednesday, June 13, 2018

11:30 AM

\* NOTE: "BER" = Beyond Economic Repair,

Tag #	Site	Location	Acquired	Description	Model#	Serial#	Unit Cost	Donated Value	Status *	Funding
761	ROP	ROP-4	2014	INTEL COMPUTER	NONE	93579	\$892.35		Obsolete	ROP
832	THS	THS-CC	2014	LOVE SEAT LEATHER ESPRESSO	75199	NONE	\$529.52		Obsolete	ROP
839	LBHS	LBHS-CC	2014	ICT COMPUTER WORKSTATION			\$729.00		Obsolete	ROP
841	LBHS	LBHS-CC	2014	HP LASER JET P3015N PRINTER			\$658.80		Obsolete	ROP
865	ROP	Office	2014	16 CHANNEL HIKVISION 2TB DVR	P3015N		\$1,009.80		Obsolete	ROP
877	CCA	IDF-2	2014	ADTRAN NETVANTA 1234P LAYER 3 SWIT			\$1,775.52		Obsolete	ROP
878	ROP	Office	2014	CISCO 194 INTERGRATE ROUTER			\$1,910.52		Obsolete	ROP
879	ROP	Office	2014	CISCO 2 PORT FAST ENTENET			\$1,165.32		Obsolete	ROP
880	ROP	Office	2014	SONICWALL NSA 2600 TOTAL SECURE			\$3,774.60		Obsolete	ROP
882	ROP	ROP-CC	2014	EDG CLUB CHAIR VINYL BLUE	75360	NONE	\$580.00		Obsolete	ROP
883	ROP	ROP-CC	2014	EDG CLUB CHAIR VINYL BLUE	75360	NONE	\$580.00		Obsolete	ROP
884	ROP	ROP-CC	2014	EDG CLUB CHAIR VINYL BLUE	75360	NONE	\$580.00		Obsolete	ROP
890	CCA	CCA Instruction	2015	HP LASER PRINTER P3015N	CE527A	UND3G23872	\$539.99		Obsolete	ROP
918	CVHS	CVHS-C5	2015	DRUM MOUNT HEATED WASHER - W/BA	DH36R-A		\$1,832.18		Obsolete	ROP
919	CCA	Obsolete Stora	2015	HP LASER JET PRINTER P3015N	CE527A	VND3G23683	\$647.99		Obsolete	ROP
9212	CVHS	CVHS-C5	6/88	VOLT AMP TESTER	V18T-60	0488E407	\$1,395.00		Obsolete	ROP
92336	CVHS	CVHS-C5	5/96	STRUT SPRING COMPRESSOR	7200		\$918.00		Obsolete	ROP
92405	CVHS	CVHS-C5	5/96	BRAKE WASHER	5-100-010	95101019	\$681.25		Obsolete	ROP
92406	CVHS	CVHS-C5	5/96	TIRE CHANGER	RC-1	5104114	\$2,580.00		Obsolete	ROP
92546	CCA	Obsolete Stora	1/98	HP LASER JET 69 PRINTER (HR)	C3094A	USMB020562	\$1,670.14		Obsolete	ROP
92717	CCA	Obsolete Stora	7/98	HEWLETT PACKARD LASER JET 4000SE	C4118A	USMC032780	\$1,150.00		Obsolete	PERKINS 232
92721	ROP	IDF-1	12/99	CISCO 2900 SWITCH	2950-XL		\$2,446.00		Obsolete	ROP
92722	CCA	IDF-2	12/99	ENTERPRISE SWITCH			\$2,446.00		Obsolete	ROP
92779	SCHS	SCHS-CC	4/00	HEWLETT PACKARD LASER JET 2100	C4138A	USGG048559	\$650.00		Obsolete	ROP
92802	CCA	Obsolete Stora	5/00	HEWLETT PACKARD LASER JET 4050	C4251A	USQX066111	\$1,150.00		Obsolete	ROP
92955	CCA	CCA Instruction	2/01	DA-LITE OVERHEAD PROJECTOR	5000	006679	\$628.00		Obsolete	ROP
92964	CVHS	CVHS-C5	5/01	DA-LITE OVERHEAD PROJECTOR	5000	6455	\$628.00		Obsolete	ROP
92972	CCA	Obsolete Stora	6/01	EPSON LCD PROJECTOR	703	CWW01452C	\$3,547.00		Obsolete	ROP
92973	CCA	Obsolete Stora	6/01	EPSON LCD PROJECTOR	703	CWW01467C	\$3,547.00		Obsolete	ROP
92977	DHHS	DHHS-205	6/01	CANON ELURA 2MC DIGITAL VIDEO CAM.	T3026LA4	2220749	\$1,299.00		Obsolete	ROP
92979	CCA	Obsolete Stora	6/01	CANON VISUAL COMMUNICATION	V1ZCAM1000	13106948	\$1,095.00		Obsolete	SITE GRANT
93024	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	11527	\$3,988.00		Obsolete	ROP
93025	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR (DOWN)	VPL-PX10		\$3,988.00		Obsolete	ROP
93026	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	115	\$3,988.00		Obsolete	ROP
93028	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	115	\$3,988.00		Obsolete	ROP
93029	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	115	\$3,988.00		Obsolete	ROP
93030	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	???	\$3,988.00		Obsolete	ROP
93031	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	1150	\$3,988.00		Obsolete	ROP
93032	CCA	Obsolete Stora	3/02	SONY LUMEM PROJECTOR	VPL-PX10	1150	\$3,988.00		Obsolete	ROP
93042	ANHS	ANHS-609	6/02	MULTIWAVE FULL SERVER TOWER	5387773	37787	\$1,897.00		Obsolete	ROP

Wednesday, June 13, 2018

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\* NOTE: "BER" = Beyond Economic Repair,

Tag #	Site	Location	Acquired	Description	Model#	Serial#	Unit Cost	Donated Value	Status *	Funding
93110	ROP	ROP-4	3/02	SONY LUMEM PROJECTOR	VPL-PX11	6502608	\$3,988.00		Obsolete	ROP
93112	ROP	ROP-4	11/02	HEWLETT PACKARD 2100 PRINTER	C4170A	USGG049164	\$500.00		Obsolete	ROP
93183	DHHS	DHHS-205	1/05	POWER MAC G5	A1047	G85020ZPQPQ1	\$2,056.00		Obsolete	ROP
93184	DHHS	DHHS-205	1/05	POWER MAC G5	A1047	G85020ZNPQPM	\$2,056.00		Obsolete	ROP
93210	CCA	CCA Instruction	5/05	PENTIUM 4 COMPUTER	Desktop 2.8GHz	56479	\$576.00		Obsolete	ROP
93246	CCA	CCA - 9	5/05	PENTIUM 4 COMPUTER	Desktop 2.8GHz	56494	\$576.00		Obsolete	ROP
93300	ROP	Office	5/05	TIGER SER. 2U P4 RACKMOUNT SERVER	CAP-ROP	5A130C408B2	\$4,347.00		Obsolete	ROP
93309	ROP	IT Shop	9/05	IN-FOCUS PROJECTOR	SP-4805	AMPS45107798	\$999.00		Obsolete	ROP
93312	SJHHS	SJHHS-E18	9/05	IN-FOCUS PROJECTOR	SP-4805	AMPS44902617	\$999.00		Obsolete	ROP
93324	CCA	Obsolete Stora	10/05	ELMO VISUALPRESENTER	EV-2000AF	414741	\$1,350.00		Obsolete	ROP
93457	CVHS	CVHS-PE6	6/06	SHARP PROJECTOR	XR-10S	604936520	\$799.00		Obsolete	ROP
93477	ROP	Break Rm	7/06	CANON COPY MACHINE/DANKA	7086		\$22,762.00		Obsolete	ROP
93481	CCA	Obsolete Stora	9/06	SHARP PROJECTOR	XR-10S	607947220	\$799.00		Obsolete	ROP
93482	CCA	Obsolete Stora	9/06	SHARP PROJECTOR	XR-10S	607947039	\$799.00		Obsolete	ROP
93483	ROP	IT Shop	9/06	SHARP PROJECTOR	XR-10S	607947039	\$799.00		Obsolete	ROP
93519	CCA	CCA Instruction	5/07	EPSON POWER LITE 83C	83C	JXJF75A746L	\$816.19		Obsolete	CTE
93520	CVHS	CVHS-H6	5/07	EPSON POWER LITE 83C	83C	JXJF75A739L	\$816.19		Obsolete	CTE
93523	CCA	CCA - ADMIN	5/07	EPSON POWER LITE 83C	83C	JXJF740634L	\$816.19		Obsolete	CTE
93525	ROP	IT Shop	5/07	EPSON POWER LITE 83C	83C	JXJF74A910L	\$816.19		Obsolete	CTE
93534	ROP	Strg Container	5/06	AIR CONDITIONING UNIT	202426	0389-40	\$1,000.00		Obsolete	ROP
93550	CCA	Obsolete Stora	6/07	RANAR V-6400 6 COLOR 4 STATION PRES	AA-9015		\$2,895.00		Obsolete	ROP
93590	ROP	ROP-3	4/08	MUSCLE SKELETON			\$925.00		Obsolete	ROP
93657	ROP	FACILITY	4/08	FACILITY PAINTING, Admi, ACC, Brd, Shop			\$13,200.00		Obsolete	ROP
93661	ROP	Office	6/08	VALCOM PAGING SYSTEM	V-23A		\$2,722.50		Obsolete	ROP
93662	CCA	Office	6/08	NETWORK SECURITY ALARM SYSTEM	NX-119E		\$10,586.44		Obsolete	ROP
93663	ROP	ROP-CC	6/08	SOCRATES SOFTWARE			\$7,500.00		Obsolete	ROP
93664	ROP	Office	6/08	AD-TRAN SWITCH	NetVanta 1224 ST		\$48,111.95		Obsolete	ROP
93680	ROP	ROP-4	10/08	4 TON BARD WALL MOUNT HVAC UNIT R	WH49A05GP4		\$11,425.30		Obsolete	ROP
93788	DHHS	DHHS-205	7/10	PRO MAC, ONE QUAD-COR E INTEL XEON	A1289	H2911N4PD	\$2,434.00		Obsolete	ROP
93789	DHHS	DHHS-205	7/10	PRO MAC, ONE QUAD-COR E INTEL XEON	A1289	H2902W4PD	\$2,434.00		Obsolete	ROP
93791	DHHS	DHHS-205	7/10	PRO MAC, ONE QUAD-COR E INTEL XEON	A1289	H291194PD	\$2,434.00		Obsolete	ROP
93793	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (1)	A1311	QP0310V3DNNM	\$2,198.00		Obsolete	ROP
93794	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (2)	A1311	QP03126XDNNM	\$2,198.00		Obsolete	ROP
93795	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (3)	A1311	QP0310WZDNNM	\$2,198.00		Obsolete	ROP
93796	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (4)	A1311	QP0310U9DNNM	\$2,198.00		Obsolete	ROP
93797	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (5)	A1311	QP0310C1EDNM	\$2,198.00		Obsolete	ROP
93798	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (6)	A1311	QP0310YCDNM	\$2,198.00		Obsolete	ROP
93800	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (7)	A1311	QP031254DNNM	\$2,198.00		Obsolete	ROP
93801	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (8)	A1311	QP0310YXDNNM	\$2,198.00		Obsolete	ROP
93802	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO (9)	A1311	QP031024DNNM	\$2,198.00		Obsolete	ROP

Wednesday, June 13, 2018

11:30 AM

\* NOTE: "BER" = Beyond Economic Repair,

Tag #	Site	Location	Acquired	Description	Model#	Serial#	Unit Cost	Donated Value	Status *	Funding
93803	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(10) A1311	QP0310V9DNM	\$2,198.00		Obsolete	ROP
93804	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(11) A1311	QP0310USDNM	\$2,198.00		Obsolete	ROP
93805	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(12) A1311	QP0310U0DNM	\$2,198.00		Obsolete	ROP
93806	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(13) A1311	QP0310X0DNM	\$2,198.00		Obsolete	ROP
93807	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(14) A1311	QP03128DNM	\$2,198.00		Obsolete	ROP
93808	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(15) A1311	QP03127XDNM	\$2,198.00		Obsolete	ROP
93809	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(16) A1311	QP03126YDNM	\$2,198.00		Obsolete	ROP
93810	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(17) A1311	QP031278DNM	\$2,198.00		Obsolete	ROP
93811	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(18) A1311	QP03124XDNM	\$2,198.00		Obsolete	ROP
93812	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(19) A1311	QP03124UDNM	\$2,198.00		Obsolete	ROP
93813	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(20) A1311	QP031253DNM	\$2,198.00		Obsolete	ROP
93814	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(21) A1311	QP03126RDNM	\$2,198.00		Obsolete	ROP
93815	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(22) A1311	QP031287DNM	\$2,198.00		Obsolete	ROP
93816	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(23) A1311	QP0310VDDNM	\$2,198.00		Obsolete	ROP
93817	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(24) A1311	QP0310Y2DNM	\$2,198.00		Obsolete	ROP
93818	DHHS	DHHS-205	8/10	I-MAC 21.5"INTEL/CORE 2 DUO	(25) A1311	QP03124ZDNM	\$2,198.00		Obsolete	ROP
93887	ROP	Strg Container	6/11	SOLAR PANEL KIT	74-0340	NONE	\$5,111.25		Obsolete	ARRA
93888	ROP	Strg Container	6/11	SOLAR PANEL KIT	74-0340	NONE	\$5,111.25		Obsolete	ARRA
93902	SJHHS	SJHHS-E18	2011	SCREEN WRITER 5 1200 DPT, 256			\$3,568.23		Obsolete	ARRA
93937	CCA	Office	8/11	HP LASER JET M3035XS MFP			\$1,884.55		Obsolete	ROP
93952	ROP	FACILITY		SHELTER	CC477A#BCC	CNQC63977	\$5,846.91		Obsolete	

Wednesday, June 13, 2018

11:30 AM

\* NOTE: "BER" = Beyond Economic Repair,

## **COLLEGE AND CAREER ADVANTAGE**

### **M e m o r a n d u m**

TO: CCA Governing Board  
FROM: Patricia Romo, Executive Director  
DATE: June 12, 2018  
SUBJECT: 2018-19 CCA CALENDAR

---

#### **BACKGROUND INFORMATION**

The CCA typically prepares the school-year calendar using input from both CUSD and LBUSD calendars.

#### **CURRENT SITUATION**

Both districts' calendars have been approved by their respective Boards and forwarded to CCA.

#### **RECOMMENDATION**

It is respectfully requested that the Governing Board review and consider approval of the CCA School Calendar for 2018-19.



## **COLLEGE AND CAREER ADVANTAGE**

### **2018-2019 SCHOOL CALENDAR**

INDEPENDENCE DAY HOLIDAY	Wed., July 4, 2018
Fall Semester Begins (CCA, CUSD)	Tues., Aug. 21, 2018
LABOR DAY HOLIDAY	Mon., Sept. 3, 2018
Fall Semester Begins (LBUSD)	Tues., Sept. 4, 2018
Pupil Free Day (CUSD)	Thurs., Nov. 1, 2018
VETERANS DAY HOLIDAY	Mon., Nov. 12, 2018
Thanksgiving Recess (CCA & CUSD)	Mon. - Fri., Nov. 19-23, 2018
Thanksgiving Recess (LBUSD)	Wed. - Fri., Nov. 21-23, 2018
THANKSGIVING HOLIDAYS	Thurs. & Fri., Nov. 22 & 23, 2018
Last Day of Fall Semester (CCA & CUSD)	Thurs., December 20, 2018
Pupil Free Day (CCA & CUSD)	Fri., December 21, 2018
Winter Recess (CCA, CUSD & LBUSD)	Mon.- Fri., Dec. 24, 2018 - Jan. 4, 2019
CHRISTMAS HOLIDAYS (CCA)	Mon. & Tue., Dec. 24 & 25, 2018
NEW YEAR'S HOLIDAYS (CCA)	Mon. & Tues., Dec. 31, 2018 & Jan. 1, 2019
School Resumes (CCA, CUSD & LBUSD)	Mon., Jan. 7, 2019
Spring Semester Begins (CCA & CUSD)	Mon., Jan. 7, 2019
DR. MARTIN LUTHER KING, JR. HOLIDAY	Mon., Jan. 21, 2019
Last day of Fall Semester (LBUSD)	Fri., Jan. 25, 2019
Pupil Free Day (LBUSD)	Mon., Jan. 28, 2019
Spring Semester Begins (LBUSD)	Tues., Jan. 29, 2019
PRESIDENTS' DAYS HOLIDAY (CCA & CUSD)	Fri. & Mon., Feb. 15 & 18, 2019
LBUSD Mid-Winter Recess (pertains <u>only</u> to classes held at LBHS)	Mon. - Fri., Feb. 18-22, 2019
Spring Recess (CCA, CUSD)	Mon. - Fri., Apr. 1-5, 2019
SPRING HOLIDAY (CCA, CUSD)	Fri., Apr. 5, 2019
Spring Recess (LBUSD)	Mon. - Fri., Apr. 8-12, 2019
SPRING HOLIDAY (LBUSD)	Mon., Apr. 8, 2019
MEMORIAL DAY HOLIDAY	Mon., May 27, 2019
Last day of Spring Semester (CCA & CUSD)	Thurs., June 6, 2019
Last day of Spring Semester (LBUSD)	Thurs., June 20, 2019

## **COLLEGE AND CAREER ADVANTAGE**

### **Memorandum**

TO: CCA Governing Board

FROM: Patricia Romo, Executive Director

DATE: June 12, 2018

SUBJECT: RESOLUTION #08-17/18 – YEAR-END INTERNAL TRANSFERS

---

#### **CURRENT SITUATION**

Education Code 42600 provides for the transfer of funds between expenditure classifications within the General Fund by the written Resolution of the Governing Board. This Resolution allows for routine internal transfers in order to balance expenditure classifications and permit the payment of obligations of the CCA within the 2017-2018 District Budget.

#### **FISCAL IMPLICATIONS**

There is no budget impact since the transfers are within the CCA's general fund.

#### **RECOMMENDATION**

It is respectfully recommended that the Governing Board consider adoption of Resolution #08-17/18 and allow the Executive Director to take the required action to process the necessary internal transfers in order to balance at the close of the fiscal year.

**COLLEGE AND CAREER ADVANTAGE**

**RESOLUTION #08-17/18**

**YEAR-END INTERNAL TRANSFERS**

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_,  
and carried by a roll call vote, the following Resolution was adopted:

WHEREAS, the Governing Board has determined that, at the close of the fiscal year, the Executive Director of College and Career Advantage, or designee, may make such transfers of funds between expenditure classifications within the General Fund in order to balance any expenditure classification of the budget of the CCA for such fiscal year as are necessary to permit the payment of obligations of the CCA incurred during such fiscal year.

AYES	( )	ABSENT	( )
NOES	( )	ABSTAIN	( )

I, Patricia Romo, Secretary of the Governing Board of College and Career Advantage of Orange County, California hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at a meeting thereof held on the 12th day of June, 2018.

IN WITNESS OF THE ABOVE STATED ACTION, I have hereunto set my hand this 12th day of June, 2018.

\_\_\_\_\_  
Secretary



## **COLLEGE AND CAREER ADVANTAGE**

### **Memorandum**

TO: CCA Governing Board

FROM: Patricia Romo, Executive Director

DATE: June 12, 2018

SUBJECT: RESOLUTION #09-17/18 - SALARY SCHEDULES FOR 2018-19

---

#### **CURRENT SITUATION**

The CCA salary schedules, as agreed upon by the Board, are typically valid for one year. The time period covered by the current schedules will end June 30<sup>th</sup>.

For the upcoming fiscal year, the 2017-18 salary schedules and salary ranges for certificated and classified employees will move forward and become the 2018-19 salary schedules (see Exhibits A-D)

#### **RECOMMENDATION**

It is respectfully recommended that the Governing Board consider adoption of Resolution #09-17/18.

**COLLEGE AND CAREER ADVANTAGE**

**RESOLUTION #09-17/18**

**SALARY SCHEDULES FOR 2018-19**

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_,  
and carried by a roll call vote, the following Resolution was adopted:

WHEREAS, the Governing Board of College and Career Advantage wishes to utilize the 2017-18 salary schedules and salary ranges for certificated and classified employees for the new fiscal year beginning July 1, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Governing Board adopts salary schedules for certificated and classified employees for the 2018-19 school year and the salary range schedules for certificated and classified employees, which shall be the same as the salary schedules maintained for certificated and classified employees for the 2017-18 school year, and that the salaries and wages shall be effective on or after July 1, 2018, as ordered by the Governing Board.

AYES	( )	ABSENT	( )
NOES	( )	ABSTAIN	( )

I, Patricia Romo, Secretary of the Governing Board of College and Career Advantage of Orange County, California, hereby certify that the above and foregoing Resolution was regularly adopted by the said Board at a meeting thereof held on the 19th day of June, 2018.

IN WITNESS OF THE ABOVE STATED ACTION, I have hereunto set my hand this 19<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Secretary

# COLLEGE AND CAREER ADVANTAGE

## COMPENSATION OF EMPLOYEES 2017-2018

### I. Salary Schedule for Instructors

Step	Hourly
1	35.30
2	36.40
3	37.52
4	38.69
5	39.88
6	41.16
7	42.38
8	43.73
9	44.99
10	46.42
11	47.90
12	49.38
13	50.89
14	51.55

Longevity Increases 2%	
Years	Hourly
15	52.55
20	53.62
25	54.72

Revised and Adopted 05-16-90  
 Revised and Adopted 10-16-91  
 Revised and Adopted 04-15-93  
 Revised and Adopted 06-15-95  
 Revised and Adopted 02-15-96  
 Revised and Adopted 02-20-97  
 Revised and Adopted 10-16-97  
 Revised and Adopted 11-12-98  
 Revised and Adopted 11-18-99

Revised and Adopted 11-09-00  
 Revised and Adopted 02-21-02  
 Revised and Adopted 11-14-02  
 Revised and Adopted 05-20-04  
 Revised and Adopted 05-19-05  
 Revised and Adopted 10-20-05  
 Revised and Adopted 10-19-06  
 Adopted 06-13-07  
 Adopted 06-17-08

Adopted 06-25-09  
 Adopted 06-17-10  
 Adopted 06-16-11  
 Revised and Adopted 10-20-11  
 Adopted 06-19-12  
 Adopted 06-19-13  
 Revised and Adopted 10-17-13  
 Adopted 06-18-14  
 Revised and Adopted 12-18-14

Adopted 06-23-15  
 Adopted 06-14-16  
 Adopted 05-25-17

# EXHIBIT B

CLAA

## COLLEGE AND CAREER ADVANTAGE

### COMPENSATION OF EMPLOYEES 2017-2018

#### II. Classified Salary Schedule

SALARY RANGE	Step Increases 5%													
	STEP A		STEP B		STEP C		STEP D		STEP E		STEP F		STEP G	
	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
1	1,793	10.35	1,883	10.86	1,977	11.40	2,074	11.97	2,178	12.57	2,288	13.20	2,402	13.86
2	1,838	10.60	1,929	11.13	2,026	11.69	2,126	12.26	2,233	12.88	2,345	13.53	2,462	14.20
3	1,884	10.87	1,978	11.41	2,075	11.97	2,179	12.57	2,289	13.20	2,404	13.87	2,524	14.56
4	1,930	11.14	2,027	11.69	2,127	12.27	2,234	12.89	2,346	13.54	2,463	14.21	2,586	14.92
5	1,979	11.42	2,076	11.98	2,182	12.59	2,290	13.21	2,405	13.88	2,525	14.56	2,651	15.30
6	2,028	11.70	2,129	12.28	2,235	12.89	2,347	13.54	2,465	14.22	2,587	14.93	2,718	15.68
7	2,079	11.99	2,183	12.59	2,292	13.22	2,406	13.88	2,526	14.57	2,652	15.30	2,785	16.07
8	2,130	12.29	2,237	12.91	2,348	13.55	2,467	14.23	2,588	14.93	2,719	15.69	2,855	16.47
9	2,184	12.60	2,293	13.23	2,407	13.89	2,528	14.58	2,655	15.32	2,787	16.08	2,926	16.88
10	2,238	12.91	2,349	13.55	2,468	14.24	2,591	14.95	2,721	15.70	2,856	16.48	3,000	17.31
11	2,295	13.24	2,409	13.90	2,530	14.59	2,656	15.33	2,788	16.09	2,928	16.89	3,074	17.73
12	2,351	13.57	2,469	14.24	2,593	14.96	2,722	15.71	2,859	16.50	3,001	17.32	3,151	18.18
13	2,410	13.91	2,531	14.60	2,658	15.34	2,789	16.09	2,929	16.90	3,076	17.74	3,230	18.64
14	2,471	14.26	2,595	14.97	2,723	15.71	2,860	16.50	3,003	17.33	3,153	18.19	3,311	19.10
15	2,532	14.61	2,659	15.34	2,791	16.10	2,931	16.91	3,079	17.76	3,232	18.65	3,394	19.58
16	2,597	14.98	2,725	15.72	2,862	16.51	3,006	17.34	3,155	18.20	3,312	19.11	3,478	20.07
17	2,660	15.35	2,792	16.11	2,932	16.92	3,080	17.77	3,234	18.66	3,397	19.60	3,565	20.57
18	2,726	15.73	2,863	16.52	3,007	17.35	3,156	18.21	3,316	19.13	3,480	20.08	3,654	21.08
19	2,796	16.13	2,934	16.93	3,083	17.79	3,236	18.67	3,398	19.60	3,569	20.59	3,746	21.61
20	2,865	16.53	3,009	17.36	3,159	18.23	3,318	19.14	3,482	20.09	3,657	21.10	3,840	22.15
21	2,936	16.94	3,084	17.79	3,238	18.68	3,400	19.62	3,570	20.60	3,748	21.62	3,936	22.71
22	3,010	17.36	3,161	18.24	3,319	19.15	3,484	20.10	3,659	21.11	3,842	22.16	4,033	23.27
23	3,086	17.80	3,240	18.69	3,402	19.63	3,572	20.61	3,750	21.64	3,938	22.72	4,134	23.85
24	3,162	18.24	3,321	19.16	3,487	20.11	3,662	21.12	3,844	22.18	4,037	23.29	4,238	24.45
25	3,241	18.70	3,404	19.64	3,574	20.62	3,752	21.65	3,941	22.74	4,138	23.87	4,345	25.06
26	3,323	19.17	3,490	20.13	3,664	21.14	3,846	22.19	4,040	23.31	4,241	24.46	4,453	25.69
27	3,405	19.65	3,576	20.63	3,754	21.66	3,943	22.75	4,140	23.88	4,347	25.08	4,564	26.33
28	3,492	20.14	3,666	21.15	3,848	22.20	4,042	23.32	4,244	24.48	4,455	25.70	4,678	26.99
29	3,578	20.64	3,757	21.68	3,946	22.77	4,143	23.90	4,350	25.09	4,566	26.34	4,796	27.67
30	3,668	21.16	3,851	22.22	4,044	23.33	4,246	24.49	4,458	25.72	4,680	27.00	4,915	28.36
31	3,760	21.69	3,948	22.78	4,145	23.91	4,352	25.11	4,569	26.36	4,798	27.68	5,038	29.06
32	3,853	22.23	4,046	23.34	4,248	24.51	4,461	25.74	4,682	27.01	4,918	28.37	5,163	29.79
33	3,950	22.79	4,147	23.92	4,355	25.12	4,572	26.38	4,802	27.70	5,041	29.08	5,293	30.54
34	4,048	23.35	4,251	24.52	4,464	25.75	4,688	27.04	4,921	28.39	5,166	29.81	5,425	31.30
35	4,150	23.94	4,357	25.14	4,575	26.40	4,804	27.71	5,044	29.10	5,296	30.56	5,561	32.08
36	4,253	24.54	4,466	25.77	4,690	27.06	4,924	28.41	5,170	29.82	5,428	31.32	5,700	32.88
37	4,360	25.15	4,578	26.41	4,807	27.73	5,047	29.12	5,299	30.57	5,564	32.10	5,842	33.70
38	4,469	25.78	4,693	27.07	4,926	28.42	5,174	29.85	5,432	31.34	5,703	32.90	5,988	34.55
39	4,580	26.43	4,809	27.74	5,050	29.14	5,302	30.59	5,567	32.12	5,845	33.72	6,138	35.41
40	4,695	27.09	4,930	28.44	5,177	29.87	5,435	31.36	5,706	32.92	5,993	34.57	6,292	36.30

Revised and Adopted 11-18-99

Revised and Adopted 11-09-00

Revised and Adopted 02-21-02

Revised and Adopted 11-14-02

Revised and Adopted 05-20-04

Revised and Adopted 05-19-05

Revised and Adopted 10-20-05

Revised and Adopted 10-19-06

Adopted 06-13-07

Adopted 06-17-08

Adopted 06-25-09

Adopted 06-17-10

Adopted 06-16-11

Adopted 06-19-12

Adopted 06-19-13

Revised and Adopted 10-17-13

Adopted 06-18-14

Revised and Adopted 12-18-14

Adopted 06-23-15

Adopted 06-14-16

Adopted 05-25-17

Note: Per AR 4251(a); Anniversary increments of 2% are given at 10 years, 15 years, 20 years, and 25 years.

CEMA

**COLLEGE AND CAREER ADVANTAGE****COMPENSATION OF EMPLOYEES  
2017-2018****III. Certificated Management Salary Schedule - 12 month employees**

SALARY RANGE	Step Increases 3.5%					Longevity Increases 2%			
	STEP A	STEP B	STEP C	STEP D	STEP E	10 YRS	15 YRS	20 YRS	25 YRS
100	46,537	48,166	49,851	51,597	53,402	54,471	55,559	56,671	57,804
101	48,166	49,851	51,597	53,402	55,272	56,376	57,504	58,653	59,828
102	49,851	51,597	53,402	55,272	57,205	58,350	59,516	60,708	61,922
103	51,597	53,402	55,272	57,205	59,209	60,393	61,600	62,832	64,090
104	53,402	55,272	57,205	59,209	61,280	62,506	63,755	65,030	66,332
105	55,272	57,205	59,209	61,280	63,424	64,693	65,987	67,307	68,654
106	57,205	59,209	61,280	63,424	65,644	66,958	68,296	69,663	71,057
107	59,209	61,280	63,424	65,644	67,942	69,303	70,688	72,102	73,544
108	61,280	63,424	65,644	67,942	70,320	71,727	73,161	74,625	76,117
109	63,424	65,644	67,942	70,320	72,782	74,237	75,721	77,237	78,781
110	65,644	67,942	70,320	72,782	75,330	76,835	78,373	79,939	81,539
111	67,942	70,320	72,782	75,330	77,966	79,524	81,116	82,737	84,392
112	70,320	72,782	75,330	77,966	80,694	82,308	83,954	85,633	87,346
113	72,782	75,330	77,966	80,694	83,520	85,189	86,892	88,630	90,403
114	75,330	77,966	80,694	83,520	86,442	88,170	89,934	91,732	93,567
115	77,966	80,694	83,520	86,442	89,468	91,257	93,081	94,942	96,843
116	80,694	83,520	86,442	89,468	92,599	94,450	96,339	98,265	100,231
117	83,520	86,442	89,468	92,599	95,839	97,756	99,711	101,705	103,740
118	86,442	89,468	92,599	95,839	99,194	101,178	103,202	105,266	107,371
119	89,468	92,599	95,839	99,194	102,666	104,719	106,813	108,949	111,128
120	92,599	95,839	99,194	102,666	106,259	108,384	110,542	112,762	115,018
121	95,839	99,194	102,666	106,259	109,977	112,177	114,421	116,709	119,043
122	99,194	102,666	106,259	109,977	113,827	116,104	118,426	120,794	123,211
123	102,666	106,259	109,977	113,827	117,811	120,167	122,571	125,022	127,522
124	106,259	109,977	113,827	117,811	121,934	124,374	126,861	129,399	131,985
125	109,977	113,827	117,811	121,934	126,202	128,726	131,301	133,927	136,606
126	113,827	117,811	121,934	126,202	130,618	133,232	135,896	138,613	141,386

Revised and Adopted 08-19-04  
 Revised and Adopted 05-19-05  
 Revised and Adopted 10-20-05  
 Revised and Adopted 10-19-06  
 Adopted 06-13-07

Adopted 06-17-08  
 Adopted 06-25-09  
 Adopted 10-20-11  
 Adopted 06-19-12  
 Adopted 06-19-13

Revised and Adopted 10-17-13  
 Adopted 06-18-14  
 Revised and Adopted 12-18-14  
 Adopted 06-23-15  
 Adopted 06-14-16

Adopted 05-25-17

## COLLEGE AND CAREER ADVANTAGE

COMPENSATION OF EMPLOYEES  
2017-2018

## IV. Classified Management Salary Schedule

SALARY RANGE	Step Increases 3.5%				
	STEP A	STEP B	STEP C	STEP D	STEP E
1	47,656	49,324	51,049	52,836	54,685
2	49,324	51,049	52,836	54,685	56,600
3	51,049	52,836	54,685	56,600	58,580
4	52,836	54,685	56,600	58,580	60,630
5	54,685	56,600	58,580	60,630	62,753
6	56,600	58,580	60,630	62,753	64,949
7	58,580	60,630	62,753	64,949	67,222
8	60,630	62,753	64,949	67,222	69,574
9	62,753	64,949	67,222	69,574	72,010
10	64,949	67,222	69,574	72,010	74,531
11	67,222	69,574	72,010	74,531	77,138
12	69,574	72,010	74,531	77,138	79,838
13	72,010	74,531	77,138	79,838	82,633
14	74,531	77,138	79,838	82,633	85,525
15	77,138	79,838	82,633	85,525	88,518
16	79,838	82,633	85,525	88,518	91,616
17	82,633	85,525	88,518	91,616	94,824
18	85,525	88,518	91,616	94,824	98,143
19	88,518	91,616	94,824	98,143	101,578
20	91,616	94,824	98,143	101,578	105,133
21	94,824	98,143	101,578	105,133	108,811
22	98,143	101,578	105,133	108,811	112,620
23	101,578	105,133	108,811	112,620	116,561
24	105,133	108,811	112,620	116,561	120,642
25	108,811	112,620	116,561	120,642	124,864
26	112,620	116,561	120,642	124,864	129,234

Revised and Adopted 02-15-96  
 Revised and Adopted 02-20-97  
 Revised and Adopted 10-16-97  
 Revised and Adopted 11-12-98  
 Revised and Adopted 05-20-99  
 Revised and Adopted 11-18-99  
 Revised and Adopted 11-09-00  
 Revised and Adopted 02-21-02  
 Revised and Adopted 11-14-02

Revised and Adopted 05-20-04  
 Revised and Adopted 05-19-05  
 Revised and Adopted 10-20-05  
 Revised and Adopted 10-19-06  
 Adopted 06-13-07  
 Adopted 06-17-08  
 Adopted 06-25-09  
 Adopted 06-17-10  
 Adopted 06-16-11

Adopted 06-19-12  
 Adopted 06-19-13  
 Revised and Adopted 10-17-13  
 Adopted 06-18-14  
 Revised and Adopted 12-18-14  
 Adopted 06-23-15  
 Adopted 06-14-16  
 Adopted 05-25-17

Note: Per AR 4251(a); Anniversary increments of 2% are given at 10 years, 15 years, 20 years, and 25 years.

# **COLLEGE AND CAREER ADVANTAGE**

## **Memorandum**

TO: CCA Governing Board  
FROM: Cindy Fox, Accountant  
DATE: June 12, 2018  
SUBJECT: PROPOSED FINAL BUDGET 2018/19

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### **BACKGROUND INFORMATION**

College and Career Advantage has participated in the single budget adoption since 1992. Under this method the annual budget must be presented to the Governing Board and adopted prior to July 1.

### **CURRENT SITUATION**

The annual budget is prepared using the Orange County Department of Education Budget Advisory which includes the School Services of California Projection Dartboard.

### **GENERAL FUND REVENUES**

#### **Interest Income**

The projection for interest revenue is \$12,000 for funds estimated to be on deposit with the Orange County Treasury

#### **All Other Fees**

The projection for other fees includes revenue from CTE Incentive Grant funds at \$657,586 and an MOU with Saddleback College at \$360,000, totaling \$1,017,586.

#### **Apportionment**

Local Control Funding Formula does not designate an amount to fund ROP's Each JPA District determines the amount contributed based on the proposed budget that was submitted by 03/01/2018 per the JPA agreement.

The total apportionment for 2018/19 is projected at \$1,738,908.

In summary, the total revenue from all sources is projected in the amount of \$2,768,494.

## **GENERAL FUND EXPENDITURES**

### Certificated and Classified Salaries

The projection for certificated salaries is \$987,227 and the projection for classified salaries is \$355,784

Compared to the current year estimated actuals, certificated salaries are projected to decrease by \$216,371. This decrease is primarily due to decreased CTEIG funds available for instructional extra-curricular activities. Classified salaries are projected to increase by \$6,936. This net increase is primarily due to step and column increases.

### Employee Benefits

STRS- The projected STRS employer contribution of \$160,721 is calculated at the 18/19 rate of 16.28%

PERS- The projected PERS employer contribution of \$64,262 is calculated at the 18/19 rate of 18.06%

OASDI/Medicare- The OASDI/Medicare projection of \$19,474 is calculated at 6.2% and 1.45% respectively for salaries of applicable personnel.

Health and Welfare- The projection of \$150,000 is calculated by using current rates. The 2019 rates are not known at the time of budget preparation.

State Unemployment Insurance- is projected at \$2,000.

Worker's Compensation Insurance – is projected at \$26,860.

Total Employee Benefits are projected in 2018/19 at \$425,816. This is a decrease of \$51,719.

### Textbooks, Supplies and Non-capitalized Equipment

Expenditures for textbooks, materials and supplies and equipment are projected at \$259,674, a decrease in the amount of \$598,188. This decrease is due to decreased CTE Incentive Grant Funds available for purchases.

### Services and Other Operating Expenditures

Expenditures for services and other operating expenditures are projected at \$739,993, a decrease of \$64,071 over estimated actuals. This decrease is due to decreased CTE Incentive Grant Funds available.

### Capital Outlay

No capital outlay has been budgeted.



## **GENERAL FUND BALANCE RESERVES**

At fiscal year ending 6/30/2018, the components of the ending fund balance are projected as shown below:

9711- Reserve for Revolving Cash	\$10,000
9740- Restricted-Pupils with Disabilities	\$11,925
9789- Reserve for Economic Uncertainties	\$291,063
Total Projected Fund Balance	\$312,988

## **PROJECTION OF FINANCIAL CONDITION**

There is no planned deficit spending in the fiscal year 2018/19 adopted budget. Staff projects that CCA will be in a positive financial position for the 2018/19 fiscal year and the subsequent two fiscal years (2019/20 and 2020/21).

The Proposed Final Budget is based on the most updated and reliable fiscal information available to staff,

In submitting the 2018/2019 budget for approval, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years.

## **RECOMMENDATION**

It is respectfully requested that the Governing Board review and approve the 2018/19 CCA Proposed Budget as submitted.

## **ACTION/VOTE**

**ANNUAL BUDGET REPORT:**  
July 1, 2018 Budget Adoption

This budget was developed using the state-adopted Criteria and Standards. It was filed and adopted subsequent to a public hearing by the JPA governing board. (Pursuant to Education Code sections 33129, 41023 and 42127)

Budget available for inspection at:

Public Hearing:

Place: 33122 Valle Rd, San Juan Capistrano, CA  
Date: June 07, 2018

Place: 33122 Valle Rd, San Juan Capistrano  
Date: June 19, 2018  
Time: 8:30 a.m.

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

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

Contact person for additional information on the budget reports:

Name: Patricia Romo

Telephone: (949) 234-9464

Title: Executive Director

E-mail: pjromo@capousd.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	This criterion is not checked for JPAs.	n/a	n/a
2	Enrollment	This criterion is not checked for JPAs.	n/a	n/a
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	n/a
4	Local Control Funding Formula (LCFF) Revenue	This criterion is not checked for JPAs.	n/a	n/a

July 1 Budget  
FINANCIAL REPORTS  
2018-19 Budget  
Joint Powers Agency Certification

CRITERIA AND STANDARDS (continued)			Met	Not Met
5	Salaries and Benefits	Projected ratios of total salaries and benefits to total 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	This criterion is not checked for JPAs.	n/a	n/a
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.	X	
9	Fund Balance	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 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	
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?	X	
		<ul style="list-style-type: none"> <li>If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2017-18) annual payment?</li> </ul>	n/a	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, are they lifetime benefits?		X
		• If yes, do benefits continue beyond age 65?		X
		• If yes, are benefits funded by pay-as-you-go?	X	
S7b	Other Self-insurance Benefits	Does the JPA 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)	n/a	
		• Classified? (Section S8B, Line 1)	n/a	
		• Management/supervisor/confidential? (Section S8C, Line 1)	n/a	
S9	Local Control and Accountability Plan (LCAP)	This supplemental section is not checked for JPAs.	n/a	n/a
S10	LCAP Expenditures	This supplemental section is not checked for JPAs.	n/a	n/a

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the JPA 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?	n/a	n/a
A4	New Charter Schools Impacting JPA's Enrollment	Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior fiscal year or budget year?	n/a	n/a
A5	Salary Increases Exceed COLA	Has the JPA 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	
A6	Uncapped Health Benefits	Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the JPA's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of JPA Director or Financial Official	Have there been personnel changes in the JPA director or financial official positions within the last 12 months?	X	

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a joint powers agency is self-insured for workers' compensation claims, the director of the joint powers agency annually shall provide information to the governing board of the joint powers agency 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 JPA is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

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

( ☐ ) This joint powers agency is not self-insured for workers' compensation claims.

Signed \_\_\_\_\_  
Clerk/Secretary of the Governing Board  
(Original Signature Required)

Date of Meeting: \_\_\_\_\_

For additional information on this certification, please contact:

Name: Patricia Romo

Title: Executive Director

Telephone: (949) 234-9464

E-mail: pjromo@capousd.org

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	3,691,908.00	2,768,494.00	-25.0%
5) TOTAL, REVENUES			3,691,908.00	2,768,494.00	-25.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	1,203,598.44	987,227.00	-18.0%
2) Classified Salaries		2000-2999	348,848.11	355,784.00	2.0%
3) Employee Benefits		3000-3999	477,534.89	425,816.14	-10.8%
4) Books and Supplies		4000-4999	857,862.45	259,674.12	-69.7%
5) Services and Other Operating Expenditures		5000-5999	804,064.11	739,992.74	-8.0%
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			3,691,908.00	2,768,494.00	-25.0%
<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	312,988.89	312,988.89	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			312,988.89	312,988.89	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			312,988.89	312,988.89	0.0%
2) Ending Balance, June 30 (E + F1e)			312,988.89	312,988.89	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	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	11,925.80	11,925.80	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	291,063.09	291,063.09	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	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		



Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	8,000.00	12,000.00	50.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	1,950,000.00	1,017,586.00	-47.8%
Tuition		8710	0.00	0.00	0.0%
Other Transfers In		8781-8783	1,733,908.00	1,738,908.00	0.3%
Transfers of Apportionments					
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
ROC/P Transfers					
From Districts or Charter Schools	6360	8791	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>3,691,908.00</b>	<b>2,768,494.00</b>	<b>-25.0%</b>
<b>TOTAL, REVENUES</b>			<b>3,691,908.00</b>	<b>2,768,494.00</b>	<b>-25.0%</b>

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	1,018,334.34	810,785.00	-20.4%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	185,264.10	176,442.00	-4.8%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,203,598.44	987,227.00	-18.0%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	18,900.00	10,000.00	-47.1%
Classified Supervisors' and Administrators' Salaries		2300	78,578.04	77,160.00	-1.8%
Clerical, Technical and Office Salaries		2400	251,370.07	268,624.00	6.9%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			348,848.11	355,784.00	2.0%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	170,982.65	160,720.56	-6.0%
PERS		3201-3202	51,480.85	64,261.70	24.8%
OASDI/Medicare/Alternative		3301-3302	24,150.00	19,473.66	-19.4%
Health and Welfare Benefits		3401-3402	197,500.00	150,000.00	-24.1%
Unemployment Insurance		3501-3502	1,600.00	2,000.00	25.0%
Workers' Compensation		3601-3602	31,056.30	26,860.22	-13.5%
OPEB, Allocated		3701-3702	765.09	2,500.00	226.8%
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			477,534.89	425,816.14	-10.8%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	72,900.00	20,000.00	-72.6%
Books and Other Reference Materials		4200	3,500.00	0.00	-100.0%
Materials and Supplies		4300	217,561.58	150,801.69	-30.7%
Noncapitalized Equipment		4400	563,900.87	88,872.43	-84.2%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			857,862.45	259,674.12	-69.7%

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	35,600.25	5,000.00	-86.0%
Dues and Memberships		5300	9,626.67	4,055.30	-57.9%
Insurance		5400-5450	35,015.00	35,000.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,199.75	5,800.00	81.3%
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	719,822.44	690,137.44	-4.1%
Communications		5900	800.00	0.00	-100.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>804,064.11</b>	<b>739,992.74</b>	<b>-8.0%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
ROC/P Transfers of Apportionments					
To Districts or Charter Schools	6360	7221	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			3,691,908.00	2,768,494.00	-25.0%

Description	Resource Codes	Object Codes	2017-18 Estimated Actuals	2018-19 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	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>					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
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	3,691,908.00	2,768,494.00	-25.0%
5) TOTAL, REVENUES			3,691,908.00	2,768,494.00	-25.0%
<b>B. EXPENDITURES (Objects 1000-7999)</b>					
1) Instruction	1000-1999		2,889,025.57	1,955,531.93	-32.3%
2) Instruction - Related Services	2000-2999		295,077.24	286,255.14	-3.0%
3) Pupil Services	3000-3999		141,082.33	152,445.14	8.1%
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		322,426.85	338,865.78	5.1%
8) Plant Services	8000-8999		44,296.01	35,396.01	-20.1%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			3,691,908.00	2,768,494.00	-25.0%
<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	312,988.89	312,988.89	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			312,988.89	312,988.89	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			312,988.89	312,988.89	0.0%
2) Ending Balance, June 30 (E + F1e)			312,988.89	312,988.89	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	10,000.00	10,000.00	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	11,925.80	11,925.80	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	291,063.09	291,063.09	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%



Resource	Description	2017-18	2018-19
		Estimated Actuals	Budget
6360	Pupils with Disabilities Attending ROC/P	11,925.80	11,925.80
Total, Restricted Balance		11,925.80	11,925.80

Fund: 01 General Fund Resource: 0000 Unrestricted		
Description	Object	2017-18 Estimated Actuals
Ending Fund Balance	979Z	301,063.09
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	10,000.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	291,063.09
Unassigned/Unappropriated	9790	0.00

<b>Fund: 01 General Fund</b>		
<b>Resource: 6360 Pupils with Disabilities Attending ROC/P</b>		
<b>Description</b>	<b>Object</b>	<b>2017-18 Estimated Actuals</b>
<b>Ending Fund Balance</b>	979Z	11,925.80
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	11,925.80
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 0000 Unrestricted		
Description	Object	2018-19 Budget
Ending Fund Balance	979Z	301,063.09
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	10,000.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	291,063.09
Unassigned/Unappropriated	9790	0.00

<b>Fund: 01 General Fund</b>		
<b>Resource: 6360 Pupils with Disabilities Attending ROC/P</b>		
<b>Description</b>	<b>Object</b>	<b>2018-19 Budget</b>
<b>Ending Fund Balance</b>	979Z	11,925.80
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	11,925.80
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
<b>Governmental Activities:</b>						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00			0.00
Capital assets being depreciated:						
Land Improvements	18,175.00		18,175.00			18,175.00
Buildings	1,207,231.62		1,207,231.62			1,207,231.62
Equipment	186,017.15		186,017.15	10,118.00		196,135.15
Total capital assets being depreciated	1,411,423.77	0.00	1,411,423.77	10,118.00	0.00	1,421,541.77
Accumulated Depreciation for:						
Land Improvements	(8,466.67)		(8,466.67)	(908.75)		(9,375.42)
Buildings	(928,487.49)		(928,487.49)	(32,446.56)		(960,934.05)
Equipment	(144,849.77)		(144,849.77)	(13,835.68)		(158,685.45)
Total accumulated depreciation	(1,081,803.93)	0.00	(1,081,803.93)	(47,190.99)	0.00	(1,128,994.92)
Total capital assets being depreciated, net	329,619.84	0.00	329,619.84	(37,072.99)	0.00	292,546.85
Governmental activity capital assets, net	329,619.84	0.00	329,619.84	(37,072.99)	0.00	292,546.85
<b>Business-Type Activities:</b>						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00			0.00
Capital assets being depreciated:	0.00	0.00	0.00	0.00	0.00	0.00
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

ESTIMATES THROUGH THE MONTH OF		July	August	September	October	November	December	January	February
Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
A. BEGINNING CASH		231,716.91	1,030,048.61	1,131,745.21	1,126,656.49	1,121,567.77	1,116,479.05	1,111,390.33	1,106,301.61
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment									
Property Taxes									
Miscellaneous Funds									
Federal Revenue									
Other State Revenue									
Other Local Revenue									
Interfund Transfers In									
All Other Financing Sources									
TOTAL RECEIPTS		847,586.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00
C. DISBURSEMENTS									
Certificated Salaries		14,703.50	14,703.50	95,782.00	95,782.00	95,782.00	95,782.00	95,782.00	95,782.00
Classified Salaries		0.00	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67
Employee Benefits		4,661.90	14,062.33	39,769.15	39,769.15	39,769.15	39,769.15	39,769.15	39,769.15
Books and Supplies		21,639.51	21,639.51	21,639.51	21,639.51	21,639.51	21,639.51	21,639.51	21,639.51
Services		8,249.39	8,249.39	8,249.39	8,249.39	8,249.39	8,249.39	8,249.39	8,249.39
Capital Outlay									
Other Outgo									
Interfund Transfers Out									
All Other Financing Uses									
TOTAL DISBURSEMENTS		49,254.30	88,303.40	195,088.72	195,088.72	195,088.72	195,088.72	195,088.72	195,088.72
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not in Treasury									
Accounts Receivable									
Due From Other Funds									
Stores									
Prepaid Expenditures									
Other Current Assets									
Deferred Outflows of Resources									
SUBTOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities and Deferred Inflows									
Accounts Payable									
Due To Other Funds									
Current Loans									
Unearned Revenues									
Deferred Inflows of Resources									
SUBTOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating									
Suspense Clearing									
TOTAL BALANCE SHEET ITEMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)		798,331.70	101,696.60	(5,088.72)	(5,088.72)	(5,088.72)	(5,088.72)	(5,088.72)	(5,088.72)
F. ENDING CASH (A + E)		1,030,048.61	1,131,745.21	1,126,656.49	1,121,567.77	1,116,479.05	1,111,390.33	1,106,301.61	1,101,212.89
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									

ESTIMATES THROUGH THE MONTH OF	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
A. BEGINNING CASH	JUNE	1,101,212.89	1,096,124.17	1,091,035.45	926,946.73				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	0.00
Property Taxes	8020-8079							0.00	0.00
Miscellaneous Funds	8080-8099							0.00	0.00
Federal Revenue	8100-8299							0.00	0.00
Other State Revenue	8300-8599							0.00	0.00
Other Local Revenue	8600-8799	190,000.00	190,000.00	31,000.00	179,908.00			2,768,494.00	2,768,494.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979	190,000.00	190,000.00	31,000.00	179,908.00	0.00	0.00	2,768,494.00	2,768,494.00
TOTAL RECEIPTS		190,000.00	190,000.00	31,000.00	179,908.00	0.00	0.00	2,768,494.00	2,768,494.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	95,782.00	95,782.00	95,782.00	95,782.00			987,227.00	987,227.00
Classified Salaries	2000-2999	29,648.67	29,648.67	29,648.67	29,648.63	29,648.67		355,784.00	355,784.00
Employee Benefits	3000-3999	39,769.15	39,769.15	39,769.15	39,769.15	9,400.41		425,816.14	425,816.14
Books and Supplies	4000-4999	21,639.51	21,639.51	21,639.51	21,639.51			259,674.12	259,674.12
Services	5000-5999	8,249.39	8,249.39	8,249.39	649,249.45			739,992.74	739,992.74
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499							0.00	0.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		195,088.72	195,088.72	195,088.72	836,088.74	39,049.08	0.00	2,768,494.00	2,768,494.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not in Treasury	9111-9199							0.00	0.00
Accounts Receivable	9200-9299							0.00	0.00
Due From Other Funds	9310							0.00	0.00
Stores	9320							0.00	0.00
Prepaid Expenditures	9330							0.00	0.00
Other Current Assets	9340							0.00	0.00
Deferred Outflows of Resources	9490				0.00	0.00	0.00	0.00	0.00
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599							0.00	0.00
Due To Other Funds	9610							0.00	0.00
Current Loans	9640							0.00	0.00
Unearned Revenues	9650							0.00	0.00
Deferred Inflows of Resources	9690							0.00	0.00
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating									
Suspense Clearing	9910							0.00	0.00
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)		(5,088.72)	(5,088.72)	(164,088.72)	(656,180.74)	(39,049.08)	0.00	0.00	0.00
F. ENDING CASH (A + E)		1,096,124.17	1,091,035.45	926,946.73	270,765.99				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								231,716.91	



	Object	Beginning Balances (Ref. Only)	ESTIMATES THROUGH THE MONTH OF											
			JUNE	July	August	September	October	November	December	January	February			
A. BEGINNING CASH				270,765.99	417,811.26	527,411.00	568,197.85	608,984.70	649,771.55	690,558.40	731,345.25			
B. RECEIPTS														
LCFF/Revenue Limit Sources														
Principal Apportionment	8010-8019													
Property Taxes	8020-8079													
Miscellaneous Funds	8080-8099													
Federal Revenue	8100-8299													
Other State Revenue	8300-8599													
Other Local Revenue	8600-8799													
Interfund Transfers In	8910-8929													
All Other Financing Sources	8930-8979													
TOTAL RECEIPTS				190,000.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00	190,000.00			
C. DISBURSEMENTS														
Certificated Salaries	1000-1999			14,703.50	14,703.50	69,188.25	69,188.25	69,188.25	69,188.25	69,188.25	69,188.25			
Classified Salaries	2000-2999			0.00	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67	29,648.67			
Employee Benefits	3000-3999			3,886.65	11,663.51	25,991.65	25,991.65	25,991.65	25,991.65	25,991.65	25,991.65			
Books and Supplies	4000-4999			16,932.58	16,932.58	16,932.58	16,932.58	16,932.58	16,932.58	16,932.58	16,932.58			
Services	5000-5999			7,452.00	7,452.00	7,452.00	7,452.00	7,452.00	7,452.00	7,452.00	7,452.00			
Capital Outlay	6000-6599													
Other Outgo	7000-7499													
Interfund Transfers Out	7600-7629													
All Other Financing Uses	7630-7699													
TOTAL DISBURSEMENTS				42,954.73	80,400.26	149,213.15	149,213.15	149,213.15	149,213.15	149,213.15	149,213.15			
D. BALANCE SHEET ITEMS														
Assets and Deferred Outflows														
Cash Not in Treasury	9111-9199													
Accounts Receivable	9200-9299													
Due From Other Funds	9310													
Stores	9320													
Prepaid Expenditures	9330													
Other Current Assets	9340													
Deferred Outflows of Resources	9490													
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Liabilities and Deferred Inflows														
Accounts Payable	9500-9599													
Due To Other Funds	9610													
Current Loans	9640													
Unearned Revenues	9650													
Deferred Inflows of Resources	9690													
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
Nonoperating														
Suspense Clearing	9910													
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
E. NET INCREASE/DECREASE (B - C + D)				147,045.27	109,599.74	40,786.85	40,786.85	40,786.85	40,786.85	40,786.85	40,786.85			
F. ENDING CASH (A + E)				417,811.26	527,411.00	568,197.85	608,984.70	649,771.55	690,558.40	731,345.25	772,132.10			
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS														

ESTIMATES THROUGH THE MONTH OF	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
A. BEGINNING CASH	JUNE	772,132.10	812,918.95	853,705.80	735,492.65				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	
Property Taxes	8020-8079							0.00	
Miscellaneous Funds	8080-8099							0.00	
Federal Revenue	8100-8299							0.00	
Other State Revenue	8300-8599							0.00	
Other Local Revenue	8600-8799	190,000.00	190,000.00	31,000.00	179,908.00			2,110,908.00	2,110,908.00
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		190,000.00	190,000.00	31,000.00	179,908.00	0.00	0.00	2,110,908.00	2,110,908.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	69,188.25	69,188.25	69,188.25	69,188.27			721,289.52	721,289.52
Classified Salaries	2000-2999	29,648.67	29,648.67	29,648.67	29,648.63	29,648.67		355,784.00	355,784.00
Employee Benefits	3000-3999	25,991.65	25,991.65	25,991.65	25,991.61	7,796.86		283,243.48	283,243.48
Books and Supplies	4000-4999	16,932.58	16,932.58	16,932.58	16,932.60			203,190.98	203,190.98
Services	5000-5999	7,452.00	7,452.00	7,452.00	465,428.02			547,400.02	547,400.02
Capital Outlay	6000-6599							0.00	
Other Outgo	7000-7499							0.00	
Interfund Transfers Out	7600-7629							0.00	
All Other Financing Uses	7630-7699							0.00	
TOTAL DISBURSEMENTS		149,213.15	149,213.15	149,213.15	607,189.13	37,445.53	0.00	2,110,908.00	2,110,908.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not in Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		40,786.85	40,786.85	(118,213.15)	(427,281.13)	(37,445.53)	0.00	0.00	0.00
F. ENDING CASH (A + E)		812,918.95	853,705.80	735,492.65	308,211.52				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								270,765.99	

**Part I - General Administrative Share of Plant Services Costs**

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

**A. Salaries and Benefits - Other General Administration and Centralized Data Processing**

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 7200-7700, goals 0000 and 9000) 202,635.63
2. Contracted general administrative positions not paid through payroll
- a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. \_\_\_\_\_
- b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

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**B. Salaries and Benefits - All Other Activities**

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 1,826,580.72

**C. Percentage of Plant Services Costs Attributable to General Administration**

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 11.09%

**Part II - Adjustments for Employment Separation Costs**

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

**A. Normal Separation Costs (optional)**

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. \_\_\_\_\_

**B. Abnormal or Mass Separation Costs (required)**

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

**Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)**

**A. Indirect Costs**

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	263,323.07
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	1.16
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	4,690.63
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	221.80
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	268,236.66
9. Carry-Forward Adjustment (Part IV, Line F)	0.00
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	268,236.66

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	2,889,025.57
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	295,077.24
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	141,082.33
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	0.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	59,102.62
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	37,605.38
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	1,778.20
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
15. Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
17. Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18. Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	3,423,671.34

**C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment**

(For information only - not for use when claiming/recovering indirect costs)

(Line A8 divided by Line B18)

7.83%

**D. Preliminary Proposed Indirect Cost Rate**

(For final approved fixed-with-carry-forward rate for use in 2019-20 see [www.cde.ca.gov/fg/ac/ic](http://www.cde.ca.gov/fg/ac/ic))

(Line A10 divided by Line B18)

7.83%

**Part IV - Carry-forward Adjustment**

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

<b>A. Indirect costs incurred in the current year (Part III, Line A8)</b>	<u>268,236.66</u>
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	<u>0.00</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
<b>C. Carry-forward adjustment for under- or over-recovery in the current year</b>	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (0%) times Part III, Line B18); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (0%) times Part III, Line B18) or (the highest rate used to recover costs from any program (0%) times Part III, Line B18); zero if positive	<u>0.00</u>
<b>Preliminary carry-forward adjustment (Line C1 or C2)</b>	<u>0.00</u>
<b>E. Optional allocation of negative carry-forward adjustment over more than one year</b>	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>not applicable</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
<b>F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)</b>	<u>0.00</u>

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
<b>Governmental Activities:</b>							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability	25,932.09		25,932.09	1,099.68	1,599.99	25,431.78	
Compensated Absences Payable							
Governmental activities long-term liabilities	25,932.09	0.00	25,932.09	1,099.68	1,599.99	25,431.78	0.00
<b>Business-Type Activities:</b>							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Total/Net OPEB Liability			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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					
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	0.00	0.00%	0.00	0.00%	0.00
4. Other Local Revenues	8600-8799	2,768,494.00	-23.75%	2,110,908.00	0.00%	2,110,908.00
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)		2,768,494.00	-23.75%	2,110,908.00	0.00%	2,110,908.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				987,227.00		721,289.52
b. Step & Column Adjustment				10,000.00		5,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(275,937.48)		(5,000.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	987,227.00	-26.94%	721,289.52	0.00%	721,289.52
2. Classified Salaries						
a. Base Salaries				355,784.00		355,784.00
b. Step & Column Adjustment				5,000.00		5,000.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(5,000.00)		(5,000.00)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	355,784.00	0.00%	355,784.00	0.00%	355,784.00
3. Employee Benefits	3000-3999	425,816.14	-33.48%	283,243.48	0.00%	283,243.48
4. Books and Supplies	4000-4999	259,674.12	-21.75%	203,190.98	0.00%	203,190.98
5. Services and Other Operating Expenditures	5000-5999	739,992.74	-26.03%	547,400.02	0.00%	547,400.02
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	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 (Explain in Section G below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		2,768,494.00	-23.75%	2,110,908.00	0.00%	2,110,908.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		0.00		0.00		0.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		312,988.89		312,988.89		312,988.89
2. Ending Fund Balance (Sum lines C and D1)		312,988.89		312,988.89		312,988.89
3. Components of Ending Fund Balance						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	10,000.00		10,000.00		10,000.00
b. Restricted	9740	11,925.80		11,925.80		11,925.80
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	291,063.09				
2. Unassigned/Unappropriated	9790	0.00		291,063.09		291,063.09
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		312,988.89		312,988.89		312,988.89

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	291,063.09		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		291,063.09		291,063.09
d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		291,063.09		291,063.09		291,063.09
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		10.51%		13.79%		13.79%
<b>F. RECOMMENDED RESERVES</b>						
1. JPA ADA						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)						
		0.00		0.00		0.00
2. Total Expenditures and Other Financing Uses (Line B11)		2,768,494.00		2,110,908.00		2,110,908.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		2,768,494.00		2,110,908.00		2,110,908.00
5. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		5%		5%		5%
6. Reserve Standard - By Percent (Line F4 times F5)		138,424.70		105,545.40		105,545.40
7. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		67,000.00		67,000.00		67,000.00
8. Reserve Standard (Greater of Line F6 or F7)		138,424.70		105,545.40		105,545.40
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		YES		YES		YES
<b>G. 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.						
For FY 19/20 and 20/21 due to expiration of grant funding, classes/instructors will have to be cut.						



the methodology and assumptions used to estimate 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.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF revenue, and ongoing and major maintenance account criteria, which are not applicable for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

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## CRITERIA AND STANDARDS

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**1. CRITERION: Average Daily Attendance**

This criterion is not checked for JPAs

**2. CRITERION: Enrollment**

This criterion is not checked for JPAs

**3 CRITERION: ADA to Enrollment**

This criterion is not checked for JPAs

**4. CRITERION: Local Control Funding Formula (LCFF) Revenue**

This criterion is not checked for JPAs

## 5. CRITERION: Salaries and Benefits

**STANDARD:** Projected ratio of total salaries and benefits to total 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 JPA's required reserves percentage.

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

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2015-16)	1,698,671.58	4,522,308.22	37.6%
Second Prior Year (2016-17)	1,986,888.83	3,276,628.60	60.6%
First Prior Year (2017-18)	2,029,981.44	3,691,908.00	55.0%
	Historical Average Ratio:		51.1%

JPA's Reserve Standard Percentage (Criterion 10B, Line 4): JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
	5.0%	5.0%	5.0%
	46.1% to 56.1%	46.1% to 56.1%	46.1% to 56.1%

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

DATA ENTRY: If Form MYP exists, Salaries and Benefits, and Total 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		Ratio of Salaries and Benefits to Total 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)	1,768,827.14	2,768,494.00	63.9%	Not Met
1st Subsequent Year (2019-20)	1,360,317.00	2,110,908.00	64.4%	Not Met
2nd Subsequent Year (2020-21)	1,360,317.00	2,110,908.00	64.4%	Not Met

### 5C. Comparison of JPA 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 salary and benefit costs to total 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)

For 18/19 CTE Incentive Grant funds available have been reduced, subsequently instructional materials and equipment are reduced. For 19/20 and 20/21 CTE Incentive Grant will expire which will reduce both instructional salaries and instructional materials and equipment are greatly reduced.

## 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 funded cost-of-living adjustment (COLA) plus or minus ten percent.

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

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

DATA ENTRY: Enter data for the budget and two subsequent fiscal years on line 1. All other data are extracted or calculated.

	Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
1. JPA's Change in Funding Level			
2. JPA's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-10.00% to 10.00%	-10.00% to 10.00%	-10.00% to 10.00%
3. JPA's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-5.00% to 5.00%	-5.00% to 5.00%	-5.00% to 5.00%

### 6B. Calculating the JPA'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 JPA'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)	0.00		
Budget Year (2018-19)	0.00	0.00%	No
1st Subsequent Year (2019-20)	0.00	0.00%	No
2nd Subsequent Year (2020-21)	0.00	0.00%	No

**Explanation:**  
(required if yes)

We do not receive Federal Funds.

#### Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)

First Prior Year (2017-18)	0.00		
Budget Year (2018-19)	0.00	0.00%	No
1st Subsequent Year (2019-20)	0.00	0.00%	No
2nd Subsequent Year (2020-21)	0.00	0.00%	No

**Explanation:**  
(required if yes)

We do not receive other State Revenue.

#### Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)

First Prior Year (2017-18)	3,691,908.00		
Budget Year (2018-19)	2,768,494.00	-25.01%	Yes
1st Subsequent Year (2019-20)	2,110,908.00	-23.75%	Yes
2nd Subsequent Year (2020-21)	2,110,908.00	0.00%	No

**Explanation:**  
(required if yes)

For 18/19 there is a decrease in CTEIG funding. For 19/20 CTEIG funding has expired.

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

First Prior Year (2017-18)	857,862.45		
Budget Year (2018-19)	259,674.12	-69.73%	Yes
1st Subsequent Year (2019-20)	203,190.98	-21.75%	Yes
2nd Subsequent Year (2020-21)	203,190.98	0.00%	No

**Explanation:**  
(required if yes)

For 18/19 CTEIG funding has been reduced, hence a reduction in Books and Supplies expenditures. For 19/20 decrease, CTEIG funding has expired.

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

First Prior Year (2017-18)	804,064.11		
Budget Year (2018-19)	739,992.74	-7.97%	Yes
1st Subsequent Year (2019-20)	547,400.02	-26.03%	Yes
2nd Subsequent Year (2020-21)	547,400.02	0.00%	No

**Explanation:**  
(required if yes)

For 18/19 contracted salaries for instructors will decrease. For 19/20 contracted salaries for instructors will decrease more significantly.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6B)</b>			
First Prior Year (2017-18)	3,691,908.00		
Budget Year (2018-19)	2,768,494.00	-25.01%	Not Met
1st Subsequent Year (2019-20)	2,110,908.00	-23.75%	Not Met
2nd Subsequent Year (2020-21)	2,110,908.00	0.00%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6B)</b>			
First Prior Year (2017-18)	1,661,926.56		
Budget Year (2018-19)	999,666.86	-39.85%	Not Met
1st Subsequent Year (2019-20)	750,591.00	-24.92%	Not Met
2nd Subsequent Year (2020-21)	750,591.00	0.00%	Met

**6D. Comparison of JPA 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 6B above and will also display in the explanation box below.

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

We do not receive Federal Funds.

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

We do not receive other State Revenue.

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

For 18/19 there is a decrease in CTEIG funding. For 19/20 CTEIG funding has expired.

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

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

For 18/19 CTEIG funding has been reduced, hence a reduction in Books and Supplies expenditures. For 19/20 decrease, CTEIG funding has expired.

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

For 18/19 contracted salaries for instructors will decrease. For 19/20 contracted salaries for instructors will decrease more significantly.

**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 JPA 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).

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

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This criterion is not checked for JPAs

## 8. CRITERION: Deficit Spending

STANDARD: Deficit spending (total expenditures and other financing uses is greater than total revenues and other financing sources) as a percentage of total expenditures and other financing uses, has not exceeded one-third of the JPA'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 JPA'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. JPA's Available Reserve Amounts			
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)	0.00	214,000.73	291,063.09
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	291,063.09	0.00	0.00
d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
e. Available Reserves (Lines 1a through 1d)	291,063.09	214,000.73	291,063.09
2. JPA's Total Expenditures and Other Financing Uses			
a. JPA's Total Expenditures and Other Financing Uses (Criterion 8B)	4,522,308.22	3,276,628.60	3,691,908.00
b. Plus: Special Education Pass-through Funds (Not applicable for JPAs)	N/A	N/A	N/A
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	4,522,308.22	3,276,628.60	3,691,908.00
3. JPA's Available Reserve Percentage (Line 1e divided by Line 2c)	6.4%	6.5%	7.9%
<b>JPA's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):</b>	<b>2.1%</b>	<b>2.2%</b>	<b>2.6%</b>

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

<sup>2</sup> A JPA 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.

### 8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Fund Balance (Form 01, Section E)	Total Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
Third Prior Year (2015-16)	(2,212,706.95)	4,522,308.22	48.9%	Not Met
Second Prior Year (2016-17)	(38,864.36)	3,276,628.60	1.2%	Met
First Prior Year (2017-18)	0.00	3,691,908.00	0.0%	Met
Budget Year (2018-19) (Information only)	0.00	2,768,494.00		

### 8C. Comparison of JPA Deficit Spending to the Standard

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

1a. STANDARD MET - Deficit spending, if any, has not exceeded the standard percentage level in two or more of the three prior years.

**Explanation:**  
(required if NOT met)

Paid out Reserves to each JPA District during 15/16.

## 9. CRITERION: Fund Balance

**STANDARD:** Budgeted beginning 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>	JPA 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.

JPA ADA (Criterion 10):

JPA's Fund Balance Standard Percentage Level:

### 9A. Calculating the JPA's 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	General Fund Beginning Balance <sup>2</sup> (Form 01, Line F1e)		Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals		
Third Prior Year (2015-16)		2,525,695.84	N/A	Not Met
Second Prior Year (2016-17)		312,988.89	N/A	Not Met
First Prior Year (2017-18)		312,988.89	N/A	Not Met
Budget Year (2018-19) (Information only)	312,988.89			

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

### 9B. Comparison of JPA Beginning Fund Balance to the Standard

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

- 1a. **STANDARD NOT MET** - General fund beginning balance 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 the beginning fund balance, and what changes, if any, will be made to improve the accuracy of projecting the beginning fund balance.

**Explanation:**  
(required if NOT met)

The fund balance has decreased due to a pay out of reserves to the JPA partner districts.

**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>:

Percentage Level	JPA 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 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) and then rounded to the nearest thousand.

<sup>3</sup> A JPA 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)
JPA ADA (Form MYP, Line F1, if available; else defaults to zero and may be overwritten):	0	0	0
<b>JPA's Reserve Standard Percentage Level:</b>	5%	5%	5%

**10A. Calculating the JPA's Special Education Pass-through Exclusions (only for JPAs that serve as the AU of a SELPA)**

Special education pass-through exclusions are not applicable for JPAs

**10. Calculating the JPA's Reserve Standard**

DATA ENTRY: If Form MYP exists, the 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. Total Expenditures and Other Financing Uses (Criterion 8B) (Form MYP, Line B11)	2,768,494.00	2,110,908.00	2,110,908.00
2. Less: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 minus Line B2)	2,768,494.00	2,110,908.00	2,110,908.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	138,424.70	105,545.40	105,545.40
6. Reserve Standard - by Amount (\$67,000 for JPAs with 0 to 1,000 ADA, else 0)	67,000.00	67,000.00	67,000.00
7. <b>JPA's Reserve Standard</b> <b>(Greater of Line B5 or Line B6)</b>	<b>138,424.70</b>	<b>105,545.40</b>	<b>105,545.40</b>



### Calculating the JPA'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	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	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	291,063.09		
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	0.00	291,063.09	291,063.09
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	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00	0.00	0.00
8. JPA's Budgeted Reserve Amount (Lines C1 thru C7)	291,063.09	291,063.09	291,063.09
9. JPA's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	10.51%	13.79%	13.79%
<b>JPA's Reserve Standard (Section 10B, Line 7):</b>	<b>138,424.70</b>	<b>105,545.40</b>	<b>105,545.40</b>
Status:	Met	Met	Met

### 10D. Comparison of JPA Reserve Amount to the Standard

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

1a. STANDARD MET - Projected available reserves have met the standard for the budget and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

## SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

### S1. Contingent Liabilities

- 1a. Does your JPA 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 JPA 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 JPA 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 JPA have projected revenues for the budget year and/or 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.

JPA's Contributions and Transfers Standard: -10% to +10%  
or -\$20,000 to +\$20,000

### S5A. Identification of the JPA's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: 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>				
This item is not applicable for JPAs.				
<b>1b. Transfers In, General Fund *</b>				
First Prior Year (2017-18)				
Budget Year (2018-19)	0.00	0.00	0.0%	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%	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 JPA's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1b-1c or if Yes for item 1d.

1a. This item is not applicable for JPAs.

1b. MET - Projected transfers in have not changed by more than the standard for the budget and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

N/A

1c. MET - Projected transfers out have not changed by more than the standard for the budget and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

N/A
-----

1d. NO - There are no capital projects that may impact the general fund operational budget.

**Project Information:**  
(required if YES)


## 66 Long-term Commitments

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment 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 JPA's Long-term Commitments

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

1. Does your JPA have long-term (multiyear) commitments?  
(If No, skip item 2 and Sections S6B and S6C)

No

2. If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	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				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (do not include OPEB)				
TOTAL:				0

Type of Commitment (continued)	First 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				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	0	0	0	0
Has total annual payment increased over prior year (2017-18)?	No	No	No	No

**S6B. Comparison of JPA's Annual Payments To Prior Year Annual Payment**

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the budget and two subsequent fiscal years.

**Explanation:**  
(required if Yes  
to increase in total  
annual payments)

**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

DATA ENTRY: Click the appropriate Yes or No button in Item 1; If Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

n/a

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)

## 7. 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 JPA'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 for the budget year data on line 5b.

1. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 2-5)

Yes

2. For the JPA's OPEB:

- a. Are they lifetime benefits?

Yes

- b. Do benefits continue past age 65?

Yes

- c. Describe any other characteristics of the JPA's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

- a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method?

Actuarial

- b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or governmental fund

Self-Insurance Fund

Governmental Fund

0

4. OPEB Liabilities

- a. Total OPEB liability

148,654.00

- b. OPEB plan(s) fiduciary net position (if applicable)

200,379.00

- c. Total/Net OPEB liability (Line 4a minus Line 4b)

(51,725.00)

- d. Is total OPEB liability based on the JPA's estimate or an actuarial valuation?

Actuarial

- e. If based on an actuarial valuation, indicate the date of the OPEB valuation

Apr 29, 2017

Data must be entered.

5. OPEB Contributions

- a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method

39,359.00

- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)

2,500.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

1,267.00

1,733.00

2,256.00

- d. Number of retirees receiving OPEB benefits

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
39,359.00		
2,500.00		
1,267.00	1,733.00	2,256.00





## 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 JPA 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 JPA governing board and superintendent.

## S8A. Cost Analysis of JPA'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	0.0	0.0	0.0	0.0

### Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

If n/a, skip to Section S8B.

### Negotiations Settled

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. 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)?

No	No	No
----	----	----

#### 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:

**Unsettled Obligations Not Settled**

Cost of a one percent increase in salary and statutory benefits

6. Amount included for any tentative salary schedule increases

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)

**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

**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		

**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

**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)
Yes	Yes	Yes
Yes	Yes	Yes

**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.):

**Section S8C Cost Analysis of JPA'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				

Data must be entered for all years.

**Classified (Non-management) Salary and Benefit Negotiations**

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, and the corresponding public disclosure documents  
have been filed with the COE, complete question 2.If Yes, and the corresponding public disclosure documents  
have not been filed with the COE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

--

If n/a, skip to Section S8C.

**Negotiations Settled**

2. Per Government Code Section 3547.5(a), date of public disclosure
- 
- board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

- 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)?

No

No

No

**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**

5. Cost of a one percent increase in salary and statutory benefits

6. Amount included for any tentative salary schedule increases

Budget Year  
(2018-19)1st Subsequent Year  
(2019-20)2nd Subsequent Year  
(2020-21)

**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the budget and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Classified (Non-management) Prior Year Settlements**

- Are any new costs from prior year settlements included in the budget?
- If Yes, amount of new costs included in the budget and MYPs
- If Yes, explain the nature of the new costs:

No		

--

**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the budget and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
Yes	Yes	Yes

**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.):


**Section 8: Cost Analysis of JPA'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				

Data must be entered for all years.

**Management/Supervisor/Confidential**

**Salary and Benefit Negotiations**

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, complete question 2.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 3 and 4.

If n/a, skip the remainder of Section S8C.

**Negotiations Settled**

2. Salary settlement:

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Total cost of salary settlement

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

Budget Year (2018-19)	1st Subsequent Year (2019-20)	2nd Subsequent Year (2020-21)
No	No	No

**Negotiations Not Settled**

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)
Yes	Yes	Yes

**Management/Supervisor/Confidential**

**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

**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)
Yes	Yes	Yes

**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.

This supplemental section is not checked for JPAs.

**S10. LCAP Expenditures**

Confirm that the school district's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

This supplemental section is not checked for JPAs.

## 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 items A3 and A4, which are not applicable for JPAs.

A1. Do cash flow projections show that the JPA 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?

No

A3. Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column of Criterion 2A are used to determine Yes or No)

N/A

A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior fiscal year or budget year?

N/A

A5. Has the JPA 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 JPA provide uncapped (100% employer paid) health benefits for current or retired employees?

No

A7. Is the JPA's financial system independent of the county office system?

No

A8. Does the JPA 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 JPA director or financial 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 Joint Powers Agency Budget Criteria and Standards Review

SACS2018 Financial Reporting Software - 2018.1.0  
6/7/2018 4:49:07 PM

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July 1 Budget  
2018-19 Budget  
Technical Review Checks

College and Career Advantage

Orange County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

## **IMPORT CHECKS**

CHECKFUND - (F) - All FUND codes must be valid.	<u>PASSED</u>
CHECKRESOURCE - (W) - All RESOURCE codes must be valid.	<u>PASSED</u>
CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code.	<u>PASSED</u>
CHECKGOAL - (F) - All GOAL codes must be valid.	<u>PASSED</u>
CHECKFUNCTION - (F) - All FUNCTION codes must be valid.	<u>PASSED</u>
CHECKOBJECT - (F) - All OBJECT codes must be valid.	<u>PASSED</u>
CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid.	<u>PASSED</u>
CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions.	<u>PASSED</u>
CHK-FUNDxRESOURCE - (W) - All FUND and RESOURCE account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.	<u>PASSED</u>
CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid.	<u>PASSED</u>
CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid.	<u>PASSED</u>
CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special	



Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, and 3332. PASSED

## GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (F) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAFFD-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. PASSED

INTRAFFD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by resource.

PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73. PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. PASSED

## SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (W) - Explanations must be provided in the Criteria and Standards Review (Form 01CS) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes. PASSED

CS-YES-NO - (W) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CS) must be answered Yes or No, where applicable, for the form to be complete. PASSED

## EXPORT CHECKS

BUDGET-CERT-PROVIDE - (F) - Budget Certification (Form CB) must be provided. PASSED

WK-COMP-CERT-PROVIDE - (F) - Workers' Compensation Certification (Form CC) must

be provided.

PASSED

CS-PROVIDE - (F) - The Criteria and Standards Review (Form 01CS) has been provided.

PASSED

MYP-PROVIDE - (W) - A Multiyear Projection Worksheet must be provided with your Budget. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.)

PASSED

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed.

PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed.

PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved.

PASSED

Checks Completed.