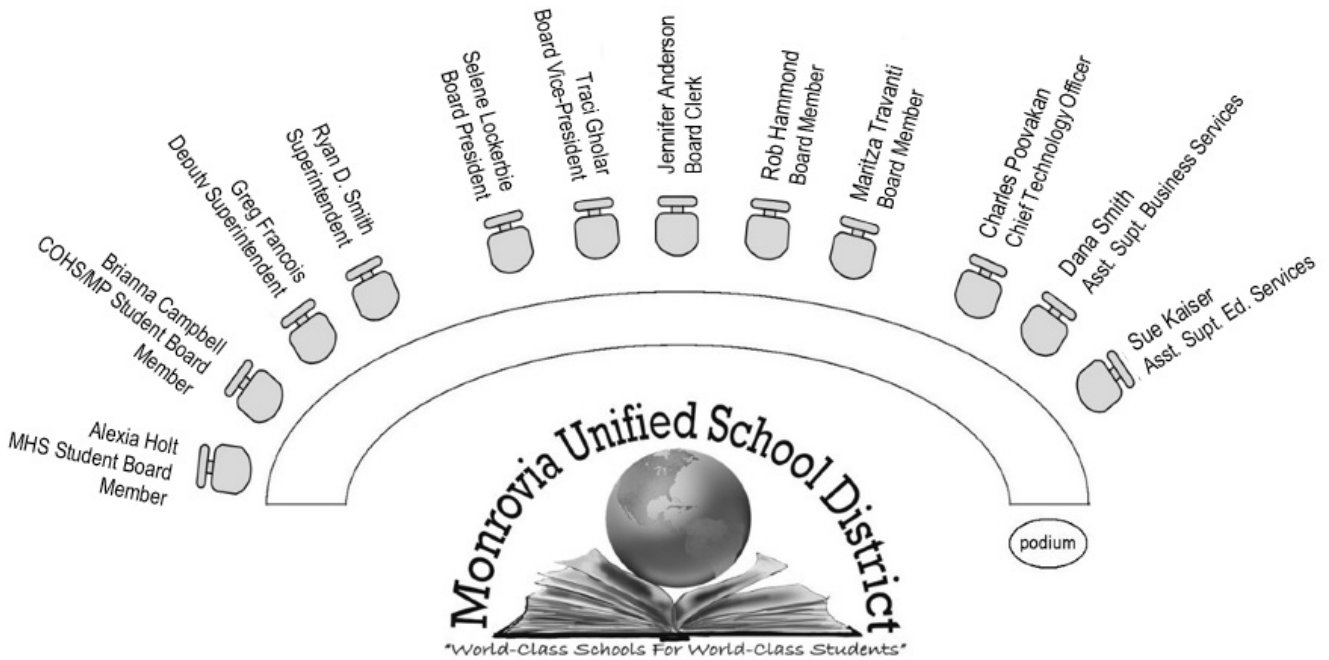




In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Superintendent's Office (626) 471-2010, twenty-four hours prior to the meeting so that reasonable arrangements can be made. The Administration Center Board Room is wheelchair accessible.



In accordance with a recent amendment to the Ralph M. Brown Act, public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Administration Office located at 325 E. Huntington Drive, Monrovia, Ca 91016, during regular business hours (8:00am to 4:00pm.)



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

325 E. Huntington Drive Monrovia, California 91016

BOARD OF EDUCATION CLOSED SESSION

Wednesday, June 22, 2022

4:15 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING

Wednesday, June 22, 2022

6:30 p.m. - Board Room

A. CONVENE BOARD OF EDUCATION OPEN SESSION MEETING (4:15 p.m.)

1. Call to Order
2. Public Comments for Items on Closed Session Agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION

1. Expulsion Case No. 2122-03, Student ID: 111118668, [Ed. Code 48900 (a) (2)]
2. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).
3. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
4. Conference with legal counsel regarding anticipated litigation (Government Code Section 54956.9)

5. Superintendent evaluation (Government Code Section 54957)
6. Public Employee Appointment - *Principal* (Government Code Section 54957)

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. RECONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (6:30 p.m.)

1. Meeting called to order by presiding chairperson, _____ at _____ pm.

2. Pledge of Allegiance

3. Roll Call:

Selene Lockerbie, Board President _____	Ryan D. Smith, Superintendent _____
Traci Gholar, Board Vice-President _____	Gregoire Francois, Deputy Supt. _____
Jennifer Anderson, Board Clerk _____	Sue Kaiser, Asst. Supt. Ed. Svcs. _____
Rob Hammond, Board Member _____	Dana Smith, Asst. Supt. of Bus. Svcs. _____
Maritza Travanti, Board Member _____	Leslie Lockhart, Int. Asst. Supt. of HR _____
	Charles Poovakan, CTO _____

4. Report out of Closed Session

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

2. Approve the Minutes of the Regular Board of Education Meeting on June 9, 2022.

Motion by _____, seconded by _____, Vote _____

Board Member Travanti____, Board Member Hammond ____, Board Member Anderson____, Board Member Gholar _____, Board President Lockerbie _____

[BM Mins - 060922.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education would like to congratulate **Assistant Superintendent of Educational Services, Dr. Sue Kaiser**, on her retirement and over 40-year career in education.

2. Board Member Reports

3. Report from the Superintendent

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, public input is limited to no more than three (3) minutes per person, per agenda or non-agenda item, totaling no more than 20 minutes per item.

1. Public Comments for items not on the Agenda -In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

2. Public Comments for items on the Open Session Agenda

H. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: _____

Approval of Consent Agenda:

Motion by _____, seconded by _____ Vote _____

Board Member Travanti __, Board Member Hammond __, Board Member Anderson __,

Board Member Gholar ____, Board President Lockerbie _____

EDUCATIONAL SERVICES

1. 21/22-1120 - RENEWAL OF LICENSE WITH EDPUZZLE INC.

The Board of Education is requested to approve the renewal of a district-wide license with Edpuzzle Inc. for a one-year term.

[Edpuzzle - 20220622.pdf](#)

[Edpuzzle - Terms of Service - Privacy Policy \(2021\).pdf](#)

2. 21/22-1121 - MEMORANDUM OF UNDERSTANDING BETWEEN FIVE ACRES - THE BOYS' AND GIRLS' AID SOCIETY OF LOS ANGELES COUNTY AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve a Memorandum of Understanding with Five Acres - The Boys' & Girls' Aid Society of Los Angeles County (Five Acres) to provide counseling services to identified students in the Monrovia Unified School District from July 1, 2022, through June 30, 2023.

[Five Acres MOU - 20220622.pdf](#)

3. 21/22-1122 - NATIONAL ACADEMIES FOUNDATION (NAF) AGREEMENT

The Board of Education is requested to approve an agreement between the National Academies Foundation (NAF) and Monrovia Unified School District, effective July 1, 2022, through June 30, 2023.

[NAF Membership Agreement - Monrovia USD 22-23 Final Updated 6.15.22.pdf](#)

4. 21/22-1124 - MEMORANDUM OF UNDERSTANDING BETWEEN THE COTSEN FOUNDATION FOR THE ART OF TEACHING, THE MONROVIA UNIFIED SCHOOL DISTRICT, AND MAYFLOWER ELEMENTARY SCHOOL

The Board of Education is requested to approve the Memorandum of Understanding between the Cotsen Foundation for the ART of TEACHING, the Monrovia Unified School District, and Mayflower Elementary School from July 1, 2022, through June 30, 2023.

[Cotsent Award Letter and the ART of TEACHING MOU - 20220622.pdf](#)

5. 21/22-1126 - COMPROMISE AND RELEASE AGREEMENT

The Board of Education is requested to ratify a Compromise and Release Agreement in regards to Student No. 3988715657 dated May 27, 2022.

[Settlement Agreement Report 12.pdf](#)

BUSINESS SERVICES

6. 21/22-2160 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$444,293.31 issued May 20, 2022, through June 3, 2022, and payments in the amount of \$6,656,259.88, issued May 25, 2022, through June 9, 2022.

[BA Item 2160\(b-e\) Purchase Order Rpt 6-22-22.pdf](#)

7. 21/22-2161 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[BA Item 2161\(b\) Budgetary Transfers 6-22-22.pdf](#)

8. 21/22-2162 - CUMULATIVE OBJECT SUMMARY REPORTS

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of May 2022.

[BA Item 2162\(b\) Cumulative Object Summary Rpt \(May 2022\).pdf](#)

9. 21/22-2163 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2122-12.

[Acceptance of Gifts #2022-12-06-22-22.pdf](#)

10. 21/22-2164- PROFESSIONAL SERVICE AGREEMENTS

The Board of Education is requested to approve the Professional Service Agreements Report #18 for the Monrovia Unified School District 2021-22 SY.

[Professional Service Agmts #18 - 062222.pdf](#)

11. 21/22-2165 - YEAR-END APPROPRIATION TRANSFERS

The Board of Education is requested to authorize the Los Angeles County Office of Education (LACOE) to make appropriation transfers as necessary at the close of the school year to permit payment of obligations of the district incurred during the 2021-22 fiscal year.

[Authorization to Make Appropriation Transfers - 2021-22.pdf](#)

12. 21/22-2166 - INTER-FUND TRANSFERS FOR 2022-23

The Board of Education is requested to approve the routine transfer of cash between District funds for the 2022-23 fiscal year.

HUMAN RESOURCES

13. 21/22-3041 - PERSONNEL ASSIGNMENTS

The Board of Education is requested to approve Personnel Assignments Report #21.

[2022-06-22 Personnel Report 21.pdf](#)

14. 21/22-3043 - PERSONNEL COMMISSION MEMBERSHIPS 2022-2023 SCHOOL YEAR

The Board of Education is requested to approve the payment of contractual fees and memberships from the Personnel Commission budget for Cooperative Organization for the Development of Employee Selection Procedures (CODESP), California School Personnel Commissioners Association (CSPCA), and the Personnel Commissioners Association of Southern California (PCASC).

TECHNOLOGY

15. 21/22-4017 - RENEWAL OF SUBSCRIPTION WITH CLASSLINK, INC.

The Board of Education is requested to approve a one-year (1) subscription agreement with Classlink, Inc., to use multiple electronic data systems to manage, store, and report data about various District activities and functions. Effective August 1, 2022, through July 31, 2023.

[Classlink Renewal 22-23.pdf](#)

16. 21/22-4018 - RENEWAL OF SUBSCRIPTION WITH PANDADOC

The Board of Education is requested to approve a one (1) year software subscription with PandaDoc allowing the electronic signing of documents.

[Monrovia Unified__PandaDoc Renewal - 2022-2023.pdf](#)

17. 21/22-4019 - RENEWAL OF ZOOM SUBSCRIPTION

The Board of Education is requested to approve a one-year (1) subscription for Zoom video conferencing software for the 2022-2023 school year.

[Zoom Renewal 22-23.pdf](#)

BOARD BUSINESS

18. 21/22-5100 - DUES AND MEMBERSHIPS FOR 2022-23 SY

The Board of Education is requested to approve memberships for the 2022-23 school year for the organizations as listed.

[2022-23 Dues and Memberships.pdf](#)

19. 21/22-5101 – MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND THE CITY OF MONROVIA FOR A SCHOOL RESOURCE OFFICER (SRO)

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Monrovia Unified School District and the City of Monrovia for School Resource Officer (SRO) services for the 2022-23 SY.

[2022-23 SRO MOU.pdf](#)

20. 21/22- 5102 – MEMORANDUM OF UNDERSTANDING WITH COMMUNITY MEDIA OF THE FOOTHILLS (CMF), OR KGEM

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Monrovia Unified School District and Community Media of the Foothills (CMF), or KGEM, for the streaming and archival of Board of Education meetings, from July 1, 2022, to June 30, 2023.

[2022-23 KGEM MOU.pdf](#)

21. 21/22-5103 - RESOLUTION RECOGNIZING THE CONTINUED STATE OF EMERGENCY & REAUTHORIZING THE NEED FOR TELECONFERENCED MEETINGS PURSUANT TO AB 361

The Board of Education is requested to adopt Resolution No. 2122-30, recognizing the continued state of emergency that exists and reauthorizing the need for teleconferenced meetings pursuant to AB 361.

[AB 361 Resolution - 062222.pdf](#)

22. 21/22-5104 – RETAINER AGREEMENT FOR LEGAL SERVICES FOR 2022-2023 SCHOOL YEAR, MARGARET CHIDESTER & ASSOCIATES

The Board of Education is requested to approve a Retainer Agreement between Margaret A. Chidester & Associates and Monrovia Unified School District for legal services for the 2022-2023 school year.

[Retainer Agreement Margaret A. Chidester and Assoc. effect. 070122.pdf](#)

I. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Sue Kaiser, Ed.D., Asst. Supt. of Educational Svcs.

1. 21/22-1113 - NWEA MASTER SUBSCRIPTION AGREEMENT

The Board of Education is requested to approve a subscription agreement between NWEA and Monrovia Unified School District, effective July 1, 2022, through June 30, 2023.

Motion by _____, seconded by _____, Vote _____

Board Member Travanti____, Board Member Hammond____, Board Member Anderson____,

Board Member Gholar____, Board President Lockerbie_____

[NWEA Master Subscription Agreement - 20220609.pdf](#)

[NWEA Sales Order - 20220609.pdf](#)

[NWEA Privacy Policy - 20220609.pdf](#)

2. 21/22-1123 - AGREEMENT WITH COMMITTEE FOR CHILDREN FOR THE SECOND STEP PROGRAM

The Board of Education is requested to approve an agreement with Committee for Children for the Second Step Program and digital licenses to pilot the program at one elementary and one middle school for 2022-23 school year.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____

[Second Step Quote - 20220622.pdf](#)

[Second Step Proposal Review.pdf](#)

3. 21/22-1125 - ADOPTION OF THE LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

The Board of Education is requested to adopt the Local Control Accountability Plan (LCAP).

Motion by _____, seconded by _____ Vote _____

Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____

[LCAP Presentation - 20220609.pdf](#)

[LCFF Budget Overview for Parents - 20220609.pdf](#)

[LCAP 2022-23.pdf](#)

4. 21/22-1127 - AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND CURRICULUM ASSOCIATES

The Board of Education is requested to approve an agreement with Curriculum Associates for iReady licenses for the district's five (5) elementary schools, two (2) middle schools, and Mountain Park School, and to provide professional development for the Instructional Specialist and iReady trainer during the 2022-23 school year.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____

[Curriculum Associates iReady Quote - 20220622.pdf](#)

BUSINESS SERVICES – Dana Smith, Asst. Supt. of Business Services

5. 21/22-2167 - RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT FOR 2022-23

The Board of Education is requested to adopt Resolution No. 2122-27 to approve the use of Education Protection Account (EPA) funds for the 2022-23 fiscal year.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____

[EPA Resolution - 062222.pdf](#)

6. 21/22-2168 - RESOLUTION TO AUTHORIZE TEMPORARY INTER-FUND CASH BORROWING

The Board of Education is requested to adopt Resolution No. 2122-28 to authorize the temporary borrowing of cash between District funds for the 2022-23 fiscal year.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____

[Inter-Fund Borrowing Resolution.pdf](#)

7. 21/22-2169 - RESOLUTION TO AUTHORIZE TEMPORARY TRANSFERS OF FUNDS FROM THE LOS ANGELES COUNTY TREASURER

The Board of Education is requested to adopt Resolution No. 2122-29 to authorize the temporary transfer of funds from the Los Angeles County Treasurer for the 2022-23 fiscal year. Motion by _____, seconded by _____ Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[L.A. County Treasurer Borrowing Resolution.pdf](#)

8. 21/22-2170 - ADOPTED BUDGET FOR THE 2022-23 FISCAL YEAR

The Board of Education is requested approve the 2022-23 Adopted Budget for all district funds. Motion by _____, seconded by _____ Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[2022-23 Adopted Budget.pdf](#)

9. 21/22-2171 - APPROVAL OF AGREEMENT WITH BRITWORKS, INC.

The Board of Education is requested to approve an agreement with Briteworks, Inc., to provide janitorial services for the District at sites as needed. Effective June 23, 2022, through June 30, 2023. Motion by _____, seconded by _____ Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[Briteworks inc. Contract - 062222.pdf](#)

HUMAN RESOURCES – *Gregoire Francois, Ed.D., Deputy Superintendent*

10. 21/22- 3044 - AFFILIATION AGREEMENT BETWEEN EMERSON COLLEGE AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve an Affiliation Agreement with Emerson College allowing the Monrovia Unified School District to provide clinical education experiences to Speech-Language Pathology Students. Motion by _____, seconded by _____ Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[Emerson College Speech Pathologist Monrovia Unified School District_AA.pdf](#)

11. 21/22-3045 - APPROVAL OF CONTRACT WITH HELIOS ED

The Board of Education is requested to approve a contract with Helios Ed to streamline HR processes for the District. Motion by _____, seconded by _____, Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[Helios Ed Proposal - Monrovia Unified School District.pdf](#)

12. 21/22-3046 - APPROVAL OF UPDATED JOB DESCRIPTION, HIGH SCHOOL COUNSELOR

The Board of Education is requested to approve an updated job description, *High School Counselor*. Motion by _____, seconded by _____ Vote _____
Board Member Travanti___, Board Member Hammond___, Board Member Anderson___,
Board Member Gholar___, Board President Lockerbie_____
[School Counselor, High School 2022.pdf](#)

13. 21/22-3047 - APPROVAL OF UPDATED JOB DESCRIPTION, TRANSITION SERVICE COUNSELOR

The Board of Education is requested to approve an updated job description, *Transition Service Counselor*.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti __, Board Member Hammond __, Board Member Anderson __,
Board Member Gholar __, Board President Lockerbie _____

[Transition Service Counselor 2022.pdf](#)

14. 21/22-3048 - APPROVAL OF UPDATED JOB DESCRIPTION, *DISTRICT HEALTH SERVICES COORDINATOR*

The Board of Education is requested to approve an updated job description, *District Health Services Coordinator*.

Motion by _____, seconded by _____ Vote _____

Board Member Travanti __, Board Member Hammond __, Board Member Anderson __,
Board Member Gholar __, Board President Lockerbie _____

[District Health Services Coordinator 2022.pdf](#)

BOARD BUSINESS – Ryan D. Smith, Ed.D., Superintendent of Schools

15. 21/22-5105- REVIEW AND DISCUSSION OF THE DISTRICT'S FACILITIES MASTER PLAN

The Board of Education will review and discuss the Monrovia Unified School District Facilities Master Plan last completed in June 2019.

J. INFORMATIONAL ITEMS

These items require no vote and are for the information of the Board. The Board may discuss them and give direction on how they would like for these items to proceed.

1. BOARD POLICY 4033, *LACTATION ACCOMMODATION*, AND ADMINISTRATIVE REGULATION 4032, *REASONABLE ACCOMMODATION*

The Board of Education is requested to receive for first reading Board Policy 4033, *Lactation Accommodation*, and Administrative Regulation 4032, *Reasonable Accommodation*, as recommended by the California School Boards Association (CSBA).

[BP 4033 Lactation Accommodation.pdf](#)

[AR 4032 Reasonable Accommodation.pdf](#)

2. BOARD POLICY 4111, *RECRUITMENT AND SELECTION*, AND ADMINISTRATIVE REGULATION 4112, *APPOINTMENT AND CONDITIONS OF EMPLOYMENT*

The Board of Education is requested to receive for first reading Board Policy 4111, *Recruitment and Selection*, and Administrative Regulation 4112, *Appointment and Conditions of Employment*, as recommended by the California School Boards Association (CSBA).

[BP 4111 Recruitment and Selection.pdf](#)

[AR 4112 Appointment and Conditions of Employment.pdf](#)

3. BOARD POLICY 4112.42, *DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS*

The Board of Education is requested to receive for first reading Board Policy 4112.42, *Drug and Alcohol Testing for School Bus Drivers*, as recommended by the California School Boards Association (CSBA).

[BP 4112.42 Drug and Alcohol Testing For School Bus Drivers.pdf](#)

4. BOARD POLICY 5022, *STUDENT AND PARENT PRIVACY RIGHTS*, AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to receive for first reading Board Policy 5022, *Student*

and Parent Privacy Rights, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

[BP 5022 STUDENT AND FAMILY PRIVACY RIGHTS.pdf](#)

[AR 5022 STUDENT AND FAMILY PRIVACY RIGHTS.pdf](#)

5. BOARD POLICY 5119, STUDENTS EXPELLED FROM OTHER DISTRICTS

The Board of Education is requested to receive for first reading Board Policy 5119, *Students Expelled From Other Districts*, as recommended by the California School Boards Association (CSBA).

[BP 5119 STUDENTS EXPELLED FROM OTHER DISTRICTS.pdf](#)

6. BOARD POLICY 5131, STUDENT CONDUCT

The Board of Education is requested to receive for first reading Board Policy 5131, *Student Conduct*, as recommended by the California School Boards Association (CSBA).

[BP 5131 STUDENT CONDUCT.pdf](#)

7. BOARD POLICY 5131.8, MOBILE COMMUNICATION DEVICES

The Board of Education is requested to receive for first reading Board Policy 5131.8, *Mobile Communication Devices*, as recommended by the California School Boards Association (CSBA).

[BP 5131.8 MOBILE COMMUNICATION DEVICES.pdf](#)

8. BOARD POLICY 5141.33, HEAD LICE

The Board of Education is requested to receive for first reading Board Policy 5141.33, *Head Lice*, as recommended by the California School Boards Association (CSBA).

[BP 5141.33 Head Lice.pdf](#)

9. BOARD POLICY 6164.5, STUDENT SUCCESS TEAMS, AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to receive for first reading Board Policy 6164.5, *Student Success Teams*, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

[BP 6164.5 STUDENT SUCCESS TEAMS.pdf](#)

[AR 6164.5 STUDENT SUCCESS TEAMS.pdf](#)

10. BOARD POLICY 7214, GENERAL OBLIGATION BONDS & ITS ACCOMPANYING ADMINISTRATIVE REGULATION

The Board of Education is requested to receive for first reading Board policy 7214, *General Obligation Bonds*, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

[BP 7214 General Obligation Bonds.pdf](#)

[AR 7214 General Obligation Bonds.pdf](#)

11. PENDING BOARD ISSUES

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues - 062222.pdf](#)

K. FUTURE MEETING DATES

- July 27, 2022; 6:30 p.m. - Regular Board of Education Meeting
- August 10, 2022; 6:30 p.m. - Regular Board of Education Meeting
- August 24, 2022; 6:30 p.m. - Regular Board of Education Meeting

L. NEW BUSINESS

Summer School:

- All Grades: June 13, 2022

For additional information pertaining to summer school, please visit

www.monrovia-schools.net

Other Dates to Calendar:

- MUSD Performing Arts Gala - June 24, 2022; 6:30 p.m. @ Monrovia Historical Museum
- Taylor Performing Arts Production of "Footloose" - July 14-15, 2022 @ 8pm; July 16, 2022 @ 2pm & 8pm; July 17, 2022 @5pm

M. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016**

BOARD OF EDUCATION CLOSED SESSION

Thursday, June 9, 2022

5:15 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING

Thursday, June 9, 2022

6:30 p.m. - Board Room

UNADOPTED MINUTES

A. CONVENED BOARD OF EDUCATION OPEN SESSION MEETING (5:15 p.m.)

1. Meeting was Called to Order at 5:15 p.m.
2. Public Comments for Items on the Closed Session Agenda
There were none.

B. CONVENED BOARD OF EDUCATION CLOSED SESSION at 5:16 p.m.

1. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
2. Conference with legal counsel regarding anticipated litigation (Government Code Section 54956.9)
3. Superintendent evaluation (Government Code Section 54957)
4. Public Employee Appointment - *Director of Human Resources* (Government Code Section 54957)

C. RECESSED BOARD OF EDUCATION CLOSED SESSION at 6:20 p.m.

D. RECONVENED REGULAR BOARD OF EDUCATION OPEN SESSION (6:30 p.m.)

1. Meeting was called to order by Board President Selene Lockerbie at 6:31 p.m.
2. Pledge of Allegiance
3. Roll Call

Selene Lockerbie, President	Present	Ryan D. Smith, Superintendent	Present
Traci Gholar, Vice President	Present	Greg Francois, Deputy Superintendent	Present
Jennifer Anderson, Clerk	Present	Sue Kaiser, Asst. Supt. Ed Svcs.	Present
Rob Hammond, Member	Present	Dana Smith, Asst. Supt. Bus. Svcs.	Present
Maritza Travanti, Member	Present	Leslie Lockhart, Int. Asst. Supt. HR	Present

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

There were no changes to the order.

2. Approved the Minutes of the Regular Board of Education Meeting on May 25, 2022. Motion by Board Member Travanti, seconded by Board Member Anderson, **Vote 4-0, 1 Abst.** Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y, Board Member Gholar – Y, Board President Lockerbie - Y

[BM Mins - 052522.pdf](#)

F. COMMUNICATIONS

1. Board Member Reports

- **Board President Lockerbie** provided a summary of the events that took place throughout the District over the last couple of weeks and congratulated the 2022 class of graduates and promotees.
- **Board Member Hammond** addressed the district's facilities needs assessment that was conducted in 2019 and reassured the public this is a priority of the Board of Education with a request to address the findings indicated in the report.

2. Report from the Superintendent

- **Dr. Smith** informed the community about the program "Vision to Learn," which will provide free eye care services for all MUSD students on June 13-14, 2022. **Dr. Smith** provided an update on the success of the *Paper* tutoring service the District adopted earlier in the school year. **Finally, Dr. Smith** introduced the newest members of the district administration team, **Dr. Greg Puccia, Asst. Supt. of Human Resources** and **Dr. Paula Rodas, Director of Secondary Educational Services**.

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, public input is limited to no more than three (3) minutes per person, per agenda or non-agenda item, totaling no more than 20 minutes per item.

1. **Public Comments for items not on the Agenda** -In compliance with the Brown Act, items not on the agenda legally cannot be discussed by the Board tonight. We welcome your input, but are limited to asking clarifying questions and gathering contact information. Items requiring Board discussion or action will have to be calendared for a future meeting, so that all interested parties may provide input.

There were none.

2. **Public Comments for items on the Open Session Agenda**

There were none.

H. STAFF PRESENTATIONS

1. **UNIVERSAL PRE-KINDERGARTEN & EXPANDED LEARNING OPPORTUNITIES PROGRAM.** (*Dr. Sue Kaiser, Asst. Supt. of Ed. Services*).

The Board of Education received an informational report on the Universal Pre-Kindergarten program & the Expanded Learning Opportunities Program at Canyon Early Learning Center.

I. **CONSENT AGENDA**

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: **There were none.**

Approval of Consent Agenda:

Motion by Board Member Gholar, seconded by Board Member Hammond, **Vote 5-0**
Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y

EDUCATIONAL SERVICES

1. 21/22-1109 - FINAL SETTLEMENT AGREEMENT

The Board of Education ratified a Final Settlement agreement in regards to Student No. 7243985867 dated May 23, 2022.

[Settlement Agreement Report 9.pdf](#)

2. 21/22-1110 - FINAL SETTLEMENT AGREEMENT

The Board of Education ratified a Final Settlement agreement in regards to Student No. 3190020480 dated May 23, 2022.

[Settlement Agreement Report 10.pdf](#)

3. 21/22-1111 - COMPROMISE AND RELEASE AGREEMENT

The Board of Education ratified a Compromise and Release Agreement in regards to Student No. 1219442005 dated May 19, 2022.

[Settlement Agreement Report 11.pdf](#)

4. 21/22-1112 - ADOPTION OF RECOMMENDED TEXTBOOK

The Board of Education adopted the textbook, "*Human Geography, A Spatial Perspective, AP Edition*," for use in the high school history social science program beginning in the 2022-23 school year.

5. 21/22-1116 - MEMORANDUM OF CONTRACT WITH SAN JOAQUIN COUNTY OFFICE OF EDUCATION

The Board of Education approved a Memorandum of Contract between the San Joaquin County Office of Education (CEDR Department), a county office of education of the state of California, (SJCOE/CEDR), and the Monrovia Unified School District concerning the design, programming, and maintenance of integration components between Special Education Information System (SEIS) and Monrovia Unified School District's student information system, Aeries from July 1, 2022, through June 30, 2025.

[SJCOE Memorandum of Contract.pdf](#)

BUSINESS SERVICES

6. 21/22-2150 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education ratified purchase orders in the amount of \$666,062.05 issued May 5, 2022, through May 20, 2022, and payments in the amount of \$266,256.46, issued May 12, 2022, through May 24, 2022.

[BA Item 2150\(b-e\) Purchase Order Rpt 6-9-22.pdf](#)

7. 21/22-2151 - DISTRICT CASH RECEIPTS

The Board of Education received District cash receipts; Deposit Report No. 41 through No. 42, deposited May 16, 2022 through May 23, 2022, for a total amount of \$875,441.

[BA Item 2151\(b-c\) Deposit Rpts #41-42 6-9-22.pdf](#)

8. 21/22-2152 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education approved the budgetary adjustments as submitted.

[BA Item 2152\(b\) Budgetary Transfers 6-9-22.pdf](#)

9. 21/22-2154 - PROFESSIONAL SERVICE AGREEMENTS

The Board of Education approved the Professional Service Agreements Report #17 for the Monrovia Unified School District 2021-22 SY.

[Professional Service Agmts #17 - 060922.pdf](#)

10. 21/22-2155-AUTHORIZATION TO USE STATE BIDS AND PIGGYBACKABLE BIDS

The Board of Education approved the utilization of the State, City, and other School District bids to purchase equipment and supplies for the District's daily operational needs including but not

limited to furniture, transportation, playground, technology and network, grounds and maintenance, copier and reprographics equipment and supplies.

11. 21/22-2156 - 2022-23 SCHOOL YEAR BUS SCHEDULE

The Board of Education approved the Bus Schedule for the 2022-23 school year, home-to-school transportation.

[BA Item 2156\(b\) 2022-23 Bus Schedule 6-9-22 FINAL.pdf](#)

12. 21/22-2157 - AGREEMENT WITH ATHENS SERVICES

The Board of Education approved an agreement with Athens Services to remove and dispose of District wide general and organic waste for compliance and safety purposes.

[BA Item 2157\(b\) Agreement with Athens Services 6-9-22.pdf](#)

HUMAN RESOURCES

13. 21/22-4039 - PERSONNEL ASSIGNMENTS

The Board of Education approved Personnel Assignments Report #20.

[2022-06-09 Personnel Report 20.pdf](#)

14. 21/22-4040 - CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

The Board of Education approved Travel and Conference Report #12.

[06092022TravelConference.pdf](#)

BOARD BUSINESS

15. 21/22-5100 - BOARD POLICY 0100, *PHILOSOPHY*

The Board of Education adopted Board policy 0100, *Philosophy*, as recommended by the California School Boards Association (CSBA).

[BP 0100 Philosophy - rev 052522.pdf](#)

16. 21/22-5101 - BOARD POLICY 0200, *GOALS FOR THE DISTRICT*

The Board of Education adopted Board policy 0200, *Goals for the District*, as recommended by the California School Boards Association (CSBA).

[BP 0200 Goals for the School District - rev 052522.pdf](#)

J. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Sue Kaiser, Ed.D., Asst. Supt. of Educational Svcs.

1. 21/22-1114 - MEMORANDUM OF UNDERSTANDING (MOU) WITH VISION TO LEARN

The Board of Education ratified a Memorandum of Understanding between Vision to Learn and Monrovia Unified School District, effective June 1, 2022, through July 30, 2024.

Motion by Board Member Hammond, seconded by Board Member Travanti,

Vote 5-0

Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y

2. 21/22-1115 - CAREER TECHNICAL EDUCATION PROGRAM MEMORANDUMS OF UNDERSTANDING

The Board of Education is requested to ratify Memorandums of Understanding (MOU's) with various community organizations that will provide student internship opportunities to MUSD students.

Effective May 1, 2022, through April 30, 2023, as part of our work-based learning program.

Motion by Board Member Anderson, seconded by Board Member Gholar,

Vote 5-0

Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y

[CTE Memorandums of Understanding - 20220609.pdf](#)

3. 21/22-1117 - APPROVAL OF EXPANDED LEARNING OPPORTUNITIES PROGRAM PLAN

The Board of Education is requested to approve the Expanded Learning Opportunities Program Plan. Motion by Board Member Hammond, seconded by Board Member Lockerbie, **Vote 5-0**
Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y
[ELOP Plan - 20220609.pdf](#)

4. 21/22-1118 - APPROVAL OF UNIVERSAL PRE-KINDERGARTEN PLAN

The Board of Education is requested to approve the Universal Pre-Kindergarten Plan. Motion by Board Member Gholar, seconded by Board Member Travanti, **Vote 5-0**
Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y
[MUSD UPK Plan - 20220609.pdf](#)

5. 21/22-1119 - PUBLIC HEARING FOR LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

The Board of Education held a public hearing to take testimony from the public and discuss the updated Local Control Accountability Plan (LCAP) prior to adoption on June 22, 2022.
[LCFF Budget Overview for Parents - 20220609.pdf](#)

- K. OPENED PUBLIC HEARING FOR LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) at 7:43 p.m.**
- L. CLOSED PUBLIC HEARING FOR LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) at 7:44 p.m.**

BUSINESS SERVICES – Dana Smith, Asst. Supt. of Business Services

6. 21/22-2158 - RESOLUTION AND AGREEMENT FOR CALIFORNIA SCHOOLS HEALTHY AIR, PLUMBING, AND EFFICIENCY PROGRAM (CalSHAPE)

The Board of Education adopted Resolution No. 2122-26 and approve an agreement for the California Schools Healthy Air, Plumbing & Efficiency Program (CalSHAPE). Motion by Board Member Hammond, seconded by Board Member Anderson, **Vote 5-0**
Board Member Travanti – Y, Board Member Hammond – Y, Board Member Anderson – Y,
Board Member Gholar – Y, Board President Lockerbie - Y
[BA Item 2158\(b\) Resolution and Agreement for CalSHAPE 6-9-22.pdf](#)

7. 21/22-2159 - PUBLIC HEARING FOR THE 2022-23 PROPOSED ADOPTED BUDGET

The Board of Education held a public hearing to take testimony from the public and discuss the Monrovia Unified School District 2022-23 Proposed Adopted Budget for all district funds.
[2022-23 Adopted Budget Narrative.pdf](#)

- M. OPENED PUBLIC HEARING FOR THE 2022-23 PROPOSED ADOPTED BUDGET at 7:56 p.m.**
- N. CLOSED PUBLIC HEARING FOR THE 2022-23 PROPOSED ADOPTED BUDGET at 7:57 p.m.**
- O. INFORMATION ITEMS**

These items require no vote and are for the information of the Board. The Board may discuss them and give direction on how they would like for these items to proceed.

1. PENDING BOARD ISSUES

The Board of Education received status information on identified tasks and review issues of interest for future attention.
[Pending Board Issues - 060922.pdf](#)

P. FUTURE MEETING DATES

- June 22, 2022; 6:30 p.m. - Regular Board of Education Meeting
- July 27, 2022; 6:30 p.m. - Regular Board of Education Meeting

Q. NEW BUSINESS

Summer School:

- All Grades: June 13, 2022

For additional information pertaining to summer school, please visit www.monroviaschools.net.

- **Board Member Hammond** requested that the Facilities Master Plan be brought back at a future Board meeting for review and discussion.
- R. Board President Lockerbie RECESSED the REGULAR BOARD OF EDUCATION OPEN SESSION MEETING at 8:03 p.m.**
- S. RECONVENED THE BOARD OF EDUCATION CLOSED SESSION at 8:18 p.m.**
- T. ADJOURNED THE BOARD OF EDUCATION CLOSED SESSION at 8:24 p.m.**
- U. RECONVENED THE BOARD OF EDUCATION OPEN SESSION at 8:24 p.m.**
- **Board President Lockerbie** announced that the Board of Education voted unanimously to appoint **Shershonna Huff, to the position of Director of Human Resources.**
- V. Board President Lockerbie ADJOURNED THE BOARD OF EDUCATION OPEN SESSION AT 8:25 p.m.**

Ryan D. Smith, Superintendent & Secretary of the Board

Jennifer Anderson, Board Clerk

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

1. 21/22-1120 - RENEWAL OF LICENSE WITH EDPUZZLE INC.

RECOMMENDATION

The Board of Education is requested to approve the renewal of a district-wide license with Edpuzzle Inc. for a one-year term.

Rationale:

Edpuzzle is a digital platform that houses a library of videos that can be used in tandem with the curriculum. Edpuzzle allows teachers to build interactive experiences with their students. Much of the curricula the district has adopted incorporates videos for lessons. Edpuzzle is a digital platform that allows teachers to edit videos for presentations in a manner that keeps students focused and engaged while learning.

Background:

Monrovia Unified School District began its partnership with Edpuzzle during the 2020-21 distance learning school year. Many teachers have used this platform for the delivery of both lesson and homework instruction through these videos.

Budget Implication (\$ Amount):

Total cost for this license is \$11,700 and will be paid with Expanded Learning Opportunities Grant funds.

Legal References:

Education Code 17604 requires all agreements and contracts to be approved or ratified by the Board of Education.

Additional Information:

Copies of the agreement and privacy policy are attached.

ATTACHMENTS

- [Edpuzzle - 20220622.pdf](#)
- [Edpuzzle - Terms of Service - Privacy Policy \(2021\).pdf](#)

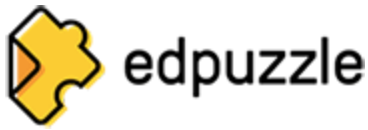
Edpuzzle lets your teachers turn videos into engaging learning experiences for students across all grades and subjects.

With **new** and **enhanced** features designed to support today's classroom, Edpuzzle continues to be the go-to solution for educators. We look forward to what your teachers will be able to accomplish this upcoming year with your Edpuzzle Pro subscription.

Act now to ensure unlimited access to:

- **A Network Channel:** Allow your Curriculum Coordinator to share vetted videos and your teachers to collaborate on lessons.
- **Edpuzzle Originals:** Access a library of 1200+ ready-to-go, standards-aligned video lessons created by our team of expert teachers.
- **Our screen recording extension:** Create tailor-made lessons for your students from the comfort of your computer.
- **Student projects:** Let students participate in showing what they know by creating their own video lessons with embedded questions.
- **Live Mode:** Enable teachers to project video lessons in the classroom that encourage discussion while students answer in real time on their own devices.
- **Audio responses:** Give students the flexibility of recording their answers to thought-provoking questions.
- **Custom professional development:** Improve your efficacy and student outcomes.

As always we are here to support you. **Your quote for an Edpuzzle Pro subscription is following on the next page.** Please contact me if you have any questions about it.



PO BOX 446
 SAN FRANCISCO, CA 94104-0446
 UNITED STATES

Bill To Name	Monrovia Unified School District	Quote Number	00041957
Bill To	325 EAST HNTNGTN DR MONROVIA, CA 91016 US	Quote Created	5/13/2022
Contact Name	Jennifer Maljian	Quote Expires	10/7/2022
Email	jmaljian@monroviaschools.net	Prepared By	Amanda Dougher
		Email	amanda@edpuzzle.com

Product	Period	Line Item Description	Sales Price	Quantity	Total Price
Pro District	1 year	Unlimited storage of interactive video lessons, district-wide	\$11,700.00	1.00	\$11,700.00
Subtotal					\$11,700.00
Grand Total					\$11,700.00

FAQ's

Does Edpuzzle accept purchase orders?

Yes, we do! This quote can be used to generate a PO. If you need any other information or would prefer a credit card payment instead just let us know. We will get you set up with Pro within 24h of receiving the order.

What payment methods does Edpuzzle accept?

We accept credit card payments, checks, and direct deposits (wire transfers).

Can we use next year's funds this school year?

Yes! Send us your PO by June 30th and we can invoice you in July so that you can use next year's funds to purchase at this year's rates.

Terms & Conditions

(1) This quote is pre-tax, it doesn't include any local and/or state taxes. Applicable taxes may not be included in our invoice, and customer may be responsible for those taxes. If you are a tax exempt customer, please provide the applicable Tax Exempt Certificate document along with your purchase order.

(2) All spots from the license will expire at the end of the term, regardless of effective use or not.

(3) Each spot is assigned to one teacher and cannot be replaced by another teacher on a general basis.

(4) This agreement supplements EDpuzzle, Inc.'s Terms of Service (<https://edpuzzle.com/terms>) and Privacy Policy (<https://edpuzzle.com/privacy>), which shall rule provision of the service to the customer.

(5) This agreement will automatically renew at the end of each term for a further term of one (1) year unless either party gives the other written notice of termination at least thirty (30) days prior to the end of the relevant term.

THIS PDF COPY OF EDPUZZLE INC'S TERMS OF SERVICE ([HTTPS://EDPUZZLE.COM/TERMS](https://edpuzzle.com/terms)) AND PRIVACY POLICY ([HTTPS://EDPUZZLE.COM/PRIVACY](https://edpuzzle.com/privacy)) IS PROVIDED FOR REFERENCE ONLY. ONLINE VERSIONS PREVAIL OVER ANY PRINTED VERSIONS.

TERMS OF SERVICE

Overview

Last Updated Oct. 7th: Due to the recent decision by the Court of Justice of the European Union invalidating Privacy Shield, Edpuzzle has updated its Privacy Policy to add the relevant [Standard Contractual Clauses](#) ("SCC") as a transfer mechanism for personal data being transferred out of the European Economic Area, Switzerland, and the United Kingdom to the United States. This update is solely to address the recent developments for GDPR compliance and does not give Edpuzzle any additional rights over your data, and you do not need to take any action. The following are the terms of service ("Terms of Service" or the "Agreement") that define the relationship between EDpuzzle, Inc. (operating as Edpuzzle ("Company," "Edpuzzle," "we," or "us")) and you, and govern your use of Edpuzzle's services. We have done our best to write these conditions in simple, clear terms.

Agreeing to Our Terms

Thank you for your interest in Edpuzzle, which owns and operates the services offered on edpuzzle.com ("Edpuzzle Website") and any associated applications ("Edpuzzle Apps") or products and services (e.g. the "Edpuzzle Blog") that the Company may provide now or in the future (collectively, the "Service" or "Services"). When using the Service, you will also be subject to the Edpuzzle [Privacy Policy](#) and any published guidelines, policies or rules applicable to our website or apps, which may be posted at any time (collectively the "Guidelines"). These Terms of Service and our Privacy Policy, including any other Guidelines and future modifications (collectively, the "Agreement"), govern your use of the Service and are a legal contract between you and Edpuzzle. By signing up for an account on, or otherwise accessing or using the Edpuzzle Service, you acknowledge that you have read and agree to be bound by this Agreement. If you are using the Service on behalf of a school, institution, company or organization that has a separate written agreement with Edpuzzle, that agreement shall govern your use of the Service, and all matters not covered by said agreement will be subject to our Terms of Service and Privacy Policy. If you are entering into this Agreement on behalf of a company, institution or other legal entity, you acknowledge that you have the authority to bind said entity to these terms and conditions, in which case the terms "you," "your" or "Member" shall refer to said entity. If you do not have such authority, or if you do not agree with these terms and conditions, you must not accept this Agreement and may not use the Service, and Edpuzzle shall not be responsible for any use you make of the Service without the pertinent authorization. EDUCATIONAL INSTITUTIONS UTILIZING THE SERVICE ARE RESPONSIBLE FOR MONITORING THE RIGHTS AND INTERESTS OF THEIR STUDENTS AND MUST THEREFORE TAKE SPECIAL CARE IN THE REVIEW OF THIS AGREEMENT. EDUCATIONAL INSTITUTIONS SHALL BE RESPONSIBLE FOR OBTAINING, WHERE APPLICABLE, PERTINENT CONSENT FROM PARENTS, LEGAL GUARDIANS OR ELIGIBLE STUDENTS PRIOR TO UTILIZING THE SERVICE. EDPUZZLE SHALL NOT BE RESPONSIBLE FOR ANY NEGLIGENCE OF THE EDUCATIONAL INSTITUTION IN THE REVIEW OF THIS AGREEMENT OR THE OBTAINMENT, WHERE APPLICABLE, OF THE NECESSARY PARENTAL CONSENT.

Privacy

Your privacy is extremely important to us, and we take great care to limit what we collect and how we use it, and to help you understand our policies. Please read our Privacy Policy, which explains how we treat your personal information and protect your privacy when you use our Service. By using our Service, you agree that Edpuzzle can use such data in accordance with our Privacy Policy.

Sign-up and Security

As a condition to using the Service, you may be required to create an account with Edpuzzle and select a password and username or provide additional contact information. You must provide Edpuzzle with accurate, complete, and updated personal information. You may not select or use the name of another person with the intent to impersonate that person. You will not provide any false information or create an account for anyone other than yourself without permission. We reserve the right to refuse to create an account or to delete an account at our discretion. You shall be responsible for maintaining the confidentiality of your password and will not share your account with anyone or let anyone else access your account. You may not transfer your account to anyone without the express prior written consent from Edpuzzle. You affirm, acknowledge and pledge that all the information you submit when creating an account is truthful and accurate.

Using the Service

As long as you are complying with all of the terms and conditions of the Agreement, Edpuzzle gives you permission to access and use the Service that you select through the applicable sign-up process. The Service is available for your personal, non-commercial use. We are constantly changing and improving our Services. We may add or remove functionalities or features, and we may suspend or stop a Service altogether if, for example, you do not comply with this Agreement or if we are investigating suspected misconduct. You can stop using our Service at any time, although we will be sorry to see you go. We may also stop providing the Service to you, or add or create new limits to our Service or restrict your access to all or a part of the Service at any time without notice or liability. Access to and use of the Service itself is currently free, but in the future, we may offer new or additional special features which Edpuzzle may charge for. The right to access and use the Service is revoked in jurisdictions where it may be prohibited, if any exist. EDPUZZLE IS UNDER NO OBLIGATION TO PROVIDE ITS SERVICES. IT IS THE SOLE RESPONSIBILITY OF THE TEACHER, EDUCATIONAL INSTITUTION OR ORGANIZATION TO BE PREPARED TO CONDUCT ANY TEACHING AND/OR TEACHING-RELATED ACTIVITIES WITHOUT ACCESS TO THE EDPUZZLE SERVICE.

Your Pledge

You affirm, acknowledge and agree that you will not provide any User Submissions (content you create using the Service) or otherwise use the Service in a manner that (i) infringes, violates or misuses another's intellectual property rights, rights of publicity or privacy, or other rights; (ii) violates any international, federal, state or local law, statute, ordinance or regulation or which would render the Company in violation of any applicable laws or regulations (iii) is harmful, fraudulent, threatening, abusive, harassing, tortuous, defamatory, vulgar, obscene, libelous, or otherwise objectionable; or (iv) jeopardizes the security of your account in any way, such as allowing someone else access to your account or password. Additionally, you affirm, acknowledge and agree that you possess all the rights necessary to provide your User Submissions and grant the Company the above rights.

Your Information and Content

In the course of using the Service, you and other users may provide or post certain content or information which Edpuzzle may use in connection with the Service and which may be visible to certain other users ("User Submissions"). Please review our Privacy Policy for additional information on the types of information different kinds of users are able to provide. Additionally, when the Service is utilized by an educational institution managing student "Educational Records," some User Submissions may be deemed part of said

education records (as defined in the "FERPA and Student Data" section below). You retain all ownership rights for any User Submissions. Edpuzzle does not claim any ownership rights over User Submissions. Nevertheless, if your educational institution, company or organization has purchased a Pro Upgrade and granted you access to Edpuzzle's Pro features, it is possible that your institution, company or organization owns all intellectual property rights inherent to your content, depending on the contents of your employment agreement or the organization's internal regulations. **EDPUZZLE SHALL NOT BE RESPONSIBLE FOR ANY DECISIONS MADE BY YOUR EDUCATIONAL INSTITUTION, COMPANY OR ORGANIZATION AS TO THE OWNERSHIP OF CONTENT ASSOCIATED TO YOUR ACCOUNT, AND ANY CLAIMS IN THAT REGARD SHOULD BE DIRECTED TO THE EDUCATIONAL INSTITUTION, COMPANY OR ORGANIZATION AND NOT EDPUZZLE.** In order to allow Edpuzzle to provide the Service, you hereby grant us a limited, non-exclusive, sublicensable (as necessary to perform the Service), worldwide, royalty-free, and transferable (only to a successor) right and license to:

- use, copy, store, distribute, publicly display, modify, and create derivative works (such as changes we make so that your content works better with our Service) from such User Submissions as necessary to provide, improve and make the Service available to you and other users, including through any future media in which the Service may be distributed;
- use and disclose metrics and analytics regarding the User Submissions in an aggregate or other non-personally identifiable manner (including, for use in improving our service or for marketing and business development purposes);
- use any User Submission (including any Education Record) that has been de-identified for any product development, research or other purpose; and
- use for other purposes permitted by the Edpuzzle Privacy Policy.

You are responsible for making sure that you have all the rights for your User Submissions, including the rights necessary for you to grant us the aforementioned licenses to the User Submissions. The above license (i) will terminate when you delete any User Submissions with intellectual property rights ("IP content"), like photos or videos, you or your institution (as defined below) deletes an Education Record, you delete any personal information, or you delete your account, unless your content has been shared with others and they have not deleted it, or your content is part of an Education Record still under the control of your institution (e.g., co-teaching). If you would like to delete any videos that may contain personal information regarding your identity, please review the "How Do I Delete My Account?" section of our Privacy Policy and follow the steps to request deletion. Edpuzzle will not heed any deletion requests of "teacher accounts" or "teacher content" made by the educational institution, company or organization, as this should be handled by the educational institution, company or organization itself in accordance with its internal regulations or teacher employment agreements. Additionally, when you delete IP content, Education Records, or personal information, it is deleted in a manner similar to emptying the recycle or trash bin on a computer. However, you understand that any removed User Submission may persist in backup copies for a reasonable period of time. Note that the information contained in Edpuzzle's security backups or copies will not be available or accessible to others. All information posted or transmitted through the Service is the responsibility of the person that posted it, and we will not be liable for any errors or omissions in any content. Edpuzzle cannot guarantee the identity of any other users with whom you may interact in the course of using the Service, or the authenticity of any data which users may provide about themselves. You acknowledge that all content accessed by you using the Service is at your own risk and you will be solely responsible for any damage or loss to any party resulting therefrom. We do not guarantee that we will publish any of your User Submissions, and reserve the right to remove User Submissions from the Service at any time for any reason, such as if we receive a notice report that a User Submission infringes on someone's intellectual property rights. Our automated systems analyze your User Submissions (including emails) to provide you personally relevant product features, such as customized search results, and for spam and malware detection.

This analysis occurs as the content is sent, received, and when it is stored. Edpuzzle will not analyze any Educational Records for the purpose of providing behaviorally-targeted advertising to students, yet the aforementioned shall not be construed to limit Edpuzzle's ability to use Educational Records for adaptive learning or customized student learning purposes. We always appreciate your feedback or other suggestions about Edpuzzle, but you understand that we may use your feedback or suggestions without any obligation to compensate you for them.

Ownership of Edpuzzle Teacher Accounts

Your account belongs to you, regardless of the email address you used when signing up for the Services. However, please keep in mind that if your educational institution, organization or company disables your email address and you're not able to log in, we won't be able to recover your account. Additionally, if you utilize the Service through a Pro license acquired by another party for you to use (e.g., bought by your school for teaching purposes), the party paying for such feature has the right to control access to and get reports on your use of such paid feature; however, they do not have rights to your personal account.

Additional Terms by User Types

Students

If you are a student accessing the Service at the invitation of a teacher or other school official, the following terms apply to you:

- Only students who have been invited by their teacher, school, or district may use the Service. You may not access or use the Service unless you are invited by a teacher, school, or district who is authorized to give you access to the Service.*
- We request minimal personal information to be provided from students to enable use of the Service: first name, last name, username, email and password. If you are a student, please do not provide any personal information about yourself to us, other than what we request from you when you sign up for the Service. Without prejudice to the aforementioned, when using the Open Classroom feature, students can access and use the Edpuzzle service without the need to create an account. In this modality, students may have to provide a nickname, and only responses will be collected and processed by the service.*
- The Children's Online Privacy Protection Act ("COPPA") prohibits online service providers from knowingly collecting personally identifiable information from children under 13 years of age without verifiable parental consent or notice as applicable ("Consent"). Edpuzzle only collects, uses, shares, and retains personal student information for purposes for which we were authorized by the educational institution/agency and teacher.*

Teachers

If you are a teacher, aide, trainer or other similar personnel accessing the Service on behalf of an educational institution, company or organization (the "Institution"), the following terms apply to you:

- You understand and acknowledge that COPPA prohibits online service providers from knowingly collecting personally identifiable information from children under 13 years of age without Consent, and you understand that we only collect, use, share and retain student personal information for purposes for which we were authorized by the educational institution/agency or teacher.*
- You acknowledge and agree that you have School Consent to allow children under 13 to use the Service and that you and/or the Institution will be solely responsible (and hereby agree that Edpuzzle is not responsible) for compliance with COPPA or any other applicable laws. This includes limiting access to the Service to those*

student users from whom School Personnel has received valid Consent forms and complying with all parental requests regarding the collection, use and disclosure of such child's information. School Personnel or the educational institution are responsible for providing parental consent forms to the parents of potential student users, for confirming receipt of valid consent forms for each child before granting the student access to the Service, and for retaining such consent forms on file. If a user's parent does not consent or rescind such School Consent, School Personnel or the educational institution shall immediately notify Edpuzzle to discontinue that student's access to the Service and ensure that such student's information is no longer accessible through the Services.

- You agree that you are acting on behalf of (or have permission from) your Institution to enter into this Agreement and to use the Service as part of your curriculum.
- You agree that you are responsible for maintaining and monitoring the accuracy of the list of students for each of your classes. By way of example, you will only retain students in your classroom as long as it is reasonably needed for their educational development, which shall not exceed more than one school year.
- You acknowledge and agree that, in order to guarantee the privacy and security of your students' data and provide them with the best possible experience through the Edpuzzle Apps, you will make sure your students use the latest versions available in the Play and Apple Store.

ONLY PERSONNEL WHO ARE CURRENT EMPLOYEES OF THE INSTITUTION MAY USE THE SERVICE ON THE INSTITUTION'S BEHALF. UPON TERMINATION OF A TEACHER, AIDE, TRAINER, OR OTHER STAFF MEMBER'S EMPLOYMENT WITH THE INSTITUTION, SUCH INDIVIDUAL MUST RETURN AND CEASE USING ALL LOGIN DETAILS AND STUDENT ACCESS HE OR SHE HAS IN HIS OR HER POSSESSION. EDPUZZLE SHALL NOT BE RESPONSIBLE FOR THE MISUSE OF THE SERVICE BY INSTITUTION PERSONNEL AND SHALL NOT BE HELD ACCOUNTABLE FOR TEACHERS, AIDES, TRAINERS, OR OTHER STAFF MEMBERS OF THE INSTITUTION NOT RETURNING STUDENT EDUCATION RECORDS, AND/OR NOT RETURNING AND CEASING TO USE ALL LOGIN DETAILS AND STUDENT ACCESS THEY HAVE IN THEIR POSSESSION, UPON TERMINATION OF THEIR EMPLOYMENT AGREEMENT WITH THE INSTITUTION.

Co-Teaching

ANY DISPUTES ARISING BETWEEN THE TEACHERS PARTICIPATING IN THE CO-TEACHING CLASS SHALL BE RESOLVED EITHER AMONG THEMSELVES, OR WITH THE INTERVENTION OF THE EDUCATIONAL INSTITUTION, COMPANY OR ORGANIZATION. EDPUZZLE WILL NOT INTERVENE IN SUCH CONFLICTS AND SHALL NOT BE HELD LIABLE FOR ANY MISCONDUCT OF THE TEACHERS PARTICIPATING IN THE CO-TEACHING CLASS. WHEN SETTING UP A CO-TEACHING CLASS WITHIN THE SERVICE, YOU AND THE OTHER PARTICIPATING CO-TEACHER(S) AGREE TO BE EQUALLY AND EXCLUSIVELY RESPONSIBLE AND ACCOUNTABLE FOR THE CLASS AND ITS MANAGEMENT, AS SET FORTH IN THE "CO-TEACHING" SECTION OF OUR PRIVACY POLICY.

FERPA and Student Data

Certain information that may be provided to Edpuzzle by School Personnel that is directly related to a student and maintained by an educational institution, may be considered an education record ("Education Record") under the Family Educational Rights and Privacy Act ("FERPA"). Additionally, certain information, provided to Edpuzzle by School Personnel about a student, such as student name and grade level, may be considered directory information under FERPA ("Directory Information") and thus not an Education Record. A school may not generally disclose personally identifiable information from an eligible student's education records to a third party without written consent of the parent and/or eligible student or without meeting one of the exemptions set forth in FERPA ("FERPA Exemption(s)"), including the exemption for Directory Information ("Directory Information

Exemption”) or disclosure to school officials with a legitimate educational interest (“School Official Exemption”). As School Personnel or the Institution providing Directory Information or any Education Record to Edpuzzle, you acknowledge, affirm and pledge to Edpuzzle, as applicable, that your Institution has:

- complied with the Directory Information Exemption, including, without limitation, informing parents and eligible students what information the Institution deems to be directory information and allow parents and eligible students a reasonable amount of time to request that schools do not disclose directory information about them; and/or
- complied with the School Official Exemption, including, without limitation, informing parents in their annual notification of FERPA rights that the Institution defines “school official” to include service providers and defines “legitimate educational interest” to include services such as the type provided by Edpuzzle; or
- obtained all necessary parental or eligible student written consent to share the Directory Information and Education Records with the Company, in each case, solely to enable the Company’s operation of the Service.

Edpuzzle will never share Education Records with third parties except (i) as directed by an Edpuzzle user (i.e., teacher sharing with another teacher or parent); or (ii) to our service providers that are necessary for us to provide the Service, as stated in our Privacy Policy. Education Records are never used or disclosed for third-party advertising or any kind of first- or third-party behaviorally-targeted advertising to students or parents. Additionally, information collected directly from a student using Edpuzzle is never used or disclosed for third-party advertising, or any kind of first- or third-party behaviorally-targeted advertising, and personal information collected from a student is never sold or rented to anyone. This section shall not be construed (i) to prohibit Edpuzzle from marketing or advertising directly to parents so long as the marketing or advertising did not result from the use of Education Records to provide behaviorally-targeted advertising or (ii) to limit the ability of Edpuzzle to use student information or Education Records for adaptive learning or customized student learning purposes. Edpuzzle may use Education Records that have been de-identified for product development, research or other purposes (“De-Identified Data”). De-Identified Data will have all direct and indirect personal identifiers removed. Edpuzzle agrees not to attempt to re-identify the De-Identified Data and not to transfer the De-Identified Data to a third party unless that party agrees not to attempt re-identification.

GDPR and Minors

The EU General Data Protection Regulation (GDPR) determines that the processing of personal data of a child residing in the European Union shall be lawful where the child is at least sixteen (16) years old, unless Member States have provided, by law, a lower age that is not below thirteen (13) years. As a teacher, you acknowledge, affirm and pledge to Edpuzzle that you or your Institution has obtained all necessary parental or eligible student written consent to share the personal data of your students with Edpuzzle, in each case, solely to enable Edpuzzle's operation of the Service. If you have any issues with Edpuzzle's principles set out in these terms, we will respond to your complaints within thirty (30) days. If your complaint cannot be resolved through our internal processes, we will direct you to the state or national data protection authority in the jurisdiction where you reside.

Edpuzzle Technology Copyright

The Service and the Edpuzzle Technology are intended solely for the personal, non-commercial use of our users and may only be used in accordance with this Agreement. “Edpuzzle Technology” means all past, present and future content of the Service, including, all the software, hardware and technology used to provide the Service (including Edpuzzle proprietary code and third-party software), user interfaces, materials displayed or performed on the Service, such as text, graphics, articles, photographs, images, illustrations and the design, structure, sequence and “look and feel” of the Services, and all other intellectual property, including all Edpuzzle Marks. “Edpuzzle Marks” are the

trademarks, service marks, logos, or any other trade name, trademarks, service marks and other distinctive or proprietary brand features of Edpuzzle. Edpuzzle Technology is protected by copyright and other intellectual property laws. You are not allowed to use, store, copy, reproduce, modify, translate, publish, broadcast, transmit, distribute, perform, upload, create derivative works from, display, license, sell or otherwise exploit the Edpuzzle Technology for any purposes other than as expressly permitted under this Agreement. You will not decompile, reverse engineer, or otherwise attempt to obtain the source code of any Edpuzzle Technology. Using our Service does not give you ownership of any intellectual property rights in our Service or the Edpuzzle Technology. You may not use content from our Services, including User Submissions, unless you obtain permission from its owner or are otherwise permitted by law. These terms do not grant you the right to use any Edpuzzle Marks. Do not remove, obscure, or alter any copyright or other legal notices displayed in or along with our Services. You may download a single copy of the Edpuzzle App for personal, non-commercial use only.

Use Restrictions

User Responsibilities

We do our best to keep Edpuzzle safe, but we cannot make any guarantees. We need your help to keep Edpuzzle safe, which includes the following commitments by you when using our Service:

- You will only use the Service as permitted by law.
- You will not post unauthorized commercial communications (such as spam or advertisements) on or through the Service.
- You will not collect users' content or information, or otherwise access the Service, using automated means (such as harvesting bots, robots, spiders, or scrapers) without our prior permission.
- You will not engage in unlawful multi-level marketing, such as a pyramid scheme, on the Service.
- You will not upload viruses or other malicious code, files or programs.
- You will not collect, solicit or otherwise obtain login information or access an account belonging to someone else.
- You will not collect, use or disclose data, including personal information, about other users without their consent or for unlawful purposes or in violation of applicable laws or regulations.
- You will not post, share or otherwise make available to the community content that is protected by copyright or applicable intellectual property laws and whose dissemination has been prohibited by its legitimate proprietor.
- You will not bully, intimidate, or harass any user or use the Service in any manner that is threatening, abusive, violent, or harmful to any person or entity, or invasive of another's privacy.
- You will not post content that: is hate speech, discriminating, threatening, or pornographic or sexually explicit; incites violence; or contains graphic or gratuitous violence.
- You will not use the Service to do anything unlawful, deceptive, misleading, illegal, unethical, malicious, or discriminatory.
- You will not do anything that could disable, overburden, or impair the proper working or appearance of the Service or prevent other users from using the Service, such as a denial of service attack or interference with page rendering or other Service functionality.
- You will not use the Service in any commercially unreasonable manner or in any manner that would disparage Edpuzzle.
- You will not impersonate an Edpuzzle employee, or any other person, or falsely state or otherwise misrepresent your affiliation with any person or entity.
- You will use the Service in accordance with its purposes. As a general rule, students using the Service per instruction of an educational institution or teacher are not

permitted to create teacher accounts. Periodic exceptions to this prohibition shall be determined on a case by case basis.

- You will not facilitate or encourage any violations of this Agreement or our policies.

Any violation of the above may be grounds for restriction or termination of your right to access or use the Service as foreseen in the next section "Account Bans".

Account Bans

If your account has been involved in serious rule-breaking, the account will be either suspended or banned indefinitely depending on the severity of the offense. A suspension is temporary, whilst a ban, on the contrary, is permanent and cannot be lifted. If there has been a ban or suspension placed on your account, you will not be able to sign in to Edpuzzle anymore. For further information, please refer to Customer Support at support@edpuzzle.com. Customer Support shall provide you with the general reason for the ban or suspension, but will not enter into further discussion. **EVERY BAN OR SUSPENSION ON EDPUZZLE IS THE RESULT OF THOROUGH INVESTIGATION BY OUR MODERATION STAFF. AS A RESULT, ALL SUSPENSIONS AND BANS ARE FINAL AND CANNOT BE DISPUTED.**

Pricing, Billing and Cancellation

This section rules membership fees for the Edpuzzle Pro Teacher plan. Membership fees for the Edpuzzle Pro School plans and any other charges educational institutions, companies or organizations may incur in connection with their use of the service, such as taxes and possible transaction fees, will be charged on a one-time payment in exchange for a one-year subscription ("Initial Term"), with a renewal option for successive one-year periods at the end of each year ("Renewal Term"). Pro School memberships will be subject to the terms set forth in the issued quotes and invoices. Aspects not contemplated by said documents shall be ruled by these Terms of Service.

Billing Cycle

The membership fee for the Edpuzzle Pro Teacher plan and any other charges you may incur in connection with your use of the service, such as taxes and possible transaction fees, will be charged on a monthly basis to your Payment Method on the calendar day corresponding to the commencement of the paid portion of your membership. Visit our website and click on the "Payments" section on the "Plan" page to see your next payment date.

Authorization Requests

A request to the issuing bank for either a \$0 or a \$1 authorization is sent to verify that the card is issued and the bank will allow it to be authorized. Regardless of whether the authorization is declined or not, the authorization request is reversed immediately. However, even if the bank declines the authorization, you may still see an authorization for \$1 on your credit card statement. The important thing to remember is that this is not a charge, and it will disappear, depending on the bank, in anywhere from a few minutes to a few weeks. A first attempt of a \$0 authorization will be done for Visa, MasterCard and American Express. If the \$0 authorization fails, a \$1 authorization will be attempted. For other credit card companies, a \$1 authorization will be the standard request.

Cancellation

You can cancel your Edpuzzle Pro Teacher membership at any time, and you will continue to have access to the Pro Teacher premium features through the end of your monthly billing period. To the extent permitted by the applicable law, payments are non-refundable and we do not provide refunds or credits for any partial-month membership periods. To cancel, go to the "Plan" page and follow the instructions for cancellation. If you cancel your membership, your account will automatically lose access to the Pro Teacher premium features at the end of your current billing period. To see when your account will close, see the "Payments" section on the "Plan" page. If you change your mind about the cancellation

before your monthly billing period ends, you can reactivate the billing cycle by clicking on "Reactivate." Please note that subscriptions will also be automatically cancelled upon account deletion.

Changes to the Price and Plan

We may change our subscription plans and the price of our service from time to time; however, any price changes or changes to our subscription plans will apply to you no earlier than 30 days following notice to you.

Switching from Pro Teacher to Pro School

If your educational institution, company or organization upgrades to Pro School and grants you a license to use Edpuzzle in accordance with that plan, your subscription to the Pro Teacher plan will automatically be cancelled at the end of the current month and your account will be integrated into the Pro School plan purchased by your educational institution, company or organization.

Electronic Communications

We will send you information related to your billing (e.g., invoices and expiration notices) in electronic form only, via email to the email address you provided when you signed up.

Receipts

You can download detailed information about past payments on the "Plan" page, including, but not limited to, amount charged, billing address and date paid.

Miscellaneous

Social Media

The Company may, now or in the future, incorporate certain functions that allow you to interact with the Service through your accounts on certain supported third-party services, such as social networks or network storage sites ("Linked Accounts"), "Like" and "Share" buttons, or similar features. If you choose to use such features, you grant the Company permission to access and use your Linked Account for the purpose of processing your requests. Your use of Linked Accounts is subject to the applicable third-party terms.

Indemnity

You will indemnify, defend, and hold the Company, its parents, partners, subsidiaries, affiliates, officers, and employees not responsible for damages, losses, demands, liabilities, settlements, costs and expenses of any kind (including reasonable attorneys' fees) from any claim or demand made by any third party relating to or arising out of (i) your access to, use, or misuse of the Service, (ii) your violation of this Agreement (including any failure to obtain or provide any necessary consent and/or violation of applicable laws or regulations), or (iii) the infringement by you or any third party using your account of any intellectual property or other right of any person or entity, including in connection with your User Submissions.

Copyright Protection

It is Edpuzzle's policy to respond to notices of alleged copyright infringement that comply with the Directive (EU) 2019/790 on Copyright and Related Rights in the Digital Single Market and the Digital Millennium Copyright Act ("DMCA"). You will find the contact details of our Copyright Agent in the [DMCA Designated Agent Directory](#). If your copyright-protected work was posted on Edpuzzle without authorization, you may submit a copyright infringement notification. The fastest and simplest way to submit a copyright takedown notice is through the form attached to the bottom of this article from our Help Center. You will have to fill it out, sign it and email it to us at privacy@edpuzzle.com. Make sure, however, to consider whether fair use, fair dealing or a similar exception to copyright applies before you submit the form. **THESE REQUESTS SHOULD ONLY BE SENT BY THE COPYRIGHT OWNER OR AN AGENT AUTHORIZED TO ACT ON THE OWNER'S BEHALF.** Edpuzzle may remove any allegedly infringing content without any liability to the

infringing user. Edpuzzle will promptly terminate without notice any User's access to the Service where the User is a "repeat infringer" of copyrights. Edpuzzle, however, reserves the right to identify and terminate Users under any circumstances it deems appropriate, including after only a single instance of allegedly infringing behavior by that User.

Third-Party Integrations, Websites and User Interactions

The Service may eventually allow for integrations with third-party apps or tools (e.g., YouTube) to provide certain features and improve your experience when using the Service. As a result, we are obligated to make you aware of certain terms related to the use of such features. YOU ACKNOWLEDGE AND AGREE TO BE BOUND BY THE TERMS AND CONDITIONS APPLICABLE TO THE FOLLOWING THIRD-PARTY SERVICES WHEN USING THEIR RESPECTIVE INTEGRATIONS WITH THE SERVICE:

- YouTube's Application Programming Interface ("YouTube API") allows users to access detailed information about YouTube videos from the Edpuzzle's Website and browse any video available on the YouTube platform (governed by the [YouTube Terms of Service](#)).
- Screencastify is a screen recorder for Google Chrome that allows users to record and edit videos which can later be uploaded to Edpuzzle (governed by the [Screencastify Terms of Use](#)).
- Explain Everything is an online interactive whiteboard app that, among others, allows users to screencast and record whiteboard videos. Such videos can be directly shared on Edpuzzle through the integration feature (governed by the [Explain Everything Terms of Use](#)).
- Learning Management Systems (LMS) compatible with Edpuzzle and used by your educational institution, company or organization shall be ruled by their respective terms of service. Currently compatible LMS Interfaces are [Canvas](#), [Schoology](#), [Moodle](#), [Blackboard](#), [PowerSchool](#), and [Blackbaud](#) – click on each provided link to be redirected to applicable terms and policies.

The Service may also contain links to third-party websites that are not owned or controlled by the Company, and include features that allow you to interact and communicate with third parties. When you access third-party websites or interact or communicate with third parties through the Service, you do so at your own risk. The Company has no control over, and assumes no responsibility for, the content, accuracy, privacy policies, or practices of or opinions expressed in any third-party websites, or which are posted to or through the Service by other users. Your interactions with organizations and/or individuals found on or through the Service are solely between you and such organizations and/or individuals. You should make whatever investigation you feel necessary or appropriate before proceeding with any online or offline interaction with any other person.

- **User disputes:** Edpuzzle is not responsible for the actions, content, information or data of other third parties, including other users. You are solely responsible for your interactions with other users of the Services, and any other parties with whom you interact through the Service. We reserve the right, but have no obligation, to become involved in any way with these disputes.
- **Release:** if you have a dispute with one or more users, you release us (and our officers, directors, agents, subsidiaries, joint ventures and employees) from claims, demands and damages (actual and consequential) of every kind and nature, known and unknown, arising out of or in any way connected with such disputes, including damages for loss of profits, goodwill, use, privacy or data. If you are a California resident, you waive California Civil Code §1542, which says: "A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must

have materially affected his settlement with the debtor." And, if you are not a California resident, you waive any applicable state statutes to a similar effect.

Modification to Agreement

We may modify this Agreement or Guidelines to, for example, reflect changes to the law or changes to our Services. You should check the Agreement regularly. We will post notice of material changes to this Agreement on this page. Changes will not apply retroactively and will only become effective when (a) you use the Service after you know about the change, or (b) thirty days after they are posted (whichever is sooner). However, changes addressing new functions for a Service or changes made for legal reasons will be effective immediately. Your continued use of the Services following notice of the changes to the Agreement or Guidelines, constitutes your acceptance of our amended terms, policies or guidelines. **IF YOU DO NOT AGREE TO THE MODIFIED AGREEMENT, PLEASE DISCONTINUE YOUR USE OF THE SERVICE.** As stated in our Privacy Policy, Edpuzzle will not change how Education Records are used or shared under these Terms of Service without advance notice and consent from the competent school or institution.

Termination

This Agreement shall remain in full force and effect while you use the Service. You may terminate your use of the Service or your account at any time by either accessing your account's settings page or by contacting us at privacy@edpuzzle.com. Parents and students should reach out to us through an authorized school official. The Company may suspend or terminate your access to the Service or your account at any time, for any reason (without cause or for your violation of any term of this Agreement), and without warning or notice, which may result in the loss of information associated with your account. Upon termination of your account, your right to use the Service will cease immediately. All provisions of this Agreement which, by their nature, should survive termination, shall survive termination, including, without limitation, ownership provisions, warranty disclaimers, and limitations of liability.

Dispute Resolution

(A) Generally: in the interest of resolving disputes between you and the Company in the most expedient and cost effective manner, you and the Company agree that any and all disputes arising in connection with these Terms of Service shall be resolved by binding arbitration. Arbitration is more informal than a lawsuit in court. Arbitration uses a neutral arbitrator instead of a judge or jury, may allow for more limited discovery than in court, and can be subject to very limited review by courts. Arbitrators can award the same damages and relief that a court can award. Our agreement to arbitrate disputes includes, but is not limited to, all claims arising out of or relating to any aspect of these Terms of Service and our Privacy Policy, including any other Guidelines and future modifications, whether based on contract, tort, statute, fraud, misrepresentation or any other legal theory, and regardless of whether the claims arise during or after the termination of these Terms of Service. You understand and agree that, by entering into these Terms of Service, you and the Company are each waiving the right to a trial by jury or to participate in a class action. (B) Exceptions: notwithstanding subsection (A), we both agree that nothing herein shall be deemed to waive, preclude, or otherwise limit either our right to (i) bring an individual action in small claims court, (ii) pursue enforcement actions through applicable federal, state, or local agencies where such actions are available, (iii) seek injunctive relief in a court of law, or (iv) to file suit in a court of law to address intellectual property infringement claims. (C) Arbitration: any arbitration between you and the Company will be governed by the Commercial Dispute Resolution Procedures and the Supplementary Procedures for Consumer Related Disputes (collectively, "AAA Rules") of the American Arbitration Association ("AAA"), as modified by these Terms of Service, and will be administered by the AAA. The AAA Rules and filing forms are available online at www.adr.org, by calling the AAA at 1-800-778-7879, or by contacting the Company. (D) Notice: a party who intends to seek arbitration must first send a written notice of the dispute to the other, by certified

mail or Federal Express (signature required), or in the event that we do not have a physical address on file for you, by electronic mail ("Notice"). The Company's address for Notice is:Edpuzzle, Inc.

833 Market Street, Suite 427,
San Francisco, CA 94103,
United States of America

The Notice must (a) describe the nature and basis of the claim or dispute; and (b) set forth the specific relief sought ("Demand"). We agree to use good faith efforts to resolve the claim directly, but if we do not reach an agreement to do so within 30 days after the Notice is received, you or the Company may commence an arbitration proceeding. During the arbitration, the amount of any settlement offer made by you or the Company shall not be disclosed to the arbitrator until after the arbitrator makes a final decision and award, if any; provided that our dispute is finally resolved through arbitration in your favor, the Company shall pay you the greater of (i) the amount awarded by the arbitrator, if any, (ii) the greatest amount offered by the Company in settlement of the dispute prior to the arbitrator's award.(E) Fees: in the event that you commence arbitration in accordance with these Terms of Service, the Company will reimburse you for your payment of the filing fee, unless your claim is for greater than \$10,000, in which case the payment of any fees shall be decided by the AAA Rules. Any arbitration hearings will take place at a location to be agreed upon in San Francisco, California, provided that if the claim is for \$10,000 or less, you may choose whether the arbitration will be conducted solely on the basis of documents submitted to the arbitrator, through a non-appearance based telephonic hearing, or by an in-person hearing as established by the AAA Rules. If the arbitrator finds that either the substance of your claim or the relief sought in the Demand is frivolous or brought for an improper purpose (as measured by the standards set forth in Federal Rule of Civil Procedure 11(b)), then the payment of all fees will be governed by the AAA Rules. In such case, you agree to reimburse the Company for all monies previously disbursed by it that are otherwise your obligation to pay under the AAA Rules. Regardless of the manner in which the arbitration is conducted, the arbitrator shall issue a reasoned written decision sufficient to explain the essential findings and conclusions on which the decision and award, if any, are based. The arbitrator may make rulings and resolve disputes as to the payment and reimbursement of fees or expenses at any time during the proceeding and upon request from either party made within 14 days of the arbitrator's ruling on the merits.(F) No Class Actions: you and the Company agree that each may bring claims against the other only in your or its individual capacity, and not as a plaintiff or class member in any purported class or representative proceeding. Furthermore, unless both you and the Company agree otherwise, the arbitrator may not consolidate more than one person's claims, and may not otherwise preside over any form of a representative or class proceeding.(G) Enforceability: if only Subsection F of this Section or the entirety of this Section is found to be unenforceable, then the entirety of this Section shall be null and void and, in such case, the parties agree that the exclusive jurisdiction and venue described elsewhere in this Section shall govern any action arising out of or related to these Terms of Service.

Limitation of Liability

We provide our Service using a commercially reasonable level of skill and care and we hope that you will enjoy using it. But there are certain things that we do not promise about our Services.**DISCLAIMER OF WARRANTIES. THE SERVICE (AND ANY ASSOCIATED CONTENT OR SOFTWARE) IS PROVIDED ON AN "AS IS" BASIS. THE COMPANY EXPRESSLY DISCLAIMS ALL WARRANTIES OR REPRESENTATIONS OF ANY KIND, EXPRESS, IMPLIED OR STATUTORY, REGARDING THE EDPUZZLE TECHNOLOGY, SERVICES, AND CONTENT, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF QUALITY, ACCURACY, PERFORMANCE, AVAILABILITY, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE OR NON-INFRINGEMENT. WITHOUT LIMITING THE GENERALITY OF THE AFOREMENTIONED, EDPUZZLE DOES NOT ACKNOWLEDGE OR AFFIRM THAT THE SERVICES WILL MEET YOUR REQUIREMENTS, BE ERROR FREE OR UNINTERRUPTED, THAT ALL ERRORS**

WILL BE CORRECTED OR THAT THE SERVICES ARE FREE FROM VIRUSES OR OTHER HARMFUL COMPONENTS. LIMITATION OF LIABILITY. UNDER NO LEGAL THEORY, INCLUDING, BUT NOT LIMITED TO, NEGLIGENCE, SHALL EDPUZZLE OR ITS SUCCESSORS, AFFILIATES, CONTRACTORS, EMPLOYEES, LICENSORS, PARTNERS OR AGENTS, BE LIABLE TO YOU FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, COST OF COVER, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES (EVEN IF EDPUZZLE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), ARISING FROM OR RELATING TO (i) THIS AGREEMENT; (ii) YOUR USE OR THE INABILITY TO USE THE SERVICES, CONTENT, OR USER SUBMISSIONS; OR (iii) ANY INTERACTION WITH ANY THIRD PARTY THROUGH OR IN CONNECTION WITH THE SERVICE, INCLUDING OTHER USERS. IN NO EVENT WILL EDPUZZLE OR ITS SUCCESSORS, AFFILIATES, CONTRACTORS, EMPLOYEES, LICENSORS, PARTNERS OR AGENTS, BE LIABLE TO YOU IN THE AGGREGATE (FOR ALL POTENTIAL CLAIMS BY YOU) FOR ANY DAMAGES INCURRED IN EXCESS OF THE GREATER OF ANY FEES YOU HAVE ACTUALLY PAID TO COMPANY FOR USE OF THE SERVICE IN THE 12 MONTHS PRIOR TO THE EVENTS GIVING RISE TO THE CLAIM, OR ONE HUNDRED DOLLARS (\$100). CERTAIN JURISDICTIONS DO NOT ALLOW LIMITATIONS ON IMPLIED WARRANTIES OR THE EXCLUSION OR LIMITATION OF CERTAIN DAMAGES. IF YOU RESIDE IN SUCH A JURISDICTION, SOME OR ALL OF THE ABOVE DISCLAIMERS, EXCLUSIONS, OR LIMITATIONS MAY NOT APPLY TO YOU, AND YOU MAY HAVE ADDITIONAL RIGHTS.

Contact Edpuzzle

If you have any questions or concerns about these Terms of Service or how we protect our community, please contact us at privacy@edpuzzle.com – we'd love to help!

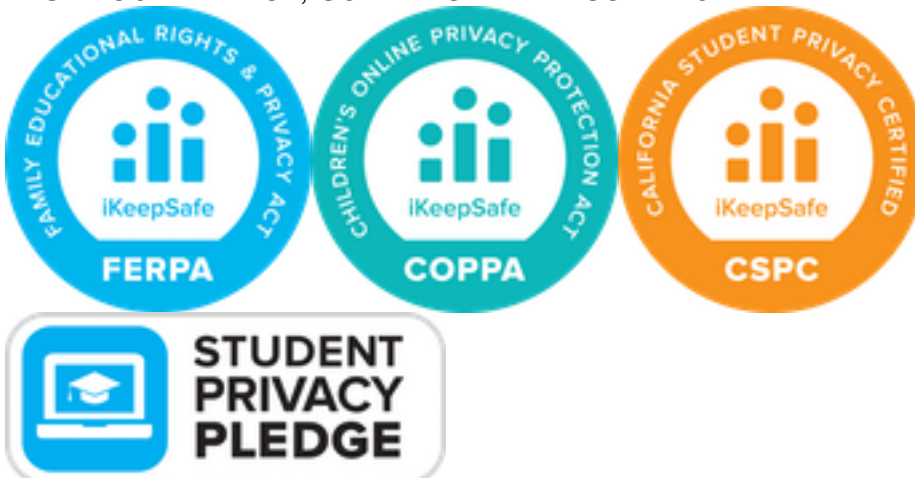
PRIVACY POLICY

Overview

Last Updated Oct. 7th: Due to the recent decision by the Court of Justice of the European Union invalidating Privacy Shield, Edpuzzle has updated its Privacy Policy to add the relevant [Standard Contractual Clauses](#) ("SCC") as a transfer mechanism for personal data being transferred out of the European Economic Area, Switzerland, and the United Kingdom to the United States. This update is solely to address the recent developments for GDPR compliance and does not give Edpuzzle any additional rights over your data, and you do not need to take any action. Edpuzzle's mission is to help teachers engage their students through the power of video learning. We are humbled that millions of teachers and students like you trust Edpuzzle every day. Earning your trust by ensuring your privacy and safety is therefore extremely important to us. This Privacy Policy explains:

- What information Edpuzzle collects from you (and why we collect it).
- How we use and share that information.
- The choices you have, including how to access, update and delete your information.
- This Policy applies to all products and services offered by Edpuzzle, Inc. (hereinafter referred to as "Edpuzzle," "we," "us," "our," also including our subsidiaries or affiliates).

SECTIONS WRITTEN IN CAPITAL LETTERS ARE ESPECIALLY IMPORTANT FOR LEGAL COMPLIANCE, SO PLEASE MAKE SURE TO REVIEW THEM CAREFULLY.



We have done our best to write this Policy in simple, clear terms. We encourage you to read it carefully, together with any other privacy notice we may provide on specific occasions when we are collecting or processing personal information about you, so that you are aware of how and why we are using such information.

- **Purpose of processing:** provide access to and use of Edpuzzle services (website and mobile apps).
- **Legal grounds:** processing based on user consent, contract performance and the legitimate interest of the company or third parties.
- **Recipients:** Edpuzzle third-party service providers which help provide the Service. Please see the [Security measures](#) section of this Privacy Policy for more information.
- **User rights:** access, rectification, erasure, restriction, objection and data portability (see the [Edpuzzle Privacy Principles](#) section of this Privacy Policy). For exercising any of the rights mentioned, please contact Edpuzzle's DPO.

- *Data Protection Officer (DPO): for inquiries regarding this Privacy Policy please contact Edpuzzle's DPO at privacy@edpuzzle.com or at the physical address listed at the end of this Policy.*
- *Additional information: to be found in Edpuzzle's [Terms of Service](#) and this Privacy Policy.*

*Personal information is any information you provide to us that personally identifies you, like your name or email address, or any other information which we could reasonably link to your identity. We will only collect, use, and share your personal information in accordance with this Privacy Policy. This Policy applies whether you use Edpuzzle through edpuzzle.com (the "Edpuzzle Website"), our mobile applications (the "Edpuzzle Apps"), your school's Learning Management Systems (LMS) with which Edpuzzle has been integrated (e.g., Google Classroom, Canvas, Moodle, Schoology, etc.) or any of our other products or services that link to this Privacy Policy (collectively, the "Service"). In addition, this Privacy Policy also covers Edpuzzle's treatment of any personal information about our users that our partners or other services might share with us. This Policy does not apply to websites or services or practices of companies that Edpuzzle does not own or control, such as third-party services you might access through links or other features (e.g., social media buttons; third-party integrations) on the Service. These other services have their own privacy policies, and we encourage you to review them before providing them with personal information. At the end of this Privacy Policy you will find a list with our third-party service providers and a link to their privacy policies, as well as an overview to how, why and under which conditions they might process your personal information. Whether you are new here (welcome!), or have been using Edpuzzle for a long time (welcome back!), please do take the time to get to know our privacy practices. We believe them to be fairly clear and friendly, but if you have any questions, we are here to help. To learn more about how we protect your privacy, send us an email at privacy@edpuzzle.com. **BY USING THE SERVICE, YOU ACKNOWLEDGE THAT YOU ACCEPT AND AGREE TO THIS PRIVACY POLICY.** Additionally, in our commitment to protecting children's privacy, Edpuzzle participates in the iKeepSafe Safe Harbor program. Edpuzzle has been granted the iKeepSafe FERPA, COPPA and CSPC seals signifying that our website and apps have been reviewed and approved for having policies and practices surrounding the collection, use, maintenance and disclosure of personal information from children consistent with the iKeepSafe FERPA, COPPA and CSPC programs guidelines. Edpuzzle is also a signatory of the Student Privacy Pledge, agreeing to a set of principles intended to safeguard student privacy, including responsible stewardship, protection, and transparent handling of student personal information. Read more about the Student Privacy Pledge [here](#). In compliance with the EU General Data Protection Regulation (GDPR), this Privacy Policy incorporates the Edpuzzle Standard Contractual Clauses ("ESCC"), when the GDPR applies to your use of the Edpuzzle Services and personal data is transferred to third countries which do not ensure an adequate level of data protection. Further information in this regard can be found in the [Europe](#) section of this Privacy Policy.*

What is Edpuzzle?

Edpuzzle is a simple, easy-to-use video platform that helps teachers engage their students. In the classroom, teachers use Edpuzzle to give students video lessons that they watch through the Edpuzzle Apps, Edpuzzle Website or the school's LMS. If multiple devices are used, they will all sync with each other. Beyond the classroom, teachers use Edpuzzle to engage students at home and access this video learning anywhere. Edpuzzle collects students' viewing history and quiz responses which teachers can view instantly. Students can create their own account, but can only tie that account to a class after they receive a unique code from their teacher. As further explained below in the "Which are Edpuzzle's Commitments to providing Transparency and Choice" section of this Privacy Policy, if the school or teacher elects to utilize Edpuzzle with students under a specific age, the school will be responsible for obtaining any necessary parental consent under the applicable laws. No teachers or school members will be provided with a unique code for their students

unless they consciously agree to this Policy, by reading and accepting the Privacy Policy notice given prior to signing up and in the verification email sent upon sign-up.

Edpuzzle Privacy Principles

What are Edpuzzle's principles when processing personal information?

In collecting and processing your personal information, we will comply with the data protection laws and regulations in force at the time. This requires that the personal information we hold about you must be:

- *Used lawfully, fairly and in a transparent way.*
- *Collected only for valid purposes that we have clearly explained to you and not used in a way that is incompatible with those purposes.*
- *Relevant to the purposes we have told you about and limited only to those purposes.*
- *Accurate and kept up-to-date.*
- *Kept only as long as necessary for the purposes we have told you about.*
- *Kept securely.*

Why does edpuzzle collect personal information from its users?

Edpuzzle collects personal information from users in order to provide the Service. Concretely, the personal information of students and teachers is collected and used for the following purposes:

- *To create the necessary accounts to use the Service.*
- *To provide teachers with analytics on student progress.*
- *To help teachers connect with other teachers from the same school or district.*
- *To send email updates to teachers, if applicable.*
- *To assess the quality of the Service.*
- *To secure and safeguard personal information.*
- *To access premium features, if applicable.*
- *To comply with all applicable laws on the protection of personal information.*

What are my rights when using Edpuzzle?

Your rights relating to your personal information include:

- *to be informed about how Edpuzzle uses your personal information;*
- *to request access to personal information held by Edpuzzle, and to have any incorrect, inaccurate or incomplete personal information rectified;*
- *where appropriate, to restrict processing concerning you or to object to processing;*
- *to have personal information erased where there is no compelling reason for its continued processing; and*
- *where applicable, to portability of personal data, that is to say, to receive your personal information in a structured and commonly used format.*

Which are my responsibilities when Using Edpuzzle?

We require that your personal information is accurate. Please let us know if the personal information you provided us for creating your account has changed. If we do not have the

correct information, we cannot take responsibility for information-related errors. Additionally, if we determine that you are in violation of this Policy, you will be subject to disciplinary action that could eventually lead to the banning of your account.

What are Edpuzzle's commitments to providing transparency and choice?

We try to be transparent about what information we collect, so that you can make meaningful choices about how it is used. For example, you can:

- Opt-out of providing certain information.
- Access and manage your account information by using the account settings within Edpuzzle.
- Control who you share information with.
- Remove information from Edpuzzle.
- Take information out of Edpuzzle.

Notice

When providing you with information on the processing of your personal information, such as its collection, transfer to other countries, types or identity of third parties to which we disclose that information and the purposes for which we do so, we will make sure that such information is provided in clear and understandable language. Also, initial notice on our practices and policies will be provided when you are first asked to provide personal information to us, or as soon as practicable thereafter, and in any event before we use the information for a purpose other than that for which it was originally collected.

Choice

We will offer you the opportunity to choose (by either opting-out or opting-in) if your personal information is (a) to be disclosed to a third party different from those listed in this Privacy Policy, or (b) to be used for a purpose materially different from the purpose for which it was originally collected or subsequently authorized by you.

Change of Purpose

We will only use your personal information for the purposes for which we collected it, unless we reasonably consider that we need to use it for another reason which is compatible with the original purpose. If we need to use your personal information for an unrelated purpose, we will notify you and we will explain the legal basis which allows us to do so.

Contract Performance

When, as a teacher or school representative, or when acting on behalf of a company or other organization, you create an Edpuzzle account, you provide your first and last name and an email address. We require those data elements for you to enter into the [Terms of Service](#) agreement with us, and we process those elements on the basis of performing that contract.

Consent

If you are a teacher or school representative, or use the Service on behalf of a company or other organization, note that Edpuzzle provides its Service upon explicit consent given by you when signing up. Prior to signing up, we will direct you to our [Terms of Use](#) and this Privacy Policy. When signing up, you will be declaring to have read such policies and to consent to them. Remember, nonetheless, that you will be able to withdraw your consent at any time by deleting your account in accordance with this Policy's [Managing My Information](#) section. EDUCATIONAL INSTITUTIONS UTILIZING THE SERVICE ARE RESPONSIBLE FOR MONITORING THE RIGHTS AND INTERESTS OF THEIR STUDENTS AND MUST THEREFORE TAKE SPECIAL CARE WHEN REVIEWING THIS PRIVACY POLICY. EDUCATIONAL INSTITUTIONS SHALL BE RESPONSIBLE FOR

OBTAINING, WHERE APPLICABLE, PERTINENT CONSENT FROM PARENTS, LEGAL GUARDIANS OR ELIGIBLE STUDENTS (THOSE WHO ARE 18 YEARS OF AGE OR ATTEND A POSTSECONDARY INSTITUTION) PRIOR TO UTILIZING THE SERVICE. EDPUZZLE SHALL NOT BE RESPONSIBLE FOR ANY NEGLIGENCE OF THE EDUCATIONAL INSTITUTION IN THE REVIEWING OF THIS PRIVACY POLICY OR THE OBTAINMENT, WHERE APPLICABLE, OF THE NECESSARY PARENTAL CONSENT. U.S. Educational Institutions and Parental Consent: Consistent with the requirements of COPPA, if you or your school decide to utilize the Service with children under 13, you will be electing to either obtain parental consent or to consent on behalf of the children's parents directly, which is commonly referred to as "school consent." At the same time, yet subject to exceptions, FERPA prohibits schools from disclosing personally identifiable information from a student's education record to a third party without written consent from the parent or eligible student. Accordingly, schools must either obtain parental consent, or ensure that their use of Edpuzzle meets one of FERPA's exceptions to the written consent requirement. Typically, schools are exempted from obtaining parental consent under FERPA when Edpuzzle is identified as a "school official," meaning Edpuzzle is performing an institutional service or function for which the school would otherwise use its own employees. European Educational Institutions and GDPR: According to article 8 of the GDPR, minors shall be entitled to give valid consent only if they are 16 years old (unless Member States have set a lower age limit which, nonetheless, cannot be under 13 years old). Under that age limit, processing of personal information related to minors shall be subject to parental consent. Schools are in control of their students' personal information and are obliged to take all necessary measures for protecting said information. This means that schools will have to be especially cautious when contracting any service that may require disclosure of student personal information. In other words, schools are data controllers in terms of GDPR and thus determine the purposes and means of the processing of student personal data. As a consequence, schools will also be responsible for informing students and their parents accordingly about what data is collected, which are the purposes of collection, how data is used and to which third parties it is disclosed, including Edpuzzle.

Legitimate Interests

Generally, the remainder of the processing of personal information we perform is necessary for the purposes of our legitimate interests or those of third parties. For example, for legal compliance purposes or to maintain ongoing confidentiality, integrity, availability and resilience of Edpuzzle's systems, website, and overall services, we must keep logs of Technical Information; and, in order to respond to legal process, we are required to keep records of users who have sent and received DMCA takedown notices. As foreseen in the "Restrictions" and "Account Bans" sections of our [Terms of Service](#), the breach of certain rules in the use of the Service may lead to the suspension or indefinite ban of your account, depending on the severity of the offense. In the event of an indefinite account ban, Edpuzzle may keep part of your personal information, such as, but not limited to, IP address and email address, to prevent you from accessing or using the Service.

How will Edpuzzle notify me of changes to this policy?

We may occasionally update this Privacy Policy. You can see when the last update was by looking at the "Last Updated" date at the top of this page. We will not reduce your rights under this Privacy Policy without your explicit consent. If we make any significant changes, we will provide prominent notice by posting a notice on the Service and/or notifying you by email (using the email address you provided) prior to and after changes taking effect, so you can review and make sure you're aware of them. We encourage you to review this Privacy Policy from time to time, to stay informed about our collection, use, and disclosure of personal information through the Service. If you do not agree with any changes to the Privacy Policy, you may delete your account (although we will be sad to see you go!). By continuing to use the Service after the revised Privacy Policy has become effective, you acknowledge that you accept and agree to the current version of the Privacy Policy.

Protecting Our Students

What information does Edpuzzle collect from children, and how is it used?

Except for the "Open Class" feature as explained below, Edpuzzle collects the minimal amount of information from students necessary to create accounts on our Service: we ask students to provide a unique username, a unique email, a password, their first and last name and a unique code they have been given by their teacher to join a class. Beyond this information, students can submit responses, comments, audios or images depending on the activities they are assigned, which will remain private between teacher and student. All this information will only be used for the purposes of the school/teacher. In addition to the information entered by the child, we automatically collect some information from any use of our Service as set forth in the "Information Collected Automatically" section. We use this information to provide the Service to the child, for security and safety purposes, or as required by law or to enforce our Terms. We will not require children to provide more personal information than is reasonably necessary in order to participate in the Service. If we discover that we have collected information from a child in a manner inconsistent with COPPA, FERPA or any other applicable laws or regulations, we will take appropriate steps to delete the information. We do not disclose any personal information about children to third parties, except to service providers necessary to provide the Service, as required by law, or to protect the security of the Service or other users. Information collected from students (including personal information and information collected automatically) is never used or disclosed for third-party advertising, including any kind of first- or third-party behaviorally targeted advertising, and children's personal information is never sold or rented to anyone, including marketers or advertisers. When using the Open Class feature, students can access and use the Edpuzzle service without the need to create an account. In this modality, students may have to provide a nickname, and only responses will be collected and processed by the Service.

What children's information is visible to others?

No student's profile is made available or visible to the public, or to any other students, through Edpuzzle. Teachers may share their classes, including grades or scores, with other teachers they co-teach with in their school, to help them collaborate. If the teacher chooses to display Edpuzzle in their classroom, either by utilizing the "live mode" feature of the Service or by projecting via a smartboard or interactive whiteboard, students physically present in that classroom may see other students' names, responses, comments or total scores. EDUCATIONAL INSTITUTIONS AND TEACHERS SHALL MAKE A RESPONSIBLE USE OF THE SERVICE AND AVOID COMPROMISING CHILDREN'S PERSONAL INFORMATION AT ALL TIMES WHEN DISPLAYING EDPUZZLE IN THE CLASSROOM. EDPUZZLE SHALL NOT BE HELD LIABLE FOR THE INAPPROPRIATE USE OF THE SERVICE BY THE EDUCATIONAL INSTITUTION OR THE TEACHER.

How long does Edpuzzle keep children's information?

We only keep a child's personal information for as long as his or her student account is active, unless we are required by law to retain it, need it to ensure the security of our community or our Service, or to enforce our Terms:

- **Minimal information:** As mentioned before, Edpuzzle collects the minimal amount of information from students necessary to create accounts on our Service: we ask students to provide first name, last name, email, a username and a password. Consistent with the requirements of FERPA and COPPA in the United States and of GDPR in Europe, among other applicable laws, we only collect, use, share, and retain student personal information for purposes for which we were authorized by the

educational institution/agency, teacher or the student. Beyond this information, students can submit responses, comments, audios or images depending on the activities they are assigned, that will remain private between teacher and student. In addition to the information entered by the child, we automatically collect some information from any use of our Service as set forth in the "Information collected automatically" section.

- *Deleting inactive accounts: If a student's account is inactive for eighteen (18) months or more (meaning the student has not used his or her account), Edpuzzle will automatically delete the student account, including all personal information provided by the student or collected by Edpuzzle from the student, as well as questions, responses or comments associated with the account. The mentioned eighteen (18) month term has been calculated in accordance with the estimated use of the Service, which usually coincides with an entire school year, plus an additional period of time in case teachers want to renew the use of the Service. If the day in which the account should be deleted does not exist in the corresponding month (e.g., last day of activity being the 30th of August and deletion programmed for February of the following year, which only has 28 or 29 days), deletion will be performed on the last day of the 18th month.*

After deletion of the account Edpuzzle may retain copies and/or backups of the mentioned information for a maximum term of thirteen (13) months. Nevertheless, Edpuzzle shall not be responsible for the accidental loss or destruction of data on behalf of users. Edpuzzle will not be obliged to recover erased data stored in backups when erasure is attributable to users. EDUCATIONAL INSTITUTIONS UTILIZING THE SERVICE ARE RESPONSIBLE FOR COMPLYING WITH THE RETENTION OF STUDENT EDUCATION RECORDS FOR AS LONG AS LEGALLY APPLICABLE. STUDENT PROGRESS MAY BE SAVED FOR EITHER SHORTER OR LONGER PERIODS THAN THE ONES STATED ABOVE IF SO DECIDED BY THE EDUCATIONAL INSTITUTION. TEACHER ACCOUNTS WILL BE PROVIDED WITH NECESSARY TOOLS TO MANAGE AND DELETE STUDENT INFORMATION. EDPUZZLE SHALL NOT BE RESPONSIBLE FOR ERASURE OF STUDENT PROGRESS DUE TO ACCOUNT DELETION AFTER AN EXTENDED PERIOD OF INACTIVITY OR BECAUSE OF THE VOLUNTARY ELECTION TO DELETE TEACHER ACCOUNTS. SCHOOL OFFICIALS MAY REQUEST DELETION OF STUDENT INFORMATION AND CONTENT AT ANY TIME BY CONTACTING EDPUZZLE AT PRIVACY@EDPUZZLE.COM.

Parental Choices

Any parents that want copies of their children's personal information that we may have stored can contact their children's school personnel to that end. At any time, the school can also refuse to permit us to collect further personal information from its students, and can request that we delete the personal information we have collected from them by contacting us at privacy@edpuzzle.com. Please keep in mind that deleting records may require us to terminate the account in question. Also remember that before we can share the information with the school, or delete it per your request, we will, by reasonable means, proceed to verify the identity of the requester.

Information Collected

What information does Edpuzzle collect?

We collect two types of information about you: (1) information that you voluntarily provide us by using the Edpuzzle Service (described below under "Information you provide to us") and (2) information collected automatically as result of your use of the Service (described below under "Information collected automatically"). The types and amounts of information collected will vary depending on whether the user is a teacher or student (e.g. we collect minimal information from students) and how they use Edpuzzle (e.g. if teachers join their school, we may need to collect school address information).

Information You Provide to Us

There are currently two categories of users on our Service: teachers and students. We collect and store the following types of information from each type of user:

- **Account Sign-up and Profile Information:** To create an Edpuzzle account as a teacher, you may be asked to provide some basic information such as your first and last name, email address, password and profile photo. If you create an Edpuzzle account as a student, you will be asked to enter your first name, last name, username, password and email. Teacher profiles may be viewed by other teachers in the same school or when searching for it through Edpuzzle's search engine; however, no student profile is made available or visible to the general public through the functionality of our Service.
- **Subject, School Information and Collaboration Features:** If you are a teacher, as part of the profile information you provide, you will be asked to indicate the subject you teach. You'll also be asked to choose to associate your account with an existing school or you may enter a new school name and possibly your school's address if we do not have it already. If you are using the Service as a teacher, we may ask you for permission to collect and store your precise geolocation information to help us identify schools located nearby for you. By connecting you with your school, the Service may enable and provide additional collaboration features for teachers within the same school such as sharing videos.
- **Class Information:** As a teacher you will need to enter the grade level (e.g., first grade) and subject. You will have the opportunity to change the names and passwords of the students in your class (these may or may not be the student's actual first and last names; it is entirely the teacher's choice what they enter here: for example, teachers could enter 'John S', 'John', 'JS', or 'Student 23' to describe the same person). If a teacher opts to share the classes they set up on Edpuzzle with other teachers in their school, such as teachers they co-teach with, then those teachers can also see that class's information. Students will also be able to create lessons (and add questions, comments, audio or images into them) if their teacher assigns a Student Project to them, but these lessons will remain private to their teachers. Only if the teacher chooses to share them with the class, will the other students in the class be able to watch others' videos.
- **Interactive Lessons:** As a teacher you can upload your own videos (which may include your face or voice), record your voice (for small clarifications, warm introductions or replace the original audio) and add questions, comments or images at any point during the lesson. If this content is set as public, other teachers may use it to teach other students all around the world; however, students will only see the videos assigned to them by their teachers.
- **Responses, Grades and Feedback:** As a student, you may have to write your own responses for open-ended questions included in your lessons. They can only be viewed by your teacher, as well as any grades - corresponding to either multiple choice or open ended questions - and any private messages exchanged with the teacher for further discussion about a specific response.
- **Contact Information:** When you choose to provide us with your personal information through the Service in some other manner (e.g., when you request a quote for upgrading to a "Pro Plan" at your school, when you submit a copyright claim or report any media on our platform, when you send us an email asking a question, submit a support request, participate in a video testimonial about our Service, or choose to participate in any research efforts with Edpuzzle to improve the Service).
- **Billing Information:** When subscribing to any of our "Pro Plan" options, you will be asked to provide necessary information for processing the payment (e.g., credit/debit card number). As further explained in the [Security Measures](#) section of this Privacy Policy, payments are processed over Stripe.

Our use of the information above is described below in the "How Does Edpuzzle Use the Information it Collects?" section. If you are using the Edpuzzle App, we may ask you for certain permissions.

Information Collected Automatically

Like most web-based services, we (or our service providers) may automatically receive and log information on our server logs from your browser or your device when you use the Service. For example, this could include the frequency and duration of your visits to Edpuzzle (similar to TV ratings that indicate how many people watched a particular show). If you use Edpuzzle on different devices, we may link the information we collect from those different devices to help us provide a consistent Service across your different devices. If we do combine any automatically-collected information with personal information, we will treat the combined information as personal information, and it will be protected as per this Privacy Policy. The technologies and information we automatically collect include:

- **Cookies and Other Similar Technologies:** We (or our service providers) may use various technologies to collect and store information when you visit our Service, including clear GIFs (also known as "web beacons"), "tags", "scripts", and "cookies". We also make use of persistent secure cookies: persistent cookie remains after you close your browser (although they can be removed) and may be used by your browser to identify you on subsequent visits to the Service. We may also use, collect and store information locally on your device using mechanisms such as browser web storage (including HTML 5). Like many services, Edpuzzle uses these technologies to tailor the Service for you, and to help the Service work better for you - for example, by remembering your language preferences.
- **Device Information:** We collect, through our third-party analytics services, device-specific information such as your operating system, hardware version, device settings, file and software names and types, battery and signal strength, and device identifiers. This helps us measure how the Service is performing, improve Edpuzzle for you on your particular device, and send you push notifications if you've opted in to receive them.
- **Log Information:** Like most online services, when you use our Service, we automatically collect and store certain information in our server logs. Examples include:
 - Details of how you used our service, such as your activity on the Service, and the frequency and duration of your visits to the Edpuzzle Website or Edpuzzle App (similar to TV ratings that indicate how many people watched a particular show).
 - IP Address.
 - Device event information such as crashes, system activity, hardware settings, browser type, browser language, the date and time of your request and referral URL.

This information helps us make decisions about what we should work on next - for example, by showing which features are most (or least!) popular.

- **Location Information:** When you use our Service we may collect and process information about your geographic location, for example through GPS, Bluetooth, or Wi-Fi signals. We collect coarse (i.e., city-level) location data. We will not store or track your device location on an ongoing basis or without your permission. We do not share precise geolocation data with third parties, other than our service providers as necessary to provide the Service.
- **Learning Management System (LMS) Interfaces:** When accessing Edpuzzle through your institution, company or organization's LMS (e.g., Google Classroom, Blackboard, Canvas or Moodle, among others), we may collect and process information related to this kind of use of the Service, such as your school user ID,

your profile picture, information on the LMS interface and the LTI version used and your school domain name.

Automated Decision Making and Profiling

Automated Decision Making (ADM) refers to a decision which is taken solely on the basis of automated processing of your personal data. This means processing using, for example, software code or an algorithm, which does not require human intervention. Profiling means using automated processes without human intervention (such as computer programmes) to analyse your personal information in order to evaluate your behaviour or to predict things about you which are relevant in the context of using Edpuzzle, such as what kind of videos you used. As profiling uses automated processing, it is sometimes connected with automated decision-making. Not all profiling results in automated decision-making, but it can. If you are a teacher, we may use profiling or other forms of automated processing to show you personalized content and make recommendations through the web and/or email based on, but not limited to, your usage, subject area, school and country. If you are a student (or the parent or legal guardian of a student), we may use profiling or other forms of automated processing to provide your teacher or teachers with analytics on your progress, depending on the videos you have watched and responses to quizzes you have submitted.

How does Edpuzzle use the information it collects?

First and foremost, you should know that Edpuzzle does not sell or rent any of your, or your students' personal information to any third party for any purpose including for advertising or marketing purposes. We use the information we collect from you to provide you with the best Edpuzzle experience. More specifically, this information is used to:

- Provide and improve the Service, for example by developing new products and features.*
- Respond to your requests for information or customer support.*
- Customize the Service for you, and improve your experience with it.*
- Send you information about new features and Edpuzzle products we believe you may be interested in.*
- Most crucially, to protect our community by making sure the Service remains safe and secure.*

We use automatically collected information (described in the "Information Collected Automatically" section above) to provide and support our Service, and for the additional uses described in this section of our Privacy Policy.

How long does Edpuzzle keep information about me?

We store your personal information for as long as it is necessary to provide products and Services to you and others, including those described above. As a general rule, if your account is inactive for eighteen (18) months or more (meaning you have not logged into your account during that time), Edpuzzle will automatically delete your account. Deletion will affect any on-going paid subscriptions, which will be immediately cancelled. Note we may retain and use de-identified data (i.e., data which has been stripped off all information that can be used to identify a person) for purposes of research, improvement of our products and services, and/or the development of new products and services. We may also have to retain some information after your account is deleted, to comply with legal obligations, to protect the safety and security of our community or our Service, or to prevent abuse of our Terms. In case we keep copies or backups of personal information, such copies or backups will be kept for a maximum term of thirteen (13) months after the

deletion of your account. Remember that you can delete your account at any time, as per the "How Can I Delete my Account?" section. In addition to the policy above that applies to all users, we only keep a student's personal information while the student's account is active, unless we are required by law to retain it or need it to ensure the security of our community or our Service, or to enforce our Terms.

Social Media Features/Widgets

The Service may now or in the future include social media features, such as the Facebook Like button, and the Twitter Tweet button. These social media features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the feature to function properly. Social media features and widgets are either hosted by a third party or hosted directly on our website. Your interactions with these social media features are governed by the privacy policy of the company providing each social media feature. If you are not comfortable accessing such social media websites and using such social media features, please don't use them!

Security Measures

Will Edpuzzle share any information it collects?

First and foremost, you should know that Edpuzzle does not sell or rent your, or your students' personal information to any third party for any purpose - including for advertising or marketing purposes. Furthermore, we do not share personal information with any third parties except in the limited circumstances described in this Privacy Policy:

- **Other Users You Share and Communicate with on Edpuzzle:** No student profiles are made available to the general public through our Service. Furthermore, students cannot share their account information with anyone on Edpuzzle. If you are a teacher you may choose to share information or content through the Service with other Edpuzzle teachers - for example, things like your account information or videos. Please keep in mind that information (including personal information or children's personal information) or content that you voluntarily disclose to others - including other Edpuzzle users you interact with through the Service can be viewed, copied, stored, and used by the people you share it with. We cannot control the actions of people with whom you choose to share information.
- **Third-party Integrations on Our Service:** When, as a teacher, you use third-party apps, websites or other services that use, or are integrated with, our Service, they may receive information about what you post or share. For example, when you invite others via Facebook or Twitter, these services receive the information that you share through this functionality, and information that you are sharing this from Edpuzzle. Information collected by these apps, websites or integrated services is subject to their own terms and policies.
- **Service Providers:** We do work with vendors, service providers, and other partners to help us provide the Service by performing tasks on our behalf - we can't build everything ourselves, after all! We may need to share or provide information (including personal information) to them to help them perform these business functions, for example sending emails on our behalf, database management services, database hosting, providing customer support software, and security. Please see here a list of the third parties we work with to provide the Service. Generally, these service providers do not have the right to use your personal information we share with them beyond what is necessary to assist us. Additionally, these service providers must adhere to confidentiality and security obligations in a way that is consistent with this Privacy Policy. Teachers and students may see advertisements at some point on lessons streaming from YouTube. These advertisements are governed by the terms of use and privacy policy of YouTube and under no circumstances is Edpuzzle responsible for any content that may show up on them.

- *Testimonials: We post testimonials on our Service which may contain personal information such as the name, photo and/or a video of the individual in the testimonial. We obtain the individual's consent in advance to ensure we have permission to post this content publicly. To request removal of your personal information from our testimonials, please contact us at privacy@edpuzzle.com.*
- *Analytics Services: We use analytics services, including mobile analytics software, to help us understand and improve how the Service is being used. These services may collect, store and use information in order to help us understand things like how often you use the Service, the events that occur within the application, usage, performance data, and from where the application was downloaded.*
- *Aggregated Information and Non-Identifying Information: We may share aggregated, non-personally identifiable information publicly, including with users, partners or the press in order to, for example, demonstrate how Edpuzzle is used, spot industry trends, or to provide marketing materials for Edpuzzle. Any aggregated information shared this way will not contain any personal information.*
- *Legal Requirements: We may disclose personal information if we have a good faith belief that doing so is necessary to comply with the law, such as complying with a subpoena or other legal process. We may need to disclose personal information where, in good faith, we think it is necessary to protect the rights, property, or safety of Edpuzzle, our employees, our community, or others, or to prevent violations of our [Terms of Service](#) or other agreements. This includes, without limitation, exchanging information with other companies and organizations for fraud protection or responding to government requests.*
- *Sharing with Edpuzzle Companies: Over time, Edpuzzle may grow and reorganize. We may share your personal information with affiliates such as a parent company, subsidiaries, joint venture partners or other companies that we control or that are under common control by us, in which case we will require those companies to agree to use your personal information in a way that is consistent with this Privacy Policy.*
- *Change of Control: In the event that all or a portion of Edpuzzle or its assets are acquired by or merged with a third party, personal information that we have collected from users would be one of the assets transferred to or acquired by that third party. This Privacy Policy will continue to apply to your information, and any acquirer would only be able to handle your personal information as per this policy (unless you give consent to a new policy). We will provide you with notice of an acquisition within thirty (30) days following the completion of such a transaction, by posting on our homepage, and by email to your email address that you provided to us. If you do not consent to the use of your personal information by such a successor company, you may request its deletion from the company. In the unlikely event that Edpuzzle goes out of business, or files for bankruptcy, we will protect your personal information, and will not sell it to any third party.*
- *With your Consent: Other than the cases above, we won't disclose your personal information for any purpose unless you consent to it. Additionally, as discussed above, we will never sell or rent your personal information to advertisers or other third parties.*

Do Not Track

Edpuzzle does not track its users over time and across third-party websites to provide targeted advertising and therefore does not respond to Do Not Track (DNT) signals. For more information on "do not track," please visit www.allaboutdnt.org. Third parties that have content embedded on our website, such as a social feature, may set cookies on a user's browser and/or obtain information about the fact that a web browser visited the Edpuzzle website from a certain IP address. Third parties cannot collect any other personally identifiable information from Edpuzzle's website unless you provide it to them directly.

Which are Edpuzzle's Third-Party Service Providers?

It is important to us that we keep your information safe and secure. To best provide our services, and keep your information safe, we work with a few other companies (we can't do it all ourselves!). These companies ("third-party service providers", "collaborators" or "agents") will only have access to the information they need to provide the Edpuzzle service. Below is a list of the service providers which, subject to their terms of service and privacy policies as linked below, may have access to personal data to process on our behalf in accordance with our instructions, Privacy Policy and any other requirements regarding confidentiality, security or integrity:

- [Amazon Web Services \(AWS\)](#) for hosting Edpuzzle's servers, videos, images and audios.
- [Bitmovin](#) for video encoding
- [Coconut.co](#) for video encoding
- [Google Services](#) for analytics on our website ("Google Analytics") and for mobile analytics ("Fabric").
- [iPapi](#) for IP address location API and geolocation.
- [Marketo](#) for sending email updates to teachers.
- [Mixpanel](#) for analytics on our websites.
- [MongoDB Atlas](#) for securely storing and organizing data.
- [MtCaptcha](#) for spam and abuse protection.
- [NewRelic](#) for analytics on our websites.
- [Loggly](#) for tracking errors on our website.
- [Quickbooks](#) for invoice management.
- [Salesforce](#) for customers management.
- [Soundcloud](#) for storage of old audios.
- [Sqreen](#) for monitoring the security of our service and protecting our web and apps from advanced attacks.
- [Stripe](#) as a payment processing service.
- [Zendesk](#) for organizing and handling support requests.

This list may change over time, and we will work hard to keep it up-to-date. However, disclosure of your personal information to additional third parties or use of it for different purposes than those indicated in this Privacy Policy shall only be done after notifying you all necessary information on any key elements affecting the processing of your personal data, either by directly emailing you with it or by updating this Policy and giving appropriate notice of it. You will then have the right to exercise an 'opt out' choice if your personal information is about to be used and/or disclosed in a way that you believe is not consistent with this Policy.

Accountability for Onward Transfer

We will transfer your personal information to third-party service providers only for limited and specific purposes. We will obtain contractual assurances from our collaborators that they will safeguard personal information in a manner consistent with this Policy and that they will provide the same level of protection as per best industry standards. We recognize our responsibility and potential liability for onward transfers to agents. Where we have knowledge that an agent is using or disclosing personal information in a manner contrary to this Policy and/or level of protection as required by applicable laws and regulations, we will take reasonable steps to prevent, remediate or stop such use or disclosure. If we transfer personal information to non-agent third parties, that is to say, any new collaborators that are not included in the previously mentioned list, we will (1) notify you with all necessary information on any key elements affecting the processing of your personal data, and (2) obtain contractual assurance from these parties that they will provide the same level of

security as per best industry standards and in accordance with any applicable laws and regulations.

How does Edpuzzle protect and secure my information?

Your Edpuzzle account is protected by a password. You can help us protect your account from unauthorized access by keeping your password secret at all times. The security of your personal information is important to us. We work hard to protect our community, and we maintain administrative, technical and physical safeguards designed to protect against unauthorized use, disclosure of or access to personal information, such as:

- *Security Protocols:* We periodically review our information collection, storage and processing practices, including physical security measures, to protect against unauthorized access to systems.
- *Security Technology:* We continually develop and implement features to keep your personal information safe - for example, when you enter any information anywhere on the Service, we encrypt the transmission of that information using secure socket layer technology (SSL) by default.
- *We ensure passwords are stored and transferred securely using encryption and salted hashing.*
- *Employee Access:* We use best-effort practices to secure usernames, passwords and any other means of gaining access to users data. All employees sign confidentiality agreements and pass criminal background checks.
- *Employee Training:* We provide periodic security training to those employees that operate or have access to users' data.

How would Edpuzzle deal with a security breach?

Although we make concerted good faith efforts to maintain the security of personal information, and we work hard to ensure the integrity and security of our systems as per best industry standards, no practices are 100% immune, and we can't guarantee the security of information. Outages, attacks, human error, system failure, unauthorized use or other factors may compromise the security of user information at any time.

- *Initial Notice:* Upon the discovery of a security breach that results in the unauthorized release, disclosure or acquisition of personal information, we will notify electronically, no later than 48 hours or 1 business day, such discovery to all affected users, schools and districts so that you can take appropriate protective steps. This initial notice will include, to the extent known at the time of the notification, the date and time of the breach, its nature and extent, and the Service's plan to investigate and remediate the breach. Schools and districts will also be provided with a list of students and employees whose data was released, disclosed or acquired.
- *Detailed Notification:* Upon discovery of a breach, we will conduct a deep investigation in order to electronically provide, no later than 5 calendar days, all affected users, schools and districts with a more detailed notice of the breach, including but not limited to the date and time of the breach; nature and extent of the breach; and measures taken to ensure that such breach does not occur in the future. Schools and districts will also be provided with the name(s) of student(s) and employee(s) whose data was released, disclosed or acquired. We may also post a notice on our homepage (www.edpuzzle.com) and, depending on where you live, you may have a legal right to receive notice of a security breach in writing. When it is not possible to provide all of the aforementioned information at the same time, we will provide you with the remaining information without undue further delay.

Both notifications will be written in plain language, will be titled “Notice of Data Breach” and will present the information described above under the following heading: “What Happened,” “What Information Was Involved,” “What We Are Doing,” “What You Can Do” and “For More Information”. Additional information may be provided as a supplement to the notice.

Managing My Information

How can I access and manage my personal information?

Upon request and in accordance with the applicable laws and regulations, we will grant you reasonable access to your personal information that is held by Edpuzzle. In addition, we will take reasonable steps to permit you to correct, amend, or delete your personal information that is demonstrated to be inaccurate, incomplete or processed in violation of this Privacy Policy. It is Edpuzzle's goal to provide you with easy access to any personal information we have collected about you. If that information is incorrect, we also want to make sure to give you easy ways to update it, or delete it, unless we have to keep that information for legal purposes.

- *Accessing Your Information:* To request access to the personal information we have about you on file, any school personnel can contact us at privacy@edpuzzle.com. In some cases, we will not be able to guarantee complete access due to legal restrictions; for example, you will not be allowed to access files that contain information about other users or information that is confidential to us. Furthermore, we may not be able to fulfill requests that are unreasonably repetitive, require disproportionate technical effort or would be extremely impractical.
- *Updating Your Information:* You may update, correct, or delete some of your profile information or your preferences at any time by logging into your account on Edpuzzle and accessing your account settings page. You may also, at any time, update, correct, or delete certain personal information that you have provided to us. To that end, any school official can contact us at privacy@edpuzzle.com. Please note that while your changes may be reflected promptly in active content, users that have previously accessed the content may still have access to old copies cached on their device or may have copied and stored your content. In addition, we may retain a backup copy of the prior version for a limited period of time (maximum 13 months) or for legal purposes.
- *Limitations:* Without prejudice to the aforementioned, please note that we may limit or deny access to personal information (a) where the burden or expense of providing access would be disproportionate to the risks to your privacy; (b) where the legitimate rights of persons other than you would be violated or if necessary to safeguard important countervailing public interests (e.g., national security) or in other limited circumstances (e.g., disclosure would breach a legal privilege), and (c) where applicable law or regulatory requirements allow or require us to refuse to provide some or all of the personal information that we hold about you. In addition, the personal information may have been destroyed, erased or made anonymous in accordance with our record retention obligations and practices. In the event that we cannot provide you with access to your personal information, we will endeavour to inform you of the reasons why, subject to any legal or regulatory restrictions.

How can I delete my account?

We hope you will love using Edpuzzle now and always. However, if for some reason you ever want to delete your account, any school official can do that at any time by contacting us at privacy@edpuzzle.com and we will proceed to delete the requested data within two (2) business days. If you are a teacher using the Edpuzzle website, you may also delete your account by logging into your account and accessing your account profile page.

Parents, legal guardians, or eligible students may delete their accounts by contacting their educational institution. When we delete your account, we delete any personal information that you provided in your profile (such as your name, username, password, email address, and profile photo) and depending on the category of the user you are (i.e., teacher or student), also questions, responses and comments. Please note that information that you have shared with others, that others have shared about you, or content other users may have copied and stored, is not part of your account and may not be deleted when you delete your account. Part of your personal information will remain in our possession as a copy or backup that is part of our disaster recovery storage system. However, such copies and backups will be kept for a maximum term of thirteen (13) months and they will neither be accessible to the public, nor used by Edpuzzle in the normal course of business. If you are a teacher, know that if your school has purchased a Pro Upgrade and granted you access to Edpuzzle's Pro features, it is possible that your School owns all intellectual property rights inherent to your videos, depending on the contents of your employment agreement or the school's internal regulations. Edpuzzle shall not be responsible for any decisions made by your School as to the deletion of your content and any claims in that regard should be directed to the school and not Edpuzzle. Please review the "Your Information and Content" section of our [Terms of Service](#) for further information in relation to this matter. For further information on account ownership and rights, please review the "Ownership of Edpuzzle Teacher Accounts" section of our Terms of Service.

Student Data Control by the School

Access to the Service by the students is subject to the obtainment of a specific code provided by the teacher. The school is, at the same time, responsible for its students' personal information and in control of student academic records. As a consequence, modification or deletion of student personal information that is part of or affects student academic records is subject to the school's discretion.

Co-teaching

In a co-teaching setting, all teachers are considered equally responsible and accountable for the class. Responsibility for the modification or deletion of student information, or grading of assignments among any other related features shall be exclusively of the teachers. EDPUZZLE SHALL NOT BE RESPONSIBLE FOR THE DELETION OF THE CLASS OR PART OF ITS CONTENT, OR FOR THE ERASURE OR DELETION OF STUDENT PROGRESS OR STUDENT ACCOUNTS, BY ANY OF THE TEACHERS PARTICIPATING IN THE CO-TEACHING CLASS. For further information on co-teaching, please review the "Co-Teaching" section of our Terms of Service.

Consumer Complaints

How can I lodge any complaints?

You may file a complaint concerning Edpuzzle's processing of your personal data to privacy@edpuzzle.com or by regular mail to the following address: Av. Pau Casals 16, Ppal. 1-A

08021 Barcelona, Spain

Attention: Data Protection Officer We will take steps to remedy issues arising out of Edpuzzle's alleged failure to comply with the principles set out in this Privacy Policy. We will respond to your complaints within thirty (30) days. If your complaint cannot be resolved through our internal processes, we will direct you to the state or national data protection authority in the jurisdiction where you reside.

EEA Residents

EEA residents and residents from the United Kingdom (UK) will have the right to lodge a complaint to the EU Data Protection Authorities or the Swiss Federal Data and Information Commissioner (FDPIC), Edpuzzle will comply with the advice of competent European Union authorities in such cases, and will provide appropriate recourse free of

charge. Edpuzzle is also subject to the investigatory and enforcement powers of the US Federal Trade Commission.

Consumer Complaints under COPPA (iKeepSafe)

If you have any complaints related to our Privacy Policy or practices in relation to COPPA compliance, please do not hesitate to contact the iKeepSafe Safe Harbor program at COPPAprivacy@ikeepSAFE.org

Liability

In the event that Edpuzzle or the aforementioned authorities determine that Edpuzzle failed to comply with this policy, Edpuzzle will take appropriate steps to address any adverse effects arising directly from such failure and to promote future compliance.

Europe

Appointed EU Representative

We have appointed Edpuzzle BCN, S.L., as our representative in the European Union (EU), pursuant to article 27 of the GDPR, and who you may address if you are located in the EU to raise any issues or queries you may have relating to our processing of your Personal Data and/or this Privacy Policy. Our EU representative may be reached at the following physical and electronic addresses: Av. Pau Casals 16, Ppal. 1-A
08021 Barcelona, Spain

Attention: Data Protection Officer

Standard Contractual Clauses

As part of a global organization, Edpuzzle operates both within and outside the European Economic Area (the "EEA") and from time to time we may transfer your data from the EEA for processing in a territory outside the EEA that does not have the same statutory levels of data protection as the EEA. When we do so, we utilize the [Standard Contractual Clauses](#) ("SCC") approved by the European Commission in order to ensure that your data has equivalent levels of protection (click here for more information). Please note that certain commercial information may eventually be redacted from the SCC.

California

California AB 1584

Regarding California AB 1584 (Buchanan) Privacy of Pupil Records: 3rd-Party Digital Storage & Education Software (Education Code section 49073.1), Edpuzzle will adhere to the following:

- Student records obtained by Edpuzzle from an educational institution continue to be the property of and under the control of the educational institution. The educational institution retains full ownership rights of the personal information and education records it provides to Edpuzzle.
- Edpuzzle users may retain possession and control of their own generated content by signing into and accessing their Edpuzzle account and deleting, where applicable, modifying or updating their information within Edpuzzle. Students have access to and control of their own information and student-generated content subject to the limitations imposed by the student's teacher.
- Edpuzzle will not use any information in a student record for any purpose other than those required or specifically permitted by Edpuzzle's Terms of Use and Privacy Policy.
- Parents, legal guardians, or eligible students may review personally identifiable information in the student's records and correct erroneous information by contacting their educational institution. Additionally, Edpuzzle users may access, correct,

update, or delete personal information in their profile by signing into Edpuzzle, accessing their Edpuzzle account, and making the appropriate changes.

- Edpuzzle is committed to maintaining the security and confidentiality of student records. Towards this end, we take the following actions: (a) we limit employee access to student data to only those employees with a need to such access to fulfill their job responsibilities; (b) we conduct background checks on our employees that may have access to student data; (c) we conduct regular employee privacy and data security training and education; and (e) we protect personal information with technical, contractual, administrative, and physical security safeguards in order to protect against unauthorized access, release or use.
- In the event of an unauthorized disclosure of a student's records, Edpuzzle will (1) promptly notify users unless specifically directed not to provide such notification by law enforcement officials. Notification shall identify: (i) the date and nature of the unauthorized use or disclosure; (ii) the Private Data used or disclosed; (iii) a general description of what occurred including who made the unauthorized use or received the unauthorized disclosure; (iv) what Edpuzzle has done or shall do to mitigate any effect of the unauthorized use or disclosure; (v) what corrective action Edpuzzle has taken or shall take to prevent future similar unauthorized use or disclosure; and (vi) who at Edpuzzle the user can contact. Edpuzzle will keep the User fully informed until the incident is resolved.
- Edpuzzle will delete or de-identify personal information when it is no longer needed, upon expiration or termination of our agreement with an educational institution with any deletion or de-identification to be completed according to the terms of our agreement with the educational institution, or at the direction or request of the educational institution.
- Edpuzzle agrees to work with educational institutions to ensure compliance with FERPA and the Parties will ensure compliance by providing parents, legal guardians or eligible students with the ability to inspect and review student records and to correct any inaccuracies therein as described in statement (4) above.
- Edpuzzle prohibits using personally identifiable information in student records to engage in targeted advertising.

New York

New York Ed. Law § 2-D

In compliance with the requirements set forth in New York Education Law § 2-D, Edpuzzle shall incorporate a Data Privacy and Security Plan ("DPSP") to each contract or other written agreement it enters into with an educational agency from the State of New York. Such DPSP shall outline how all state, federal, and local data security and privacy contract requirements will be implemented over the life of the agreement, consistent with the educational agency's policy on data security and privacy. Such plan shall also include, but shall not be limited to, a signed copy of the parents bill of rights for data privacy and security, which shall be provided by the educational agency prior to the commencement of the agreement, and a requirement that any officers or employees of Edpuzzle and its assignees who have access to student, teacher or principal data have received or will receive training on the federal and state law governing confidentiality of such data prior to receiving access. In attention to the foregoing, Edpuzzle hereby commits to:

- (1) limit internal access to education records to those individuals that are determined to have legitimate educational interests (e.g., Edpuzzle employees or third-party service providers);
- (2) not use the education records for any other purposes than those explicitly authorized in the Agreement (i.e., our Terms of Service and this Privacy Policy);
- (3) except for authorized representatives of Edpuzzle to the extent they are carrying out the agreement, not disclose any personally identifiable information to any other party: (i) without the prior written consent of the parent or eligible student; or (ii)

unless required by statute or court order and Edpuzzle provides a notice of the disclosure to the department, district board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;

- *(4) maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody;*
- *(5) use encryption technology to protect data while in motion or in its custody from unauthorized disclosure using a technology or methodology specified by the secretary of the United States department of health and human services in guidance issued under Section 13402(H)(2) of Public Law 111-5; and*
- *(6) notify the educational agency, in the most expedient way possible and without unreasonable delay, of any breach of security resulting in an unauthorized release of student, teacher or principal data, as outlined in applicable State and Federal laws.*

Other Countries

Transfers of Personal Information to the U.S.

Edpuzzle is hosted in the United States. If you use the Service from any other regions with laws governing data collection, protection and use that may differ from United States law, please note that you may be transferring your personal information outside of those jurisdictions to the United States. By using the Service, you consent to this, and to the use and storage of personal information in accordance with this Privacy Policy. Third parties that have content embedded on the Edpuzzle website, such as a social feature, may set cookies on a user's browser and/or obtain information about the fact that a web browser visited the Edpuzzle website from a certain IP address. Third parties cannot collect any other personally identifiable information from Edpuzzle's websites unless you provide it to them directly.

Processing in Other Regions

For users from other countries, Edpuzzle will make sure that all appropriate physical, technical and organizational safeguards are adopted in accordance with this Privacy Policy against accidental, unauthorized or unlawful destruction, loss alteration, disclosure, access, use or processing of users' personal information in Edpuzzle's possession. Edpuzzle will promptly notify the user in the event of any known unauthorized access to, or use of, the user's personal information as foreseen in the [Security Measures](#) section.

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

3. 21/22-1121 - MEMORANDUM OF UNDERSTANDING BETWEEN FIVE ACRES - THE BOYS' AND GIRLS' AID SOCIETY OF LOS ANGELES COUNTY AND MONROVIA UNIFIED SCHOOL DISTRICT

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding with Five Acres - The Boys' & Girls' Aid Society of Los Angeles County (Five Acres) to provide counseling services to identified students in the Monrovia Unified School District from July 1, 2022, through June 30, 2023.

Rationale:

Five Acres has partnered with Monrovia Unified School District (MUSD) for 11 years to provide individual, group, and family counseling services for eligible families. Counseling services are conducted at school sites and in the student's residence when appropriate. Identified students who receive these services typically participate in the foster care program, are Medi-Cal recipients, or are uninsured. The agency provides MUSD with a minimum of four full-time counselors or social workers who are licensed or in a certified training program. Other counseling services include parenting groups, youth social skills and anger management groups, family outreach, and therapeutic behavior support.

Budget Implication (\$ Amount):

Five Acres receives funds from Medi-Cal to cover the cost of treatment. There is not cost to MUSD.

Legal References:

Education Code 17604 requires all contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

A copy of the Memorandum of Understanding is attached.

ATTACHMENTS

- [Five Acres MOU - 20220622.pdf](#)



**Memorandum of Understanding between
Five Acres- The Boys' & Girls' Aid Society of Los Angeles
County ("Five Acres") and Monrovia Unified School District
("the District")**

I. MISSION

FIVE ACRES- THE BOYS' & GIRLS' AID SOCIETY OF LOS ANGELES COUNTY

*Founded in 1888 as one of Los Angeles County's first orphanages, **Five Acres** today is a leading social service agency providing innovative and effective programs and services for children and families in crisis. **Five Acres'** Mission is to promote safety, well-being and permanency for children and their families by building on their strengths and empowering them within communities.*

MONROVIA UNIFIED SCHOOL DISTRICT

The Monrovia Unified School District is committed to provide powerful and productive learning experiences for all students. In order to do so, the educational environments of our schools must be structured to encourage thoughtful inquiry, stimulate excitement about learning, foster innovation, and ensure the highest quality academic performance. Students and staff are encouraged to cooperate in creating opportunities to develop students' unique potential, individual talents, dignity, and self-esteem.

The educational program also needs to be comprehensive and flexible to meet the changing needs of students in a dynamic and democratic society, in order to prepare Monrovia students with the knowledge, abilities, and values needed to function effectively in an increasingly complex global community. The aim is to have our graduates leave our schools prepared to enter adult society with the skills and means to enrich their lives and the lives of others.

Memorandum of Understanding between Five Acres- The Boys' & Girls' Aid Society of Los Angeles County ("Five Acres") and Monrovia Unified School District ("the District")

To accomplish the highest levels of student success, the district pledges to work collaboratively with site staffs to increase student performance. The district administration will function as a service center for the sites, providing support, resources and expertise to support improvement activities. District procedures, regulation, and policies that hinder the successful completion of activities which demonstrably improve student performance will be reviewed and revised as appropriate.

II. PURPOSE

To provide mental health treatment services to **the District**.

III. ROLES AND RESPONSIBILITIES

Five Acres agrees to provide:

- School-Based and Community-Based Mental Health Services for identified students including, but not limited to, psychological testing, psychotherapy/counseling, rehabilitation services, medication, case management, and other appropriate services.
- Administrative oversight and coordination of Counseling Services, including all activities related to hiring, training, supervision of therapists (as required by various California licensing boards.)

The District agrees to provide:

- Referrals of eligible students (at least 5-6 referrals per month, as students who could benefit from mental health services are identified.) This referral process will be coordinated between the participating school district and **Five Acres**.
- Designated staff will inform/alert families of the referral process and maintain communication during linkage.
- Additional communication may include coordination and collaboration of services in alliance with therapeutic goals/objectives and reinforcement of interventions, as appropriate, while student is on campus/in the classroom.

IV. DOCUMENTATION

Five Acres utilizes an electronic health record to maintain accurate and current records of client care. Client services are documented according to rules and regulations outlined in the Short-Doyle/Medi-Cal Billing Manual.

Memorandum of Understanding between Five Acres- The Boys' & Girls' Aid Society of Los Angeles County ("Five Acres") and Monrovia Unified School District ("the District")

V. PAYMENT

All services rendered will be reimbursed to eligible students according to Short-Doyle/Medi-Cal Billing standards, at no cost to **the District**. **Five Acres** will assist families with private insurance in accessing mental health services, as needed, and based on agency's capacity to do so.

VI. CONFIDENTIALITY

In accordance with the Health Insurance Portability and Accountability Act ("HIPPA") of 1996, all Client/Patient information and other proprietary information (collectively, "Information"), which are valuable, special, and unique assets of **Five Acres**, may not be used at any time or in any manner, either directly or indirectly, by **the District** for its own benefit, or divulge, disclose, or communicate in any manner any information to any third party without the prior consent of **Five Acres**.

The Parties acknowledge the protections afforded to student health information and other records under HIPPA and its implementing regulations, the Family Educational Rights and Privacy Act ("FERPA") and its implementing regulations, the United States Constitution, and related California constitutional provisions, laws, and regulations. The Parties will ensure that all activities undertaken pursuant to this Agreement will conform to the requirements of the constitutional, statutory, and regulatory requirements. A violation of this paragraph shall be a material violation of this agreement.

VII. HOLD HARMLESS AND INDEMNITY

Parties shall each defend, hold harmless and indemnify each other, their governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of us, extra expense, cost of facilities, death, sickness, or injury to any person{s} or damage to any property, from any cause whatsoever arising from or connected with its service hereunder, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, independent contractors, subcontractors, consultants, or other representatives. This

Memorandum of Understanding between Five Acres- The Boys' & Girls' Aid Society of Los Angeles County ("Five Acres") and Monrovia Unified School District ("the District")

indemnity provision shall survive the term of this Agreement and is in addition to any other rights or remedies that Parties may have under law and/or this Agreement.

Five Acres shall assume sole responsibility for any liability resulting from the negligent action of any Associate therapist performing services pursuant to this Agreement. **Five Acres** shall secure liability insurance in amounts not less than \$1,000,000 per claim and \$3,000,000 for annual aggregate. **The District** shall be listed as an "additional insured."

VIII. INTEGRATION

This Agreement represents the entire understanding of the Parties as to those matters contained herein, and supersedes and cancels any prior oral or written understanding, promises or representations with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by Parties hereto. This is an integrated Agreement.

IX. DISPUTE RESOLUTION

For disputes between the Parties related to this Agreement, said dispute shall be resolved by using the following dispute resolution process. Except as provided in the terms of understanding, the parties shall resolve their disputes informally to the maximum extent possible. The Parties shall negotiate all matters of joint concern in good faith, with the intention of resolving issues between them in a mutually satisfactory manner. The cost of internal dispute resolution, whether formal or informal, shall be shared equally by the Parties. Except as provided herein, each Party shall bear its own attorney's fees. The Parties agree all statements made in connection with internal dispute resolution efforts shall not be considered admissions or statements against interest by either Party. The Parties further agree that they will not attempt to introduce such statements at any later trial proceeding, or mediation between the Parties.

X. TERMS OF UNDERSTANDING

The terms of this MOU are effective from July 1, 2022 through the end of June 30, 2023, and may be extended upon written mutual agreement.

Memorandum of Understanding between Five Acres- The Boys' & Girls' Aid Society of Los Angeles County ("Five Acres") and Monrovia Unified School District ("the District")


This MOU may be amended only by written agreement signed by each of the parties involved. Either organization may terminate this MOU upon thirty (30) days written notice without penalties or liabilities.

[SIGNATURE PAGE FOLLOWS]

Memorandum of Understanding between Five Acres- The Boys' & Girls' Aid Society of Los Angeles County ("Five Acres") and Monrovia Unified School District ("the District")

IN WITNESS WHEREOF, this MEMORANDUM OF UNDERSTANDING has been executed by the parties hereto as of the date set forth above.

FIVE ACRES- THE BOYS AND GIRLS' AID SOCIETY OF LOS ANGELES COUNTY



Chanel W. Boutakidis, MA, LMFT
Chief Executive Officer

06/10/22

Date

MONROVIA UNIFIED SCHOOL DISTRICT

Print Name and Title
of Authorized Individual

Signature of Authorized Individual

Date

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

3. 21/22-1122 - NATIONAL ACADEMIES FOUNDATION (NAF) AGREEMENT

RECOMMENDATION

The Board of Education is requested to approve an agreement between the National Academies Foundation (NAF) and Monrovia Unified School District, effective July 1, 2022, through June 30, 2023.

Rationale:

As part of the Foothill Consortium and the Career Technical Education grant goals and objectives, the Board is being requested to approve the service agreement with the National Academies Foundation (NAF) to provide the curriculum, local and national-level professional development, web-based resources, work-based learning data tracking, academy development and structure, and advisory board development guidance and assistance.

Background:

NAF is a national network of educational, business, and community leaders who work together to ensure high school students are college, career, and future-ready. Since 1980, NAF has partnered with high-need communities to improve outcomes for students by implementing NAF academies - small learning communities within existing high schools. Their mission is to solve some of the biggest challenges facing education and the economy by bringing education, business, and community leaders together to transform the high school experience. Prior to 2021, all service agreements were completed between NAF and the K-12 Foothill Consortium through the grant fiscal agent at that time, Azusa Unified School District. To meet the recent changes in grant accountability procedures, each of the four school districts in the Foothill Consortium (Azusa, Charter Oak, Duarte, and Monrovia) will contract independently with NAF with their portion of the grant awards.

Budget Implication (\$ Amount):

Total cost of the NAF membership service for two open academies (IT and Patient Care/Sports Med), extended services, NAF 2023 Annual Conference attendance, and administrative costs total \$10,825. These costs will be funded through Monrovia Unified School District's portion of the Career Technical Education Incentive Grant, Round 7.

Legal References:

Education Code 17604 requires all contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

A copy of the NAF service agreement is attached.

ATTACHMENTS

- [NAF Membership Agreement - Monrovia USD 22-23 Final Updated 6.15.22.pdf](#)



Academy Membership and Extended Services Agreement Monrovia Unified School District

For over 40 years, NAF has partnered with school districts throughout the country to implement our proven, career-pathway academy model, the NAF Educational Design. Through partnerships between business leaders and educators, NAF’s small, public school-based learning communities empower high school students to successfully pursue higher education and professions of their choosing.

NAF embodies six core principles for improving America’s education system. These core principles, articulated in NAF’s academy framework, include:

1. personalized learning environments;
2. academic engagement of all students;
3. empowered educators;
4. accountable leaders;
5. engaged communities, partners, and youth; and
6. an integrated system of high standards, curriculum, work-based learning, instruction assessment, and support.

This AGREEMENT sets forth the roles and responsibilities of NAF to Monrovia Unified School District, hereafter referred to as the “SCHOOL DISTRICT,” and the roles and responsibilities of the SCHOOL DISTRICT to NAF, in connection with the NAF academies operating at:

List of Academies

#	Site	Career Pathway	Status
1	Monrovia High School	Academy of Information Technology	Open
2	Monrovia High School	Academy of Health Sciences	Open

Proposed Services

NAF, represented by Reedy Wade, Vice President, Academy Engagement & Impact, proposes to provide the following services through a contract period, beginning upon full execution and ending June 30, 2023, that covers the school year 2022-23.



Part I. Services Provided Under this Agreement

Core Membership

The SCHOOL DISTRICT will pay an annual membership fee for the number of open Academies @ \$1,900 per Academy beginning in the school year(s) 2022-2023 after the successful Fast Track validation of each academy, per the terms of the existing (or attached) membership between NAF and the school district. The number of core membership fees is inclusive of Open and Fast Track Academies.

A. Scope of Work

NAF will provide support for districts/states to reach a high level of quality and ensure that all academy students are Future Ready through the implementation of NAF's Educational Design and fidelity to its proven model as outlined in the twelve standards of practice.

Major Components:

- I. NAF's Educational Design Elements
 - a. Academy Development and Structure
 - b. Advisory Board
 - c. Curriculum and Instruction
 - d. Work-Based Learning
- II. NAFTrack Certification
- III. National Activities
 - a. Summer conference, which includes workshops for teachers, administrators, alumni, and business partners
 - b. Assistance, where locally feasible, in connecting the Academy with national partners in business and government
 - c. Newsletters and other marketing activities
 - d. Web-based resources
 - e. Selected scholarships for students and other national recognition awards for students, instructors, school administrators and business partners involved in the local Academy, on a competitive basis.
 - f. Student and alumni service sharing information and opportunities regarding college, career, and/or industry-related developments and opportunities for network participants, including students and academy alumni, to advance long-term benefits of this partnership for the SCHOOL DISTRICT and students.

B. As a NAF Member

NAF and the SCHOOL DISTRICT will engage in a partnership to develop, implement and sustain an academy model that serves the needs of the students, teachers, and business partners of the Academy. NAF will be provided permission to access and engage in all aspects of the model created and utilize it in the development and support of all NAF academies.



I. Design Implementation

- a. Pay to NAF, upon receipt of appropriate invoice, an annual network membership fee based on the number of academies in the SCHOOL DISTRICT
- b. Implement a rigorous career-pathway Program of Study appropriate for the pathway major, open to all students based on interest, and provides students the opportunity to attain NAFTrack Certification
- c. Use the NAF curriculum or other approved third-party or state-approved curricular materials aligned with NAF curriculum standards
- d. Infuse all courses with project-based learning activities, preparation for internship and other work-based learning experiences, reading and writing experiences, oral communication, and problem-solving skill development
- e. Develop program schedules that support the development of interdisciplinary projects through core and pathway curricular integration
- f. Designate a NAF academy director (a district staff person, an onsite school administrator, or a NAF academy teacher with release time)
- g. Establish a local, district, or regional NAF Advisory Board
- h. Establish a four-year sequence of work-based learning activities for students in NAF academies, including a culminating compensated internship
- i. Maintain academy-related data in the NAF Quality Center and provide other relevant data as requested. Complete the annual Quality Center submission and Academy Assessment process by the annual deadline defined by NAF
- j. Participate in NAF's student assessment and certification system, referred to as NAFTrack Certification. In this connection, NAF provides assurance that any student level data collection fully complies with the Family Educational and Privacy Rights Act, 20 USCA § 1232g ("FERPA")



C. Extended Services

Professional Development – NAF Educational Design – Academy Development, Curriculum, Advisory Board and Work-Based Learning and NAFTrack Certification (\$3500 per day)	1 days	\$3,500
Total Extended Services		\$3,500.00

Payment and Membership Terms

Part II. Budget Table

SUMMARY OF SERVICES: 2022-2023	AMOUNT
Membership Fees: 2 Academies at \$1,900 per Academy	\$3,800.00
Extended Services (See table below)	\$3,500.00
Administrative costs (%15 of extended services)	\$ 525.00
TOTAL	\$7,825.00



Part III. Period of Contract

- A. Contract period shall begin upon full execution of the contract and end June 30, 2023 and shall cover services for the 2022-23 school years.

Part IV. Fees and Services

- A. NAF shall invoice the SCHOOL DISTRICT for fees consistent with NAF's normal billing procedures and cycles.

Part V. Terms of the Contract


- A. Within sixty days of the signing of this agreement, either party may give the other written notice that it wishes to terminate for any reason, with full reimbursement of fees to the SCHOOL DISTRICT.
- B. This Agreement shall continue in existence until the occurrence of any of the following: either (1) the parties mutually agree that the school has successfully completed all Fast Track requirements and is eligible for consideration for full membership in the NAF Network, as defined under separate membership agreement; or (2) the parties mutually agree to terminate; or (3) either party gives the other written notice that it wishes to terminate, in which event the termination becomes effective on the last day of the semester in which the notice is given.
- C. Upon any termination of this agreement, the SCHOOL DISTRICT, and the NAF academy program created hereunder, shall cease to be a member of the NAF Network, and all rights of the SCHOOL DISTRICT to participate in or receive assistance or materials from NAF to access restricted areas of the NAF website and to use the name, logo, or other trademarks or service marks of NAF and the academies, shall also cease. Upon termination, all NAF/Academy materials (including all copies of such materials) in the SCHOOL DISTRICT'S possession shall, upon NAF's request, be returned to the NAF national headquarters. NAF/Academy materials that are not requested to be returned to NAF shall be destroyed by the SCHOOL DISTRICT, and the SCHOOL DISTRICT shall confirm to NAF that all such materials have been destroyed. Upon termination, any and all rights of the SCHOOL DISTRICT to use, disclose to or distribute the NAF/academy materials to others, for any purpose whatsoever, in any form or format whatsoever, shall cease.
- D. **NAF's data collection, use, privacy, and security practices are detailed here <https://naf.sharefile.com/d-s92949312192b488db45455095d13a642>. The Data Security and Protection policy outlines specific actions and assurances related to the security and protection of data related to this partnership.**

[Signature Page Follows]



VI. EXECUTION

The Undersigned have executed this agreement on the dates indicated opposite their signatures.

Monrovia Unified School District			
_____ Superintendent or Designee (<i>Signature</i>)	_____ (<i>Print</i>)	_____ (<i>District</i>)	_____ (<i>Date</i>)
 			
_____ CEO or Designee (<i>Signature</i>)	Lisa Dughi (<i>Print</i>)	NAF (<i>Organization</i>)	5/11/2022 (<i>Date</i>)

Primary and Billing Contact Information

Ryan Smith
rsmith@monroviaschools.net
Superintendent of Schools
Monrovia Unified School District
845 W. Colorado Blvd., Monrovia, CA 91016
(W) 626.471.2034

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

4. 21/22-1124 - MEMORANDUM OF UNDERSTANDING BETWEEN THE COTSEN FOUNDATION FOR THE ART OF TEACHING, THE MONROVIA UNIFIED SCHOOL DISTRICT, AND MAYFLOWER ELEMENTARY SCHOOL

RECOMMENDATION

The Board of Education is requested to approve the Memorandum of Understanding between the Cotsen Foundation for the ART of TEACHING, the Monrovia Unified School District, and Mayflower Elementary School from July 1, 2022, through June 30, 2023.

Rationale:

As part of the Monrovia Unified School District's goal to promote professional learning, The Cotsen Foundation for the ART of TEACHING has selected Mayflower Elementary School to participate in a third-year extension of the Cotsen Foundation for the ART of TEACHING Program. This program is funded through a one-year grant provided to Mayflower Elementary School. The purpose of the grant is to transform good teachers into great teachers. This transformation occurs through a program in which proven educators receive coaching and mentoring to achieve the highest levels of teaching excellence. This grant provides the Monrovia Unified School District with funds to cover one year of full-time salary and cost of benefits for one selected Mentor at Mayflower Elementary School, which includes items such as paid time off for sick leave, holidays, and other authorized absences that fall within the period of a Mentor's participation under this agreement, up to thirteen (13) days paid time off per year. The mentor teacher will be assigned four (4) Fellows to work with at the school site. The Cotsen Foundation (Foundation) will reimburse Monrovia Unified School District for up to seven (7) substitute days for each Fellow. The grant will also provide \$1,500 to each Fellow and Mentor for out-of-pocket expenses incurred for classroom materials, professional books, and conference expenses directly related to the program.

Background:

The Cotsen Foundation for the ART of TEACHING is a non-profit program funded by the heirs of the Neutrogena Company. The passion and commitment to improving public education are displayed through the development of activities funded by this foundation. The ART of TEACHING has been implemented in school districts throughout Southern California and the Bay Area since 2001 and districts have shown improvements in pedagogy and student achievement results in this process.

Budget Implication (\$ Amount):

There is no cost to Monrovia Unified School District. The Foundation will provide a grant in the amount of approximately \$110,004 for the 2022-23 fiscal year.

Legal References:

Education Code 17604 requires all contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

A copy of the award letter and ART of TEACHING MOU are attached.

ATTACHMENTS

- [Cotsent Award Letter and the ART of TEACHING MOU - 20220622.pdf](#)

COTSEN FOUNDATION

FOR THE ART OF TEACHING

12100 Wilshire Blvd., Suite 920 | Los Angeles, CA 90025 | T 310.826.0504 F 310.826.2667 | www.cotsen.org

Award Letter: 2022-2023 (Post-Fellowship) – Mayflower Elementary School

June 1, 2022

Ryan D. Smith, Superintendent
Monrovia Unified School District

Dear Dr. Smith,

We are pleased to inform you that we have selected a cohort of fellows and a mentor from Mayflower Elementary School to participate in the 2022-2023 Cotsen Foundation for the ART of TEACHING Post-Fellowship Program. Over the coming year, the mentor at the school will coach and mentor each fellow to achieve the highest levels of teaching excellence.

The applicants selected for the ART of TEACHING Post-Fellowship Program at Mayflower Elementary School are:

Mentor:	Kenzie Salsman	
Fellows:	Bethany Delisi	Raylynn Roland
	Caitlin MacDonald	Jackie Sanchez

The foundation will provide a grant to the school for 2022-2023 to cover the cost of the following items.

Mentor salary and benefits:	102,504
Books, supplies, conferences:	7,500
Substitute days:	<u>6,400</u>
Total grant amount:	<u>\$110,004</u>

The amount for mentor salary and benefits reflects the district estimate submitted to the foundation. In winter 2023, we will request revised cost information to account for any changes as a result of collective bargaining. Should there be any increases in the district's costs, as a result of collective bargaining, the foundation will issue an amendment to this Award Letter to reflect those changes.

Dedicated to the development of excellent teachers

COTSEN FOUNDATION

FOR THE ART OF TEACHING

12100 Wilshire Blvd., Suite 920 | Los Angeles, CA 90025 | T 310.826.0504 F 310.826.2667 | www.cotsen.org

We look forward to working with you again.

Sincerely,



Jerry Harris
Executive Director



Dedicated to the development of excellent teachers

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The ART of TEACHING Program MEMORANDUM OF UNDERSTANDING

I. Purpose

This Memorandum of Understanding, dated as of the **1st day of June 2022** (the “Agreement”), between the Cotsen Foundation for the ART of TEACHING (the “Foundation”), the **Monrovia Unified School District** (the “School District”), and **Mayflower Elementary School** (the “School”), (each, a “Party” and together, the “Parties”), sets forth the terms governing The ART of TEACHING Post-Fellowship Program, more fully described below (the “Program”).

The ART of TEACHING Post-Fellowship Program provides a one-year grant to the School. The purpose of the grant is to transform good teachers into great teachers. This transformation occurs through a program in which proven educators receive coaching and mentoring to achieve the highest levels of teaching excellence.

II. Period

This grant is for the period from July 1, 2022 to June 30, 2023.

III. Terms of Collaboration

The Foundation, the School District, and the School hereby agree to enter into a collaborative relationship over a one-year period, with the terms set forth below.

1. The Foundation is responsible for the selection of the Mentor.
2. The Foundation is responsible for the selection of the Fellows.
3. The Foundation hereby agrees to:
 - a. Provide a grant to the School District to cover one year of full-time salary and cost of benefits for the selected Mentor at the School, which includes items such as paid time off for sick leave, authorized vacation days, holidays, and other authorized absences which fall within the period of a Mentor’s participation under this Agreement, only to the extent the Mentor is entitled to. However, the Foundation

shall not reimburse the School for more than thirteen (13) days of paid time off during the period of this Agreement.

- b. Provide reimbursement to the School District for the cost of seven (7) substitute days for each Fellow. Foundation will also provide reimbursement to the School District for the cost of one (1) substitute day for each Fellow, whereby the dates are determined by the Mentor.
- c. Provide grants of \$1,500 for each Fellow and Mentor to cover out-of-pocket expenses for classroom materials, professional books, and conference expenses, directly related to this Program. Any amount of the \$1,500 for each Fellow and Mentor which is not utilized at the end of the Program shall be returned to the Foundation, along with supporting documents showing the amounts not utilized for each Fellow and Mentor. If extreme circumstances, such as closure of the entire school as during the recent COVID-19 period, occur that limit each Fellow and Mentor from utilizing the \$1,500, the Foundation with prior approval will allow the unused funds to transfer over to the following school year; only if funds are spent on expenses directly related to this Program and the Fellow or Mentor remain in the School District. If these conditions are not met, then the funds must be returned to the Foundation.
- d. Provide training programs and materials to support the Mentor and Fellows throughout the Program.
- e. Conduct research and evaluation activities in order to inform the Program.

4. The School District and School hereby agree to:

- a. Provide an estimate of the Mentor's full-time salary and cost of benefits before the start of the fiscal year and updates throughout the year as requested by the Foundation.
- b. Retain the Mentor as an employee of the School District with the rights and benefits normally provided to an employee during his/her participation in this Program. At the end of the Mentor participation in this Program, the School District will determine placement of the Mentor.
- c. Dedicate all of the Mentor's regular working hours to this Program and agree that the Mentor will not participate in any other extra activities unrelated to this Program during his/her regular working hours throughout the term of this Agreement.
- d. Provide the Mentor with a private work space at the school site including regular access to an internet-connected computer.
- e. Ensure the full cooperation and participation of its staff in Program activities such as:
 - On-line communication and coordination
 - Program evaluation and research activities

- f. Allow the Foundation to video record any and all aspects of the Program during the term of this Agreement. The Foundation shall own all copyrights to the videos and can use the videos for any and all purposes at the discretion of the Foundation during the term of this Agreement and thereafter. Regular video recording will be taken of Fellows teaching in their classrooms, including student and teacher interactions. The School will obtain any required consents from the teachers and students' parents or guardians using the consent form provided by the Foundation. Fellows will be provided with copies of their videos.
 - g. Avoid entering into a collaborative relationship substantially similar to this Program without the prior written consent of Foundation.
5. All participants involved in this Program will
- a. Establish professional goals aligned with the California Standards for the Teaching Profession and the California Content Standards and/or the Common Core Content Standards.
 - b. Be required to visit exemplary classrooms and attend workshops and conferences throughout the school year

IV. Grant Disbursement

School District or School must submit timely invoices and supporting documents to the Foundation for the disbursement of the following grants:

- 1. Mentor Teachers' Salaries and Benefits
 - a. Required Information (included on invoice and/or supporting documents):
 - Mentor name
 - Period covered
 - Breakdown of salaries and benefit costs per mentor
 - b. Deadline: The School District or School must submit invoices to the Foundation at a minimum twice a year. In the 2022-2023 fiscal year, the first invoice must be submitted by January 13, 2023 and the second invoice must be submitted no later than July 14, 2023. The first invoice shall reflect costs incurred from July through December and the second invoice from January through June.
- 2. Substitute Time
 - a. Required Information (included on invoice and/or supporting documents):
 - Names of mentors/fellows released to attend trainings and meetings
 - Substitute dates for each mentor/fellow
 - Substitute costs per mentor/fellow

Note: An excel spreadsheet listing the preceding information is preferred.

b. Deadline: The same as Mentor Teachers' Salaries and Benefits

3. Books, Supplies and Conferences

a. Required Information (included on invoice):

- Receipts and/or supporting documents are not necessary
- Total invoice amount = no. of participants x \$1,500

b. Deadline: The School District or School must submit an invoice to the Foundation for the total invoice amount no later than August 31, 2022.

Payments will only be made upon receipt of the required invoices and supporting documents.

V. Termination

Either party may, by at least 30 days advance written notice to the other, terminate this Agreement should either Party decide, in good faith, that no measurable progress has been, or is likely to be demonstrated. Death, termination or disability of a Mentor may result in the termination of the Agreement in whole or in part, at the discretion of the Foundation. In the event of such termination, the School shall be entitled to retain funds previously paid by the Foundation, and to be paid additional amounts for expenditures incurred in connection with this Agreement as of the date of termination.

VI. Indemnification

The Cotsen Foundation, the School District and the School shall each indemnify and hold harmless the other party's Board of Trustees, officers, agents, employees and volunteers from and against any and all losses, claims or expenses arising out of any liability or claim for liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of actions or omissions of either party, except for liability resulting from the negligence or willful misconduct of other party and/or its own Board of Trustees, officers, agents, employees and volunteers. The Cotsen Foundation, the School District and the School will each assume workers compensation liability for injury or death of its Board of Trustees, officers, agents, employees and volunteers.


The Cotsen Foundation shall provide the School with a certificate of insurance designating the School as "additional insured" for the term of this Agreement for all programs conducted by the Foundation on School properties. The minimum limits shall be as follows: General liability - \$1,000,000 per occurrence; automobile liability - \$1,000,000 per occurrence; excess umbrella liability - \$5,000,000 per occurrence.

VII. Arbitration

Should either party wish to commence any legal proceeding involving this Agreement, the moving party shall be entitled to initiate arbitration proceedings. Proceeding shall be initiated and conducted in Los Angeles, California under the rules of the American Arbitration Association. The decision of the arbitrator shall be final and binding. The party prevailing in such proceedings shall be entitled to recover costs and reasonable attorney's fees from the party not prevailing.

In witness whereof, the Parties hereto have executed this Agreement.

Cotsen Foundation for the ART of TEACHING

By:  _____
Name: Jerry Harris
Title: Executive Director

Monrovia Unified School District

By: _____
Name: Dr. Ryan D. Smith
Title: Superintendent

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

5. 21/22-1126 - COMPROMISE AND RELEASE AGREEMENT

RECOMMENDATION

The Board of Education is requested to ratify a Compromise and Release Agreement in regards to Student No. 3988715657 dated May 27, 2022.

Rationale:

Board approval is required for payment of educationally related services for the Compromise and Release Agreement, which releases all disputes and claims for Monrovia Unified School District Special Education Student No. 3988715657.

Budget Implication (\$ Amount):

The total cost of the Final Settlement Agreement is \$11,425.00

Legal References:

Public Law 94-142; Education Code sections 56361, 56365, 56366, and 56740; and Title 5 CAC 3061 and 3062.

Additional Information:

A copy of the settlement agreement report is attached.

ATTACHMENTS

- [Settlement Agreement Report 12.pdf](#)

Compromise and Release Agreement
Student No. 3988715657
Report #12

Compensatory Services - Specialized Academic Instruction 30 hours through December 31, 2023	NTE \$2,850.00
Compensatory Services – Academic Tutoring 85 hours through June 30, 2023	NTE \$8,075.00
Parent Reimbursement for out of pocket expenses related to student’s education, educational services and assessments obtained between August 18, 2021 and December 1, 2022	NTE \$500.00

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

6. 21/22-2160 - PURCHASE ORDERS AND PAYMENT OF BILLS

RECOMMENDATION

The Board of Education is requested to ratify purchase orders in the amount of \$444,293.31 issued May 20, 2022, through June 3, 2022, and payments in the amount of \$6,656,259.88, issued May 25, 2022, through June 9, 2022.

Rationale:

In accordance with the California Education Code 42647, the Board of Education shall approve all payments and purchase orders. All payments and purchase orders submitted have been processed following the accounting practices upheld by the California School Accounting Manual.

Background:

Purchase orders are generated by the Purchasing Department for goods and services to encumber available funds before being submitted to the Fiscal Services Department for payment. After verification of the receipt of goods or services in accordance with the order as placed, the payment for such goods or services is processed. Voluntary deductions and fringe benefit payments are issued after the payroll reconciliation of employee and employer authorized contributions. The payroll warrants are issued only to those employees who have been approved through the Personnel Assignment Report process.

Budget Implication (\$ Amount):

All payments are paid from the appropriate fund balances, maintaining the integrity of the budget.

Legal References:

California Education Code 42647 states that the Board of Education shall approve all payments and purchase orders.

Additional Information:

Copies of the detailed Purchase Order and Warrant Summary reports are attached,

ATTACHMENTS

- [BA Item 2160\(b-e\) Purchase Order Rpt 6-22-22.pdf](#)

June 9, 2022

SUBMITTED FOR RATIFICATION: June 22, 2022

PRINTED: May 20, 2022 – June 3, 2022

Purchase Order: P22-1414 – P22-1485

Purchase orders printed out of sequence:

Change Orders: P22-0044, P22-0093, P22-0318, P22-0367, P22-0510,
P22-0706, P22-0933, P22-0934

Purchase orders excluded from sequence:

Fund Summary

General Fund (01)	\$	312,970.65
Adult Education Fund (11)		16,218.00
Child Development Fund (12)		11,572.38
Cafeteria Fund (13)		98,532.28
Enterprise Fund (63)		<u>5,000</u>
Total.....	\$	<u>444,293.31</u>

RECOMMENDED: June 22, 2022

Includes Purchase Orders dated 05/20/2022 - 06/03/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-1414	Megaphone Ink	0014	TUPE-Clifton Incentives Specific to Health Promo	01-4390	997.43
P22-1415	SHAFFER AWARDS	0014	CTE-MHS Pathway Student Awards	01-4310	361.51
P22-1416	Megaphone Ink	0165	t shirts for students	12-4310	1,281.66
P22-1417	Amy Martinez	0165	teacher appreciation week	12-4390	294.91
P22-1418	TOM MCFADDEN	0165	cubtastic assembly purchase	12-4390	388.63
P22-1419	AMAZON.COM	0165	custodial supplies	12-4370	407.18
P22-1420	AMAZON.COM	0014	Perkins-MHS GameDesign Supplies	01-4310 01-4410	3,154.80 661.50
P22-1421	AMAZON.COM	0014	AVID Santa Fe Student Supplies	01-4310	157.15
P22-1422	AMAZON.COM	0003	Library Supplies	01-4210	71.85
P22-1423	AMAZON.COM	0004	AMAZON BOOKS for REHAUME	01-4310	405.46
P22-1424	KYA SERVICES	0047	District office flooring	01-5630	2,592.69
P22-1425	Stubbies Promotions Inc.	0001	PBIS Signs	01-4390	364.38
P22-1426	DON PUNGPRECHAWAT	0022	03/2022 Mileage for Don	01-5250	38.50
P22-1427	DELL MARKETING L.P.	0022	Laptop powercord replacement	01-4390	72.75
P22-1428	CAL POLY POMONA FOUNDATION DAR LENE MIMS, OFFICE OF ADM.	0014	Femineer School Program Professional Development	01-5850	10,000.00
P22-1429	Megaphone Ink	0014	TUPE-COHS Incentives Specific to Health Promo	01-4390	1,560.04
P22-1430	Kathy Gomez	0165	PD for teachers 22-23	12-5850	9,200.00
P22-1431	EMMGISS Refrigeration & A/C	0052	Stainless Steel Sink/Table - BR	13-6490	16,868.25
P22-1432	EMMGISS Refrigeration & A/C	0052	Stainless Steel Sink/Table - MA	13-6490	9,261.00
P22-1433	EMMGISS Refrigeration & A/C	0052	Stainless Steel Sink/Table - PL	13-6490	22,491.00
P22-1434	EMMGISS Refrigeration & A/C	0052	Stainless Steel Sink/Table - CL	13-6490	25,026.75
P22-1435	EMMGISS Refrigeration & A/C	0052	Stainless Steel Sink/Table - SF	13-6490	16,917.86
P22-1436	Mason Tyler	0028	OPEN PO - Backstage Theatre Tech TPAC Rentals	63-5850	1,000.00
P22-1437	Alexandra Lo	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1438	Amanda Domio	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1439	Ashani Tennskoon	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1440	Brianna Cedeno	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1441	Isabella Hurtado	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1442	Neaah Mira	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1443	Sophia Lee	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1444	Zoe Tate	0028	OPEN PO - Backstage & Front of House Staff	63-5850	500.00
P22-1445	Stubbies Promotions Inc.	0028	GATE Extravaganza 2022 T-shirts	01-4390	438.44

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 4

Includes Purchase Orders dated 05/20/2022 - 06/03/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-1446	WORKSHOP, THE	0028	Superstars 2022 Program & Arts Brochure May 2022	01-4310	1,879.81
P22-1447	SIR SPEEDY	0040	Payment of School Facility Fees	01-4350	436.00
P22-1448	Elite Software & Graphics LLC Madmen Marketing Consultants	0010	Marketing & Recruitment	11-5839	16,000.00
P22-1449	Blackwater Security	0040	DISTRICT WIDE SECURITY AUXILLARY	01-5819	11,807.78
P22-1450	AMAZON.COM	0003	Classroom Projector Screen - MO	01-4370	121.26
P22-1451	Stubbies Promotions Inc.	0001	Summer school bags/ Promotion pencils	01-4390	497.34
P22-1452	HOME DEPOT	0005	Art gardening supplcs	01-4390	859.06
P22-1453	Paige Ramos	0005	Petty cash disbursement	01-4310	406.56
P22-1454	OFFICE DEPOT	0014	TUPE-MHS Supplies Specific to Stanford Tobacco	01-4390	672.91
P22-1455	AMAZON.COM	0014	SS Supplies DI Monroe	01-4310	678.28
P22-1456	HOME DEPOT	0007	Custodial Supplies for the School	01-4370	63.70
P22-1457	LH Productions	0008	Audio for MHS Graduation Ceremony 2022	01-5610	4,828.48
P22-1458	RCI TECHNOLOGIES, INC.	0050	Capitol Fixed Asset Bar Code Labels	01-4350	740.00
P22-1459	NAVIANCE, INC	0014	Naviance 2022-23 Payment 2 of 5	01-5844	23,492.00
P22-1460	MCGRAW-HILL EDUCATION	0014	Supplemental Math Materials for Mountain Park K-5	01-4210	11,012.89
P22-1461	SWUN MATH	0014	Swun Math Materials Needed for Summer Enrollment	01-4310	109.15
P22-1462	CDW-G COMPUTER CTRS, INC.	0015	Computers for Student use in Workability Program	01-4440	7,524.21
P22-1463	Amanda Noriega	0003	Reimbursement for Promotion DI Medals	01-4390	523.63
P22-1464	AMAZON.COM	0003	Zip Ties for Custodial	01-4370	29.17
P22-1465	BLICK ART MATERIALS	0003	Art Supplies for Classes	01-4310	929.23
P22-1466	American Medical Certification Association, LLC	0010	MA Certification Exam	11-5889	218.00
P22-1467	J M LOCKER COMPANY	0008	Locker Repairs - MHS	01-5630	3,500.00
P22-1468	ANGELO COLLADO	0008	Drama Spring Musical - MHS	01-5890	1,500.00
P22-1469	Megaphone Ink	0014	TUPE- Clifton Student Incentives Specific to CL	01-4390	1,499.40
P22-1470	Megaphone Ink	0014	TUPE-COHS Student Incentives Specific to FNL	01-4390	1,498.85
P22-1471	Megaphone Ink	0014	TUPE-Santa Fe Student Incentives Specific to CL	01-4390	1,499.40
P22-1472	Megaphone Ink	0014	TUPE-MHS Student Incentives Specific to FNL	01-4390	1,499.40
P22-1473	MARTYN TYLER	0008	Drama	01-5850	3,000.00
P22-1474	BRIGHAM FREETH	0008	Drama	01-5850	3,985.70
P22-1475	ENGSTROM-SMITH LITHOGRAPHY dba THE WORKSHOP	0008	Drama	01-4310	917.28

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2 of 4

Includes Purchase Orders dated 05/20/2022 - 06/03/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-1476	JOSTEN'S	0008	Graduation Diplomas 2022 (see attachment)	01-4390	1,240.35
P22-1477	Home Campus	0008	Athletics (See attached Quote)	01-5841	895.00
P22-1478	Howies Athletic Tape	0008	Athletics	01-4391	1,332.54
P22-1479	APPLE COMPUTER, INC.	0047	MOT IPADS	01-4440	1,099.57
P22-1480	STAPLES OFFICE SUPERSTORE ACCT . 601110006086508	0014	Printer for Ed Services Department	01-4440	840.44
P22-1481	Stubbies Promotions Inc.	0001	Bradoaks Attendance Incentives	01-4390	183.95
P22-1482	FSP DESIGNS	0001	Renaissance Shirts	01-4390	329.65
P22-1483	Home Depot Pro	0050	Warehouse Inventory	01-9320	1,029.90
P22-1484	APSI San Gabriel	0008	AP Conferences	01-5220	5,810.18
P22-1485	SCHOLASTIC INC.	0003	Scholastic Social-Emotional Books	01-4210	13,242.07
Total Number of POs			72	Total	255,746.88

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	51	132,391.64
11	Adult Education Fund	2	16,218.00
12	Child Development Fund	5	11,572.38
13	Cafeteria Fund	5	90,564.86
63	Enterprise Fund	9	5,000.00
Total			255,746.88

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Includes Purchase Orders dated 05/20/2022 - 06/03/2022

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P22-0318	107,834.06	01-5610	General Fund/Rentals/Leases	95,939.43-
P22-0510	2,475.40	01-5610	General Fund/Rentals/Leases	2,136.56-
P22-0706	300,000.00	01-5110	General Fund/Contract Svcs (Subagreements)	125,000.00-
		01-5810	General Fund/Contracted Services	25,000.00-
			Total PO P22-0706	150,000.00-
P22-0933	7,871.15	13-4490	Cafeteria Fund/Other Equipment <500 > 5k	3,935.57-
P22-0934	8,061.68	13-4490	Cafeteria Fund/Other Equipment <500 > 5k	4,030.84-
			Total PO Changes	256,042.40-

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

**RATIFICATION OF WARRANTS
RECOMMENDED FOR BOARD APPROVAL**

June 22, 2022

ACCOUNTS PAYABLE:

DATE ISSUED May 25, 2022 through June 9, 2022

Batch Numbers:	0448-0461	\$1,326,733.55
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PAYROLL:

FOR THE MONTH OF: May, 2022

Certificated Salaries and Wages	\$	2,680,766.80	
Classified Salaries and Wages	\$	1,178,030.08	
CalSTRS and CalPERS Contributor	\$	669,229.81	
Health & Welfare Contributions	\$	651,085.54	
Employer Payroll Taxes	\$	150,414.10	
Total Salary and Benefit:		\$	5,329,526.33

TOTAL DISTRICT ACCOUNTS:	\$	<u><u>6,656,259.88</u></u>
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Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

7. 21/22-2161 - BUDGETARY TRANSFERS AND REVISIONS

RECOMMENDATION

The Board of Education is requested to approve the budgetary adjustments as submitted.

Rationale:

Due to the fact that actual information regarding all income and expenditures is not available when the Adopted Budget is approved, periodically budgetary adjustments must be made.

Background:

There are two major types of adjustments that affect the status of the budget: Budget Transfer- 1) Transfers between major expenditure classifications with no change in revenues and no change in ending fund balances. Budget Revision- 2) Increases or decreases in income and expenditures that result from: - Augmented or reduced entitlements in federal and state projects. - Approval of grant letters for federal and state programs. - Recertification of state apportionments. - Miscellaneous income receipts. - Miscellaneous expenditure adjustments.

Budget Implication (\$ Amount):

No impact on fund balance. (See additional information)

Legal References:

California Education Code 42600 states that the total amount budgeted for each major classification of school district expenditures shall be the maximum amount that may be expended for that classification of expenditures for the school year. Transfers may be made between expenditure classifications at any time with the approval of the board of education.

Account:

Additional Information:

These budget transfers between expenditure classifications have no impact on the fund balance. Increases and decreases in expenditures in these budget revisions are offset by revenue adjustments or are taken from the prior year's restricted ending balances and have no impact on the unrestricted fund balance.

ATTACHMENTS

- [BA Item 2161\(b\) Budgetary Transfers 6-22-22.pdf](#)

**FISCAL SERVICES DEPARTMENT
Fiscal Year 2021 - 2022**

Board Report:
Budget Revision

Board Meeting Date:
6/22/2022

GENERAL FUND #01.0

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED FEDERAL RESOURCES			
# 30100.0 - ESEA - TITLE I			
DISTRICTWIDE			
Certificated Salaries	\$135,398.00		
Classified Salaries	(\$11,748.00)		
Employees' Benefits	\$18,860.00		
Books and Supplies	\$110,604.00		
Services/Other Operations	(\$244,872.00)		
Other Outgo	<u>\$14,198.00</u>	\$22,440.00	2021-22 Budget Allocation
# 31820.0 - CSI SCHOOL IMPROVEMENT FUND			
DISTRICTWIDE			
Certificated Salaries	\$15,804.00		
Employees' Benefits	\$3,453.00		
Books and Supplies	(\$1.00)		
Other Outgo	<u>\$6,241.00</u>	\$25,497.00	2021-22 Budget Allocation
# 41270.0 - TITLE IV - ESEA TITLE IV PART A			
Books and Supplies	<u>\$1,773.00</u>	\$1,773.00	2021-22 Budget Allocation
# 42030.0 - ESEA TITLE III - LEP			
Certificated Salaries	\$2.00		
Employees' Benefits	\$50.00		
Books and Supplies	\$19,099.00		
Services/Other Operations	<u>\$5,616.00</u>	<u>\$24,767.00</u>	2021-22 Budget Allocation
Total Restricted Federal Resources	<u>\$74,477.00</u>	<u>\$74,477.00</u>	
RESTRICTED LOCAL RESOURCES			
# 90221.0 - LKT - PAC - MHS			
DRAMA			
Books and Supplies	\$11,412.00	\$11,412.00	FY 2020-21 Carryover
Books and Supplies	(\$2,991.00)	(\$2,991.00)	2021-22 Budget Allocation
CUSTODIAL			
Books and Supplies	\$4,497.00	\$4,497.00	FY 2020-21 Carryover
Books and Supplies	(\$2,991.00)	(\$2,991.00)	2021-22 Budget Allocation
Total Restricted Local Resources	<u>\$9,927.00</u>	<u>\$9,927.00</u>	
TOTAL BUDGET REVISION	<u><u>\$84,404.00</u></u>	<u><u>\$84,404.00</u></u>	

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

8. 21/22-2162 - CUMULATIVE OBJECT SUMMARY REPORTS

RECOMMENDATION

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of May 2022.

Rationale:

The District Cumulative Object Summary report is presented to keep the Board apprised of all budget encumbrances and expenditures for the General Fund Unrestricted and Restricted Funds.

Additional Information:

The May 2022 Cumulative Object Summary Report is attached.

ATTACHMENTS

- [BA Item 2162\(b\) Cumulative Object Summary Rpt \(May 2022\).pdf](#)

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object 1000 - 1999</i>		19,862,352.00	19,993,193.00	18,430,080.38	0.00	0.00	1,563,112.62	7.82
<i>Totals for Major Object 2000 - 2999</i>		6,271,990.00	6,310,045.00	5,156,487.83	0.00	0.00	1,153,557.17	18.28
<i>Totals for Major Object 3000 - 3999</i>		11,039,501.00	10,620,989.00	9,340,838.48	0.00	0.00	1,280,150.52	12.05
<i>Totals for Major Object 4000 - 4999</i>		388,116.00	394,059.00	379,730.34	56,992.89	0.00	-42,664.23	-10.83
<i>Totals for Major Object 5000 - 5999</i>		3,414,596.00	3,380,286.00	3,246,547.31	383,805.56	0.00	-250,066.87	-7.40
<i>Totals for Major Object 6000 - 6599</i>		0.00	8,088.00	8,087.51	0.00	0.00	0.49	0.01
<i>Totals for Major Object 7100 - 7299</i>		68,830.00	51,615.00	53,395.00	0.00	0.00	-1,780.00	-3.45
<i>Totals for Major Object 7300 - 7399</i>		-1,334,627.00	-1,389,268.00	-306,966.13	0.00	0.00	-1,082,301.87	77.90
<i>Totals for Major Object 7610 - 7629</i>		73,470.00	73,470.00	73,469.16	0.00	0.00	0.84	0.00
<i>Total for Resource Range 00000.0 - 19999.9 U</i>		39,784,228.00	39,442,477.00	36,381,669.88	440,798.45	0.00	2,620,008.67	6.64

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	5,258,373.00	5,838,221.00	5,457,680.17	0.00	0.00	380,540.83	6.52
<i>Totals for Major Object</i>	<i>2000 - 2999</i>	3,846,717.00	4,117,873.00	3,409,340.07	0.00	0.00	708,532.93	17.21
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	7,885,622.00	7,995,468.00	3,599,153.33	0.00	0.00	4,396,314.67	54.99
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	1,131,687.00	2,518,801.00	3,005,796.78	357,722.85	0.00	-844,718.63	-33.54
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	2,760,754.00	5,102,809.00	3,902,340.95	1,340,882.98	0.00	-140,414.93	-2.75
<i>Totals for Major Object</i>	<i>6000 - 6599</i>	0.00	855,289.00	78,838.82	11,450.00	0.00	765,000.18	89.44
<i>Totals for Major Object</i>	<i>7100 - 7299</i>	666,621.00	683,836.00	2,358.50	0.00	0.00	681,477.50	99.66
<i>Totals for Major Object</i>	<i>7300 - 7399</i>	1,061,166.00	1,002,627.00	249,178.41	0.00	0.00	753,448.59	75.15
<i>Totals for Major Object</i>	<i>7610 - 7629</i>	134,136.00	134,136.00	0.00	0.00	0.00	134,136.00	100.00
<i>Total for Resource Range</i>	<i>20000.0 - 99999.9 R</i>	22,745,076.00	28,249,060.00	19,704,687.03	1,710,055.83	0.00	6,834,317.14	24.19

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	3
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	6/13/2022
Fiscal Year :	2022	Fund :01.0 - General Fund	Run Time	8:32:26 AM
To Period :	11	FINAL	MONTHLY	
Resource Range:	20000.0 - 99999.9 Restricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.0-General Fund</i>	62,529,304.00	67,691,537.00	56,086,356.91	2,150,854.28	0.00	9,454,325.81	13.97

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	2,418,197.00	2,584,129.00	1,451,782.26	0.00	0.00	1,132,346.74	43.82
<i>Totals for Major Object</i>	<i>2000 - 2999</i>	449,885.00	406,606.00	438,814.24	0.00	0.00	-32,208.24	-7.92
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	1,050,328.00	1,040,616.00	646,484.20	0.00	0.00	394,131.80	37.87
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	567,571.00	1,267,942.00	316,375.61	74,225.57	0.00	877,340.82	69.19
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	1,912,904.00	1,316,599.00	528,356.75	66,664.44	0.00	721,577.81	54.81
<i>Totals for Major Object</i>	<i>6000 - 6599</i>	0.00	12,026.00	12,025.56	0.00	0.00	0.44	0.00
<i>Total for Resource Range</i>	<i>00000.0 - 19999.9 U</i>	6,398,885.00	6,627,918.00	3,393,838.62	140,890.01	0.00	3,093,189.37	46.67

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	5
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	6/13/2022
Fiscal Year :	2022	Fund :01.4 - S & C	Run Time	8:32:26 AM
To Period :	11	FINAL		MONTHLY
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.4-S & C</i>	6,398,885.00	6,627,918.00	3,393,838.62	140,890.01	0.00	3,093,189.37	46.67

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	6
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	6/13/2022
Fiscal Year :	2022	Fund :01.6 - S & C - Carryover	Run Time	8:32:26 AM
To Period :	11	FINAL	MONTHLY	
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	0.00	1,879,341.00	0.00	120,237.92	0.00	1,759,103.08	93.60
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Total for Resource Range</i>	<i>00000.0 - 19999.9 U</i>	0.00	1,879,341.00	0.00	120,237.92	0.00	1,759,103.08	93.60

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	7
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	6/13/2022
Fiscal Year :	2022	Fund :01.6 - S & C - Carryover	Run Time	8:32:26 AM
To Period :	11	FINAL	MONTHLY	
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.6-S & C - Carryover</i>	0.00	1,879,341.00	0.00	120,237.92	0.00	1,759,103.08	93.60

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	8
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	6/13/2022
Fiscal Year :	2022	Fund :01.6 - S & C - Carryover	Run Time	8:32:26 AM
To Period :	11	FINAL	MONTHLY	
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Distric</i>	<i>64790</i>	68,928,189.00	76,198,796.00	59,480,195.53	2,411,982.21	0.00	14,306,618.26	18.78

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

9. 21/22-2163 - ACCEPTANCE OF GIFTS

RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 2122-12.

Rationale:

The Board of Education welcomes and appreciates donations of educationally suitable material items, monetary donations, and/or in-kind donations that can be used for the benefit of Monrovia Unified School District students or staff and are consistent with the District's curriculum, vision and philosophy.

Budget Implication (\$ Amount):

Material donations are to be no cost to the District, and monetary donations increase site donation accounts.

Legal References:

Board Policy #3290 requires Board approval of gifts.

Additional Information:

The Acceptance of Gifts Report is attached.

ATTACHMENTS

- [Acceptance of Gifts #2022-12-06-22-22.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
 Acceptance of Gifts Report No. 2022-12
 Board Meeting 20220622

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Check	168 Auto Sales	\$250.00	To benefit the Gears and Gadget program of Plymouth Elementary School.	Dr. Greg Gero, Principal Plymouth Elementary School	D-0622037	Increases site donation account
2	Check	Three H Investment Group, Inc,	\$60.00	To benefit the Gears and Gadget program of Plymouth Elementary School.	Dr. Greg Gero, Principal Plymouth Elementary School	D-0622038	Increases site donation account
3							
4							
5							
6							
7							
8							
9							
10							

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

10. 21/22-2164- PROFESSIONAL SERVICE AGREEMENTS

RECOMMENDATION

The Board of Education is requested to approve the Professional Service Agreements Report #18 for the Monrovia Unified School District 2021-22 SY.

Rationale:

Board Policy 3600 states that all consultant contracts shall be brought to the Board for approval.

Budget Implication (\$ Amount):

Legal References:

Government Code 53060 and Board Policy 3600.

Additional Information:

The professional services agreement report is attached.

ATTACHMENTS

- [Professional Service Agmts #18 - 062222.pdf](#)

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
LACOE Positive Behavior Intervention and Supports (PBIS) Consulting & Training Services	To provide PBIS training to district leadership teams, site administrators, and coaches. Training will prepare schools on how to proactively address desired behaviors in order to reduce suspensions and expulsions.	\$4,500 annually per site	Educational Services	07/01/22 - 06/30/23	Supplemental & Concentration
Grand Canyon University	To provide two (2) day restorative practices professional development w/ instructional leaders	\$5,905.74	Educational Services	August 11-12, 2022	Expanded Learning Opportunities Grant
Thinking Maps	"Write from the Beginning" Direct Teacher Training	\$17,600	Educational Services	09/13/22 – 03/21/23	Expanded Learning Opportunities Grant

****Direct superintendent/designee to notify contractor Geo Listening of non-renewal of current contract expiring July 24, 2022.****

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
Adam McDonald	Accompanist for TPAC	NTE \$2,000.00	Performing Arts	7/1/22-6/30/23	TPAC Rentals
Josh Alvarez	Performer-Footloose	\$500.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Joe Ganley	Performer-Footloose	\$300.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Andreas Pantazis	Performer-Footloose	\$300.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Sophia Lee	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Katie Marshall	Performer-Footloose	\$500.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Daisy Thomas	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Cassidy Carroll	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
Zabel Trujillo	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Gretchen Lee	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Urith Walker	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Ben Vega	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Courtney Hight	Performer-Footloose	\$150.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Patrick Tsoi-A-Sue	Performer-Footloose	\$300.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Charles Johnson	Performer-Footloose	\$200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Roger Castellano	Director/Choreographer-Footloose	\$5,200.00	Performing Arts	6/9/22-7/17/22	TPAC Donations

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
Graham Jackson	Musical Director & Orchestra Musician- Footloose	\$3,980.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Ashley Kirkland	Stage Manager/Lighting Designer-Footloose	\$5,000.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Noah Leones	Assistant Lighting Technician-Footloose	\$500.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Mark Gamez	Costume Coordinator- Footloose	\$800.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Kana Croissant	Orchestra Musician- Footloose	\$680.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Ken Rosser	Orchestra Musician- Footloose	\$600.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Brian Boyce	Orchestra Musician- Footloose	\$720.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Catherine English	Orchestra Musician- Footloose	\$480.00	Performing Arts	6/9/22-7/17/22	TPAC Donations

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
George Valle	Orchestra Musician-Footloose	\$560.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Wendi Turk	Orchestra Musician-Footloose	\$560.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Gary Tung	Orchestra Musician-Footloose	\$520.00	Performing Arts	6/9/22-7/17/22	TPAC Donations
Angelo Collado Jr	Backstage Scenic Technician-Footloose	\$750.00	Performing Arts	6/24/22-7/17/22	TPAC Donations
Mason Tyler	Backstage Scenic Assistant & Crew Lead-Footloose	\$1,750.00	Performing Arts	6/24/22-7/17/22	TPAC Donations
Sabrina Knebel	Prop Designer & Backstage Crew-Footloose	\$500.00	Performing Arts	6/24/22-7/17/22	TPAC Rentals
Brenton Guthaus	Backstage Crew-Footloose	\$300.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Amanda Domio	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations

Monrovia Unified School District
Professional Service Agreements #18

Agenda Item # 21/22-2164
June 22, 2022

Name/Company	Services	Amount	Site	Effective Dates	Funding
Alexandra Lo	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Raul Martinez	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Joseph Hansen	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Richard Beal	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Nathan Lujan	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations
Kiani Lujan	Backstage Crew-Footloose	\$200.00	Performing Arts	7/9/22-7/17/22	TPAC Donations

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

11. 21/22-2165 - YEAR-END APPROPRIATION TRANSFERS

RECOMMENDATION

The Board of Education is requested to authorize the Los Angeles County Office of Education (LACOE) to make appropriation transfers as necessary at the close of the school year to permit payment of obligations of the district incurred during the 2021-22 fiscal year.

Rationale:

LACOE requires the Board of Education to approve the attached “Authorization to Make Appropriation Transfers” form to comply with the provisions of Education Code Section 42601.

Background:

In order to pay the obligations of the district, the Board approved appropriation budget must be sufficient at the major object level in each fund. Budget transfers and revisions are submitted at each board meeting to ensure that the district budget reflects actual and projected expenditures in each budget account string. The final budget revisions for 2021-22 have been submitted to the Board of Education for approval at this board meeting. However, payments, expenditure accruals and expenditure transfers for 2021-22 will continue to be made until the 2021-22 fiscal year books are closed on August 12th. A school district may authorize the county superintendent to make appropriation budget transfers between major objects of expenditure, from unappropriated fund balances, from committed fund balances, or from assigned fund balances as necessary at the end of the school year to permit the payment of obligations of the district incurred during that school year. Approval of the “Authorization to Make Appropriation Transfers” allows the Los Angeles County Office of Education to make any necessary appropriation transfers when we close the books between July 01, 2022 and August 13, 2022.

Budget Implication (\$ Amount):

No additional costs.

Legal References:

Education Code Section 42601 – “At the close of any school year a school district may, with the approval of the governing board, identify and request the county superintendent of schools to make transfers ... as necessary to permit the payment of obligations of the district incurred during that school year.”

Additional Information:

A copy of the “Authorization to Make Appropriation Transfers” form is attached.

ATTACHMENTS

- [Authorization to Make Appropriation Transfers - 2021-22.pdf](#)



SCHOOL DISTRICTS WITH ADA ABOVE EC 41301 LEVEL*
YEAR-END APPROPRIATION TRANSFERS

TO: Los Angeles County Office of Education
Division of School Financial Services
Accounting Section, EC 2nd Floor

FROM: Monrovia Unified School District

 No Appropriation Transfer is Requested
XX Appropriation Transfers are Authorized

Our school district has ADA equal to or above the level specified in Education Code (EC) 41301. The governing board, in accordance with the provisions of EC 42601, hereby authorizes the County Superintendent of Schools to make appropriate transfers necessary at the close of the 2021-22 school year to permit payment of obligations of the district incurred during the school year.

Please identify sources by entering 1, 2, 3, or 4 to indicate 1st source, 2nd source, 3rd source or 4th source.

Authorization approved by governing board for transfers:

- 1 Between major objects of expenditure
- 2 From unassigned fund balances, if any
- 4 From committed fund balances
- 3 From assigned fund balances

Signature: _____ Date _____, 2022
Clerk of the Governing Board

Submitted by: David C. Conway Date _____, 2022

E-mail address (required): dconway2@monrovia.schools.net

*Education Code 41301 levels: equal to 901 average daily attendance (ADA) for the elementary school districts, equal to 301 ADA for the high school districts, and equal to 1501 ADA for the unified school districts.

Please email completed form to SFSAccountingGroup@lacoedu.

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

12. 21/22-2166 - INTER-FUND TRANSFERS FOR 2022-23

RECOMMENDATION

The Board of Education is requested to approve the routine transfer of cash between District funds for the 2022-23 fiscal year.

Rationale:

The District's 2022-23 budget includes transfers of cash between district funds. Actual transfers of cash between district funds require Governing Board approval.

Background:

Since 1998, the district has made semi-annual transfers from the General Fund and the Adult Education Fund to the Debt Service Fund to cover debt service payments for Certificates of Participation (COPs). These COPs were used to purchase and renovate the campus on Mountain Avenue. Semi-annual transfers and payments are scheduled to continue through 2026. Before the Local Control Funding Formula (LCFF), flexible State Tier III categorical revenues provided funding to the Adult Education Fund. In the 2013-14 school year, these Tier III revenues began being folded into LCFF funding. Therefore, the General Fund supports facilities costs in the Adult Education Fund by revenue transfer. The 2022-23 budget also includes a transfer from the General Fund to the Special Reserve Fund (Capital Outlay), for the annual repayment of funds used to purchase 5 new buses in 2018. Should any other transfers of cash between District funds become necessary, the Board of Education will be informed.

Budget Implication (\$ Amount):

All inter-fund transfers will be covered within the Board Approved Operating Budget.

Legal References:

Board of Education approval required pursuant to Los Angeles County Office of Education policy.

ATTACHMENTS

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

13. 21/22-3041 - PERSONNEL ASSIGNMENTS

RECOMMENDATION

The Board of Education is requested to approve Personnel Assignments Report #21.

Rationale:

All personnel assignments are routinely reviewed and approved by the Board of Education.

Budget Implication (\$ Amount):

Legal References:

Education Code sections 35161, 44830-44831, 45103-45139; and Board Policy 4000 Series.

Additional Information:

A copy of the report is attached.

ATTACHMENTS

- [2022-06-22 Personnel Report 21.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #21

EMPLOYMENTS, SUPPLEMENTAL HOURS/SPECIAL ASSIGNMENTS, LEAVES, TERMINATIONS, OTHER

A. Employments

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
1 #	George	Chang	Daily Substitute	Employ, as needed	6/3/22-6/8/22	District		G-00000.0	000003	\$190/day	100%
2 #	Ginger	Chulack	Daily Substitute	Employ, as needed	6/1/22-6/8/22	District		G-00000.0	000003	\$190/day	100%

B. Supplemental Hours/Special Assignments

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
3 #	Heather	Adams	Teacher	ESY - Summer School Prep Day	6/1/22	Mayflower	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
4 #	Heather	Adams	Teacher	ESY - Summer School	6/13/22-7/12/22	Mayflower	NTE 5 hrs/day	C-65002.0	003322	\$32.00/hr	100%
5 #	Rosalinda	Alarcon	Teacher	ESY - Summer School Prep Day	6/1/22	ATP	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
6 #	Rosalinda	Alarcon	Teacher	ESY - Summer School	6/13/22-7/12/22	ATP	NTE 5 hrs/day	C-65000.0	003538	\$32.00/hr	100%
7 #	Mitzi	Avila	Teacher	Asynchronous training - Femiineer School Program	5/28/22-6/26/22	Plymouth	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
8 #	Cristina	Barbosa	Teacher	ESY - Summer School Prep Day	6/1/22	CELC	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
9 #	Cristina	Barbosa	Teacher	Complete summer assessments	6/13/22-7/12/22	CELC	NTE 7 hrs/day	C-65000.0	002332	\$32.00/hr	100%
10	Ramirez	Beatriz	Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
11	MistyRose	Bravo	Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
12	MistyRose	Bravo	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
13 #	Lorenia	Cabello	Teacher	Asynchronous training - Femiineer School Program	5/28/22-6/26/22	Monroe	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
14	Jenny	Castellanos	Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
15	Jenny	Castellanos	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
16	Jenny	Castellanos	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%
17	Liza	Castro	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
18	Liza	Castro	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%
19	Christine	Caudillo	Substitute Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
20	Christine	Caudillo	Substitute Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
21 #	Robin	Chicca	Teacher	Curriculum Development for Summer School	3/1/22-6/30/22	Santa Fe	NTE 10 hrs	C-32160.0	004135	\$27.00/hr	100%
22 #	Fabiola	De La Torre Sanchez	Teacher	ESY - Summer School Prep Day	6/1/22	Mayflower	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
23 #	Fabiola	De La Torre Sanchez	Teacher	ESY - Summer School	6/13/22-7/12/22	Mayflower	NTE 5 hrs/day	C-65000.0	001682	\$32.00/hr	100%
24 #	Erinn	Dickinson	Teacher	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Bradoaks	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
25 #	Kathleen	Douglass	Summer School Teacher	Summer School Jr Camp Read A Lot Training	6/1/22-6/10/22	Mayflower	NTE 12 hrs	C-30100.0	004114	\$27.00/hr	100%
26 #	Kathleen	Douglass	Summer School Teacher	Summer School Jr Camp Read A Lot	6/13/22-7/15/22	Mayflower	NTE 115 hrs	C-30100.0	004129	\$32.00/hr	100%
27	Belle	Gagne	Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
28	Belle	Gagne	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%
29 #	Karen	Go	Teacher	ESY - Summer School Prep Day	6/1/22	CELC	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
30 #	Karen	Go	Teacher	ESY - Summer School	6/13/22-7/12/22	CELC	NTE 4 hrs/day	C-65000.0	002634	\$32.00/hr	100%
31 #	Karen	Go	Teacher	Complete summer assessments	6/13/22-7/12/22	CELC	NTE 7 hrs/day	C-65000.0	002332	\$32.00/hr	100%
32	Leticia	Gosewisch	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
33	Leticia	Gosewisch	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%
34 #	Andres	Hernandez	Teacher	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Mayflower	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
35 #	Kymberli	Hirst	Counselor	ESY - Summer School Prep Day	6/1/22	MHS	NTE 7 hrs/day	C-34101.0	004145	\$27.00/hr	100%
36 #	Kymberli	Hirst	Counselor	ESY - Summer School Transition Counselor	6/13/22-7/12/22	MHS	NTE 7 hrs/day	C-34101.0	003678	\$32.00/hr	100%
37 #	Leilani	Hobayan	Summer School Teacher	Summer School Jr Camp Read A Lot Training	6/1/22-6/10/22	Mayflower	NTE 12 hrs	C-30100.0	004114	\$27.00/hr	100%
38 #	Leilani	Hobayan	Summer School Teacher	Summer School Jr Camp Read A Lot	6/13/22-7/15/22	Mayflower	NTE 115 hrs	C-30100.0	004129	\$32.00/hr	100%
39 #	Mackenzie	Hunt	Speech Language Pathologist	ESY - Summer School Prep Day	6/10/22	PPS	NTE 7 hrs	C-65000.0	003961	\$60.00/hr	100%
40 #	Mackenzie	Hunt	Speech Language Pathologist	ESY - Summer School	6/13/22-7/12/22	PPS	NTE 5 hrs/day	C-65000.0	001496	\$60.00/hr	100%
41 #	Alison	Hupp	Teacher	ESY - Summer School Prep Day	6/1/22	CELC	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
42 #	Alison	Hupp	Teacher	ESY - Summer School	6/13/22-7/12/22	CELC	NTE 4 hrs/day	C-65000.0	002634	\$32.00/hr	100%
43 #	Sarah	Jaramillo	Teacher	ESY - Summer School Prep Day	6/1/22	Mayflower	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
44 #	Sarah	Jaramillo	Teacher	ESY - Summer School	6/13/22-7/12/22	Mayflower	NTE 5 hrs/day	C-65000.0	001682	\$32.00/hr	100%
45 #	Judith	Krauletz	Teacher	ESY - Summer School Prep Day	6/1/22	Clifton	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
46 #	Judith	Krauletz	Teacher	ESY - Summer School	6/13/22-7/12/22	Clifton	NTE 5 hrs/day	C-65000.0	003145	\$32.00/hr	100%
47 #	Antoinette	Lima-Washington	Substitute Teacher	ESY - Summer School Prep Day	6/1/22	Mayflower	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
48 #	Antoinette	Lima-Washington	Substitute Teacher	ESY - Summer School	6/13/22-7/12/22	Mayflower	NTE 5 hrs/day	C-65000.0	001682	\$32.00/hr	100%
49 #	Jacqueline	Lopez	Summer School Teacher	Summer School Jr Camp Read A Lot Training	6/1/22-6/10/22	Mayflower	NTE 12 hrs	C-30100.0	004114	\$27.00/hr	100%
50 #	Jacqueline	Lopez	Summer School Teacher	Summer School Jr Camp Read A Lot	6/13/22-7/15/22	Mayflower	NTE 115 hrs	C-30100.0	004129	\$32.00/hr	100%
51 #	Lita	Manookian	Speech Language Pathologist	ESY - Summer School Prep Day	6/10/22	PPS	NTE 7 hrs	C-65000.0	003961	\$60.00/hr	100%
52 #	Lita	Manookian	Speech Language Pathologist	ESY - Summer School	6/13/22-7/12/22	PPS	NTE 5 hrs/day	C-65000.0	001496	\$60.00/hr	100%
53 #	Randy	Medina	Teacher	Substitute Adult Education Teacher	5/31/22-6/30/22	Adult Ed	NTE 16 hrs	C-63910.0	003419	\$38.68/hr	100%
54 #	Alison	Meloserdoff	Teacher	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Wild Rose	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
55 #	Donna	Monje	Teacher	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Santa Fe	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
56 #	Rochelle	Munoz	TOSA-Instructional Coach	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Educational Services	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
57 #	Christopher	Paiz	Speech Language Pathologist	ESY - Summer School Prep Day	6/10/22	PPS	NTE 7 hrs	C-65000.0	003961	\$60.00/hr	100%
58 #	Christopher	Paiz	Speech Language Pathologist	Complete summer assessments	6/13/22-7/12/22	PPS	NTE 7 hrs/day	C-65000.0	003961	\$60.00/hr	100%
59 #	Eileen	Purtell	Teacher	Asynchronous training - Femeiner School Program	5/28/22-6/26/22	Mayflower	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
60	Beatriz	Ramirez	Preschool Teacher	Room 10 Coverage during School Recess Days	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	003841	\$21.00/hr	100%
61	Beatriz	Ramirez	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
62	Beatriz	Ramirez	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%
63 #	Joshua	Ramirez	Substitute Teacher	Summer School Camp Read A Lot/Camp Infinity Training	6/1/22-6/10/22	Mayflower	NTE 12 hrs	C-30100.0	002926	\$27.00/hr	100%
64 #	Joshua	Ramirez	Substitute Summer School Teacher	Summer School Camp Read A Lot/Camp Infinity	6/13/22-7/15/22	Mayflower	NTE 115 hrs	C-30100.0	004129	\$32.00/hr	100%
65 #	Tedese	Ross	Adult Ed Teacher	Prof Development - correction to eff date orig approved 9/8/21	8/18/21-6/9/22	Adult Ed	NTE 210 hrs	C-63910.0	003270	\$43.23/hr	100%
66 #	Danyelle	Rucker	Teacher	ESY - Summer School Prep Day	6/1/22	MHS	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
67 #	Danyelle	Rucker	Teacher	ESY - Summer School	6/13/22-7/12/22	MHS	NTE 6.25 hrs/day	C-65000.0	003860	\$32.00/hr	100%
68 #	Allyson	Saito	School Psychologist	ESY - Summer School	6/17/22-7/15/22	CELC	NTE 7 hrs/day	C-65000.0	004032	\$541.55/ day	100%
69 #	Mackenzie	Salsman	Teacher	Asynchronous training - Femineer School Program	5/28/22-6/26/22	Mayflower	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
70 #	Delaney	Sciarrotta	Teacher	ESY - Summer School Prep Day	6/1/22	Mayflower	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
71 #	Delaney	Sciarrotta	Teacher	ESY - Summer School	6/13/22-7/12/22	Mayflower	NTE 5 hrs/day	C-65000.0	001682	\$32.00/hr	100%
72 #	Rebecca	Shaver	Teacher	Asynchronous training - Femineer School Program	5/28/22-6/26/22	Mayflower	NTE 14 hrs	C-07102.0	003614	\$27.00/hr	100%
73 #	Paul	Sullivan	Substitute Teacher	ESY - Summer School Prep Day	6/1/22	Clifton	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
74 #	Paul	Sullivan	Substitute Teacher	ESY - Summer School	6/13/22-7/12/22	Clifton	NTE 5 hrs/day	C-65002.0	003146	\$32.00/hr	100%
75 #	Mark	Tremper	Adult Ed Teacher	Prof Development - correction to eff date orig approved 9/8/21	8/1/21-5/28/22	Adult Ed	NTE 220 hrs	C-63910.0	003270	\$45.25/hr	100%
76 #	Shannon	Waddell	Teacher	ESY - Summer School Prep Day	6/1/22	MHS	NTE 7 hrs	C-65000.0	004025	\$27.00/hr	100%
77 #	Shannon	Waddell	Teacher	ESY - Summer School	6/13/22-7/12/22	MHS	NTE 5 hrs/day	C-65002.0	002912	\$32.00/hr	100%
78 #	Alan	Whitaker	Adult Ed Teacher	May/June Computer and Tech Instruction	5/31/22-6/30/22	Adult Ed	NTE 17 hrs/wk	C-63910.0	003270	\$46.83/hr	100%
79	Monique	Zendejas	Preschool Teacher	Professional Development / Classroom Prep / Planning	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-90612.0	003504	\$21.00/hr	100%
80	Monique	Zendejas	Preschool Teacher	Substitute Preschool Teacher	7/1/22-6/30/23	CELC	NTE 8 hrs.day	C-61050.0	000625	\$190/day	100%

C. Leaves of Absences

First Name	Last Name	Classification	Action	Effective	Site
None.					

D. Terminations

	First Name	Last Name	Classification	Action	Effective	Site
81 #	Kristen	Hjelsand	Assistant Principal	Resignation	6/10/22	MHS

E. Other

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
82 #	Dave	Hart	Teacher	Approve stipend: Boys Volleyball Coach	4/1/22-6/8/22	Santa Fe		C-00701.0	000236	NTE \$325 Stipend	100%
83 #	Dave	Hart	Teacher	Approve stipend: Track and Field Coach	3/1/22-6/8/22	Santa Fe		C-00701.0	000236	NTE \$162 Stipend	100%

E. Other (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
84 #	Robert	Cady	Teacher	Approve stipend: Lunchtime Activities	9/1/21-6/8/22	Santa Fe		C-00701.0	000236	NTE \$72 Stipend	100%

E. Other - Volunteers

	First Name	Last Name	Classification	Action	Effective	Site
85 #	Mark	Carnahan	Volunteer I	Approve	5/27/22-6/30/22	WR
86 #	Doris	Crowley	Volunteer I	Approve	5/27/22-6/30/22	MO
87 #	Norma	Garcia	Volunteer I	Approve	6/1/22-6/30/22	MO
88 #	Tina	Gardner	Volunteer I	Approve	6/1/22-6/30/22	WR
89 #	Olivia	Hauge	Volunteer I	Approve	6/1/22-6/30/22	MO
90 #	Sonia	Luginbuhl	Volunteer I	Approve	6/1/22-6/30/22	MO,CL
91 #	Christopher	Sousa-Wynn	Volunteer I	Approve	5/27/22-6/30/22	BR
92 #	Michael	Tuite	Volunteer I	Approve	5/27/22-6/30/22	MA

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #21

EMPLOYMENTS, LEAVES OF ABSENCE, RESIGNATIONS, CHANGES OF STATUS, OTHER (CLASSIFIED)

A. Employments

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

B. Supplemental Hours/Special Assignments

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
1	# Elizabeth	Arbogast	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$18.35/hr.	15	4	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
2	# Michael	Armas	S/S Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2022 Summer School - Food Service Session One and Two.	\$18.81/hr.	12	6	NTE: 8 hours per day.	6/10/22-8/11/22	003546	C 53100.0	100%
3	# Victoria	Banuelos	Senior Account Clerk Extra Hours	Fiscal Services	Employ: Retro payroll processing and other payroll contingencies as needed.	\$25.32/hr.	26	5	NTE: 30 hours total.	5/1/22-6/30/22	001567	G 00000.0	100%
4	# Marisol	Bermudez Huerta	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$17.47/hr.	15	3	NTE: 97.75 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
5	# Jasmine	Campos	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$18.35/hr.	15	4	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
6	# Sandy	Castro	S/S Food Service Manager	Mayflower	Employ: 2022 Summer School - Food Service Session One and Two.	\$26.45/hr.	15-G	6	NTE: 8 hours per day.	6/10/22-7/31/22	003342	C 53100.0	100%
7	# Victor	Contreras	General Maintenance Worker II Extra Hours	M.O.T.	Employ: Emergency and necessary events.	\$22.89/hr.	30	1	NTE: 8 hours per day.	10/1/21-6/30/22	002969	C 81500.0	100%
8	# Victor	Contreras	General Maintenance Worker II Extra Hours	M.O.T.	Employ: 2021 Kitchen Infrastructure Fund.	\$24.10/hr.	30	2	NTE: 8 hours per day.	5/14/22-6/30/22	004143	C 70280.0	100%
9	# Esmeralda	Corrales	S/S Food Service Worker	Mayflower	Employ: 2022 Summer School - Food Service Session One and Two.	\$20.32/hr.	5-G	6	NTE: 8 hours per day.	6/10/22-7/31/22	003864	C 53100.0	100%
10	# Alicia	Escobar	S/S Production Center Manager - MHS	MHS	Employ: 2022 Summer School - Food Service Session One and Two.	\$30.67/hr.	30-G	6	NTE: 8 hours per day.	6/10/22-8/11/22	002934	C 53100.0	100%
11	# Paul	Garcia	Skilled Maintenance Electrician Extra Hours	M.O.T.	Employ: 2021 Kitchen Infrastructure Fund.	\$27.26/hr.	33	3	NTE: 8 hours per day.	5/14/22-6/30/22	004143	C 70280.0	100%
12	# Virginia	Garcia	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$15.53/hr.	4	2	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
13	# Victoria	Goodwin	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$23.51/hr.	21	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
14	# Marlene	Gutierrez	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$21.29/hr.	21	4	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
15	# Helen	Hernandez	Substitute Library Technician I	Monroe	Employ: To substitute as needed during the 2021-22 school year.	\$24.10/hr.	22	6	NTE: 15 hours per week.	5/1/22-6/30/22	003689	G 00000.0	100%
16	# Margarita	Hernandez	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$15.53/hr.	4	6	NTE: 97.75 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
17	# Margarita	Hernandez	S/S Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2022 Summer School - Food Service Session One and Two.	\$17.04/hr.	12	4	NTE: 8 hours per day.	6/10/22-8/11/22	003546	C 53100.0	100%
18	# Cherie	Holquin	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$20.26/hr.	15	6	NTE: 76.5 hours total.	6/13/22-7/8/22	004124	C 32160.0	100%
19	# Ma Melanie	Hussey	S/S Classroom Aide	Santa Fe	Employ: 2022 Summer School.	\$15.53/hr.	4	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
20	# Jesus	Jara	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2021-22 school year.	\$19.28/hr.	21	2	NTE: 8 hours per day.	6/7/22-6/30/22	000137	G 00000.0	100%
21	# Brian	Jones	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$20.26/hr.	15	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
22	# Debbie	Kao	Interpreter	Special Education	Employ: To translate documents for the Workability Program to Mandarin.	\$27.00/hr.	Flat	Rate	NTE: 25 hours total.	5/26/22-6/30/22	004142	C 65200.0	100%
23	# Ann	Kiryama	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$20.26/hr.	15	6	NTE: 76.5 hours total.	6/13/22-7/8/22	004124	C 32160.0	100%
24	# Diana	Lee	S/S Assistant Food Service Manager	MHS	Employ: 2022 Summer School - Food Service Session One and Two.	\$20.26/hr.	19	4	NTE: 8 hours per day.	6/10/22-8/11/22	002469	C 53100.0	100%
25	# Jasmine	Liddell	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$19.28/hr.	15	5	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
26	# Sabrina	Madrid	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$20.26/hr.	15	6	NTE: 76.5 hours total.	6/13/22-7/8/22	004124	C 32160.0	100%
27	# Christopher	Malone	Campus Security Officer Extra Hours	Warehouse	Employ: Security support for elementary concert at MHS.	\$25.32/hr.	24	6	NTE: 8 hours total.	5/31/22-6/9/22	004008	C 74220.0	100%
28	# Rosa	Manriquez	S/S Food Service Worker	MHS	Employ: 2022 Summer School - Food Service Session One and Two.	\$19.34/hr.	5-G	5	NTE: 8 hours per day.	6/10/22-8/11/22	002468	C 53100.0	100%
29	# Maria	Marquez	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$21.08/hr.	3-D	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
30	# Veronica	Martinez	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$19.28/hr.	15	5	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
31	# Sean	McCoy	Warehouse Operator/Delivery Driver Extra Hours	Warehouse	Employ: Summer school material support, teacher/staff relocation, student Chromebook support, inventory, surplus, e-waste and compliant record disposal tasks.	\$24.70/hr.	23	6	NTE: 225 hours total.	6/9/22-8/12/22	004140	C 32120.0	100%
32	Tina	McKendrick	S/S Librarian Media Specialist III	MHS	Employ: 2022 Summer School.	\$26.60/hr.	26	6	NTE: 24 hours total. Revised from 8 hours total; originally Board approved 6/9/2022.	6/30/22-7/15/22	002235	C 00601.0	100%
33	# Nicholas	Melendez	Skilled Maintenance Plumber Extra Hours	M.O.T.	Employ: 2021 Kitchen Infrastructure Fund.	\$31.61/hr.	33	6	NTE: 8 hours per day.	5/14/22-6/30/22	004143	C 70280.0	100%
34	# Carolyn	Mendez	S/S Health Clerk	Monroe	Employ: 2022 Summer School.	\$17.90/hr.	18	2	NTE: 115 hours total.	6/13/22-7/15/22	004126	C 32160.0	100%
35	# Erinn	Milligan	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$19.28/hr.	15	5	NTE: 76.5 hours total.	6/13/22-7/8/22	004124	C 32160.0	100%
36	# Valentin	Miranda	Warehouse Operator/Delivery Driver Extra Hours	Warehouse	Employ: Summer programs, towel/tissue modernization project, Best System training, student Chromebook project, food capital equipment project, and CTE inventory support.	\$24.70/hr.	23	6	NTE: 50 hours total.	6/9/22-9/30/22	004140	C 74220.0	100%
37	# Kayla	Monterroza	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$19.09/hr.	3-D	4	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
38	# Tamara	Morrison	S/S Clerical Assistant III	Mayflower	Employ: 2022 Summer School.	\$24.10/hr.	22	6	NTE: 115 hours total.	6/16/22-7/15/22	004125	C 32160.0	100%
39	# Daizy	Murillo	S/S Food Service Worker	Santa Fe	Employ: 2022 Summer School - Food Service Session One and Two.	\$18.81/hr.	12	6	NTE: 8 hours per day.	6/10/22-7/31/22	003130	C 53100.0	100%
40	# Cynthia	Obregon	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$16.63/hr.	15	2	NTE: 97.75 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
41	# Sandy	Ochoa Chavez	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$18.35/hr.	15	4	NTE: 97.75 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%
42	# Sara	Orosco	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$20.26/hr.	15	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

43	#	Barbara	Orozco	S/S Substitute Food Service Worker	District-wide	Employ: To substitute as needed during the 2022 Summer School - Food Service Session One and Two.	\$18.81/hr.	12	6	NTE: 8 hours per day.	6/10/22-8/11/22	003546	C	53100.0	100%
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B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent	
44	# Maria	Ortiz	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$15.53/hr.	4	6	NTE: 97.75 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
45	# Elena	Pogosian	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$16.63/hr.	15	2	NTE: 92 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
46	# Jessica	Ramos	S/S Clerical Assistant III	Santa Fe	Employ: 2022 Summer School.	\$20.77/hr.	22	3	NTE: 155.25 hours total.	6/13/22-7/15/22	004125	C	32160.0	100%
47	# Mildred	Ramos	S/S Food Service Manager	Santa Fe	Employ: 2022 Summer School - Food Service Session One and Two.	\$23.51/hr.	21	6	NTE: 8 hours per day.	6/10/22-7/31/22	003343	C	53100.0	100%
48	# Tomasa	Rios	S/S Food Service Manager/Driver	MHS/ Recreation Park	Employ: 2022 Summer School - Food Service Session One and Two.	\$22.79/hr.	15-G	3	NTE: 8 hours per day.	6/10/22-8/11/22	003131	C	53100.0	100%
49	# Sonia	Rizo	S/S Classroom Aide	Monroe	Employ: 2022 Summer School.	\$15.53/hr.	4	6	NTE: 97.5 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
50	# Sandra	Roanhorse-Sharafat	S/S Classroom Aide	Santa Fe	Employ: 2022 Summer School.	\$23.51/hr.	21	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
51	# Matthew	Roberts	Purchasing and Warehouse Assistant Extra Hours	Warehouse	Employ: Best System training implementations, site user support and quality control, Inventory Stores product re-tool, inventory, replenishment and storage re-tool.	\$22.93/hr.	24	4	NTE: 50 hours total.	6/9/22-9/30/22	004144	C	32120.0	100%
52	# Diana	Rodriguez	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$16.63/hr.	15	2	NTE: 92 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
53	# Mireille	Salem	S/S Classroom Aide	Santa Fe	Employ: 2022 Summer School.	\$15.53/hr.	4	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%
54	# Maria	Sandoval	S/S Clerical Assistant III	Monroe	Employ: 2022 Summer School.	\$24.10/hr.	22	6	NTE: 135 hours total.	6/16/22-7/15/22	004125	C	32160.0	100%
55	# Fawntaine	Saxton	S/S Food Service Worker	MHS/ Recreation Park	Employ: 2022 Summer School - Food Service Session One and Two.	\$18.81/hr.	12	6	NTE: 8 hours per day.	6/10/22-8/11/22	002468	C	53100.0	100%
56	# Catherine	Shepherd	S/S Food Service Worker	Clifton	Employ: 2022 Summer School - Food Service Session One and Two.	\$18.81/hr.	12	6	NTE: 8 hours per day.	6/10/22-7/31/22	003133	C	53100.0	100%
57	# Richard	Tamez	S/S Food Service Manager	Clifton	Employ: 2022 Summer School - Food Service Session One and Two.	\$25.27/hr.	13-G	6	NTE: 8 hours per day.	6/10/22-7/31/22	003132	C	53100.0	100%
58	# Rebecca	Taylor	Health Assistant II Extra Hours	MHS	Employ: Provide services to students during after-school activities or school-sponsored events.	\$26.60/hr.	26	6	NTE: 14 hours total.	6/3/22-6/4/22	003890	C	65000.0	100%
59	# Tania	Thompson	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$15.53/hr.	4	3	NTE: 92 hours total.	6/13/22-7/15/22	004124	C	32160.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
60	# Simone	Wright	S/S Classroom Aide	Mayflower	Employ: 2022 Summer School.	\$21.89/hr.	5-D	6	NTE: 92 hours total.	6/13/22-7/15/22	004124	C 32160.0	100%

C. Leaves of Absence

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

D. Resignations

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
61	# Rosalva	Alvarez C	Food Service Manager	Bradoaks	Voluntary resignation.	\$4380.66/mo	13	6	8 hr./d.; 9 mo./yr.	5/24/2022	003603	C 53100.0	100%
62	# Alejandro	Martinez	Lead Groundskeeper	M.O.T.	Voluntary resignation.	\$3997.09/mo	28-H	2	8 hr./d.; 12 mo./yr.	6/2/2022	000801	G 00000.0	100%
63	Charles	Poovakan	Chief Technology Officer	Technology	Voluntary resignation.	\$12628.92/mo	16-M	5	8 hr./d.; 12 mo./yr.	6/24/2022	000050	C 07303.0	90%
64	# Joselyn	Tucci	Instructional Aide - Severe Disabilities	Wild Rose	Involuntary termination.	\$3310.01/mo	18	6	7 hr./d.; 9 mo./yr.	5/12/2022	003621	C 65000.0	100%

E. Changes of Status

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
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None

F. Other

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
65	Jennifer	Anderson	Member of the Board of Education	Supt's Office	Compensation	\$308.07/month for attendance at all mtgs., with pro rata compensation for members unable to attend all meetings.	7/1/22-6/30/23	000125	G 00000.0	100%
66	Lupe	Davis	Member of the Personnel Commission	Human Resources	Compensation	\$50.00/meeting, NTE \$250/month.	7/1/22-6/30/23	000394	G 00000.0	100%
67	Traci	Gholar	Member of the Board of Education	Supt's Office	Compensation	\$308.07/month for attendance at all mtgs., with pro rata compensation for members unable to attend all meetings.	7/1/22-6/30/23	000125	G 00000.0	100%
68	Robert	Hammond	Member of the Board of Education	Supt's Office	Compensation	\$308.07/month for attendance at all mtgs., with pro rata compensation for members unable to attend all meetings.	7/1/22-6/30/23	000125	G 00000.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

F. Other (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
69	# Helen	Hernandez	Classified Stipend	Mayflower	Approve stipend - Website Manager.	\$275.00 stipend paid over 1 month.	6/1/22-6/30/22	001843	C 00701.0	100%
70	# Helen	Hernandez	Classified Stipend	Mayflower	Approve stipend - Instructional Leadership Team.	\$100.00 stipend paid over 1 month.	6/1/22-6/30/22	001843	C 00701.0	100%
71	# Helen	Hernandez	Classified Stipend	Mayflower	Approve stipend - Positive Behavioral Intervention Support (PBIS).	\$100.00 stipend paid over 1 month.	6/1/22-6/30/22	001843	C 00701.0	100%
72	Selene	Lockerbie	Member of the Board of Education	Supt's Office	Compensation	\$308.07/month for attendance at all mtgs., with pro rata compensation for members unable to attend all meetings.	7/1/22-6/30/23	000125	G 00000.0	100%
73	Norberto	Moraga	Member of the Personnel Commission	Human Resources	Compensation	\$50.00/meeting, NTE \$250/month.	7/1/22-6/30/23	000394	G 00000.0	100%
74	# Tamara	Morrison	Classified Stipend	Mayflower	Approve stipend -General Leadership Team.	\$100.00 stipend paid over 1 month.	6/1/22-6/30/22	001843	C 00701.0	100%
75	Maritza	Travanti	Member of the Board of Education	Supt's Office	Compensation	\$308.07/month for attendance at all mtgs., with pro rata compensation for members unable to attend all meetings.	7/1/22-6/30/23	000125	G 00000.0	100%
76	Jeanne	Tyler	Member of the Personnel Commission	Human Resources	Compensation	\$50.00/meeting, NTE \$250/month.	7/1/22-6/30/23	000394	G 00000.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

14. 21/22-3043 - PERSONNEL COMMISSION MEMBERSHIPS 2022-2023 SCHOOL YEAR

RECOMMENDATION

The Board of Education is requested to approve the payment of contractual fees and memberships from the Personnel Commission budget for Cooperative Organization for the Development of Employee Selection Procedures (CODESP), California School Personnel Commissioners Association (CSPCA), and the Personnel Commissioners Association of Southern California (PCASC).

Rationale:

Contractual fees and memberships for the Personnel Commission include: - Cooperative Organization for the Development of Employee Selection Procedures (CODESP): \$2,300; - California School Personnel Commissioners Association (CSPCA): \$800; - Personnel Commissioners Association of Southern California (PCASC): \$100. 1. The Cooperative Organization for the Development of Employee Selection Procedures is a consortium of school districts and other public agencies organized to cooperatively develop selection procedures that comply with Title VII of the Civil Rights Act of 1964, and the guidelines set forth by the Fair Employment and Housing Commission, the Office of Federal Contract Compliance, and the Equal Employment Opportunities Commission. 2. The California School Personnel Commissioners Association is a statewide organization of school district Personnel Commissioners and staff, established to provide information and training to Personnel Commissioners and staff. 3. The Personnel Commissioners Association of Southern California is a Southern California-based organization of school district Personnel Commissioners and staff, established to improve personnel management.

Background:

Budget Implication (\$ Amount):

These expenditures are within the approved Personnel Commission budget.

Legal References:

Education Code 45253 states that the Personnel Commission shall prepare an annual budget for its use.

ATTACHMENTS

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

16. 21/22-4017 - RENEWAL OF SUBSCRIPTION WITH CLASSLINK, INC.

RECOMMENDATION

The Board of Education is requested to approve a one-year (1) subscription agreement with Classlink, Inc., to use multiple electronic data systems to manage, store, and report data about various District activities and functions. Effective August 1, 2022, through July 31, 2023.

Rationale:

ClassLink is a single sign-on and rostering solution that gives students access to any software product that is a ClassLink partner. This solution allows students to spend more time learning and less time logging into the various systems the District uses. This solution also assists in the automation of student and teacher account management of various curriculum software products.

Background:

Monrovia Unified School District uses multiple electronic data systems to manage, store, and report data about our various activities and functions. Managing the information in some of these systems is done manually or with custom connectors that make it difficult or time-consuming to manage.

Budget Implication (\$ Amount):

The total cost for a one (1) year Classlink subscription is \$16,312.50 to be paid from the Technology budget and S&C funds.

ATTACHMENTS

- [Classlink Renewal 22-23.pdf](#)

Invoice #e-111245

Please remit payment to:

ClassLink, Inc.
PO Box 51100
Newark, NJ 07101-5100

Bill To

Monrovia Unified SD (CA, 91016)
325 East Huntington Drive
Monrovia, CA 91016

Invoice Summary

Invoice Number	e-111245
Invoice Date	08/01/2022
Invoice Due Date	08/31/2022
Amount Due (USD)	\$ 16,312.50

Item / Description	Quantity	Rate	Amount
ClassLink Rosters Hosting Renewal License ClassLink Rosters Hosting Renewal License from 08/01/2022 to 07/31/2023	1	500.00	500.00
ClassLink Renewal License ClassLink Renewal License from 08/01/2022 to 07/31/2023	5,750	2.75	15,812.50
Amount Due (USD)			\$ 16,312.50

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

16. 21/22-4018 - RENEWAL OF SUBSCRIPTION WITH PANDADOC

RECOMMENDATION

The Board of Education is requested to approve a one (1) year software subscription with PandaDoc allowing the electronic signing of documents.

Rationale:

PandaDoc will allow the District to issue electronic documents requiring a signature. While most e-signature software solutions are GDPR (General Data Protection Regulation) and SOC II (System and Organization Controls), PandaDoc is also FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act) compliant.

Background:

Electronic signature software provides for encrypted digital signatures or digitized signatures in lieu of a “wet ink” signature which is manually signed by hand. In using e-signature software, the software identifies the signer, thus, making the process for applying the signatures to documents reliable. There is reliable evidence that the e-signature affixed to the agreement was placed by the appropriate signer at the relevant time. PandaDoc is being used within the District, by other departments that benefit from this level of data privacy.

Budget Implication (\$ Amount):

Total cost for this subscription is \$4,105.00 and will be paid with Elementary and Secondary School Emergency Relief (ESSER) funds.

Account:

Additional Information:

A copy of the subscription agreement is attached.

ATTACHMENTS

- [Monrovia Unified_PandaDoc Renewal - 2022-2023.pdf](#)

Renewal Agreement

for Monrovia Unified

Prepared for
Charles Poovakan
Monrovia Unified

Prepared by
Kip Szostek
PandaDoc



Pricing overview

Renewal date	8/13/2022
New contract end date	8/13/2023
Offer expires	7/13/2022

PandaDoc subscription Plan	Price/Year/License	Licenses	Discount	Total
Bulk Send Documents <ul style="list-style-type: none"> Bulk Send Documents purchased do not roll over into the next contract period Caps on Bulk Send Documents are firm. To continue using the feature when your limit is reached, additional documents must be purchased through your Account Manager Any overages will be charged at your existing per-document rate 	\$2.00	25000	99.00%	\$500.00
Business Plan - Quarterly Billing Includes: <ul style="list-style-type: none"> Unlimited Templates & Documents through PandaDoc UI (Non-API) Unlimited eSignatures through PandaDoc UI (Non-API) Document Analytics Custom Branding Integrations with CRMs & Other Tools (<i>Salesforce not included</i>) Content Library Manager Approval Workflow Document Expiration Settings Auto Reminders Zapier 24/7 Email Support Available for purchase at this level (\$/doc): <ul style="list-style-type: none"> Template Embed Bulk Send 	\$588.00	5	25.00%	\$2,205.00
SSO Add-On Make PandaDoc maintenance easier with SAML 2.0-based Single Sign-On (SSO).	\$120.00	5	25.00%	\$450.00

Template Embed Documents Template Embedding add-on. Volume based pricing: \$2.00/doc generated.	\$2.00	25000	99.00%	\$500.00
Workspaces Add-On	\$120.00	5	25.00%	\$450.00
				\$4,105.00

Savings **-\$100,035.00**

Annual Total **\$4,105.00**

All costs quoted in this proposal are exclusive of any sale or other applicable tax.

Safe & secure

Your document security is a top priority at PandaDoc. Your business documents contain information that only you and your clients need to see, and we intend to keep it that way.



HIPAA compliant

PandaDoc is fully committed to helping healthcare providers protect patients' healthcare information when sending ePHI via PandaDoc.

[Learn more](#)



Certification

PandaDoc is SOC II Type II certified. We can provide an SSAE 16 SOC 2 report and attestations of compliance, [upon request](#).

[Learn more](#)



GDPR compliance

We've completed extensive research and created a resources page with detailed information explaining how PandaDoc is compliant.

[Learn more](#)



Physical security

PandaDoc data centers (handled by Amazon AWS) are state of the art, utilizing innovative architectural and engineering approaches.

[Learn more](#)



Third-party Subprocessors

PandaDoc currently uses third-party [Subprocessors](#) to provide various business functions after due diligence to evaluate their defensive posture.

[Learn more](#)



FERPA

PandaDoc helps schools facilitate electronic communication between educators, administrators, and school districts and parents and students in full compliance with FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) as to protect the privacy of student education records.

Sign here to renew

OR "FORWARD" THIS DOCUMENT
TO A LEGAL SIGNATORY

I hereby acknowledge I am authorized to enter into this contract and that I have read this Proposal and understand and agree to the terms and conditions of PandaDoc's [Master Services Agreement](#).

PandaDoc account owner name

PandaDoc account owner email

Billing address

Billing contact email

Accepted by (customer)

Date of acceptance

Payment terms & instructions

Payment due Net 14 days after renewal. Discounts will apply only this contract term. Please send all billing Inquiries to invoices@pandadoc.com.

Annual plans automatically renew every year. If you cancel ninety (90) days prior to an upcoming renewal date, you will not be charged on the following renewal date and henceforth. **Additionally, any reductions in your subscription should also be made 90 days prior to renewal.**

This agreement is subject to our [Master Services Agreement](#), as amended from time to time, and [Privacy Policy](#).

Pay by credit card

PandaDoc account	Go to Settings > Billing > Payment & Account details
------------------	--

Pay by check

Company	PandaDoc, Inc.
Address	Dept. LA 24920, Pasadena, CA 91185-4920

Pay by wire or ACH

Bank name	Silicon Valley Bank
Bank address	3003 Tasman Drive, Santa Clara, CA 95054
Routing & transit #	121140399
For the credit of	PandaDoc, Inc.
Address	3739 Balboa St. #1083 SF 94121
Credit account #	3300825108
SWIFT ID	SVBKUS6S

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

17. 21/22-4019 - RENEWAL OF ZOOM SUBSCRIPTION

RECOMMENDATION

The Board of Education is requested to approve a one-year (1) subscription for Zoom video conferencing software for the 2022-2023 school year.

Rationale:

Monrovia USD staff and teachers utilize the video conferencing platform for online learning and other video conferencing features. The District anticipates the continued use of the service to be needed during the 2022-23 school year. The District has utilized Zoom as the video conferencing platform provides better functionality for users with the ability to create waiting rooms, break out sessions, and white-boarding.

Background:

With student dismissal due to COVID-19, teachers and staff utilized various video conferencing platforms such as Google Meet, GoToMeeting, and Zoom. GoToMeeting and Zoom provided free basic access during the COVID-19 pandemic. Throughout the course of the school year, staff members compared the advantages and disadvantages of the different platforms and found Zoom to be a better instructional tool for the District. There is a need to continue to use Zoom for online learning and various district meetings.

Budget Implication (\$ Amount):

The total cost for 500 Zoom licenses is \$18,000 and will be paid with LCAP funds.

Additional Information:

A copy of the Zoom subscription renewal is attached.

ATTACHMENTS

- [Zoom Renewal 22-23.pdf](#)



Order Form Number: Q1474952
Valid Until: 07/28/2022

Zoom Video Communications Inc. ('Zoom')
 55 Almaden Blvd, 6th Floor
 San Jose, CA

<p>Billed To</p> <p>Customer: Monrovia Unified School Dist Contact Name: Charles Poovakan One Monarch Place Suite 250 Springfield, Massachusetts 01144, United States Email Address: cpoovakan@monroviashools.net Phone: (626) 471-2015</p>	<p>Sold To</p> <p>Customer: Monrovia Unified School Dist Contact Name: Charles Poovakan One Monarch Place Suite 250 Springfield, Massachusetts 01144, United States Email Address: cpoovakan@monroviashools.net Phone: (626) 471-2015</p>
<p>Auto Renew: Yes Initial Paid Subscription Term: 12 Month Renewal Subscription Term: 12 Month Paid Period Start Date: 07/28/2022</p>	<p>Billing Method: Email Currency: USD Payment Term: Net 30</p>

This Zoom Order Form and any other Order Forms that reference this Order Form are governed by Zoom Terms of Service found at <http://www.zoom.us/terms> (unless Customer and Zoom have entered a written governing Master Subscription Agreement, in which case such written agreement will govern).

SERVICE	BILLING PERIOD	QUANTITY	PRICE	TOTAL
Education Annual	Annual	500	USD 36.00	USD 18,000.00
Webinar 1000 Annual	Annual	4	USD 0.00	USD 0.00

(Before Taxes)	
Annual Payment:	USD 18,000.00

Payment Schedule Summary (Before Taxes)
First Payment: USD 18,000.00
Annual Recurring Payment: USD 18,000.00 (At the beginning of the Second Year)

Other Terms & Notes
<p>Named Host - means any licensed host who may host an unlimited number of meetings during the Term using the Service. Any meeting will have at least one Named Host. Unless Customer has purchased an extended capacity, the number of participants (participants do not require a license) will not exceed 300 per meeting. Named Host license may not be shared or used by anyone other than the individual to whom the Named Host license is assigned.</p> <p>Zoom EDU licenses are intended for student and faculty and pedagogical interaction within a classroom environment, or the administration thereof and may not be used for any commercial purpose. Zoom EDU licenses may not be purchased by hospitals, medical centers, clinics, or other affiliated organizations not specifically involving student and faculty and pedagogical interactions within a classroom environment or the administration thereof.</p> <p>Fees - The fees for the Services, if any, are described in the Order Form. The actual fees may also include overage amounts or per use charges for audio and/or cloud recording in addition to the fees in the Order, if such use is higher than the amounts described in the Order, and you agree to pay these amounts or charges if you incur them. Invoicing for Services begins on the first day that the service is available for use by the Customer and monthly thereafter for the duration Term, except for annual pre-pay option which is invoiced once in the first month of the annual term. Amendment orders will co-term with the existing subscription term end date. Invoices are pro-rated from paid period start date to base subscription end date. Purchase order, if any, issued in connection with this order should reference the above order form number. Commitments not utilized by the Customer during the month for which they are committed may not be carried forward into any subsequent month or term.</p> <p>All prices shown for Zoom and Zoom Phone services are exclusive of indirect taxes (e.g., U.S. state and local taxes, VAT, GST, and HST or any other consumption taxes), digital taxes and environmental taxes to the extent they apply.</p>

Accepted and agreed as of the date specified below by the authorized representative of Customer

Signature:
Print Name:
Date:
Zoom Service Effective Date: 07/28/2022
PO # (If Applicable):
VAT # (If Applicable):

The Services will be activated within 48 hours of order signature or Zoom Service Effective Date, whichever is later.

If a PO# is required for processing the invoice related to this order, please provide a PO with this order. If issuance of PO is delayed, please provide a PO within 5 days of the service effective date via email to purchase-orders@zoomus.zendesk.com. Notwithstanding the foregoing, the period for payment shall commence as of the applicable invoice date. Such payment period shall not restart based on any delays in issuing a Purchase Order or any procurement process.

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

18. 21/22-5100 - DUES AND MEMBERSHIPS FOR 2022-23 SY

RECOMMENDATION

The Board of Education is requested to approve memberships for the 2022-23 school year for the organizations as listed.

Rationale:

Membership in the listed organizations provides (a) information on legislation and trends; (b) professional contacts; and (c) specific benefit to District programs.

Budget Implication (\$ Amount):

The estimated total cost of memberships is \$34,650, which details \$30,439 from General Funds, \$3,191 from Special Fund Accounts, and \$1,020 from Adult Education, as listed in the attachment.

Additional Information:

Most membership invoices have not yet been received and are therefore "estimated" from prior year membership totals.

ATTACHMENTS

- [2022-23 Dues and Memberships.pdf](#)

Cost Analysis 2022/23 SY

Agenda Item I.20

21/22-5100

June 22, 2022

General Fund Budget (unless otherwise specified):

Board of Education:

California School Boards Association (CSBA)	\$12,664
Monrovia Chamber of Commerce	\$845
Monrovia Coordinating Council	\$20

Superintendent's Office:

Association of California School Administrators (ACSA)	\$1,779
Cal. Ass. Of Latino Supt. & Administrators (CALSA)	\$300
The School Superintendent's Association (AASA)	\$470
Monrovia Rotary Club	\$408

Human Resources:

Association of California School Administrators (ACSA)	\$1,779
Ed Join	\$837

Pupil Personnel Services:

National Association of School Nurses (NASN)	\$105
California School Nurses Organization	\$50

Business Services:

California Association of School Business Officials (CASBO)	\$240
California's Coalition for Adequate School Housing (CASH)	\$600
Association of California School Administrators (ACSA)	\$1,779
School Nutrition Association - Food Svcs. Fund	\$122
Super Co-op Membership - Food Svcs. Fund	\$465

Monrovia High & Canyon Oaks/Mountain Park School Accounts:

Western Association of Schools and Colleges (WASC)	\$3,060
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Educational Services:

California League of Schools (CLS) - Title II	\$295
International Literacy Association - Title II	\$54
Cal. Assc. Of Administrators State & Fed Ed. Programs (CAASFEP) - Title I	\$110
Association of California School Administrators (ACSA)	\$1,779
National Honor Society	\$385
Cal. Assoc. of School Counselors	\$85
American School Counselor Assoc.	\$129
San Gabriel Economic Partnership - CTEIG	\$1,575
Skills USA - CTEIG	\$570

Adult Education:

Western Association of Schools and Colleges (WASC)	\$1,020
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District Office

*\$3,125 for GAMUTONLINE 2022/23 SY subscription.	\$3,125
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Total Dues and Memberships	<u><u>\$34,650</u></u>
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Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

19. 21/22-5101 – MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND THE CITY OF MONROVIA FOR A SCHOOL RESOURCE OFFICER (SRO)

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Monrovia Unified School District and the City of Monrovia for School Resource Officer (SRO) services for the 2022-23 SY.

Rationale:

Pursuant to the terms of the MOU, the amendment would continue the assignment of a sworn police officer to serve in a special assignment role as the SRO for the continuance term of one year. The SRO would continue his assignment to be engaged in executing an overall plan of work that includes the following components:

1. Work collaboratively with MUSD school officials in maintaining safe, orderly, positive learning environments for all students.
2. Serve as liaison between MUSD Schools and the Monrovia Police Department.
3. Serve on the Monrovia Anti-Gang Intervention Committee.
4. Serve on the School Attendance Review Board.
5. Take part in the Safe Schools Safe City Steering Committee.
6. Conduct classes to 9th and 12th-grade students regarding citizen and police interactions.
7. Conduct school site safety assessments.
8. Conduct traffic safety assessments in collaboration with the City traffic officer and the Traffic Safety Committee.
9. Assist school staff with student disciplinary issues.
10. Handle non-emergent (cold) reports and conduct investigations.
11. Attend school programs, assemblies, and functions.
12. Assist in the coordination of the "Every 15 Minutes" program.

Background:

The City and District entered into an MOU on August 17, 2015, to establish a School Resources Officer (SRO) Program. Following the success of the program and its positive impact on the District, both parties wish to continue the program. This newest MOU would continue the operation of the SRO program for one (1) additional school year.

Budget Implication (\$ Amount):

Pursuant to the proposed MOU, the City would be responsible for employing the police officer assigned as the SRO. The School District would, on a quarterly basis, reimburse the City for 50% of the fully burdened cost of employing the SRO. It is anticipated that the annual cost that the School District would be reimbursing the City pursuant to this agreement will be around \$90,000. Based on the individual selected for the assignment, the reimbursement amount could potentially exceed \$90,000 during the course of a fiscal year. In those instances, the City will be required to notify the School District in advance of any cost reimbursement above \$90,000. Costs associated with this MOU will be funded by S and C.

Legal References:

Additional Information:

A copy of the proposed Memorandum of Understanding is attached.

ATTACHMENTS

- [2022-23 SRO MOU.pdf](#)

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding Agreement (“Agreement”) is dated May 3, 2022, (“Effective Date”), and is between the City of Monrovia, a California municipal corporation (“City”) and the Monrovia Unified School District, a California public school district (“MUSD”).

RECITALS

A. City and MUSD jointly desire to implement a School Resource Officer (SRO) program.

The parties therefore agree as follows:

1. **Services.**

A. Scope of Services. City and MUSD shall jointly cooperate to perform the services described in the Scope of Services, attached as **Exhibit A**. City and MUSD may request, in writing, changes in the scope of services to be performed. Any changes mutually agreed upon by the parties shall be incorporated by written amendments to this Agreement.

B. Party Representatives. For the purposes of this Agreement, the City Representative shall be the City Manager, or such other person designated in writing by the City Manager (the “City Representative”). For the purposes of this Agreement, the MUSD Representative shall be the District Superintendent, or such other person designated in writing by the Superintendent (the “MUSD Representative”).

C. Time for Performance. The SRO Program shall commence on the Effective Date.

D. Standard of Performance. City shall perform all services under this Agreement in accordance with the standard of care generally exercised by like professionals under similar circumstances and in a manner reasonably satisfactory to MUSD.

E. Personnel. City has all personnel required to perform the services required under this Agreement. All of the services required under this Agreement shall be performed by City employees and all personnel engaged in the work shall be qualified to perform such services. Personnel assigned to any school site(s) shall be selected by the City and subject to approval by MUSD before assignment is finalized. While on the school campus, the assigned personnel will take general direction from the school site administrator (Principal).

F. Compliance with Laws. The Parties shall comply with all applicable federal, state and local laws, including the California Education Code, ordinances, codes, regulations and requirements applicable to this Agreement.

2. Term of Agreement. This Agreement shall be in effect through June 30, 2023, unless terminated earlier as provided for in Section 7 of this Agreement.

3. Compensation.

A. Compensation. As full compensation for City's services provided under this Agreement, MUSD agrees to reimburse the City an amount not to exceed Ninety-Thousand Dollars (\$90,000.00) annually, for approximately one-half the cost (salary and benefits) of the School Resources Officer. MUSD shall make payment for the services in accordance with Section 4 of this Agreement.

B. Additional Services. City and MUSD shall not allow any claims for additional services or related payments under this Agreement, unless the City Representative and the MUSD Representative authorize the additional services in writing prior to the performance of the additional services or incurrence of additional expenses. Any additional services or expenses that are authorized shall be compensated at a rate mutually agreed to by the parties.

4. Method of Payment.

A. Payment. MUSD shall pay all undisputed invoice amounts within thirty (30) calendar days after receipt up to the maximum compensation set forth in Section 3 of this Agreement. The MUSD will be invoiced by the City for an amount not to exceed \$22,300 quarterly at the end of each quarter beginning with the effective date of this Agreement.

B. Audit of Records. City shall make all records, invoices, time cards, cost control sheets and other records maintained by City in connection with this agreement available during City's regular working hours to MUSD for review and audit by MUSD.

5. Indemnification.

A. Indemnities for Third Party Claims.

1) To the fullest extent permitted by law, MUSD shall, at its sole cost and expense, defend, hold harmless and indemnify City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of MUSD, its officers, agents, servants, employees, subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that

MUSD shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitors' active or passive negligence except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the parties.

2) To the fullest extent permitted by law, City shall, at its sole cost and expense, defend, hold harmless and indemnify MUSD and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those MUSD agents serving as independent contractors in the role of MUSD officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of City, its officers, agents, servants, employees, subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that City shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitors' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the parties.

B. Survival of Terms. City's and MUSD's indemnifications and obligations under this Section 9 shall survive the expiration or termination of this Agreement.

6. Mutual Cooperation.

A. City's Cooperation. City shall provide MUSD with all pertinent data, documents and other requested information as is reasonably available for MUSD's proper performance of the services required under this Agreement.

B. MUSD's Cooperation. MUSD shall provide City with all pertinent data, documents and other requested information as is reasonably available for City's proper performance of the services required under this Agreement.

7. Termination of Agreement.

City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to MUSD at least sixty (60) calendar days before the termination is to be effective. MUSD may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least sixty (60) calendar days before the termination is to be effective. Should this Agreement be terminated, MUSD agrees to pay the prorated amount on a monthly basis for any costs incurred by the City in delivering the services as identified in Exhibit A.

8. Notices. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and

conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during MUSD's and City's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the party to be notified as set forth below:

If to City:
City Manager
City of Monrovia
415 South Ivy Avenue
Monrovia, CA91016

If to MUSD:
Superintendent
Monrovia Unified School District
325 East Huntington Drive
Monrovia, CA 91016

9. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, neither the City nor MUSD shall discriminate against any employee, subcontractor or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. City and MUSD will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

10. No Third Party Beneficiaries Intended. This Agreement is made solely for the benefit of the parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

11. Exhibits. Exhibit A constitutes a part of this Agreement and is incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of any exhibit, the provisions of this Agreement shall control.

12. Entire Agreement and Modification of Agreement. This Agreement and all exhibits referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the parties. No party has been induced to enter into this Agreement by, nor is any party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may be modified only by a writing signed by both parties.

13. Headings. The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the parties to this Agreement.

14. Word Usage. Unless the context clearly requires otherwise, (a) the words "shall," "will" and "agrees" are mandatory and "may" is permissive; (b) "or" is not exclusive; and (c) "includes" or "including" are not limiting.

15. Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the effective date of this agreement is conditioned on approval by the MUSD Board of Education, and that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this Agreement.

16. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement (whether contract, tort, or equity) shall be resolved in the Los Angeles Superior Court.

17. Attorneys' Fees. In any litigation or other proceeding by which one party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded reasonable attorneys' fees together with any costs and expenses, to resolve the dispute and to enforce the final judgment.

18. Contract Interpretation. No party shall have any portion of this Contract interpreted against it by virtue of having drafted that portion or any other portion of this Contract.

19. Dispute Resolution. If a dispute arises out of or relates to this contract, or the breach thereof, and if the dispute cannot be settled through negotiation, and if either party chooses not to terminate this contract, the Parties agree first to try in good faith to settle the dispute by mediation before resorting to arbitration, litigation, or some other dispute resolution procedure. The Parties agree to equally share the costs of mediation. If either party commences arbitration, litigation or some other dispute resolution procedure before making a good faith attempt to mediate the dispute, that party waives its rights to recover its costs and attorney's fees in that procedure, even if it is deemed the prevailing party. The Parties agree that the mediation called for by this provision shall take place in Los Angeles County utilizing JAMS alternative dispute resolution services.

20. Severability. If a court of competent jurisdiction holds any provision of this Agreement to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this Agreement shall not be affected and continue in full force and effect.

[SIGNATURE PAGE FOLLOWS]

The parties, through their duly authorized representatives are signing this Agreement on the date stated in the introductory clause.

City:

City of Monrovia,
a California municipal corporation

By: _____


Name: Dylan Feik
Title: City Manager

ATTEST:

By: _____


Name: Alice D. Atkins, MMC
Title: City Clerk

APPROVED AS TO FORM:

By: _____

Name: Craig A. Steele
Title: City Attorney

Consultant:

Monrovia Unified School District,
a California public school district

By: _____

Name: Ryan Smith
Title: Superintendent

ATTEST:

By: _____

Name: Shershonna Huff
Title: Administrative Assistant

APPROVED AS TO FORM:

By: _____

Name: L. Carlos Villegas
Title: District Counsel

EXHIBIT A SCOPE OF SERVICES

School Resource Officer (SRO) Program Scope of Services

SRO Program Purpose

The SRO Program was established to develop an atmosphere of communication and cooperation between the City of Monrovia Police Department (City) and Monrovia Unified School District (MUSD).

SRO Program General Provisions

The SRO will work in a proactive role with students and MUSD officials to counsel and advise the MUSD on important student-police related issues, as well as working on campuses on a daily basis in order to assist students in learning how to deescalate situations or conflicts with both peers and adults.

It is mutually agreed that the City will provide a sworn law enforcement officer to act as the SRO. This officer to serve as the SRO will be selected by the Chief of Police, with the approval of MUSD, and will act first and foremost as a law enforcement officer. The SRO may be required to perform duties as MUSD officials designate within the parameters set forth in the SRO Program, as outlined below. Any conflicts in interpretation of the SRO's duties and responsibilities should be resolved jointly between the City and the MUSD pursuant to the terms outlined in this Agreement.

The SRO will remain an employee of the Monrovia Police Department with all rights, benefits, and privileges thereto. As the employer of the SRO, the City will provide workers' compensation insurance for the SRO. Furthermore, the City will pay the SRO's salary (including benefits). MUSD will reimburse the City a sum not to exceed \$89,200 annually, for approximately one-half the cost of employing the officer assigned as the SRO, pursuant to the terms and conditions outlined in this Agreement.

The SRO will ordinarily be attired in police uniform; however, the City reserves the right to assign the SRO to work in plain clothes on a case by case basis. The SRO will work four (4) days a week, ten (10) hour days. The SRO will coordinate activities with MUSD staff, and will seek permission, guidance and advice prior to enacting any program within the schools. Furthermore, while on District property, the SRO will follow all policies, rules and regulations of the District and the laws set forth in the California Education Code that are not inconsistent with the SRO's role as a law enforcement officer.

SRO Program Goals

- A. Through a partnership between the City and the MUSD to ensure a safe atmosphere for students and staff.
- B. To develop greater understanding and bridge support between the Police and students.
- C. To balance enforcement needs and create support and confidence.

SRO Assignment

- A. The SRO will work primarily Monday-Thursday or Tuesday-Friday from 0700 to 1700 hours. This schedule shall remain flexible according to City and MUSD needs.
- B. The SRO will report within the City Police Department command structure to the Community Policing Sergeant.

SRO Duties and Responsibilities

- A. Collaborate with MUSD officials in maintaining a safe, orderly, and positive environment for all students.
- B. Serve as liaison between MUSD Schools and the Monrovia Police Department.
- C. Serve on the Monrovia Anti-Gang Intervention Committee.
- D. Serve on the School Attendance Review Board.
- E. Take part on the Safe Schools Safe City Steering Committee.

- F. Provide lessons to students regarding rights, responsibilities, and citizen and police interactions. Lessons will be developed and reviewed with District personnel.
- G. Conduct School Site Safety Assessments.
- H. Conduct traffic safety assessments in collaboration with City Traffic Officer and the Traffic Safety Committee.
- I. Assist school staff with student disciplinary issues.
- J. Handle non-emergent (cold) reports and conduct investigations.
- K. Attend school programs, assemblies, and functions.
- L. Assist in the coordination of the "Every 15 Minutes" program.
- M. Lead in the establishment of Safety Corridors to and from each school.
- N. Assist with Home Visits, as needed, by district personnel.

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

20. 21/22- 5102 – MEMORANDUM OF UNDERSTANDING WITH COMMUNITY MEDIA OF THE FOOTHILLS (CMF), OR KGEM

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding (MOU) between Monrovia Unified School District and Community Media of the Foothills (CMF), or KGEM, for the streaming and archival of Board of Education meetings, from July 1, 2022, to June 30, 2023.

Rationale:

Approval of this MOU will grant payment to CMF/KGEM, to record and live stream Board of Education meetings, and other services outlined in the MOU for the 2022-23 school year.

Background:

The District's relationship with CMF dates back to 1992, when CMF leased a classroom at Clifton Middle School for the purpose of a studio. After a period of time, CMF decided they no longer needed the space at Clifton, but continued to provide video shooting of the District's Board of Education meetings without charge. As CMF's operational needs grew, it was determined that monetary charges would need to be implemented to meet the growing demands of their operation.

Budget Implication (\$ Amount):

Cost associated with this MOU are \$350 per meeting, or \$7, 350 annually, and \$150 per any special meeting, such as a Study Session, to be paid out of the General Fund.

Legal References:

Cal Ed Code 17504 states that a contract and/or agreement is not valid until approved by the Board of Education.

Additional Information:

A copy of the Memorandum of Understanding is attached.

ATTACHMENTS

- [2022-23 KGEM MOU.pdf](#)

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
MONROVIA UNIFIED SCHOOL DISTRICT AND
COMMUNITY MEDIA OF THE FOOTHILLS

This Memorandum of Understanding (MOU) is entered into by the above parties and shall commence on **July 1, 2022** and continue through **June 30 2023**. Either party, however, may modify, amend, or terminate this MOU with thirty (30) days written notice.

The purpose of this agreement is to identify and stipulate the type and extent of services to be provided between **Monrovia Unified School District (District)** and **Community Media of the Foothills (Organization)**. The District and Organization may individually be referred to as “Party” and collectively as “Parties.”

I. Goal

The goal is to provide the Organization with financial compensation in exchange for providing filming and broadcast services of the Board of Education meetings.

II. District Obligations

1. District will provide to the Organization, \$350.00 for each District Board of Education meeting and \$150.00 for each special meeting such as a Study Session occurring before regular meetings, to be paid on a monthly basis upon receipt of invoice from Organization.
2. District will provide to the Organization, fast internet service both for broadcasting District Board of Education meetings.
3. District and Organization will mutually explore opportunities to provide training experiences for students.
4. District shall provide and maintain all broadcasting and internet connectivity equipment required in the District meeting room located at 325 E Huntington Dr, Monrovia, CA 91016

III. Organization Obligations

1. Organization will provide a camera operator to broadcast live and record for replay and archive purposes the District Board of Education meetings on KGEM-TV, in rotation on KGOV-TV and on YouTube. (Spectrum Cable and Giggle Fiber in Monrovia. The cable feed is reliant upon Giggle Fiber's technical service as a community service.)
2. Organization will archive new District meetings online, with access through the District website. Meetings will be archived online within 72 hours of shooting.
3. Organization will shoot, edit and broadcast no more than 3 public service announcements annually for District at no additional cost. (A public service announcement is usually under a minute, shot in one location, either in the studio or local location with basic titles and editing. The public service announcement includes but is not limited to, behind the scenes at a theater rehearsal, inviting residents to attend an upcoming play or school event.)
4. Organization will provide District with suggestions on maintenance requirements for broadcast equipment owned by the District, present in the District meeting room located at 325 E Huntington Dr, Monrovia, CA 91016.

IV. Indemnification

Organization shall indemnify, hold harmless, save and defend District and the additional insureds from and against any and all claims, actions, damages, liabilities and expenses, including but not limited to, attorney and other professional fees and court costs, in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the operations of the Organization thereof to the extent such are occasioned by any act or omission of Organization, their officers, agents, contractors, providers, or employees.

I. Insurance

Organization shall at all times during the term of this MOU maintain in full force and effect a policy or policies of comprehensive general liability

insurance and automobile liability insurance reasonably sufficient to cover the Organization's obligations under this MOU, but in no event less than \$1,000,000. The District shall be named as an additional covered entity under such policy of insurance. Prior to the commencement of this MOU, the Organization shall supply a Certificate of Insurance and Additional Insured Endorsement to the District.

Organization shall maintain in full force and effect, at its sole expense, Workers' Compensation and Employers' Liability Insurance in a form and amount covering Organization's full liability under the Workers' Compensation Insurance and Safety Act of the State of California. Coverage shall provide the following

- a. Statutory limits per State of California
- b. Employers' Liability \$1,000,000 Each Accidents: \$1,000,000 Each Employee

XI. Notices

Any notices that any Party may desire to give to the other Party under this MOU must be in writing and may be given either by personal service; delivery by a reputable document delivery service or U.S. Postal Service to the addresses set forth below or at any other address as the Parties may later designate by Notice.

To District: Monrovia Unified School District
 325 East Huntington Drive
 Monrovia, California 91016
 Attention: Dr. Ryan Smith, Superintendent

To Organization: Community Media of the Foothills
 P.O. Box 227
 Monrovia, California 91017
 Attention: David Rene Palomares, Executive Director

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of June ____, 2022

MONROVIA UNIFIED SCHOOL DISTRICT

Dr. Ryan Smith, Superintendent

COMMUNITY MEDIA OF THE FOOTHILLS

David Rene Palomares, Executive Director

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

21. 21/22-5103 - RESOLUTION RECOGNIZING THE CONTINUED STATE OF EMERGENCY & REAUTHORIZING THE NEED FOR TELECONFERENCED MEETINGS PURSUANT TO AB 361

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2122-30, recognizing the continued state of emergency that exists and reauthorizing the need for teleconferenced meetings pursuant to AB 361.

Rationale:

At the March 23rd Board of Education meeting, the Board recognized the continued state of emergency in California and voted unanimously to continue teleconferenced meetings for a period of thirty (30) days via Resolution #2122-18. Per AB 361, Governing Boards must consider the state of emergency every thirty (30) days, and determine whether or not there is a continued need to meet virtually. Approval of this resolution affirms these findings and authorizes teleconferenced meetings of the Board until July 22, 2022.

Background:

In response to the novel coronavirus ("COVID-19") pandemic, Governor Newsom adopted a series of Executive Orders allowing legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act ("Brown Act") were followed. On March 4, 2020, Governor Newsom declared a statewide emergency arising from the COVID-19 pandemic in the state of California. On September 16, 2021, Governor Newsom signed AB 361 into law, which immediately amended the Brown Act allowing Governing Boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the Board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency.

Budget Implication (\$ Amount):

There are no budget implications associated with this resolution.

Additional Information:

The proposed resolution is attached.

ATTACHMENTS

- [AB 361 Resolution - 062222.pdf](#)

**MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 2122-30
RESOLUTION RECOGNIZING A CONTINUED STATE OF EMERGENCY AND
REAUTHORIZING TELECONFERENCE MEETINGS PURSUANT TO AB 361**

WHEREAS, in response to the novel coronavirus (“COVID-19”) pandemic, Governor Newsom adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act (“Brown Act”) were followed; and

WHEREAS, on Sept. 16, 2021, Governor Newsom signed AB 361, which immediately amended the Brown Act allowing governing boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency; and

WHEREAS, on March 4, 2020, Governor Newsom declared a statewide emergency arising from COVID-19 pursuant to Government Code section 8625; and

WHEREAS, AB 361 requires governing boards to make findings every 30 days from the first meeting held pursuant to the statute, that the board has considered the circumstances of the State of Emergency and that either the State of Emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing; and

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Governing Board of the Monrovia Unified School District recognizes that a State of Emergency in the State of California continues to exist due to the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that the Governing Board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safely in person.

BE IT FURTHER RESOLVED, that the Governing Board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.

BE IT FURTHER RESOLVED, the Governing Board of the Monrovia Unified School District reauthorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution, or such a time that the Governing Board adopts a subsequent resolution in accordance with Government Code section 54953(e) (3).

Signed and adopted this 22nd day of June, 2022.

Selene Lockerbie, President

Traci Gholar, Vice-President

Jennifer Anderson, Clerk

Rob Hammond, Board Member

Maritza Travanti, Board Member

Ryan D. Smith, Superintendent

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

22. 21/22-5104 – RETAINER AGREEMENT FOR LEGAL SERVICES FOR 2022-2023 SCHOOL YEAR, MARGARET CHIDESTER & ASSOCIATES

RECOMMENDATION

The Board of Education is requested to approve a Retainer Agreement between Margaret A. Chidester & Associates and Monrovia Unified School District for legal services for the 2022-2023 school year.

Rationale:

Board approval is requested to renew our retainer agreement with the legal firm of Margaret A. Chidester & Associates for matters relating to labor, employment, personnel, pupil personnel, special education, instructional compliance, contractual, business transactional, real property, and governance and litigation issues. The term of this agreement is effective July 1, 2022, and shall be terminable by either party upon thirty (30) days written notice.

Background:

Background Information The Government Code provides that school districts may contract with persons for the furnishing of special services and advice in legal, financial, economic and administrative matters. Margaret A. Chidester & Associates is a well respected law firm that represents governing boards of California public school districts and related education entities before state and federal courts and agencies, including California Department of Education, Office of Civil Rights, Equal Employment Opportunity Commission, Department of Fair Employment and Housing, Office of Administrative Hearings, and The Public Employment Relations Board in all aspects of education law, including facilities, finance, real property, governance, instruction, personnel, pupils, collective bargaining, and litigation matters.

Budget Implication (\$ Amount):

\$50,000 is budgeted using general funds, for each of the services provided at the following rates: partners will be billed \$335 per hour, senior attorneys will be billed at \$305 per hour, \$295 per hour for other attorneys, and \$185 per hour for law clerks.

Legal References:

Education Code 17604 states that a contract and/or agreement is not valid until approved by the Board of Education

Additional Information:

A copy of the retainer agreement is attached.

ATTACHMENTS

- [Retainer Agreement Margaret A. Chidester and Assoc. effect. 070122.pdf](#)

**RETAINER AGREEMENT
BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT
AND THE LAW OFFICES OF MARGARET A. CHIDESTER & ASSOCIATES**

THIS AGREEMENT is made and entered into effective July 1, 2022 by and between the MONROVIA UNIFIED SCHOOL DISTRICT of Los Angeles, California, "District," and the LAW OFFICES OF MARGARET A. CHIDESTER & ASSOCIATES, "Attorneys."

W I T N E S S E T H

WHEREAS, the District desires to obtain from Attorneys certain legal services; and

WHEREAS, the governing Board has determined that it is in the best interest of the District to appoint Attorneys to represent the District in the matters specified herein;

In consideration of these mutual promises, the parties agree as follows:

1. **Services**: The District retains Attorneys for the purpose of providing legal services pertaining to District business and related matters as may be specifically directed by the governing Board, the Superintendent, or by their designees, including, but not limited to, labor negotiations, employment, personnel, pupil personnel, investigation of complaints, instructional compliance, contractual, business, finance, transactional, real property, governance and litigation issues, or such other legal issues as may be specifically assigned by the Superintendent/designee.

Upon specific direction of the Board, the Superintendent, or designees, Attorneys will interpret relevant statutes, constitutional provisions and case law as deemed necessary by the District; prepare, review, and comment on legal documents in correspondence; render legal opinions as appropriate and

requested; advise and represent the District in any court or administrative proceeding, provide other legal advice and legal services as requested; work with the District staff and Board in the development of policy; and attend meetings in person or telephonically as necessary and requested.

In rendering services, Attorneys shall comply with all federal, state, and local laws, regulations, and rulings to the extent that such laws are applicable to the Firm in its capacity as a District's legal representative.

2. Rates and Payment: The District shall not be required to pay in advance for any retained services. The District shall pay Attorneys for services at the rates set forth in Exhibit "A", attached and incorporated by this reference. *Billing shall be reported in increments of 1/10 of one hour.* Billing shall separately specify related costs including authorized consultants providing services on behalf of District.

3. Costs: The District shall pay and reimburse Attorneys for any actual and necessary costs and expenses incurred in the course of providing services, including actual charges that Attorneys directly incur such as filing fees, reproduction of documents, messenger and delivery services, postage, travel expenses, mileage for travel at the fixed IRS rate, lodging, court reporting costs, hearing officer and arbitrator fees, and consultant services.

Attorneys will supply all necessary equipment, tools, supplies, offices, personnel, transportation, support services, and insurance required to perform legal services under this Agreement.

4. **Statements**: Attorneys shall present statements for services rendered during the preceding month. The District shall pay upon presentation or within forty-five (45) days thereafter. Invoices not paid within 60 days of the date issued may be assessed a late charge of 1.0% per month. Statement shall include (1) a detailed, confidential account of the legal matters, strategies, and work on behalf of the District, and (2) a summary invoice containing only amounts, dates, and general descriptions of legal services provided that is suitable for the Superintendent to transmit to the District's accounts payable staff or, if required, to present in response to a Public Records Act request. Invoices shall be sent directly to the attention of the Superintendent unless we are otherwise directed in writing by the Superintendent or the governing Board.

5. **Conflicts**: The District acknowledges that Attorneys presently represent and in the future will represent other districts, charter schools, and education agencies that may, from time to time, have transactions with the District. The District consents to such continued and future representation without the need for any further consent from the District, provided that Attorneys shall promptly notify the District in writing of any direct conflict and of the District's options in such case.

Attorneys shall not represent any person or entity in any action against the District or in any investment matter before the District.

6. **Related Post-Investigation Services**: If an attorney who conducted an investigation for the District is subsequently asked or required to prepare for and/or testify, including, without limitation, at deposition, trial, arbitration, or any other administrative or judicial proceeding, because of services

rendered under this Agreement, and/or if the investigating attorney must respond to subpoenas or discovery or otherwise respond or perform services with respect to any matter relating to or arising out of services performed for the District, the District agrees to pay Attorneys for time expended, including preparation time, at the investigating attorney's then current hourly rate and to reimburse Attorneys for reasonable costs and expenses incurred.

7. **Indemnification:** Except as provided below, the District will indemnify, defend and hold harmless Attorneys from and against all claims, suits or causes of action arising out of the services rendered herein. The District will provide legal representation for Attorneys in any litigation relating to such services if Attorneys are sued, deposed, or otherwise required to provide information or testimony concerning services provided under this contract. ***This provision does not apply to any actions resulting from Attorneys' negligence or willful and/or malicious conduct in the course of rendering services.***

The indemnity provisions of this section shall survive the expiration or termination of this Agreement.

8. **Electronic Communication, Confidentiality & Publicity:** The District authorizes Attorneys to communicate with the District and the District's authorized representatives via electronic mail when such communication is desirable for timely communications, efficiency of transmission, or to avoid the need for re-creating documents.

Attorneys shall make reasonable efforts to label electronic communications as confidential and privileged. The District acknowledges that electronic communications may be intercepted and that confidentiality cannot be guaranteed. If e-mail is

intercepted or confidentiality is otherwise compromised, the District will hold Attorneys harmless for any resulting injury.

The District will not modify any document transmitted to the District electronically by Attorneys, except as expressly authorized by Attorneys.

Both parties agree not to knowingly transmit any materials to the other party in violation of the copyright of another or of any other applicable law.

Attorneys shall retain all District confidential information in the strictest confidence and shall neither use it nor disclose it to anyone without prior written consent of the District. The District may seek to enjoin any unauthorized disclosure. Attorneys shall not issue public announcements on behalf of the District without the District's prior written consent.

9. No Guarantee of Outcome. Attorneys do not promise or guarantee an outcome for any particular legal matter. Attorneys shall provide periodic reports and opportunities for District input and direction. Actual fees will vary from initial estimates and may be higher or lower based upon District direction for legal work and legal options selected by District.

10. Files and Ownership of Documents. When legal services conclude, and periodically as individual matters conclude, Attorneys will, upon the District's request, deliver closed files to the District at the District's cost, along with any funds or property of the District's in Attorneys' possession. Attorneys will retain closed files for a period of up to one (1) year. If the District does not request delivery of the file before the end of the one (1) year period from closure of the file, Attorneys shall have no further obligation to retain files and may, at Attorneys' discretion, destroy them without further notice.

11. **Assignment**. This Agreement is not assignable without the written consent of the District.

12. **Independent Contractor**. Attorneys, while engaged in performing the terms of this Agreement, are an independent contractor and are not employees of the District.

13. **Insurance**. Attorneys shall maintain workers' compensation insurance, general liability insurance, and legal malpractice coverage in force at all times at their sole expense in amounts deemed sufficient under current industry standards to protect the interests of the District under this Agreement. Attorneys shall, on request, provide the District with certificates of insurance evidencing compliance with coverage requirements of this Agreement.

14. **Nondiscrimination**. Attorneys shall not, in the performance of this Agreement, unlawfully discriminate against any employee, applicant for employment, or District student or employee because of race, religion, color, national origin, ancestry, disability, medical condition, marital status, age (over 40), immigration status, sex, gender, gender identity or sexual orientation.

15. **Audit**. The District shall have audit access to its accounts with Attorneys on request during the term of this Agreement. Attorneys shall cooperate with such auditors or investigators authorized to audit District activities and provide information regarding District legal matters that the District may need to defend itself against legal challenges.

16. **Governing Law.** This Agreement shall be governed by the laws of the state of California.

17. **Authority.** The parties hold the positions set forth below their signatures and are authorized to execute this Agreement on behalf of their respective parties and to bind their respective parties hereto.

18. **Term.** This Agreement is effective July 1, 2022. It may be extended or modified by mutual agreement.

This Agreement is terminable by either party upon thirty (30) days written notice.

19. **Entire Agreement.** This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

MONROVIA UNIFIED SCHOOL DISTRICT

Date: _____, 2022 BY: _____

LAW OFFICES OF MARGARET A.
CHIDESTER & ASSOCIATES

Date: April 25, 2022 BY: Margaret A. Chidester
Margaret A. Chidester

EXHIBIT "A"

Rates are guaranteed through June 30, 2023.

PARTNERS	\$335 per hour
SENIOR ATTORNEYS	\$305 per hour
OTHER ATTORNEYS	\$295 per hour
LAW CLERKS/PARALEGALS	\$185 per hour

COSTS

PHOTOCOPIES AND FAXES	\$0.25 per page
COLOR COPIES	\$0.50 per page
POSTAGE	Actual Charges
MILEAGE	IRS Authorized Rate
TELEPHONE CALLS AND TEXT MESSAGES	No Charge
DIGITAL LEGAL RESEARCH LIBRARY SERVICES	No Charge

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

1. 21/22-1113 - NWEA MASTER SUBSCRIPTION AGREEMENT

RECOMMENDATION

The Board of Education is requested to approve a subscription agreement between NWEA and Monrovia Unified School District, effective July 1, 2022, through June 30, 2023.

Motion by _____, seconded by _____, Vote _____
Board Member Travanti____, Board Member Hammond____, Board Member
Anderson____,
Board Member Gholar____, Board President Lockerbie_____

Rationale:

The Board of Education is requested to approve a subscription agreement with NWEA for MAP Growth (K-8), MAP Reading Fluency (English and Spanish), and professional development for educators to be trained as trainers.

Background:

NWEA MAP Growth is a computer-adaptive test, which means every student will be given a unique set of test questions based on the student's responses to previous questions. MAP Growth tracks a student's individual growth over time. Tests will be given to students at the beginning, middle, and end of the school year to assess student achievement in math, reading, and language usage. MAP Reading Fluency enables teachers to efficiently measure oral reading fluency with an online, adaptive assessment. In addition to fluency, the test measures foundational skills and reading comprehension. MAP assessments align with Common Core State Standards. Professional development will be given to train teachers in a Train the Trainers model. Educators will be trained in understanding the evidence-based data and how to apply it to, and support, students, and address unfinished learning.

Budget Implication (\$ Amount):

The total cost of the NWEA MAP programs and professional development, for all school sites, is \$82,000 and will be funded by the Expanded Learning Opportunities Grant.

Legal References:

Education Code 17604 requires contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

Copies of the subscription agreement and privacy policy are attached.

ATTACHMENTS

- [NWEA Master Subscription Agreement - 20220609.pdf](#)
- [NWEA Sales Order - 20220609.pdf](#)
- [NWEA Privacy Policy - 20220609.pdf](#)

US Master Subscription Agreement

Printer-friendly version with signature blocks can be found here ([Master%20Subscription Agreement_Domestic.pdf](#)).

MASTER SUBSCRIPTION AGREEMENT

This Agreement is between **NWEA**, an Oregon non-profit corporation with a business address located at 121 NW Everett Street, Portland, Oregon 97209, and **Subscriber** and is effective as of the Effective Date.

The parties agree as follows:

1. Definitions.

1.1 **Anonymized Data**: means any Student Education Record rendered anonymous in such a manner that the student is no longer identifiable. For example, this includes non-identifiable student assessment data and results, and other metadata, testing response times, scores (e.g. goals, RIT), NCES codes, responses, item parameters, and item sequences that result from the Services.

1.2 **Assessment System**: means, to the extent included in an applicable Schedule, the following assessment, reporting, and administration systems: (i) MAP® Growth; (ii) MAP® Skills; or (iii) MAP® Reading Fluency, each a product ("Product"). Assessment System excludes Subscriber's operating environment and any other systems not within NWEA's control.

1.3 **Content**: means test items, including images, text, graphs, charts, and pictures.

1.4 **Deidentified Data (Pseudonymized Data)**: means a Student Education Record processed in a manner in which the Student Education Record can no longer be attributed to a specific student without the use of additional information, provided that such additional information is kept separately using technical and organizational measures.

1.5 **Documentation**: means Product documentation made available to Subscriber by NWEA, which includes technical manuals, but excludes any marketing materials or brochures.

1.6 **FERPA**: means the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g(a)(4)(A)(ii), 1232g(b)(1), as amended from time to time.

1.7 **GRD**: means the Growth Research Database used to generate longitudinal studies, alignment studies, linking studies, norming studies, and other research reports that Subscriber and other subscribers may receive.

1.8 **NWEA Confidential Information**: means all NWEA non-public, proprietary or confidential information, in oral, visual, written, electronic or other tangible or intangible form, whether or not marked or designated as confidential, including without limitation all NWEA Content, test scripts, underlying ideas, algorithms, item calibrations, concepts, procedures, processes, principles, know-how, and methods of operation that comprise the Services, including updates, enhancements, modifications, and improvements.

1.9 **Reporting**: means Product reports, learning statements, research studies, and scoring.

1.10 **Schedule**: means one or more applicable order schedules or other order documents, including, upon renewal, any confirmation page generated by NWEA's online account renewal portal which are considered incorporated into this Agreement.

1.11 **Security Breach**: has the meaning ascribed to that term by the applicable state law, or, if not defined by state law, means actual evidence of a confirmed unauthorized acquisition of, access to, or unauthorized use of any Student Education Record(s).

1.12 **Services**: means the Assessment System, Content, Documentation, Product training, professional learning, Reporting, Software, GRD, and other services as described in this Agreement and set forth in an applicable Schedule.

1.13 **Software**: means (i) any web-based or client-server software made available to Subscriber by NWEA; (ii) a lockdown browser sublicensed through NWEA from a third party that facilitates access to the Services; (iii) NWEA software that supports client server assessments; and (iv) any other software set forth in the Supplemental Terms.

1.14 **Student Education Record**: means personally identifiable information of Subscriber's students as defined by FERPA and any applicable state law.

1.15 **Supplemental Terms**: means the Services-specific terms available at <http://legal.nwea.org/supplementalterms.html> (<http://legal.nwea.org/supplementalterms.html>) which are incorporated herein by reference.

1.16 **Systems Administrator**: means the Subscriber-designated individual who, within the Assessment System, is authorized to: (i) modify assessment preferences for Subscriber; (ii) create and modify user profiles for roles including lead roles (i.e. data administrator, assessment coordinator); and (iii) declare testing complete for Subscriber.

2. Grant of License. NWEA grants to Subscriber a nonexclusive, nontransferable, limited license to access, use, display, and install or download a copy, as needed, of the Services solely for Subscriber's internal use. The license is effective for a period of one (1) year commencing on the date NWEA makes the Software available to Subscriber, unless otherwise specified in an applicable Schedule. The Services extend only to the quantity indicated on an applicable Schedule. Subscriber acknowledges Product limitations on the number of test events per academic year (see Supplemental Terms).

3. Protection from Unauthorized Use or Access. Subscriber shall not: (i) copy, distribute, reproduce, resell, publish, license, create derivative works, transfer, rent, lease, or sublicense any or all of the Services; (ii) exploit for any commercial purposes any portion of the Services or permit use of the Services by anyone not employed by or under the control of Subscriber; (iii) remove any proprietary notices or labels from the Services; (iv) use the Services in an attempt to, or in conjunction with, any device, program, or service designed to circumvent technological measures employed to control access to, distribution of, or rights in, the Services. Subscriber shall use reasonably secure measures to prevent unauthorized use (e.g., copying test items) by its end users. Further, Subscriber shall reproduce all copyright, trademark, and other proprietary notices and legends on each copy, or partial copy, of the Services. Subscriber will deactivate and remove from any equipment under its control any prior versions of the Services.

4. Ownership. The Services are owned and copyrighted by NWEA and are licensed through this Agreement to Subscriber, except certain Software is sublicensed from an NWEA supplier. All right, title, and interest in the Services and all copies, updates, enhancements, modifications, and improvements, along with all associated intellectual property rights, remain with NWEA, regardless of either: (i) the source giving rise to the intellectual property; or (ii) any modifications or adaptations made for the benefit of Subscriber. The Services, and all updates, enhancements, modifications, and improvements, are protected by United States and international intellectual property laws and treaties. Subscriber is not granted any license to use NWEA's or its suppliers' trade or service marks. Additionally, NWEA retains all right, title, and interest in its trade and service marks. Subscriber shall allow NWEA to use, without restriction or royalty obligation, any comments, suggestions, or contributions provided by Subscriber with respect to the Services. Subscriber grants and assigns to NWEA any intellectual property rights that Subscriber may incidentally obtain or have with respect to any such comments, suggestions, or contributions.

5. NWEA Confidential Information. Subscriber shall not use, disclose, or distribute any NWEA Confidential Information, directly or indirectly, without the prior written consent of NWEA, except that NWEA authorizes Subscriber to disclose NWEA Confidential Information: (i) to Subscriber's employees or agents who have signed written confidentiality and nondisclosure agreements before such disclosure; and (ii) as required by applicable federal, state, or local law, regulation, or a Legal Order. Before making any disclosure under Section 5(ii), Subscriber shall provide NWEA: (a) prompt written notice of such requirement so that NWEA may seek, at its sole cost and expense, a protective order or other remedy; and (b) reasonable assistance, at NWEA's cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure. If, after providing such notice and assistance as required in this Section, the Subscriber remains subject to a Legal Order to disclose any NWEA Confidential Information, the Subscriber (or its representatives or other persons to whom such Legal Order is directed) may disclose no more than that portion of the NWEA Confidential Information which, on the advice of Subscriber's legal counsel, specifically requires the Subscriber to disclose. For any such disclosure, Subscriber shall use best efforts to obtain written assurances from the applicable court or agency that such NWEA Confidential Information will be afforded confidential treatment.

6. Student Education Records.

6.1 Privacy- Student Education Records. Subscriber shall comply with all applicable federal and state laws regarding use, access, and disclosure of Student Education Records. The foregoing obligation includes but is not limited to, Subscriber's compliance with its policies regarding parental and guardian consents required for NWEA and its contractors to provide Services to Subscriber under this Agreement. NWEA and Subscriber acknowledge that NWEA will collect, use and disclose Student Education Records consistent with the NWEA Privacy Policy -Assessment System ([nwea-privacy-and-security-for-pii.html](#)).

6.2 Subscriber's Ownership of Student Education Records. Subscriber owns the Student Education Records.

7. FERPA. In accordance with FERPA, NWEA may maintain and use Student Education Records to perform the Services and may disclose Anonymized Data to third parties for legitimate educational research. Subscriber is responsible for any notices to parents required under FERPA and for providing parents and guardians with an opportunity to inspect and challenge the contents of a Student Education

Record. If NWEA receives a request from a parent or guardian challenging the content of a Student Education Record maintained by NWEA, NWEA shall contact Subscriber to validate the identity of the parent or guardian and student and request instructions regarding corrective action to be taken, if any. Once validated, NWEA shall correct the erroneous Student Education Record as directed by Subscriber in writing.

8. GRD. Subscriber authorizes NWEA to use Student Education Records in the GRD, commencing on the Effective Date or upon the date that Subscriber used or ordered Services, whichever is earlier. NWEA and Subscriber acknowledge that the permissions and obligations expressed in this Agreement survive the termination of this Agreement and any renewals. As described in Section 15, NWEA will maintain Student Education Records after termination of this Agreement for Services which may include, but are not limited to, Subscriber's access to Reporting and research-related Services and to validate the authenticity of data in such Reporting. If NWEA receives Subscriber's written request to opt out of participation in the GRD, NWEA will deidentify Student Education Records in the GRD. As a result of opting out of the GRD, certain research reports are unavailable to Subscriber due to the inability to accurately link student data with research data. Subscriber's written request must be sent via email to legalservices@nwea.org (mailto:legalservices@nwea.org) and include the following: (i) requestor's name, title and contact information; (ii) the name of requesting school or entity with NCES #; (iii) a request to deidentify Student Education Records in the GRD; and (iv) an attestation that requestor is duly authorized and has legal capacity to execute the request.

9. Security and Privacy Obligations.

9.1 Subscriber Responsibilities. Subscriber is solely responsible for configuring role-based access for its employees and authorized third parties to Student Education Records within the Assessment System and for ensuring the security and availability of Subscriber's own passwords, computers, computer networks, and internet connections, including security patches, choice of browser and browser configuration settings to be used with the Assessment System, email, and other transmissions. Subscriber acknowledges that its Systems Administrator controls the access and security points of the Assessment Systems. Annually, Subscriber shall remove any inactive Systems Administrators and confirm to NWEA the names of its active Systems Administrators. The Assessment System may contain mechanical or electronic methods to prevent unauthorized use or distribution of the Services. Subscriber shall not disable or circumvent such control devices. Subscriber acknowledges that the validity and accuracy of the Reporting depends upon the accuracy and completeness of the class roster file Subscriber submits.

9.2 NWEA Responsibilities. Subject to the limitations of warranty set forth in Section 18 of the Agreement, NWEA shall implement administrative, physical, and technical safeguards to protect Student Education Records from unauthorized access, acquisition, or disclosure, destruction, alteration, accidental loss, misuse, or damage that are no less rigorous than accepted industry practices to protect the confidentiality, integrity, and availability of Student Education Records. NWEA has an incident response program that specifies the actions to be taken in the event of a Security Breach. NWEA shall notify Subscriber by email or telephone in accordance with applicable state law or without unreasonable delay, whichever occurs sooner, after a Security Breach. In the event of a Security Breach, Subscriber shall cooperate fully with NWEA so that NWEA can comply with its notification obligations to the affected parent(s), legal guardian(s), eligible student(s), or any other

parties for which notification by NWEA is required under applicable state law. More information regarding NWEA's information security program can be found in our MAP® Growth™ Security Whitepaper (<map-growth-information-security-whitepaper.html>).

10. Fees and Taxes. Subscriber shall pay the fees set forth on the applicable Schedule. Subscriber is solely responsible for any personal property taxes, value added taxes, local licensing fees, or local taxes related to or resulting from NWEA's delivery of Services under this Agreement. If Subscriber is a tax-exempt entity, Subscriber shall send NWEA written notice of such tax exemption and any other documentation as NWEA may reasonably request related to assessing taxes applicable to Subscriber. Unless otherwise required by applicable laws governing the activities of Subscriber pursuant to this Agreement, the Subscriber shall collect, withhold, or otherwise pay all taxes, charges and financial assessments charged by and due and payable to any local, regional, or national government in the country where the Subscriber is located.

11. Billing; Payment; and Orders. Subscriber shall use its best efforts to determine the number of students to be tested by Subscriber. NWEA shall send an invoice based on the applicable Schedule to Subscriber, and Subscriber shall pay the amount due within 30 days of the invoice date by mailing a check or depositing the amount due via a wire transfer. Subscriber must contact NWEA at accountsreceivable@nwea.org (<mailto:accountsreceivable@nwea.org>) for wire transfer instructions. If Subscriber overestimates the number of students tested, NWEA is not obligated to refund any fees. If, however, Subscriber underestimates the number of students tested, NWEA may submit an amended invoice to capture the additional students tested, and Subscriber shall pay the variance within 30 days of the amended invoice date. Any purchase order, credit card order, or other order document with sufficient information for NWEA to process the order that is accepted by NWEA will be governed by this Agreement, provided however, the terms and conditions in any purchase order accepted by NWEA shall not be binding upon NWEA and shall not modify the terms of this Agreement.

12. Amendments and Renewals. Notwithstanding anything to the contrary, terms of any purchase orders or written authorizations issued by Subscriber or any other communications which are additional to or inconsistent with this Agreement are not binding unless NWEA expressly assents to such terms in writing. Such renewals and expansions are governed by this Agreement (including all NWEA order forms). The conditions of payment described in Sections 10 and 11 apply to all renewals and expansions. Subscriber shall make all payments under this Agreement to NWEA.

13. Product Training. If Subscriber is new to the Services, Subscriber's teachers and staff administering the Services must, at Subscriber's cost, participate in NWEA introductory product training before testing begins (e.g. MAP Admin Workshop if Subscriber subscribes to MAP Growth or Client Server MAP). Before testing commences, Subscriber shall assign a member of its staff to coordinate the logistics of setting up the training. If Subscriber experiences staff change that affects the administration of the Services, Subscriber shall promptly notify NWEA in writing. NWEA may require Subscriber to send any new staff to introductory NWEA product training.

14. Publicity. Subscriber consents to NWEA's use of and references to Subscriber's name, directly or indirectly, in NWEA's marketing and training materials.

15. Termination and Remedies. This Agreement remains in effect until terminated in accordance with this section. Either party may terminate by providing the other party thirty (30) days written notice of its intent to terminate for convenience. NWEA may terminate immediately without prior notice to Subscriber upon

Subscriber's breach of this Agreement. Upon termination for any reason, NWEA is under no obligation to refund any fees paid by Subscriber for the Services. NWEA may seek any legal or equitable remedy available against Subscriber for breach of the terms of this Agreement, including without limitation, injunctive relief and specific performance. After termination of the Agreement, NWEA shall continue to maintain Student Education Records until: (i) NWEA receives Subscriber's written request to destroy Student Education Records via email to legalservices@nwea.org (<mailto:legalservices@nwea.org>) that includes requestor's name, title, contact information, name of requesting school or entity with NCES #, and attestation that Subscriber is duly authorized and has legal capacity to execute the request; and (ii) NWEA confirms the information in Subscriber's written request. Thereafter, NWEA shall destroy the Student Education Records without undue delay or as otherwise required under applicable state law. Subscriber understands and agrees that if NWEA destroys Subscriber's Student Education Records, NWEA will not be able to provide such data to Subscriber after its destruction.

16. Support. NWEA will provide to Subscriber limited support, updates, enhancements, modifications, improvements, and maintenance services.

17. Scheduled Maintenance. NWEA has system maintenance periods throughout the year that affect Subscriber's use of the Services, including Subscriber's ability to (i) upload or download student and test data; (ii) access Reporting; or (iii) interact with any of NWEA's websites. NWEA provides notice of regularly scheduled maintenance at [NWEA.org](https://www.nwea.org) (<https://www.nwea.org> (<https://community.nwea.org/docs/DOC-2040>)). NWEA may perform emergency maintenance at any time without notice.

18. Limited Warranty.

18.1 Performance Warranty. NWEA warrants, during the subscription period, that the Product(s), as delivered by NWEA and when used in accordance with the Documentation and the terms of this Agreement, will substantially perform in accordance with the Documentation. If any Product does not operate as warranted and Subscriber has provided written notice of the non-conformity to NWEA within thirty (30) days of discovery of such non-conformity, NWEA shall at its option (i) repair the applicable Product; (ii) replace the applicable Product with a system of substantially the same functionality; or (iii) terminate the license to the non-conforming Product and provide Subscriber a pro-rata refund representing the portion of any fees previously paid for the unused portion of the terminated license for such Product measured from the effective date of termination. The foregoing warranty specifically excludes defects in or non-conformance of the Assessment System resulting from (a) use of the Assessment System in a manner not in accordance with the Documentation except as otherwise authorized in writing by NWEA; (b) modifications or enhancements to the Assessment System made by or on behalf of Subscriber except as otherwise authorized in writing by NWEA; (c) combining the Assessment System with products, software or devices not provided by NWEA; (d) improper or inadequate maintenance of Subscriber's own computers, computer networks, operating environment, security programs, and internet connections; or (e) computer hardware malfunctions, unauthorized repair, accident, or abuse.

18.2 Disclaimer. EXCEPT FOR THE EXPRESS LIMITED WARRANTY PROVIDED IN SECTION 18, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE SERVICES ARE PROVIDED "AS-IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF (i) MERCHANTABILITY; (ii)

FITNESS FOR A PARTICULAR PURPOSE OR USE; (iii) QUALITY; (iv) PRODUCTIVENESS; OR (v) CAPACITY, OR THAT THE OPERATION OF THE SERVICES IS ERROR-FREE. EXCEPT AS PROVIDED HERE, THE ENTIRE RISK AND LIABILITY ARISING OUT OF USE OF THE SERVICES REMAINS WITH SUBSCRIBER. THERE IS NO WARRANTY FOR DATA SECURITY OR PERFORMANCE ISSUES (a) CAUSED BY FACTORS OUTSIDE OF NWEA'S REASONABLE CONTROL; OR (b) RESULTING FROM ANY ACTION OR INACTION OF SUBSCRIBER OR ANY THIRD PARTIES; OR (c) RESULTING FROM SCHEDULED MAINTENANCE PERIODS. NWEA CANNOT CONTROL PERFORMANCE OF THE SERVICES BASED ON THE FLOW OF DATA TO OR FROM NWEA'S NETWORK OR OVER THE INTERNET, WHICH DEPEND IN LARGE PART ON THE PERFORMANCE OF INTERNET SERVICES PROVIDED OR CONTROLLED BY THIRD PARTIES. AT TIMES, ACTIONS OR INACTIONS OF SUCH THIRD PARTIES CAN IMPAIR OR DISRUPT SUBSCRIBER'S CONNECTIONS TO THE INTERNET. ALTHOUGH NWEA USES COMMERCIALY REASONABLE EFFORTS TO REMEDY AND AVOID SUCH EVENTS, NWEA DOES NOT GUARANTEE THAT SUCH EVENTS WILL NOT OCCUR. ACCORDINGLY, NWEA DISCLAIMS ANY LIABILITY RESULTING FROM OR RELATED TO SUCH EVENTS. THE REMEDIES SET FORTH IN THIS SECTION 18 ARE SUBSCRIBER'S SOLE AND EXCLUSIVE REMEDIES AND NWEA'S SOLE AND EXCLUSIVE LIABILITY REGARDING THE PRODUCTS AND SERVICES FAILURE TO PERFORM AS WARRANTED IN THIS SECTION 18.

19. Limitation of Liability. EXCEPT TO THE EXTENT PROHIBITED BY APPLICABLE LAW, IN NO EVENT IS NWEA LIABLE FOR ANY DAMAGES OR EXPENSES WHATSOEVER, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST OPPORTUNITY, LOST SAVINGS, LOSS OF GOODWILL, LOST BUSINESS, LOSS OF ANTICIPATED BENEFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, LOSS OF OR DAMAGE TO DATA, COMPUTER FAILURE OR MALFUNCTION, OR ANY OTHER INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL DAMAGES, OR PECUNIARY LOSS, WHETHER BASED IN CONTRACT, TORT, OR OTHERWISE, ARISING OUT OF THE USE OF OR INABILITY TO USE THE SERVICES, EVEN IF NWEA HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NWEA'S ENTIRE LIABILITY UNDER THIS AGREEMENT IS LIMITED TO THE AMOUNT ACTUALLY PAID BY SUBSCRIBER FOR THE RIGHT TO USE THE PRODUCT IN THE TWELVE MONTHS PRECEDING THE INCIDENT GIVING RISE TO THE CLAIM. THIS LIMITATION ALSO APPLIES TO NWEA'S DEVELOPERS AND SUPPLIERS OF THE SERVICES AND IS THE MAXIMUM FOR WHICH THEY AND NWEA ARE COLLECTIVELY RESPONSIBLE. THE FOREGOING LIMITATIONS SHALL APPLY NOTWITHSTANDING THE FAILURE OF THE ESSENTIAL PURPOSE OF ANY LIMITED REMEDY.

20. Indemnification.

20.1 By Subscriber. Except to the extent limited by applicable law, Subscriber shall indemnify, defend, and hold harmless NWEA and NWEA's officers, directors, employees, agents, and representatives, from and against any third party claims, damages, expenses, judgments, fines, and amounts paid in settlement in connection with any proceeding arising from (i) any breach of this Agreement by Subscriber or any of its employees or agents; or (ii) any use of the Services.

20.2 By NWEA. If all the conditions in this section are met, NWEA shall (i) defend Subscriber against claims made by an unaffiliated third party that the Assessment System infringes its US patent, copyright, or trademark; and (ii) pay the amount of any resulting adverse final judgment against Subscriber (after any appeals) or settlement to which NWEA consents. Subscriber must notify NWEA

promptly in writing of the claim. Subscriber must also give NWEA sole control over its defense and settlement. Subscriber shall provide NWEA with reasonable assistance in defending the claim. NWEA's obligations under this Section will not apply to the extent the claim (or adverse final judgment) is based on: (a) Subscriber using the Assessment System after NWEA has informed Subscriber to discontinue use due to such a claim; (b) the combination or use of the Assessment System with non-NWEA information, data, or materials except as otherwise authorized in writing by NWEA; (c) modification of the Assessment System except as otherwise authorized in writing by NWEA; (d) use of NWEA's trademark(s) without express written permission; or (e) Subscriber's acts or omissions which result in a claim under this Section. If NWEA receives information about a claim under this Section related to the Assessment System in whole or in part, NWEA may do any of the following, at its discretion and expense: (i) procure the right to continue its use; (ii) replace the infringing portion of the Assessment System with a functional equivalent; (iii) modify the infringing portion of the Assessment System to make it non-infringing (if NWEA does this, Subscriber will stop using the allegedly infringing portion of the Assessment System immediately); or (iv) terminate this Agreement. Notwithstanding anything to the contrary, NWEA's commitment under this Section is Subscriber's exclusive remedy for third-party infringement and trade secret misappropriation claims. Nothing in this section obligates NWEA to indemnify Subscriber from and against any claims, suits, actions, losses, damages, liabilities, costs and expenses attributable to the acts or omissions of Subscriber, its officers, employees, or agents.

21. Evaluation License. This Section 21 applies if NWEA has provided the Services (including but not limited to Assessment System, Reporting, and/or Software) to Subscriber for evaluation purposes. NWEA grants Subscriber a thirty (30) day (or as otherwise indicated by NWEA in writing) limited license to use such Services solely for the purposes of evaluation. NWEA is not obligated to provide support for the evaluation Services. SUBSCRIBER ACKNOWLEDGES AND AGREES THAT THE SERVICES PROVIDED FOR EVALUATION MAY FUNCTION FOR A LIMITED PERIOD OF TIME, HAVE LIMITED FEATURES, AND HAVE OTHER LIMITATIONS NOT CONTAINED IN A COMMERCIAL VERSION OF THE SERVICES. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, NWEA IS PROVIDING THE SERVICES "AS IS", AND NWEA DISCLAIMS ANY AND ALL WARRANTIES INCLUDING ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, AND STATUTORY WARRANTIES OF NON-INFRINGEMENT, LIABILITIES, AND INDEMNIFICATION OBLIGATIONS OF ANY KIND. IN THE EVENT OF A CONFLICT BETWEEN THIS SECTION 21 AND OTHER TERMS OF THIS AGREEMENT, THIS SECTION 21 WILL SUPERSEDE SUCH TERMS WITH RESPECT TO THE SERVICES LICENSED TO SUBSCRIBER FOR EVALUATION PURPOSES.

22. Miscellaneous.

22.1 Force Majeure. Neither party is liable for any delay or failure to perform any obligation hereunder due to causes beyond its control, including without limitation, war, riot, insurrection, civil commotion, terrorist activity, fire, industrial dispute, act of nature, computer-related crimes (including, but not limited to, denial of service attacks), epidemic, act or omission of a third-party vendor or supplier, equipment failure, public enemy of government, failure of telecommunications, system malfunction, or other casualty.

22.2 Waiver and Severability. Waiver of any default or breach under this Agreement by NWEA does not constitute a waiver of any subsequent default or a modification of any other provisions of this Agreement. If any part of this Agreement is held illegal or otherwise unenforceable by a court of competent jurisdiction, the parties intend that the remainder of this Agreement nevertheless remains in full force and effect. Upon a determination that any term or provision is illegal or unenforceable, the court may modify this Agreement to affect the original intent of the parties as closely as possible.

22.3 No Third-party Beneficiaries. The parties do not intend to confer any right or remedy on any third party.

22.4 Survival. The following sections survive any termination of this agreement or the termination of any license granted under this agreement: 1, 3, 4, 5, 6, 7, 8, 9.1, 14, 15, 18, 19, 20.1, 22.2, 22.3, 22.4, 22.5, 22.9, 22.10, 22.11, and 22.12.

22.5 Entire Agreement; Order of Precedence. This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement. The terms of this Agreement apply to all order documents, including but not limited to purchase orders and credit card orders, accepted by NWEA, and this Agreement will supersede any inconsistent or different pre-printed terms of any such order document. If there is a conflict among any of the terms of this Agreement, the parties intend that it be resolved by giving precedence to Agreement documents in the following order (i.e. the earlier listing governing the later): (i) any Supplemental Terms to the extent related to Services described in an applicable Schedule; (ii) this Agreement without any Schedules or Supplemental Terms; (iii) the most recent Schedule; followed by (iv) any other Schedules in reverse chronological order.

22.6 Assignment. Subscriber may not assign this Agreement to any third party without the prior written consent of NWEA, which consent shall not be unreasonably withheld.

22.7 Binding. This Agreement binds and inures to the benefit of each party and its respective successors and approved assigns, if any.

22.8 Merger or Sale of NWEA. If either (i) NWEA and a third-party merge; or (ii) NWEA is sold to a third party, then the surviving or resulting entity shall maintain the Student Education Records in accordance with this Agreement, if the entity is subject to this Agreement.

22.9 Representation of Signatories. Each person signing this Agreement represents and warrants that such person is duly authorized and has legal capacity to execute and deliver this Agreement for its respective party.

22.10 Notices. Any notice required under this Agreement shall be in writing and effective when (i) delivered personally against receipt, (ii) deposited in the mail and registered or certified with return receipt requested, postage prepaid, (iii) shipped by a recognized courier service and addressed to either party as designated in this Agreement, (iv) delivered by email to an email address designated by the recipient, or (v) when delivered via any of the foregoing at such other address as may be provided by the recipient in accordance with this section.

22.11 **Controlling Law and Venue**. Unless the law of the jurisdiction where Subscriber is domiciled requires otherwise, the parties intend that this Agreement be construed and controlled by the laws of the State of Oregon, U.S.A., without giving effect to principles of conflict of laws. Notwithstanding anything to the contrary, the United Nations Convention on Contracts for the International Sale of Goods, Uniform Commercial Code, and Uniform Computer Information Transactions Act are specifically disclaimed and do not apply to this Agreement. Any litigation arising out of this Agreement must be conducted in courts located in Multnomah County, Oregon.

22.12 **Attorney Fees**. If any lawsuit is instituted to interpret, enforce, or rescind this Agreement, the prevailing party on a claim may recover, in addition to any other relief awarded, its reasonable attorney fees and other fees, costs, and expenses incurred in connection with the lawsuit, the collection of any award, or the enforcement of any order as determined by a judge.

22.13 **Counterparts**. The parties may execute this Agreement in counterparts, each of which is an original, and the counterparts constitute one and the same Agreement. The parties may also deliver and accept facsimile or electronically scanned signatures, which bind a party as if the signature were an original.

22.14 **Vendor Status and Independent Contractor**. NWEA provides Services within its normal business operations and operates in a competitive environment. The Services constitute a vendor relationship, as defined by OMB Circular A-133 and, therefore, any monies to pay for this Agreement are not subject to the federal audit requirements of OMB Circular A-133. NWEA is an independent contractor, and neither NWEA nor its employees are Subscriber's employees. Nothing contained in this Agreement creates or implies an agency relationship, joint venture, or partnership between the parties.

22.15 **UK Bribery Act**. Each party agrees to comply with the UK Bribery Act. Subscriber acknowledges and agrees that Subscriber has not received, requested, been offered, agreed, paid or promised, any offer, promise or gift of any financial or other advantage from and to any person that would constitute a violation under the UK Bribery Act, or which would have influenced or secured any business or other advantage to NWEA.

22.16 **Custom Agreements**. If NWEA and Subscriber have a valid and effective written custom agreement in place for the Services, the terms of that custom agreement take precedence over any conflicting terms in this Agreement.

Last Updated: 11.15.2020

Privacy & Terms of Use (<https://www.nwea.org/privacy-and-terms>)

HQ: 121 NW Everett Street, Portland, OR 97209

SALES: 866-654-3246 (tel:8666543246) SUPPORT: 877-469-3287 (tel:8774693287)

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Schedule A

SALES ORDER

Company Address: 121 NW Everett Street
Portland, OR 97209
License Start Date: 07/01/2022
License End Date: 06/30/2023

Created Date: 05/25/2022
Quote Number: 00061841
Partner ID:

Prepared By: Gina Connors
Phone: (310) 529-2946
Email: gina.connors@nwea.org

Contact Name: Greg Francois
Phone: (626)471-2000
Email: gfrancois@monroviashools.net

Bill To Name: Monrovia Unified
Bill To Address: 325 E Huntington Dr
Monrovia, CA 91016-6419

Ship To Name: Monrovia Unified
Ship To Address: 325 E Huntington Dr
Monrovia, CA 91016-6419

Table with 4 columns: Product, Sales Price, Quantity, Total Price. Rows include MAP Growth K-12, Online MAP Growth Basics, Virtual MAP Growth Basics, Virtual Applying Reports, MAP Reading Fluency Add-on, Online MAP Reading Fluency Basics, Virtual MAP Reading Fluency Basics Workshop, Virtual MAP Reading Fluency Essential Rpts Workshop, and Virtual Workshop - 60 Mins - Up to 30 Participants.

Quote Subtotal \$82,000.00
Estimated Tax \$0.00
Grand Total \$82,000.00

Notes

Virtual, Train the Trainers Model. Includes access to online, on demand video tutorials to support all teachers, administrators. One time set up and Implementation included. Partner Support available via phone, chat, email .

Terms and Conditions

This Schedule A is subject to NWEA's terms and conditions located at: https://legal.nwea.org/. By signing this Schedule A you agree you have read and understood the terms and agree to them.

General. If this schedule includes virtually delivered professional learning or workshops, then cancellation is subject to the Virtual Workshop Cancellation Policy: at http://legal.nwea.org/supplementalterms.html.

Information about NWEA's collection, use, and disclosure of Student Information can be found here: https://legal.nwea.org/nwea-privacy-and-security-for-pii.html

NWEA's W9 can be found at: https://legal.nwea.org/nwea-w-9.html



Until this Schedule A is signed, the terms identified here are valid for 30 days from the date above. Please confirm the billing address, or specify changes to your account manager.

Signature

Signature: _____ Printed Name: _____

Date: _____ Title _____

NWEA Privacy Policy - Assessment System

Introduction

NWEA recognizes the importance of protecting the privacy and security of its Subscribers and Users of the Assessment System. The purpose of this Privacy Policy ("Policy") is to inform Subscribers and Users of NWEA's policies and procedures regarding the collection, use, and disclosure of Student Education Records, Deidentified Data, and Anonymized Data. Nothing in this Policy grants any Subscriber or User the right to use or access the Assessment System. Subscribers and Users only have the right to use and access the Assessment System as set forth in the agreement(s) entered into between a Subscriber and NWEA (the "Master Subscription Agreement (<https://legal.nwea.org/>)"). By using the Assessment System, Subscribers and Users agree to this Policy.

Definitions

"Use" means Subscriber's students, teachers, administrators, and other individuals licensed to use the Assessment System under the Master Subscription Agreement.

"Assessment System" means MAP® Growth™ and MAP® Skills™.

Except as set forth in this Policy, all other capitalized terms in this Privacy Policy shall have the meaning set forth in the Master Subscription Agreement between the parties, which can be found here (<https://legal.nwea.org/>).

Subscriber Control and Choices Regarding Student Education Records

The collection, input, use, retention, disposal, and disclosure of Student Education Records by Users via the Assessment System are controlled solely by the Subscriber. The Subscriber is responsible for providing all necessary notices and obtaining all necessary consents from Users to collect, use, disclose, and submit the Student Education Records via the Assessment System for NWEA to use in accordance with the Master Subscription Agreement, including, if applicable, any notices and/or consents required under the Federal Educational Records Privacy Act (FERPA), the Children's Online Privacy Protection Act (COPPA) and applicable international laws, including, but not limited to, the General Data Protection Regulation (GDPR)

NWEA will not delete, change, or divulge any Student Education Records from its Assessment System controlled by the Subscriber except as outlined in this Policy. If a User has questions regarding control of Student Education Records related to the Assessment System licensed by the Subscriber, then User shall contact User's applicable school, district, or educational entity (i.e. Subscriber). If a User desires to revoke User's consent or "opt-out" of a particular use of User's Student Education Records, User shall contact User's applicable school, district, or educational entity. If NWEA receives a request from a User to "opt-out" it shall forward the request to the applicable school, district, or educational entity for handling. The applicable school, district, or educational entity is solely responsible for handling the User's "opt-out" in the Assessment System.

Information Collected & Maintained

NWEA collects and maintains the following information:

- Usage Details. When Users access the Assessment System, NWEA may automatically collect certain details of the User's access to and use of the Assessment System, including traffic data, geographic location data, logs and other communication data, and the resources that Users access and use on or through the Assessment System. This information is Anonymized Data
- Cookies (or mobile cookies). A cookie is a small file placed on computing devices such as computers, tablets, and smartphones. NWEA may use cookies to collect usage details for authentication purposes. For authentication purposes, cookies allow Users to navigate across multiple parts of the Assessment System without needing to re-authenticate. It may be possible to refuse to accept cookies by activating the appropriate setting on the computing devices. However, selection of these settings may disable access to certain parts of the Assessment System. The information collected via cookies is Deidentified Data. NWEA does not use Deidentified Data from cookies to identify Users. Data from cookies may be collected by NWEA using Google Analytics™ or other third-party tools in the Assessment System. Google Analytics™ and these other third-party tools do not collect, store, transit, use, or have access to Student Education Records.
- Web Beacons. A web beacon is a small electronic file such as a clear gif, pixel tag, or single-pixel gif. NWEA may use web beacons to collect usage details. It may be possible to refuse to accept web beacons by activating the appropriate setting on the computing devices. However, selection of these settings may disable access to certain parts of the Assessment System. The information collected via web beacons is Anonymized Data that is aggregated. Data from web beacons may be collected by NWEA using Google Analytics™ or other third-party tools in the Assessment System. Google Analytics™ and these other third-party tools do not collect, store, transit, use, or have access to Student Education Records.
- Device Information. NWEA may collect information about a User's computing device, mobile device, and network or Internet connection; including the device's unique device identifier, IP address, operating system, browser type, geographic location, and mobile network information. This information is Anonymized Data that is aggregated.
- Information input by Users. As part of the rostering process, Users may provide Student Education Records to the Assessment System that may include:
 - First, Last, and Middle Name;
 - Date of Birth;
 - Student Identification Number;
 - Personal Characteristics (which may, but does not always, include race, grade, ethnicity, gender, nationality, and language);
 - Economically Disadvantaged Status;
 - English Language Learner or Migrant Status;
 - Homeless Status;
 - Disability, Accessibility, or Accommodation Status;
 - Email Address
 - Name of School and Date of Enrollment;
 - Telephone Number; and
 - Assigned Courses and Instructors.
- Information generated from using the Assessment System. Users' use of the Assessment System generates Deidentified or Anonymized Data, which may include:
 - Assessment scores;
 - Assessment responses and response times;

- Item responses and response times;
- Growth and norming information; and
- Assessment interaction behavior such as completed, paused, suspended, or terminated tests.

Use of Information Collected

NWEA only uses the information, including Student Education Records, it collects pursuant to this Policy and the Master Subscription Agreement. The most common of those uses are as follows:

- To provide Subscribers and Users with access to the Assessment System and its contents and any other information, products, or services that Subscriber requests from NWEA;
- To communicate with Users as necessary to fulfill NWEA's obligations to Subscribers;
- To provide Subscriber with notices about its account, including expiration and renewal notices;
- To carry out the Subscriber's and NWEA's respective obligations and enforce NWEA's rights arising from the Master Subscription Agreement, including for billing and collection;
- To notify Subscriber of changes to any products or services NWEA offers or provides;
- To improve performance, availability, and functionality of the Assessment System.
- To estimate Subscriber size and usage patterns; and
- To store information about Subscriber preferences, allowing NWEA to customize its services.

Deidentified and Anonymized Data

NWEA aggregates information it collects, including Deidentified and Anonymized Data, and uses such aggregated information and other non-personally identifiable information it collects as follows:

- To conduct legitimate educational research or produce aggregate statistical studies and analysis related to NWEA's products and services, by NWEA or third parties, as an added benefit to NWEA's Subscribers, which may be distributed publicly (e.g., norming studies, research papers, etc.);
- For third party legitimate educational research;
- To improve performance, availability, and functionality of the Assessment System;
- To state educational agencies for legitimate educational purposes; and
- For general research and to develop new products, features, and technologies.

Disclosure of Student Education Records

NWEA agrees to adhere to the disclosure requirements under FERPA and will not disclose any Student Education Records from the Assessment System to any third-party except as set forth in this Policy or as allowed by applicable law.

Generally, NWEA may disclose Student Education Records under the following circumstances:

- NWEA may share Student Education Records with third-party contractors to support the Assessment System. NWEA utilizes a cyber supply chain risk management (SCRM) review process for third parties. The primary objective of the cyber SCRM is to identify and assess external parties to ensure they meet or exceed NWEA's security profile (based on the NIST Cybersecurity Framework). As a part of this process, third parties are contractually committed to protect the availability, confidentiality, and integrity of Student Education Records. Third parties are prohibited from engaging in targeted advertising and any other use beyond support of the Assessment

System. A list of third-party contractors that maintain or have access to Student Education Records is available to Subscribers upon written request.

- Consistent with 20 U.S.C. 1232g(b), 34 C.F.R. 99.31(a)(9) and other applicable law, NWEA may share Student Education Records if it is required to do so by law or legal process, such as to comply with a court order or subpoena. If required by applicable law and permitted under the court order or subpoena, NWEA shall make a reasonable effort to notify Subscriber of such court order or subpoena.
- Consistent with 20 U.S.C. 1232g(b)(1)(I), 34 C.F.R. 99.31(a)(10), 34 C.F.R. 99.36, 34 C.F.R. 99.32 and other applicable law, NWEA may share Student Education Records for health or safety emergencies purposes. If required by applicable law and permitted under the court order or subpoena, NWEA shall make a reasonable effort to notify Subscriber of such court order or subpoena.
- Consistent with 20 U.S.C. 1232g(b)(1)(F), 34 C.F.R. 99.31(a)(6) and other applicable law NWEA may share Student Education Records to organizations conducting certain studies for educational institutions.
- NWEA may sell, transfer, or otherwise share some or all its assets, including NWEA's license to use Student Education Records it collects to perform the services under its agreement with Subscriber, in connection with a merger, acquisition, reorganization, sale of assets, or in the event of bankruptcy, in which case the successor entity is subject to the same commitments set forth in this Policy.
- NWEA may share Student Education Records with third parties that a Subscriber has authorized.
- NWEA may also disclose Student Education Records to its legal counsel solely in connection with legal advice and subject to executed confidentiality agreements.

NWEA does not sell Student Education Records to third parties for their commercial use and does not use such data to target advertisement at students. NWEA does not share, sell, rent, or transfer Student Education Records other than as described in the Master Subscription Agreement and this Policy.

NWEA does not publicly disseminate Student Education Records submitted by Users. NWEA permits Users to share comments and feedback in the Assessment System. NWEA does not publicly disseminate those comments and feedback outside of the Assessment System. Third-parties are prohibited from storing Student Education Records outside the borders of the United States of America.

Erasure, Rectification, Access & Portability of Student Education Records

Users or parents of such Users (if a User is a minor) may review and amend Student Education Records of such User by contacting the Subscriber and following the Subscriber's procedures for amending such User's Student Education Records. NWEA will not make any changes to any Student Education Records without the applicable Subscriber's express written permission, and then, only in accordance with applicable law.

Security

NWEA develops and implements privacy and information security measures aligned to NIST Cybersecurity Framework to protect the confidentiality, integrity, and availability of partner personal data. In doing so, personal data is stored and processed in a manner that is designed to ensure the appropriate security of Student Education Records, including protection against unauthorized or unlawful processing and against accidental loss, destruction, or damage, using appropriate technical and organizational

measures. Further information on NWEA's data security measures can be found here: <https://legal.nwea.org/map-growth-information-security-whitepaper.html> (map-growth-information-security-whitepaper.html).

Please be aware that despite NWEA's efforts, no data security measures can guarantee 100% security. Users should take steps to protect against unauthorized access to their password, phone, and computer by, among other things, signing off after using a shared computer, choosing a robust password that nobody else knows or can easily guess, and keeping your log-in and password private. NWEA is not responsible for any lost, stolen, or compromised passwords or for any activity on a User's account via unauthorized password activity.

Data Retention & Destruction

NWEA retains Student Education Records for the length of time necessary to meet NWEA's contractual and legal commitments to Subscribers. These commitments generally extend past the end date of contractual agreements as Subscribers may need continued access to Student Education Records and educational data for reporting; and many Subscribers resume their subscriptions later and want their historical Student Education Records intact for longitudinal growth studies or legal compliance. All Student Education Records are stored in facilities located within the borders of the United States of America.

NWEA honors Subscribers' requests to delete Student Education Records if required by applicable law. To request that Student Education Records relating to a particular Subscriber and/or User(s) be deleted, Subscriber shall send a written request to NWEA via email to legalservices@nwea.org (<mailto:legalservices@nwea.org>) and include the following: (i) requestor's name, title, and contact information; (ii) the name of requestor's school or entity with NCES number (if available); (iii) a request to delete Subscriber's Student Education Records; and (iv) an attestation that requestor is duly authorized and has legal capacity to execute the request. NWEA will subsequently contact Subscriber to confirm the destruction request before executing the destruction request. NWEA retains Anonymized Data indefinitely for the purposes stated in this Policy.

Links to Third-Party Websites and Services

Users accessing the Assessment System, NWEA documentation, and/or NWEA sites may find links to external websites and applications owned and operated by other organizations. NWEA is not responsible for and has no control over the content or privacy policy of any linked site. NWEA encourages Users to read the privacy statements of any linked site as its privacy policy may differ from NWEA's.

General Data Protection Regulation (GDPR)

NWEA complies with all applicable laws governing international partners, including the GDPR. Information regarding GDPR compliance is described in the NWEA MAP® Growth™ GDPR Overview ([nwea-map-growth-gdpr-overview.html](#)) and our International Master Subscription Agreement ([international-master-subscription-agreement.html](#)). Subscribers subject to the GDPR need to obtain informed consent for the collection, processing, and transfer of personal data under our agreement with them. NWEA's Explicit Consent to Process Data Form can be found here ([explicit-consent-to-process-data.html](#)). Subscribers should submit these completed forms to legalservices@nwea.org (<mailto:legalservices@nwea.org>).

Updates

NWEA may periodically revise this Policy from time to time and will make updated version of this Policy available here ([nwea-privacy-and-security-for-pii.html](https://legal.nwea.org/nwea-privacy-and-security-for-pii.html)). However, NWEA will not make material changes to this Policy without first providing notice to Subscriber as provided in the Master Subscription Agreement. Notwithstanding the foregoing, should laws and regulations change to regarding the collection, use, or distribution of Student Education Records, NWEA shall be permitted to make appropriate changes to this Policy to comply with the laws and regulations without issuing prior notice to Subscriber.

Additional questions regarding this Policy can be sent to:

Jacob Carroll – Sr Director, Privacy & Information Security

NWEA

121 NW Everett Street

Portland, Oregon 97209

503-624-1951

legalservices@nwea.org (<mailto:legalservices@nwea.org>)

Document Effective Date: November 15, 2020

Last Modified: October 14, 2020

NWEA's previous Privacy Policy - Assessment System can be found here: [MAP® Growth™ and Skills™ Privacy Policy October 2019 \(MAP%20Growth and Skills Privacy Policy October 2019.pdf\)](#).
([NWEA%20MAP Growth GDPR Overview October 102320.pdf](#))

Privacy & Terms of Use (<https://www.nwea.org/privacy-and-terms>)

HQ: 121 NW Everett Street, Portland, OR 97209

SALES: 866-654-3246 (tel:8666543246) **SUPPORT:** 877-469-3287 (tel:8774693287)

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Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

2. 21/22-1123 - AGREEMENT WITH COMMITTEE FOR CHILDREN FOR THE SECOND STEP PROGRAM

RECOMMENDATION

The Board of Education is requested to approve an agreement with Committee for Children for the Second Step Program and digital licenses to pilot the program at one elementary and one middle school for 2022-23 school year.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

Second Step Elementary helps K-5 students learn to persist through challenges, achieve goals, manage emotions, create and maintain positive relationships, and effectively solve interpersonal problems for success in school and life. This logic model provides a high-level overview of how Second Step lessons support increased social, behavioral, and academic success. The goal of the Second Step Middle School Program is to equip students with the skills, knowledge, and mindsets that will help them successfully navigate adolescence. Early adolescence is a time when students' cognitive capacities, including abstract thinking and moral reasoning, increase. During this developmental period, students are primed to be especially sensitive to their peers and experience an increased intensity of emotions. The Second Step Middle School lessons are designed to improve students' subjective sense of social connection by helping them form positive, helpful interpretations of common middle school and high school social challenges.

Budget Implication (\$ Amount):

The total cost to the district for this program and licenses is \$593 after a substantial discount (\$4,065) by utilizing the digital platform as opposed to the physical platform. Supplemental and Concentration funds will be utilized for this expenditure.

Legal References:

Education Code 17604 requires all contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

A copy of the quote and license agreement are attached.

ATTACHMENTS

- [Second Step Quote - 20220622.pdf](#)
- [Second Step Proposal Review.pdf](#)



2815 Second Avenue, Suite 400
 Seattle, WA 98121-3207 USA
 800-634-4449 FAX: 206-343-1445
orders@cfchildren.org

Quote

Quote # 5026169
 Date 6/1/2022
 Customer ID 10111663

Bill To **Ship To**

Monrovia Unified School Dist
 325 East Huntington Drive
 Monrovia CA 91016
 United States

Greg Francois
 Monrovia Unified School Dist
 325 East Huntington Drive
 Monrovia CA 91016
 United States

Requested By	Ship To	Setup Admin	Entered By
Greg Francois	Greg Francois	Name: Greg Francois Email: gfrancois@monroviaschools.net	Kelly Brazell

Item	Description	Months	Start Date	End Date	QTY	Rate	Amount
904101	Second Step Grades K-8, Multi-Site Pricing, 1-Year Licenses		6/1/2022	7/31/2023	2	\$2,329.00	\$4,658.00
MIGRATION 20	Physical to Digital Upgrade Discount						(\$4,065.00)

Subtotal	\$593.00
Discount	
Shipping & Handling	\$0.00
Sales Tax* (%)	\$0.00
TOTAL	\$593.00

Please remit in US Funds.
 Make check payable to: Committee for Children
 *Sales tax rates are based on the ship to address. All rates are estimates until shipped. If tax was included in this quote and your organization is state sales tax exempt, email your state sales tax exemption ID and certificate to orders@cfchildren.org.

Memo: 1-year K-8 digital SSP licenses x2

Shipping Method: UPS Ground (UPS)
 Your Second Step program License purchase is governed by the applicable License Agreement at: <https://secondstep.org/license-agreements>

Second Step®

SEL for kids, for adults, for everywhere!

Thank you for your interest in the Second Step® Family of programs. I'm happy that you have chosen to explore or expand your social-emotional learning, bullying prevention, or child protection resources. It's our mission as a non-profit and the largest provider of social-emotional learning programs since 1979, to positively impact the social-emotional development and wellbeing of children, their schools and communities. We currently serve 16.5 million children each year in over 30,000 schools and in all 50 states.

We know that our mission could not be realized without the very important work that district or building leaders and SEL champions do each day to plan, train, motivate, implement, evaluate, and sustain your SEL efforts. We also know that no two schools, districts, or community organizations are the same and are here as a partner to support you, your teachers, your students, and their families. We hope that you will lean on us to provide the best SEL programming and tools available to build a positive community where every child can thrive.

To help make the curriculum review process easier, we have put together this short overview of our program offerings and their components. Even if you have reviewed Second Step before, this overview can also serve as a place to have information gathered together for your reference, or to share easily with others. Since this is a high-level overview, I also want to invite you to get in touch any time to schedule a short web meeting, give a presentation to your team, or a good old-fashioned phone call to talk about your district or organizations' needs.


I work with hundreds of schools, districts, and community organizations each year, and to me by far the best part is collaborating with you to solve challenges and support transformative SEL. Please let me know how I can help make your work easier and help *you* feel supported, too.

Sincerely,

Kelly Brazell

Education Account Manager

 kbrazell@cfchildren.org

 425.501.6314

In this Document

As requested, below is program information for Second Step® family of programs including the brand-new Second Step® Elementary Digital and recently updated Second Step® Middle School. Also included is how to find curriculum alignment documents, program training options, and evaluation/assessment guidance. Pricing information is provided on the last page.

In addition, information about Second Step® Early Learning (PreK), Second Step® Child Protection Unit, Second Step® Bullying Prevention Unit, Second Step® for Out-of-School-Time, and our upcoming Second Step® SEL for Adults program (available Spring 2021) is also provided.

Introduction: Holistic SEL with Second Step®

Decades of research shows the positive effects of universal social-emotional learning (SEL) programs for children. The consistent use of research-based strategies and common language teaching SEL can directly and personally benefit students, educators, and families, but it also can have a profound positive impact on school climate and communities. Schools that focus on positive school climate find that it is one of the most effective ways to address classroom disruptions, challenging behavior, student safety and bullying. At the same time, focusing on SEL helps increase school connectedness and academic achievement, promote inclusivity, build relationships, and reduce teacher stress.

There's also broad recognition that benefits for students are even greater when children experience SEL throughout their day, across environments, and throughout developmental stages. When implemented holistically, SEL can build stronger communities and support inclusive, equitable learning. In our programs and when working with Committee for Children, you'll notice our commitment to making it easy for educators to support students social-emotional development with confidence, with guidance, and with excellent comprehensive tools.



Quick Links to Explore Second Step®

- **Visit:** Explore at www.secondstep.org for the latest updates, lesson samples, and more!
- **Webinars:** register at www.secondstep.org/webinars, program overviews and special topics
- **Funding:** Options and guidance www.secondstep.org/funding-options
- **Connect:** 800-634-4449 ext 1 or support@secondstep.org
- **White Paper:** [The Case for Holistic Approach to Social-Emotional Learning](#)
- **Success Stories:** [Create Successful Learners](#), [Empower Educators](#), [Provide a Common Language](#), [Improve Academics](#), [Re-Imagining Middle Grades](#)
- **Watch:** Program specific and special topic videos on our [Second Step YouTube Channel](#)
- **Make the Case:** [One-Pager's](#) for variety of topics SEL and Mental Health, Digital Citizenship, Mental Wellness in Crisis, Prevention (Substance Abuse, Child Protection, Bullying, Suicide)
- **New Resource:** [Second Step Elementary Digital Review of Research](#)
- **Focus on Staff:** With professional learning just for educators with our [SEL for Adults](#) program



The Second Step® family of program reaches schools in over 70 countries including 30 percent of schools in the United States. Each year, more than 16.5 million children at over 30,000 schools benefit from our programs.

New Program! Second Step® Elementary Digital (Grades K-5)

Second Step® is leveling up! Building on the success of our digital middle school program and our investment to create tools that make teaching SEL easier and more equitable, we have created a *fully digital* online program for elementary schools. Though the program is similar to the evidence-based Second Step® Elementary Classroom Kits, this is a wholly new and modern program that includes original content, engaging media, and strategies that incorporate the latest research from the field and instructional design, with feedback from program users.

- Twenty (20) research-based lessons, taught once per week for 15- to 25-minutes each grade level
- All new modern program with interactive and engaging content including video, stories, new Brain Builder games, songs and more!
- Divided into four (4) units: Growth Mindset & Goal Setting, Emotion Management, Empathy & Kindness, and Problem-Solving
- Program training and schoolwide implementation support resources are included
- Schoolwide reinforcement, progress monitoring tools, and family engagement tools are included for building leaders to support teachers and build a positive learning community
- 1-yr, 3-yr, and 5-yr K-8 licenses are available to accommodate all campus configurations (eg. K-6)



Second Step® Elementary Digital scope and sequence, review of research, sample lessons and much more can be found at www.secondstep.org/elementary-school-curriculum-digital-program

Add-On Units for Elementary

Bullying Prevention Unit (K-5)

The Second Step® Bullying Prevention Unit is an evidence-based prevention curriculum that promotes positive school climate and teaches K-5 students three R's to Recognize, Report and Refuse bullying.

- Five (5) lessons for K-Grade 5, taught once per week for 30-minutes
- Includes role-based 60-90 minute training modules for administrators, all staff, and those delivering lessons to help educators understand and recognize bullying, respond when bullying happens and to report bullying incidents appropriately; training completion reporting included
- Designed to be taught with the Second Step® SEL program skills like empathy and assertiveness



The program scope and sequence, review of research, sample lessons and much more can be found at www.secondstep.org/bullying-prevention-unit

Child Protection Unit (PreK-5)

The Second Step® Child Protection Unit is an [evidence-based](#) personal safety curriculum that encourages help-seeking behavior and positive student norms by teaching students to recognize, refuse, and report unsafe or abusive situations.

- Six (6) lessons for Prek-Grade 5, taught once per week for 30-minutes
- Includes role-based 60-90 minute training modules for administrators, all staff, and those delivering lessons to help educators understand and recognize the signs of abuse or maltreatment, respond with trauma-sensitive practices, and report disclosures of abuse appropriately, as well as provide guidance to help educators feel comfortable; training completion reporting included
- Designed to be taught with the Second Step® SEL curriculum or as a standalone program



The program scope and sequence, review of research, sample lessons, and much more can be found at www.secondstep.org/child-protection-unit

Second Step® Middle School (Grades 6–8)

Released in 2017, the research-based Second Step® Middle School Program is designed to increase the social, behavioral, and academic success of middle-school students. The program had a significant content and platform update in September 2020 to incorporate the latest research in instructional design and content, as well as feedback from program users collected over the previous three years. Some specific revisions were also made to include content that addresses challenges and feelings about the COVID-19 pandemic and to address themes that encourage diversity, equity, and inclusion.

The Second Step® Middle School program consists of teacher-facilitated lessons for each grade that are delivered using an online teacher portal; there is no student 1:1 activity or rostering needed. There are also Advisory activities including scripted class meetings, relationship-building activities, and service-learning projects that allow educators to extend learning or build an advisory program around each topic.

- Twenty-six (26) research-based and highly engaging lessons for each distinct grade level
- Taught once per week, 25-minute interactive lessons include videos and game-like activities
- Lessons are divided into four (4) units: Mindsets and Goals; Recognizing Bullying & Harassment; Thoughts, Emotions, and Decisions; and Managing Relationships & Social Conflict
- Real Voices videos feature a diverse set of unscripted interviews with students from around U.S.
- Reinforcing content is built-in with 200 engaging 10- to 15-minute Advisory activities
- Online resources include teacher program training, tools to increase academic and behavioral learning and improve relationships with students, as well as family communication resources
- 1-yr, 3-yr, and 5-yr K-8 licenses are available to accommodate all campus configurations

Middle School Advisory: The Second Step® Middle School Program is best delivered as a schoolwide classroom-based Tier 1 curriculum. This is often done in an Advisory or Homeroom period. The benefit of all students participating in the program is in building a common language to manage emotions and solve problems, promoting positive relationships with peers and teachers, and helping students with difficult transitions in adolescence. This dedicated time to learn and practice SEL concepts is pivotal to school connectedness and helping teens see themselves as an important part of a community.

Advisory can be an opportune time to build positive relationships between teachers and students and a chance to prepare students for life ahead. It is one of the best times that students can be seen as a whole child – not just a Math or History student, etc. Implementation resources include a program [Advisory Planning Guide](#) as a tool for districts and schools to plan and implement a program that fits their needs.



Second Step® Middle School program scope and sequence, review of research, sample lessons and much more can be found at www.secondstep.org/middle-school-curriculum

Second Step® Program Alignment

The units and lesson content in Second Step® Middle School, Second Step® Elementary (Classroom Kits and Digital) programs are aligned with the five SEL competencies identified by the Collaborative for Academic, Social and Emotional Learning (CASEL). The CASEL + Second Step alignment chart has been revised to reflect recent updates to the CASEL framework in 2020 that add emphasis on transformative SEL. In addition, the Second Step® family of programs is a complement to many other frameworks such as Restorative Practices, MTSS/PBIS, Trauma-Sensitive Practices, common core academic standards and more. Alignment resources can be found at www.secondstep.org/alignment-charts

Included Program Training

One of the most valuable benefits of the Second Step® family of programs is that everything that schools need to train their staff to implement the program is included for no additional cost and very little time. The online program training is available for as long as the program is being delivered, year after year with no need to contract with outside trainers or use valuable time in the PD schedule.

Program Training:

- Online interactive program overview and training, tutorials, and classroom demonstrations
- Principal tools include Staff Orientation and ongoing staff meeting agendas with videos, handouts and PowerPoint presentation facilitator notes
- SecondStep.org resources include implementation planning tools and teaching strategies
- Online and virtual teaching guidance and support webinars on various topics
- “Just in time” training and embedded supports

District Level Training and Support:

- Free Web-based meetings and customized train-the-trainer sessions are available for district teams to support schools
- District-level leadership program onboarding sessions and networking opportunities, virtual options and/or in-person when available typically held June, July and/or August

Additional Support:

- [Covid19Supports](#) including Remote/Hybrid Adaptation Guides to fully support remote learning, Community Building Guide for K-5 class meetings
- Bullying Prevention resources [Captain Compassion](#)
- Child Protection resources at www.hotchocolatetalk.org
- [Anti-racism and Anti-bias Resource webpage](#) and alignment with Learning for Justice to address diversity, equity and inclusion

Additional Holistic SEL Options to Consider

The Second Step® family of programs helps districts take a holistic approach to social-emotional learning, combining classroom SEL with new offerings for out-of-school time and SEL for adults. Learn how our expanded family of programs can help your schools level up with:

- Compassion in the classroom
- Common language across environments
- Educator well-being

Coming Spring 2021! Second Step® SEL for Adults (K-12)

Educators play the most meaningful role in a child’s social-emotional development outside of the family. In addition, research shows that teacher well-being strongly affects school climate. Second Step® SEL for Adults is a [research-based](#) professional learning program designed to support educator well-being and positive school climate by providing the skills, knowledge, and resources educators need to thrive in the workplace. It is designed to support every adult in a school including a track for school leaders to help create structure, expectations, and norms that prioritizes teacher knowledge and practice.

- For K-12 educators, ongoing learning that encourages incremental changes over time
- Four (4) modules include four months of learning in each of four units: Building Trust, Managing Stress, Advancing Equity, Developing Efficacy
- Each unit contains six (6) to eight (8) microlearnings in a small-group learning format
- Includes a robust leader track to with a variety of supports, with additional content about ways to support staff and successfully implement the program
- Online access for all-staff with 1-, 3- and 5-year subscriptions for all K-12 campus configurations



Second Step® SEL for Adults program scope and sequence, review of research, sample lessons and much more can be found at www.secondstep.org/social-emotional-learning-adults

New! Second Step® Out-of-School-Time Program (K-5)

Introduced in October 2020, the Second Step® Out-of-School Time is a [research-based](#), social-emotional learning (SEL) program designed specifically to meet the needs of out-of-school time (OST) settings. Built on the foundation of the Second Step SEL programs, this new program helps teach social-emotional skills for real-life. Four units include community-building, growth mindset and goal setting, understanding emotions, and empathy and kindness.

The S.A.F.E. (Sequenced, Active, Focused, Explicit) program activities use play, arts and crafts, and games to encourage creativity and elevate youth voice and choice. These adaptable activities can fit the needs of kids of different ages and abilities, and incorporate strategies that support cultural responsiveness.

- Twelve (12) durable spiral notebooks, 147 activities that can be used in a variety of settings
- Age-appropriate activities average 20 minutes each, within three grade bands, K-1, 2-3, and 4-5 taught 2-3 times per week with elementary aged groups onsite at schools or in the community
- Site staff at any experience level are set up for success with embedded staff supports
- Online resources help site leaders build a positive environment with included program training
- [Aligned with Second Step Elementary](#) program and [core CASEL competencies](#)



Second Step® Out-of-School Time program scope and sequence, review of research, sample lessons and much more can be found at www.secondstep.org/out-of-school-time-program

- Staff-training toolkit and implementation planning tools are available to train staff

Pricing Notes

As a convenience to elementary and middle schools, the Second Step® Elementary and Second Step® Middle School digital programs are purchased as K–8 schoolwide licenses. A single license aligns to each school and can be used with any configuration of Grades K–8, as long as the Second Step programs are being implemented at a single site. For districts purchasing for multiple schools, each schoolwide license serves one site, whether an elementary school, middle school, or combined K–8. Single school pricing is also available.

Pricing for our print-based classroom kits can be found on the [full product price list](#). Shipping is included and tax will be added where applicable. Volume discounts, pilot and counselor pricing are also available.

Second Step® Programs for Grades K–8 Licenses			
Multisite Pricing			
ITEM NUMBER ▶	1 Year 904101	3 Years 904103	5 Years 904105
Number of Licenses 1 per Site		Save 25%	Save 35%
2–4	\$2,259	\$5,083	\$7,342
5–19 <i>Save 5%</i>	\$2,146	\$4,829	\$6,975
20–49 <i>Save 10%</i>	\$2,033	\$4,575	\$6,608
50+ <i>Save 12.5%</i>	\$1,977	\$4,448	\$6,424

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

3. 21/22-1125 - ADOPTION OF THE LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

RECOMMENDATION

The Board of Education is requested to adopt the Local Control Accountability Plan (LCAP).

Motion by _____, seconded by _____ Vote _____
Board Member Travanti____, Board Member Hammond____, Board Member
Anderson____,
Board Member Gholar____, Board President Lockerbie_____

Rationale:

The LCAP is an important component of the Local Control Funding Formula (LCFF). Under the LCFF, all local education agencies (LEAs) are required to prepare an LCAP, which describes how districts intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to Education Code Section 52060(d). As part of this LCFF requirement, the three-year Local Control Accountability Plan is to be reviewed and revised on an annual basis with the input of all stakeholders. The LCAP review was conducted as part of the district's Strategic Planning team, utilizing surveys and stakeholder input. Funding for our unduplicated pupils is contingent upon the annual review and approval process of the LCAP. The public hearing to discuss the plan was held at the June 9, 2022, Board meeting.

Background:

Budget Implication (\$ Amount):

There will be a decrease from the 2021-22 allocation in the amount of \$461,315 for 2022-23, for a revised total of \$6,354,771 in Supplemental and Concentration add-in funding for targeted subgroups including English Learners (EL), Socioeconomically Disadvantaged (SED)/Free and Reduced-Lunch Price Meal Program (FRPM), and Foster Youth.

Legal References:

Education Code Sections 52060 - 52077.

Additional Information:

A copy of the Local Control Accountability Plan (LCAP) may be found in the Educational Services Department or online at www.monroviaschools.net.

ATTACHMENTS

- [LCAP Presentation - 20220609.pdf](#)
- [LCFF Budget Overview for Parents - 20220609.pdf](#)
- [LCAP 2022-23.pdf](#)



Monrovia Unified School District

LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

Changes to the Annual MUSD LCAP Budget

June 9, 2022

Sue Kaiser, Ed.D.
Assistant Superintendent of Educational Services

The **LCAP** presentation will cover:

- Define the three (3) goals;
- Describe programs and staffing allocations;
- Identify adjustments to the LCAP budget and plan for 2022-23.



SUPPLEMENTAL AND CONCENTRATION FUNDING FOR 2022-23:

\$6,354,771

2021-22:

\$6,816,086

A difference of *-\$461,315*

GOAL 1: HIGH ACADEMIC ACHIEVEMENT

\$3.5 Million Budgeted

- **People**
\$1,400,000
- **Programs**
\$1,400,000
- **Site Funds**
\$700,000



PEOPLE

- **Instructional Coaches**
- **Data Specialist**
- **Monrovia High School Wellness Center Coordinator**
- **Summer School Employees**

PROGRAMS

- **iCoach;**
- **Professional development for all staff;**
- **English, math, and English Language (EL) intervention;**
- **Advanced Placement and Advancement via Individual Determination (AVID);**
- **Technology supports and science supplemental materials;**
- **Intervention and opportunity summer school.**



SITE FUNDS

- **Site Supplemental and Concentration funds as distributed in the Single Plan for Student Achievement.**

GOAL 2: THIRD GRADE LITERACY

\$307,000 Budgeted

→ **People**

\$212,000

→ **Programs**

\$95,000

PEOPLE

- **Elementary Interventionists**

PROGRAMS

- **Dual Immersion;**
- **Intervention (mathematics and English language arts);**
- **Specific programs and training for early/primary intervention.**



GOAL 3: INCREASED STUDENT ENGAGEMENT

\$2,547,771 Budgeted

- People**
\$2,047,771
- Programs**
\$500,000

PEOPLE

- **Elementary counselors (one at each school site, an increase of four)**
- **Director of Secondary Educational Services and Support Staff**
- **School Resource Officer**
- **District Nurse**
- **Student Support Services Director and Support Staff**



Continued on next slide

PEOPLE *(continued)*

- **Performing Arts Director and Support Staff**
- **Monrovia High School Assistant Principals**
- **Monrovia High School Wellness Center Coordinator**
- **Director of Elementary Educational Services and Support Staff**
- **Public Information Officer**

PROGRAMS

- **Career Technical Education (CTE) Pathways;**
- **iCoach;**
- **Positive Behavior Intervention Support (PBIS);**
- **Technology**



SUMMARY

- ❖ Supplemental and Concentration funding calculation is \$461,315 less for 2022-23 than for 2021-22. This is due to a *decrease* in free and reduced lunch students;
- ❖ Goals that ended with a surplus were adjusted down to compensate for the decrease in this fund and to be reallocated to meet current needs in our schools.
- ❖ Readjustment has allowed for additional counseling services at the elementary school sites to work with students on social-emotional learning (SEL) and needs. The need for additional SEL was indicated in the LCAP survey.

Thank You



LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: Monrovia Unified School District

CDS Code: 1964790

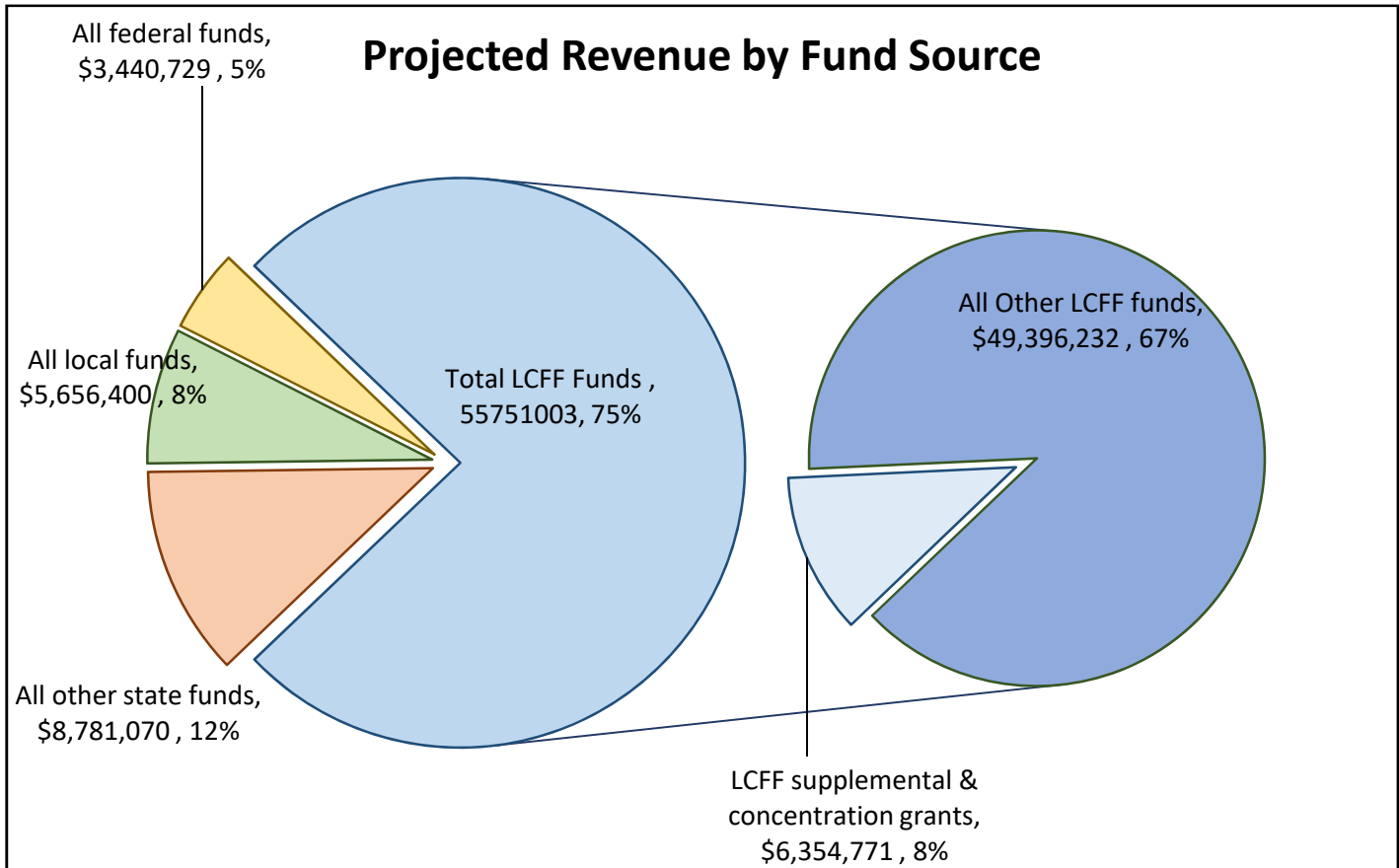
School Year: 2022 – 23

LEA contact information: Greg Francois, Deputy Superintendent gfrancois@monroviaschools.net (626) 471

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

Budget Overview for the 2022 – 23 School Year

Projected Revenue by Fund Source

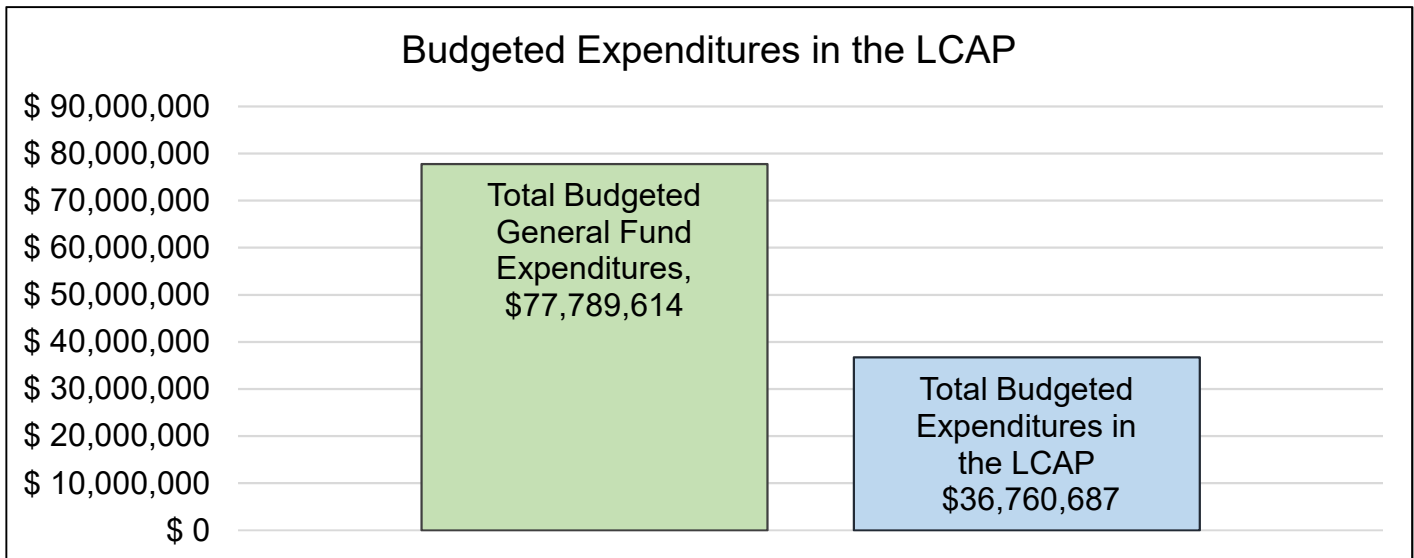


This chart shows the total general purpose revenue Monrovia Unified School District expects to receive in the coming year from all sources.

The text description for the above chart is as follows: The total revenue projected for Monrovia Unified School District is \$73,629,202.00, of which \$55,751,003.00 is Local Control Funding Formula (LCFF), \$8,781,070.00 is other state funds, \$5,656,400.00 is local funds, and \$3,440,729.00 is federal funds. Of the \$55,751,003.00 in LCFF Funds, \$6,354,771.00 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

LCFF Budget Overview for Parents

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students, and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.



This chart provides a quick summary of how much Monrovia Unified School District plans to spend for 2022 – 23. It shows how much of the total is tied to planned actions and services in the LCAP.

The text description of the above chart is as follows: Monrovia Unified School District plans to spend \$77,789,614.00 for the 2022 – 23 school year. Of that amount, \$36,760,687.00 is tied to actions/services in the LCAP and \$41,028,927.00 is not included in the LCAP. The budgeted expenditures that are not included in the LCAP will be used for the following:

The most significant general fund expenditures not included in the LCAP are primarily related to the salaries of administrators, certificated staff, classified staff, paraeducators and support staff and expenditures that are not funded through LCFF and not specific to the goals, actions, and services in the LCAP. In addition, these may include expenditures such as school facilities and maintenance that involves staffing, equipment, repair, and contracts. Other general fund expenditures are related to school programs, general overhead, such as gas, water, electricity, and other operational costs of the district.

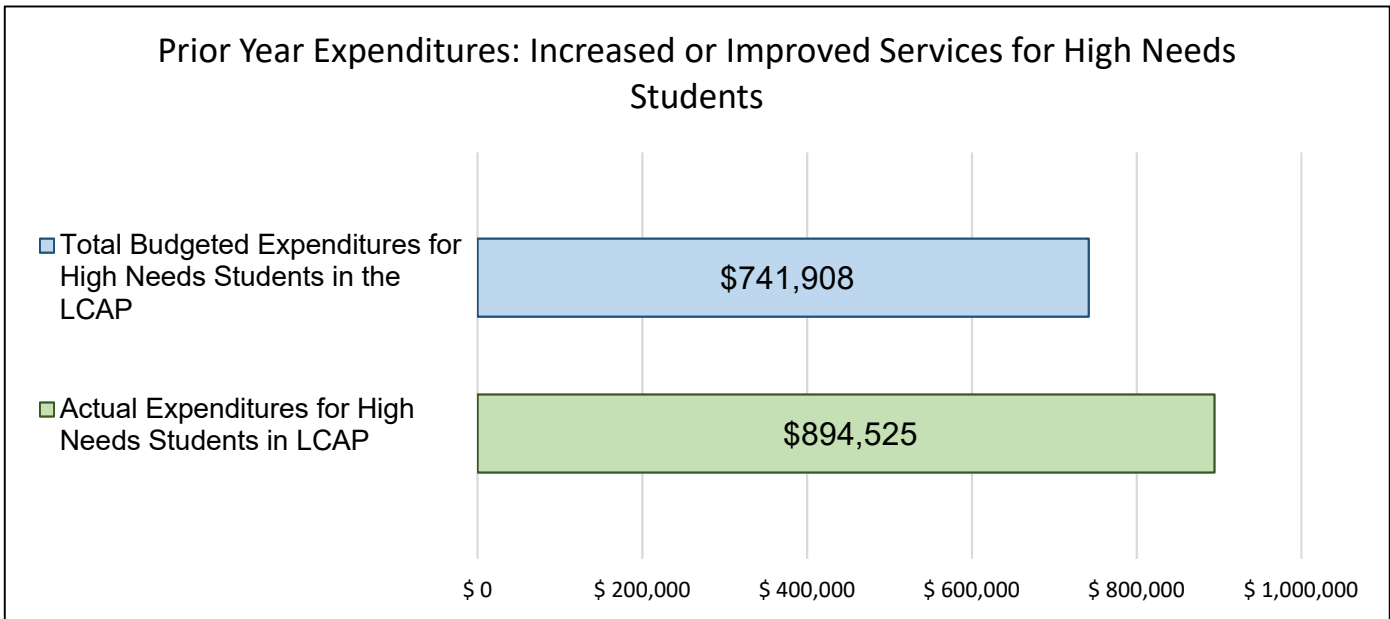
LCFF Budget Overview for Parents

Increased or Improved Services for High Needs Students in the LCAP for the 2022 – 23 School Year

In 2022 – 23, Monrovia Unified School District is projecting it will receive \$6,354,771.00 based on the enrollment of foster youth, English learner, and low-income students. Monrovia Unified School District must describe how it intends to increase or improve services for high needs students in the LCAP. Monrovia Unified School District plans to spend \$6,354,771.00 towards meeting this requirement, as described in the LCAP.

LCFF Budget Overview for Parents

Update on Increased or Improved Services for High Needs Students in 2021 – 22



This chart compares what Monrovia Unified School District budgeted last year in the LCAP for actions and services that contribute to increasing or improving services for high needs students with what Monrovia Unified School District estimates it has spent on actions and services that contribute to increasing or improving services for high needs students in the current year.

The text description of the above chart is as follows: In 2021 – 22, Monrovia Unified School District's LCAP budgeted \$741,908.00 for planned actions to increase or improve services for high needs students. Monrovia Unified School District actually spent \$894,525.00 for actions to increase or improve services for high needs students in 2021 – 22.

Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Monrovia Unified School District	Dr. Sue Kaiser Assistant Superintendent of Educational Services	skaiser@monroviaschools.net 626-471-2030

California’s 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. The following is a one-time mid-year report to the local governing board or body and educational partners related to engagement on, and implementation of, these Acts.

A description of how and when the LEA engaged, or plans to engage, its educational partners on the use of funds provided through the Budget Act of 2021 that were not included in the 2021–22 Local Control and Accountability Plan (LCAP).

Each school site was included in the decision making on how this money was spent. Administrators and teachers at each site were a part of developing a plan for the money to be used at their school sites. At the district level, the certificated and classified unions were consulted and feedback was received for all spending plans. In addition, the parents were included through the DAC and DELAC meetings so that they could give feedback for all funds. Leadership students at the high school were presented with the extra funding and the plans. The students gave feedback for all of these funds as well. The plans were also presented in public forums in the official board meetings and also in other parent meetings throughout the district.

A description of how the LEA used, or plans to use, the additional concentration grant add-on funding it received to increase the number of staff who provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.

These funds are being used to bring in classified and certificated staff to work within small groups at each different school site to provide extra support for the students who need the help. Secondary schools are using these funds to provide classes before or after school so that students have extra time to make up credits or gain skills.

A description of how and when the LEA engaged its educational partners on the use of one-time federal funds received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on pupils.

Educational partners were engaged throughout the process of writing the Extended Learning Opportunities plan and the ESSER III plan. Parents, union representation for certificated and classified staff, students, teachers, and administrators were all provided opportunities for input and then given feedback when the plans were presented.

A description of how the LEA is implementing the federal American Rescue Plan Act and federal Elementary and Secondary School Emergency Relief expenditure plan, and the successes and challenges experienced during implementation.

These funds are being used for the supplies which are necessary for teaching and learning during a pandemic. We have purchased technology for staff and students so that the distance and hybrid learning could take place and then the new practices continue when students returned to class. These funds have been used to purchase different intervention programs for the different schools to use to help the students who are falling behind or missed out on learning opportunities. These funds are being used to provide extra time for staff to work with students throughout the school day, giving extra support for the students who need it. Lastly we are looking at any facilities which need to be upgraded in order to have large groups inside and all students and parents and other educational partners to feel safe inside the facilities.

The biggest challenge we have faced is the labor shortage. We are short on teachers, substitutes, and all classified positions. This makes doing anything extra very difficult.

A description of how the LEA is using its fiscal resources received for the 2021–22 school year in a manner that is consistent with the applicable plans and is aligned with the LEA's 2021–22 LCAP and Annual Update.

The LCAP sets forth specific goals for teaching and learning along with family engagement and student engagement. The extra fiscal resources from these other funding sources have been spent to allow the district to continue to work towards these goals during distance learning, hybrid learning, and the ever-changing teaching and learning situations in the classroom.

Instructions for the Supplement to the Annual Update for the 2021–22 Local Control and Accountability Plan Year

For additional questions or technical assistance related to the completion of the Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan (LCAP), please contact the local county office of education (COE), or the California Department of Education’s (CDE’s) Local Agency Systems Support Office, by phone at 916-319-0809 or by email at lcff@cde.ca.gov.

Introduction

California’s 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. Section 124(e) of Assembly Bill 130 requires LEAs to present an update on the Annual Update to the 2021–22 LCAP and Budget Overview for Parents on or before February 28, 2022, at a regularly scheduled meeting of the governing board or body of the LEA. At this meeting, the LEA must include all of the following:

- The Supplement to the Annual Update for the 2021–22 LCAP (2021–22 Supplement);
- All available mid-year outcome data related to metrics identified in the 2021–22 LCAP; and
- Mid-year expenditure and implementation data on all actions identified in the 2021–22 LCAP.

When reporting available mid-year outcome, expenditure, and implementation data, LEAs have flexibility to provide this information as best suits the local context, provided that it is succinct and contains a level of detail that is meaningful and accessible for the LEA’s educational partners.

The 2021–22 Supplement is considered part of the 2022–23 LCAP for the purposes of adoption, review, and approval, and must be included with the LCAP as follows:

- The 2022–23 Budget Overview for Parents
- The 2021–22 Supplement
- The 2022–23 LCAP
- The Action Tables for the 2022–23 LCAP
- The Instructions for the LCAP Template

As such, the 2021–22 Supplement will be submitted for review and approval as part of the LEA’s 2022–23 LCAP.

Instructions

Respond to the following prompts, as required. In responding to these prompts, LEAs must, to the greatest extent practicable, provide succinct responses that contain a level of detail that will be meaningful and accessible for the LEA's educational partners and the broader public and must, to the greatest extent practicable, use language that is understandable and accessible to parents.

In responding to these prompts, the LEA has flexibility to reference information provided in other planning documents. An LEA that chooses to reference information provided in other planning documents must identify the plan(s) being referenced, where the plan(s) are located (such as a link to a web page), and where in the plan the information being referenced may be found.

Prompt 1: *“A description of how and when the LEA engaged, or plans to engage, its educational partners on the use of funds provided through the Budget Act of 2021 that were not included in the 2021–22 Local Control and Accountability Plan (LCAP).”*

In general, LEAs have flexibility in deciding what funds are included in the LCAP and to what extent those funds are included. If the LEA received funding through the Budget Act of 2021 that it would have typically included within its LCAP, identify the funds provided in the Budget Act of 2021 that were not included in the LCAP and provide a description of how the LEA has engaged its educational partners on the use of funds. If an LEA included the applicable funds in its adopted 2021–22 LCAP, provide this explanation.

Prompt 2: *“A description of how LEA used, or plans to use, the concentration grant add-on funding it received to increase the number of staff who provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.”*

If LEA does not receive a concentration grant or the concentration grant add-on, provide this explanation.

Describe how the LEA is using, or plans to use, the concentration grant add-on funds received consistent with California *Education Code* Section 42238.02, as amended, to increase the number of certificated staff, classified staff, or both, including custodial staff, who provide direct services to students on school campuses with greater than 55 percent unduplicated pupil enrollment, as compared to schools with an enrollment of unduplicated students that is equal to or less than 55 percent.

In the event that the additional concentration grant add-on is not sufficient to increase the number of staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent, describe how the LEA is using the funds to retain staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent.

Prompt 3: *“A description of how and when the LEA engaged its educational partners on the use of one-time federal funds received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on pupils.”*

If the LEA did not receive one-time federal funding to support recovery from the COVID-19 pandemic and the impacts of distance learning on students, provide this explanation.

Describe how and when the LEA engaged its educational partners on the use of one-time federal funds it received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on students. See the COVID-19 Relief Funding Summary Sheet web page (<https://www.cde.ca.gov/fq/cr/relieffunds.asp>) for a listing of COVID-19 relief funding and the Federal Stimulus Funding web page (<https://www.cde.ca.gov/fq/cr/>) for additional information on these funds. The LEA is not required to describe engagement that has taken place related to state funds.

Prompt 4: “A description of how the LEA is implementing the federal American Rescue Plan Act and federal Elementary and Secondary School Emergency Relief expenditure plan, and the successes and challenges experienced during implementation.”

If an LEA does not receive ESSER III funding, provide this explanation.

Describe the LEA’s implementation of its efforts to maintain the health and safety of students, educators, and other staff and ensure the continuity of services, as required by the federal American Rescue Plan Act of 2021, and its implementation of the federal Elementary and Secondary School Emergency Relief (ESSER) expenditure plan to date, including successes and challenges.

Prompt 5: “A description of how the LEA is using its fiscal resources received for the 2021–22 school year in a manner that is consistent with the applicable plans and is aligned with the LEA’s 2021–22 LCAP and Annual Update.”

Summarize how the LEA is using its fiscal resources received for the 2021–22 school year to implement the requirements of applicable plans in a manner that is aligned with the LEA’s 2021–22 LCAP. For purposes of responding to this prompt, “applicable plans” include the Safe Return to In-Person Instruction and Continuity of Services Plan and the ESSER III Expenditure Plan.

California Department of Education
November 2021

Local Control and Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Monrovia Unified	Gregoire Francois Deputy Superintendent	gfrancois@monroviaschools.net 6264712011

Plan Summary 2022-2023

General Information

A description of the LEA, its schools, and its students in grades transitional kindergarten-12, as applicable to the LEA.

The Monrovia Unified School District (MUSD) is located in the foothill community of Monrovia, a 135 year-old city in the northeast San Gabriel Valley. MUSD is comprised of an early learning center, five elementary schools, two middle schools, one comprehensive high school, two alternative schools, and one community adult school. By working actively and cooperatively as students, staff, parents, & community, the Monrovia Unified School District is committed to devoting its energy, resources, and support to provide academically rigorous educational programs that foster the maximum development of each student’s potential in a challenging, safe, orderly, & positive learning environment, with quality staff and quality service. Our Board of Education and Superintendent share a common vision for all Monrovia schools, a vision focused on helping all schools become distinguished schools, creating an environment for student achievement, and fostering a college-going culture that produces graduates prepared for life. MUSD serves a diverse community of approximately 5,400 students. The ethnic population can be described as 4.8% African American, 64.4% Hispanic, and 16.6% White. 52.5% of our students are designated as socioeconomically disadvantaged, 10.4% were English-learners and 0.3% Foster Youth.

Reflections: Successes

A description of successes and/or progress based on a review of the California School Dashboard (Dashboard) and local data.

ELA and Math continue to show progress in the overall data and in many of the student groups. During the COVID-19 school closures and student dismissals the schools and teachers continued to show the strengths and what it takes to create learning experiences in the classroom, in a virtual setting, and in the concurrent hybrid setting as well. Before the shutdown scores were climbing and improving in many ways. Since the shutdown, scores are skewed and the data is not reliable. Student engagement programs have been developed at all the school sites and the staffs at each site are being trained in the different programs for all students. Each school is working to create opportunities for all students to be engaged.

Reflections: Identified Need

A description of any areas that need significant improvement based on a review of Dashboard and local data, including any areas of low performance and significant performance gaps among student groups on Dashboard indicators, and any steps taken to address those areas.

There is an identified need in providing intervention supports for all students. English and Math programs are needed at the elementary and middle schools in order to raise academic achievement for those students who have fallen behind. Science and technology are also areas of need. The new science standards require new supplies and curriculum in addition to training so that all teachers will be able to use the curriculum in order to deliver the new content. EL curriculum and supports is also a large need identified in the LCAP. The reclassification rate has been on a plateau and the EL students have not shown significant growth in English language fluency or improvement. EL intervention supports will be provided for all teachers and professional development will be given so that all teachers can work with their EL population to show improvement.

LCAP Highlights

A brief overview of the LCAP, including any key features that should be emphasized.

The LACP has 11 goals which are written in to three larger goals. The focus of the goals is simple. First of all, there is a focus on academic achievement for all students with a focus on the significant student groups. The focus is on achievement and then also a focus on intervention for those students who do not achieve right away. In addition, there is a focus on student and family engagement. One of the things that we have learned is that the priority on student engagement needs to be highlighted. School needs to be a place where each and every student feels connected and engaged to a part of the school. The purpose of the LCAP is to create opportunities and programs for all students, specifically for the student groups who do not have the opportunities outside of school. This LCAP is written to provide an engaging place with the right programs for each student to connect and then find success in the classroom and have an increase in achievement.

Comprehensive Support and Improvement

An LEA with a school or schools eligible for comprehensive support and improvement must respond to the following prompts.

Schools Identified

A list of the schools in the LEA that are eligible for comprehensive support and improvement.

Canyon Oaks High School (COHS)

Support for Identified Schools

A description of how the LEA has or will support its eligible schools in developing comprehensive support and improvement plans.

MUSD has worked alongside the administrative team at Canyon Oaks High School as they worked on the plan to raise the graduation rate. The school identified a program that they have integrated with the different core curricula to support student achievement. In addition to implementing a new curriculum in many courses, the district has also implemented a true PLC culture throughout. The PLC culture is causing a focus on each student at Canyon Oaks and ensuring that each and every student has the resources they need to be successful.

Monitoring and Evaluating Effectiveness

A description of how the LEA will monitor and evaluate the plan to support student and school improvement.

The graduation rate is monitored closely as well as the progress towards graduation for each student in the COHS program. As long as students continue to show progress towards meeting graduation requirements and the graduation rate improves then the plan is working and the focus on each student is showing the desired success.

Engaging Educational Partners

A summary of the process used to engage educational partners and how this engagement was considered before finalizing the LCAP.

The Education Services department held meetings with every staff, parent group, and representative student group. These meetings included PTA, the certificated and classified unions at all sites, students in grades 4-12, the principals, and 3 public meetings which all educational partners were invited to and this was offered in English and Spanish. In addition, the LCAP annual presentation was put on the MUSD website in both English and Spanish for all educational partners to access at their own time. A survey was presented at each and every meeting. The survey was also sent out by teachers, principals, and the district in order to garner responses from as many educational partners as possible.

A summary of the feedback provided by specific educational partners.

The main themes of feedback from our educational partners has been a need for more counseling support and intervention at the younger levels. Within the survey results and the feedback at the meetings the community sees a need for additional counseling being offered on a regular basis at each of our elementary school sites. There is also a call for early intervention to ensure that our students do not fall behind early.

A description of the aspects of the LCAP that were influenced by specific input from educational partners.

The district nurse will be working with families and the community to support overall health and welfare.
Interventions will be adjusted and focused to the primary grades.
An additional counselor will be added to the elementary schools.

Goals and Actions

Goal

Goal #	Description
1	Basic Services Credential Teachers 100% of the teachers are appropriately assigned, and fully credentialed in the subject areas and for the pupils they are teaching.

An explanation of why the LEA has developed this goal.

All teachers need to be qualified in order to teach the classes appropriately and well.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Percentage of teachers whose assignments are aligned to their credentials.	100% Compliant	100% Compliant.			100% Compliant

Actions

Action #	Title	Description	Total Funds	Contributing
1	Credentialed Teachers	Maintain the appropriate assignment of teachers, and fully credentialed in the subject areas and for the pupils they are teaching.	\$28,000,000.00	No
2	Secondary ELD teachers	Each secondary school site has a designated ELD teacher to teach English Language Development to our English Learners. A portion of their salaries is contributing.	\$428,055.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Graduation rates, CTE pathway completion, college course attendance are all up. We continue to add programs and encourage enrollment in the many possibilities so that students have options upon graduation.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
2	<p>Implementation of the Common Core State Standards (CCSS)</p> <p>By 2024, 100% of teachers will participate in professional development in Common Core for English-Language Arts, Mathematics, History Social-Science, and/or Next Generation Science Standards, including the integration of technology to ensure all students have access to the curriculum and technology necessary to be successful.</p> <p>By 2024, 80% of students (Grades 3 - 8 & 11) will demonstrate proficiency in English Language Arts and Mathematics on the Smarter Balanced Assessments.</p>

An explanation of why the LEA has developed this goal.

Teaching and learning is the most important thing that we do in the school. Teachers need to be trained and developed in order to continue to have the correct and best methods for teaching in the classroom.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Reading Inventory (RI) Grades 2-8 Percent Proficient	RI: 2021 2nd grade: 50% Proficient 3rd grade: 57% Proficient 4th grade: 51% Proficient 5th grade: 56% Proficient 6th grade: 52% Proficient 7th grade: 55% Proficient 8th grade: 48% Proficient	RI: 2022 2nd grade: 37% Proficient 3rd grade: 52% Proficient 4th grade: 50% Proficient 5th grade: 53% Proficient 6th grade: 47% Proficient 7th grade: 56% Proficient 8th grade: 59% Proficient			RI: 5% Increase in grade level scores and cohort scores.
Math Inventory (MI) Grades 4-8 Percent Proficient	MI: 2021 4th grade: 23% Proficient 5th grade: 25% Proficient 6th grade: 34% Proficient 7th grade: 35% Proficient 8th grade: 27% Proficient	MI: 2022 4th grade: 17% Proficient 5th grade: 23% Proficient 6th grade: 24% Proficient 7th grade: 26% Proficient 8th grade: 22% Proficient			MI: 5% Increase in grade level scores and cohort scores.
ELA SBAC Grades 3-8 and 11 Distance from Standard (DFS) and Dashboard Indicator	ELA SBAC: (2019)17.2 Points ABOVE standard Increase 4.5 points GREEN	ELA SBAC: (2021) 48.6% Met or above standard. Dashboard Indicator not available for 2021			ELA SBAC: 5 point increase in distance ABOVE Standard BLUE Indicator.

Math SBAC Grades 3-8 and 11 Distance from Standard (DF3) and Dashboard Indicator.	Math SBAC: (2019) 24 Points BELOW standard Increase 5 points GREEN.	Math SBAC: (2021) 39.61% Met or above standard. Dashboard Indicator not available for 2021.		Math SBAC: 5 Point Increase towards standard GREEN Indicator.
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Actions

Action #	Title	Description	Total Funds	Contributing
1	Instructional Specialists	<p>6 Teachers who will be on special assignment to provide support throughout the district. EL and Low-Income students continue to perform lower than their peers. These six teachers will work with the teachers throughout the district on strategies to support EL students and Low achieving students in the general education classroom.</p> <p>The duties and responsibilities of these teachers will include:</p> <ol style="list-style-type: none"> 1) instructional support for admin, teachers, and students in the implementation of the curriculum and strategies adopted by MUSD. 2) guidance and support in the use of both formal and informal formative assessments to adjust instruction to meet the needs of unduplicated students. 3) assistance with lesson planning to include the tenets of UDL to close the achievement gap for unduplicated students. <p>Specific areas of focus to serve unduplicated student groups will be:</p> <ol style="list-style-type: none"> 1) ELA K-5 2) ELA K-8 3) ELA 6-12 4) Math K-12 5) Math K-5 6) K-12 UDL 	\$608,335.00	Yes
2	Supplemental ELA supports	<p>Provide CCSS-aligned supplemental writing materials for 6-12 in support of ELA and history/social science courses. Provide professional development in the effective use of these materials for to new teachers in these subject areas. We have some new curricula and some new teachers. This professional development will allow all teachers to be trained on how to use the new curricula to support our most needy learners. Many of the curricula have built in supports for EL students and students who are reading at a lower grade level. This training will allow teachers to understand how to use the tools to reach those students. This action while principally for pupils identified as Low Income, English Learners, Foster Youth, and Redesignated Fluent English Proficient, can benefit all students LEA-Wide.</p>	\$10,000.00	Yes
3	iCoach program	<p>Continue to build capacity of the digital teacher leaders around technology integration among teachers within the district. Provide dedicated .5 FTE instructional specialist (was part of Line 1 in 2017-18) to expand scope of support at each site in the use of the implementation of technology-based teaching tools designed to support unduplicated</p>	\$100,000.00	Yes

		students. We will continue the iCoach program. These teachers will continue to train and then lead PDs to all staff around the latest educational technologies and software to increase engagement and achievement.		
4	District PLC	Continue to implement a culture of professional learning communities throughout the district through the work with consultants to provide district-level and site-level professional development and coaching to better meet the needs of unduplicated students.	\$50,000.00	Yes
5	Certificated PD Days	Include 4 days of professional development for all teachers as part of the annual contractual calendar and 2 additional days for certificated management calendar.	\$800,000.00	Yes
6	Classified PD Days	Continue to Increase the working calendar by 2 days to provide professional development in effective teaching strategies, and other instructional focuses for instructional aides, and Instructional assistance to increase the number of students who are scoring proficiently at grade-level based on the Smarter Balanced assessments, principally for pupils identified as Low-Income, English Learners, Foster Youth, and Redesignated fluent English proficient which can benefit all students LEA-Wide.	\$70,000.00	No
7	Data Specialist	Fund Educational Data Specialist to collect data and prepare reports for frequent monitoring the progress on LCAP goals and student achievement of upduplicated students.	\$60,000.00	No
8	NGSS Supports	Supplemental materials to support the implementation of NGSS and support the strategies learned from recent professional development to support the specific needs of the unduplicated student groups. In order to make the science curriculum more accessible for students we are purchasing the hands on kits to go with the curriculum. This will allow EL students and students from low income homes to experience and understand the science in a real way.	\$20,000.00	Yes
9	District LCAP Implementation Support	Targeted professional development and programs to support administrators, instructional specialists, and teachers in instructional strategies to improve achievement for unduplicated student groups.	\$38,234.00	Yes
10	Site LCAP Intervention/Extra Hourly	Sites will continue to use funds for extra hours, subs for PD, planning, intervention hours for teachers, other instructional staff to provide additional instruction for students not demonstrating proficiency or above, and hours to support parental involvement activities. Low-income, foster youth, homeless, and EL students and families will need extra support this year to ensure achievement in class. These extra hours are for staff to come in early and stay late to support those students and families.	\$237,175.00	Yes
11	Site LCAP CCSS Materials	Site-based instructional materials for intervention, technology, CCSS materials, and other supplemental materials. Students who have fallen below grade level in academic areas will need other programs to support the closing of that achievement gap. These programs will be put in place to help students who are below grade level.	\$120,000.00	Yes
12	Site LCAP Travel and Conference	Site-based consultants, licenses, conferences, and travel expenses aligned to SPSA goals (based on district LCAP goals) focused on the needs of English Learners, Low Income, and Foster Youth.	\$350,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

Action #2- Not as many supports were purchased. ELO and ESSER 3 funds were used to support much of the intervention.
Action #3- Conferences were not attended and trainings with substitutes were cancelled. Much of the funds were not spent in these areas.
Action #4- PLC days require subs and so these district training days were cancelled this year due to the sub shortage.
Action #9-Much of these supports were covered by ELO and ESSER 3 funds.
Action #10- Many of the regular extra hour programs were not in operation this year because the personnel was not available for the extra hours.
Action #12- Conferences were not attended due to the shortage of subs to cover teachers when they attend.

An explanation of how effective the specific actions were in making progress toward the goal.

The pandemic has been difficult for all students. Metrics show that we are making slow progress towards the goal, but we need to make some changes in order to meet the goal.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year’s actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year’s actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
3	100% of pupils provided with access to supplemental standards-aligned instructional materials to access the content.

An explanation of why the LEA has developed this goal.

The core curriculum is used daily in all classrooms. However, teachers need supplemental materials in order to provide all students the opportunity to reach the standard. These supplemental materials are for teachers to use with those students who need extra support to learn.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Pupils provided with access to supplemental standards-aligned instructional materials to access the content.	100% pupils have access to materials.	100% pupils have access to materials.			100% Pupils have access to materials.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Core Instructional Materials	Provide pupils access to standards aligned instructional materials for K-12.	\$500,000.00	No
2	Support materials for CCSS	Provide pupils access to standards aligned instructional materials for K-12, principally appropriate for pupils identified as Low-Income, English Learners, Foster Youth, and Redesignated Fluent English Proficient by purchasing bridge material, cost of printing from open source materials, novels, etc. Libraries will be stocked with books and other materials so that students have access to materials they would not normally have.	\$25,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

All students have the materials they need in order to access the curriculum.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

We will make adjustments to ensure that all students in grades K-2 have the programs and materials they need in order to meet standard in ELA and Math.

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
4	100% good or exemplary rating demonstrating the maintenance of school facilities.

An explanation of why the LEA has developed this goal.

All schools need to be clean and safe in order for students to feel comfortable enough to learn. The safety and cleanliness is a basic need which has to be met in order to meet the learning needs of students.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
SARC Facility Rating for Safety.	100% Good or above at all sites.	100% Good or above at all sites.			100% Good or Above at all sites.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Maintenance	Provide maintenance at all schools, including painting, repairs, and upkeep.	\$1,800,000.00	No

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Funding continues to be used to keep buildings maintained at a good level throughout the district

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
5	75% of English Language Learners (ELs) will make yearly progress on the English language and math assessments and the Dashboard color indicator will be commensurate with ALL students.

An explanation of why the LEA has developed this goal.

EL students are not increasing in their improvement. The district wants to show an increase in the improvement rates for this population and an increase in the reclassification rates and English proficiency rates as well.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
ELPAC Results.	2018-2019 DataQuest shows 20.51% of students achieving a 4 and 43.20% achieving a 3.	2020-2021 ELPAC scores: 25.37% achieving a 4 and 36.19% achieving a 3.			75% of students improving on the ELPAC or remaining at a 4 overall on the ELPAC each year.
English Learner Dashboard Metric on ELA.	CA Dashboard 2019: ELA EL is ORANGE	Dashboard Results not available for 2021.			CA Dashboard: ELA EL is GREEN
Reading Inventory (RI) for EL students grades 2-8.	RI: 2021 2nd grade: 29% Proficient 3rd grade: 16% Proficient 4th grade: 15% Proficient 5th grade: 18% Proficient 6th grade: 28% Proficient 7th grade: 0% Proficient 8th grade: 26% Proficient	RI: 2022 2nd grade: 13% Proficient 3rd grade: 13% Proficient 4th grade: 6% Proficient 5th grade: 21% Proficient 6th grade: 12% Proficient 7th grade: 8% Proficient 8th grade: 0% Proficient			5% increase in proficient rates in each grade level.
English Learners Math CA Dashboard metric.	CA Dashboard 2019 Math EL Metric is ORANGE	CA Dashboard not available for 2021			CA Dashboard 2019 Math EL Metric is GREEN
Math Inventory (MI) English Learners Grades 4-8	MI: 2021 EL Students 4th grade: 7% Proficient 5th grade: 10% Proficient 6th grade: 22% Proficient	MI: 2022 EL Students 4th grade: 6% Proficient 5th grade: 6% Proficient 6th grade: 0% Proficient			5% Increase in Proficiency rates annually.

	7th grade: 6% Proficient 8th grade: 8% Proficient	7th grade: 10% Proficient 8th grade: 4% Proficient			
Reclassification Rate	2020: 12.3% Reclassification Rate.	2021: 5.8% Reclassification Rate.			16% Reclassification Rate.

Actions

Action #	Title	Description	Total Funds	Contributing
1	EL Instructional Specialists.	K-12 Instructional Specialists to provide professional development and coaching in the use of strategies and appropriate support material to English learners for the purpose of increasing the percentage of EL students who will demonstrate at least one year of progress annually toward English fluency as measured by the state English proficiency test and decrease the number of LTEL students. These two specialists reach out to EL students and families regularly ensuring that all students know what they need to do in order to attain fluency and have the means to make progress each year. They also work with all teachers to ensure that ELD, both designated and integrated is being taught with fidelity in all classes.	\$254,104.00	Yes
2	EL Professional Development	Provide professional development for teachers to implement the most effective strategies to increase the number of English Learners (ELs) and Long-Term English Learners (LTELs) demonstrating proficiency on the state English proficiency test, thereby decreasing the number of ELs & LTELs and increasing reclassification rates.	\$5,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Students continue to make progress on the ELPAC. Instructional Specialists continue to support the Designated and Integrated ELD instruction in all classes.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
6	<p>College and Career Readiness</p> <p>By 2024, 100% of secondary students will demonstrate College and Career readiness by accessing higher-level courses, and increasing enrollment into higher-level courses, and successfully completing A to G requirements.</p> <p>By 2024, 75% of 11th grade students will demonstrate readiness on the EAP assessment in math and English language arts.</p> <p>By 2024, 85% of Advanced Placement (AP) students will score 3 or higher on the AP exams. Enrollment in AP courses will increase by 5% annually.</p>

An explanation of why the LEA has developed this goal.

A-G completion and EAP readiness are two of the main contributors to college readiness and acceptance. These are measures that show if the district is preparing students for life after high school. Advanced Placement programs give students a chance to show high level mastery. Increasing enrollment and success in these classes and tests shows preparedness for college.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
A-G Completion Rates and CTE completion rates.	62% of MUSD graduates in 2020 completed A-G or a CTE pathway.	68% of MUSD graduates in 2021 completed A-G requirements or a CTE pathway.			80% of MUSD graduates will complete the A-G requirements or complete a CTE pathway.
EAP Readiness in Math and ELA.	32.6% of MHS 11th grade students were ready, 34.8% were conditionally ready in ELA. 17.7% of MHS students were ready, 30.4% were conditionally ready in math.	This data is unavailable for 2021			80% of students will be ready or conditionally ready based on the EAP in ELA. 60% of students will be ready or conditionally ready based on the EAP in Math.
Enrollment in Advanced Placement (AP) classes and increase in pass rate on AP tests.	AP Enrollment in 2021 is 10.3% AP Enrollment in 2020 is 8.6%. AP Pass rate in 2020 is 63%	AP Enrollment in 2022 is XX.X% AP Enrollment in 2021 is 10.3%. AP Pass rate in 2021 is 46%			AP Enrollment is 20% and pass rate is 75%.
Enrollment in Honors	Honors Enrollment in	Honors Enrollment in			Increase the overall number of

classes	2020-2021 is 895 students. 2% are EL students. 47% are Low-Income. 2% are Homeless.	2021-2022 is 257 students. 0.4% are EL students. 28.4% are Low-Income. 1.2% are Homeless.			students in honors classes by 5%. Increase the number of EL students by 10%. Increase the number of Low-Income students by 5%. Increase the number of Homeless students by 5%.
Enrollment in CTE (Career Technical Education courses). Completion of CTE Pathways.	CTE Enrollment in 2020-2021 is 487 students. 3% are EL students. 55% are Low-Income. 3% are Homeless. 1% are Foster Youth. 10% of seniors in 2020 completed a CTE pathway.	CTE Enrollment in 2021-2022 is 517 (31.4%) students. 4.6% are EL students. 47.8% are Low-Income. 3.5% are Homeless. 0.4% are Foster Youth. 24% of seniors in 2021 completed a CTE pathway.			Increase the overall number of students in CTE courses by 5%. Increase the number of EL students by 10%. Increase the number of Low-Income students by 5%. Increase the number of Homeless students by 5%. Increase number of students who complete a CTE pathway by 10%.
Graduates with the State Seal of Biliteracy.	13.2% of graduating seniors in 2020 received the State Seal of Biliteracy.	14.6% of graduating seniors in 2021 received the State Seal of Biliteracy.			Increase number of graduates with the State Seal of Biliteracy by 5%.
Students enrolled in and completing a college course.	1% of graduates in 2020 completed a college course.	2% of graduates in 2021 completed a college course.			Increase the number of students who complete a college course to 20% of the graduates.

Actions

Action #	Title	Description	Total Funds	Contributing
1	AP Training	School sites will continue to have open access to all higher level courses. Counselors and teachers will continue to advise and encourage all students to take the more rigorous course of study. Counselors will specifically encourage students from the unduplicated pupils.	\$2,000.00	Yes
2	AP Testing	Assist in paying for the AP exams for MHS pupils identified as Low-Income and Foster Youth to increase the number of AP courses and tests taken by these subgroups. These students would not be able to afford the test in many cases and this action ensures that any student who wants to take the tests can.	\$10,000.00	Yes
3	AVID Program and Tutoring	Continue to support the AVID program at the secondary level (CMS, SFMS, and MHS) through training for implementation or planning in the Fall of 2016. Also, provide free tutoring for students to assist in homework, project completion, and test preparation, principally for pupils identified as Low Income, English Learners, Foster Youth, and Redesignated Fluent English Proficient which can benefit all students LEA-Wide. The tutoring and programs gives our unduplicated students resources that they would not	\$340,000.00	Yes

normally have.

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

Action #3-We converted to a different tutoring program. We also did not attend as many conferences as planned because of the pandemic and lingering effects.

An explanation of how effective the specific actions were in making progress toward the goal.

More students are enrolled in AP, Honors classes, and CTE pathways.
More students are completing CTE Pathways.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

We will increase supports to the AVID program by adding the sections of AVID in the secondary schools to the plan.

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
7	Interventions By 2024, increase the DF3 for ELA and mathematics by 15 points. By 2024, increase percent proficient in ELA and mathematics to 80%. By 2024, decrease/maintain middle and high school dropout rates at 0%.

An explanation of why the LEA has developed this goal.

ELA and math scores on the SBAC continue to be a measure with which the district strives to show success. Increasing the DF3 farther above standard is the goal to show that skills are improving and getting more students to meet proficiency is also important to show that all students are learning. Right now our middle school have a dropout rate of 0%. This is important to maintain so that every student has the chance to be successful in high school and beyond.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Reading Inventory (RI) Grades 2-8 Percent Proficient.	RI: 2021 2nd grade: 50% Proficient 3rd grade: 57% Proficient 4th grade: 51% Proficient 5th grade: 56% Proficient 6th grade: 52% Proficient 7th grade: 55% Proficient 8th grade: 48% Proficient	RI: 2022 2nd grade: 37% Proficient 3rd grade: 52% Proficient 4th grade: 50% Proficient 5th grade: 53% Proficient 6th grade: 47% Proficient 7th grade: 56% Proficient 8th grade: 59% Proficient			RI: 5% Increase in grade level scores and cohort scores.
Math Inventory (MI) Grades 4-8 Percent Proficient.	MI: 2021 4th grade: 23% Proficient 5th grade: 25% Proficient 6th grade: 34% Proficient 7th grade: 35% Proficient 8th grade: 27% Proficient	MI: 2022 4th grade: 17% Proficient 5th grade: 23% Proficient 6th grade: 24% Proficient 7th grade: 26% Proficient 8th grade: 22% Proficient			MI: 5% Increase in grade level scores and cohort scores.
ELA SBAC Grades 3-8 and 11 Distance from Standard (DFS) and Dashboard Indicator	ELA SBAC: (2019)17.2 Points ABOVE standard Increase 4.5 points GREEN	ELA SBAC: (2021) 48.6% Met or above standard. Dashboard Indicator not available for 2021			ELA SBAC: 5 point increase in distance ABOVE Standard BLUE Indicator.

Math SBAC Grades 3-8 and 11 Distance from Standard (DF3) and Dashboard Indicator.	Math SBAC: (2019) 24 Points BELOW standard Increase 5 points GREEN.	Math SBAC: (2021) 39.61% Met or above standard. Dashboard Indicator not available for 2021.		Math SBAC: 5 Point Increase towards standard GREEN Indicator.
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Actions

Action #	Title	Description	Total Funds	Contributing
1	Targeted support for ELA and Math	Interventions will continue to be offered to all EL students and other students who are below grade level and in need of intervention supports within the school day. EL, homeless, Foster Youth, and Low-Income students are targeted with specific interventions during the school day to ensure that students receive the support they need during the school day.	\$61,000.00	Yes
2	K-5 Intervention Summer School	Intervention summer school for at-risk students, and to provide enrichment opportunities principally for pupils identified as Low Income, English Learners, Foster Youth, and Redesignated Fluent English Proficient which can benefit all K-5 students LEA-Wide. These students would not have summer school opportunities without this action.	\$130,000.00	Yes
3	6-12 Intervention Summer School	Math and ELA intervention summer school for at-risk students, and to provide enrichment opportunities principally for pupils identified as Low-Income, English Learners, Foster Youth, and Redesignated Fluent English Proficient which can benefit all 6-12 students LEA-Wide. Students would not have any summer school offering without this action.	\$130,000.00	Yes
4	.5 FTE Coordinator of MHS MTSS	Intervention at Monrovia High School for students in grades 9-12. The Wellness Center Social Worker will provide leadership in intervention in order to promote health and student success. The School Social Worker is responsible for providing screenings and case management for counseling and intervention. The Wellness Center gives our EL, Foster Youth, Homeless, and Low-Income students quick and easy access to support for social emotional needs that they would normally not have access to. The Social Worker will manage the staff and the programs so that students' needs are met.	\$75,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Summer School continues to grow and provide intervention and support for many students. Nearly 1000 students are receiving intensive intervention in the summer. Metrics in the summer show great growth for all students.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
8	<p>Provide a program, including curriculum and instruction, to address the literacy needs of all third grade students in all subject areas so that all third grade students meet minimum proficiency levels by June 2024.</p> <p>Third Grade Literacy</p> <p>Students will demonstrate proficiency in grade-level literacy with second, third, fourth and fifth grades.</p> <p>By the end of second grade, 80% or more of the students will meet reading targets. The percentage of each applicable student subgroup meeting targets will increase by at least 5 percentage points each year.</p> <p>By the end of third grade, 80% or more of the students will meet reading targets. The percentage of each applicable student subgroup meeting targets will increase by at least 5 percentage points each year.</p> <p>By the end of fourth grade, 80% or more of the students will meet reading targets. The percentage of each applicable student subgroup meeting targets will increase by at least 5 percentage points each year.</p> <p>By the end of grades 5th, students meeting reading targets will increase by 5 percent.</p>

An explanation of why the LEA has developed this goal.

Third grade literacy is considered a marker for high school graduation. Those students who are proficient in third grade are successful throughout their time in school. This goal is to have students meet the proficiency level and then provide supports for those students who do not meet it so they can catch up and share in the same successes.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Reading Inventory (RI) Grades 2-8 Percent Proficient	RI: 2021 2nd grade: 50% Proficient 3rd grade: 57% Proficient 4th grade: 51% Proficient 5th grade: 56% Proficient 6th grade: 52% Proficient 7th grade: 55% Proficient 8th grade: 48% Proficient	RI: 2022 2nd grade: 37% Proficient 3rd grade: 52% Proficient 4th grade: 50% Proficient 5th grade: 53% Proficient 6th grade: 47% Proficient 7th grade: 56% Proficient 8th grade: 59% Proficient			RI: 5% Increase in grade level scores and cohort scores.
ELA SBAC Grades 3-8 and 11 Distance from Standard (DFS) and Dashboard Indicator	ELA SBAC: (2019)17.2 Points ABOVE standard Increase 4.5 points GREEN	ELA SBAC: (2021) 48.6% Met or above standard. Dashboard Indicator not available for 2021			ELA SBAC: 5 point increase in distance ABOVE Standard BLUE Indicator.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Interventionists	Continue to provide an additional 20% for interventionist salary to increase the time with 4th - 5th grade unduplicated students groups using online intervention program (i-Ready). EL, Foster Youth, Homeless, and Low-Income students who are below grade level in reading and math need the opportunity to have targeted and focused individual intervention during the school day and these interventionists provide that teaching.	\$160,000.00	Yes
2	Dual Immersion Materials	Purchase library and intervention materials for students in the dual immersion programs. EL, Foster Youth, Homeless, and Low-Income students who are in our dual immersion programs do not have access to extra supplemental materials. This action allows for classrooms and the school library to have materials for students to access more reading and other materials.	\$45,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

The actions were effective in working with students who were below grade level in math and ELA. We need to continue to provide support for students who are not achieving at grade level.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

We will adjust the interventions to focus on the primary grades in order to have more students achieving at grade level in third grade. Changing the focus to be early intervention will help with the achievement of this goal.

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
9	Improvement in grade-level math performance. Students will demonstrate proficiency in grade-level mathematics with third grade through eighth grade. 80% or more of the students will meet math targets. Increase the number of students who score Proficient or above in grade level mathematics on Smarter Balanced assessment by at least 5 percentage points each year.

An explanation of why the LEA has developed this goal.

Math proficiency is an important measure for a student's success from an early age. Schools will work to have students meet proficiency by third grade and then work with all students who were not proficient to increase success and meet proficiency.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Math Inventory (MI) Grades 4-8 Percent Proficient	MI: 2021 4th grade: 23% Proficient 5th grade: 25% Proficient 6th grade: 34% Proficient 7th grade: 35% Proficient 8th grade: 27% Proficient	MI: 2022 4th grade: 17% Proficient 5th grade: 23% Proficient 6th grade: 24% Proficient 7th grade: 26% Proficient 8th grade: 22% Proficient			MI: 5% Increase in grade level scores and cohort scores.
Math SBAC Grades 3-8 and 11 Distance from Standard (DF3) and Dashboard Indicator.	Math SBAC: (2019) 24 Points BELOW standard Increase 5 points GREEN.	Math SBAC: (2021) 39.61% Met or above standard. Dashboard Indicator not available for 2021.			Math SBAC: 5 Point Increase towards standard GREEN Indicator.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Math Teacher PD	Professional development for teachers on CCSS and on the 8 Standards of Mathematical Practices (SMPs) with focus on unduplicated students' needs with attention to the specific needs of the unduplicated students. A new curriculum is being reviewed in order to deliver the math standards and SMPs in way that will allow our EL, Foster Youth, Homeless, and Low-Income students to access and have more success in middle school.	\$50,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Teachers continue to work to develop curriculum and pedagogy to deliver the math standards. We will continue to train all of our teachers in the math practices.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
10	<p>Student Engagement: Ensure every student has a clearly and readily accessible support system in school, and that all school sites are safe, welcoming and inclusive environments for students and their families, so that all students are in their classroom ready to learn. The number of middle and high school students who are suspended/expelled at least once will be reduced each year by at least 10% and the number of elementary school students referred to the office because of discipline will be reduced by 10% each year.</p>

An explanation of why the LEA has developed this goal.

Student engagement has become a major focus of the school district in the last year and a half. The increased need for social emotional supports and mental health awareness and education has grown and the support needed for programs and curriculum and professional development has become very important.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Suspension Rates	Data is skewed due to COVID school closures. 0% in 2020-2021.	Suspension Rate 2021-2022 1.91%			Decrease number of students suspended each year and decrease number of suspendable offenses.
Number of expulsions.	0 expulsions in 2020-2021.	1 expulsion in 2021-2022.			Keep the number of expulsions at 0.
California Healthy Kids Survey for safety and school connectedness.	Due to COVID the survey has not been given. 2022 will be the baseline.	Survey will be given this spring and data will be reported in the fall			Increase percentage of students responding positively on focus questions by 5% and reduce the number of students who respond negatively by 5%
Attendance Rate.	No data due to school closures in 2019-2020 and Distance Learning combined with Hybrid Learning in 2020-2021.	2021-2022 Attendance rate is 92.0%			Continue to increase attendance with a goal of 98%.
Chronic Absenteeism	2019 California Dashboard is ORANGE at 11.4%.	2021-2022 chronic absenteeism is 29.9%.			Decrease by 5% and have a California Dashboard rating of BLUE.
Dropout Rate.	Middle School Dropouts in 2020-2021: 0	Middle School Dropouts in 2021-2022: 1			Middle School dropout rate remain at 0. High School dropout rate gets to

	High School Dropouts in 2020-2021: 4	High School Dropouts in 2021-2022: 3			0.
Parent and family engagement survey.	No survey related to parent and family engagement was given in 2021 due to school closure. A survey will be given in the spring of 2022.	Most parents feel connected to the school. Most parents feel the school communicates well. Most parents feel the teachers do a good job reaching out to the families.			100% of parents and families had an opportunity to be involved with the school culture and activities. 100% of parents reached out to a teacher, counselor, and/or administrator and felt that the interaction was a positive one with desired results.
Teacher Survey to be given at the end of the school year.	There was no survey given due to school closures and the COVID situations at school sites.	Survey will be given out at the end of the year and results will be reported out in the fall			Teachers feel safe and supported at the school site. Teachers have the tools and knowledge to teach the students the curriculum they are asked to teach.

Actions

Action #	Title	Description	Total Funds	Contributing
1	PBIS Training	Continue to evaluate and refine process to review and update student codes of conduct, based in part on both internal and community input, to support the implementation of a multi-tiered behavioral network to serve all students. Improve procedures and supports to decrease student behavior issues and improve student connectedness.	\$75,000.00	No
2	College and Career Director and support staff	Continue to fund a director and clerical support to implement and monitor the equity of college, career, and CTE course access for all students. The director and support staff continue to develop programs so that supports are there for all students. Director supports the counselors as they reach out to the unduplicated pupils to ensure that they are being provided resources and opportunities. These programs are offered and focused on our EL, Foster Youth, Homeless, and Low-Income students first. Many of these students would not have these opportunities without the programs at the schools. The certifications and other benefits of taking the courses or completing the programs are helpful to our unduplicated students and made possible because of the director and staff.	\$434,923.00	Yes
3	Student Engagement Programs	Increase student engagement in all schools and grades. Provide opportunities for students to connect to each other and to the school. Train student leaders to be a part of the programs at the different school sites.	\$30,000.00	Yes
4	Counselors	Refine the counseling programs and supports by providing counseling for students who are determined to have chronic attendance, behavioral and discipline issues. In addition to extended services during summer registration. EL, Foster Youth, Homeless, and Low-Income	\$550,000.00	Yes

		students are met with in the summer to ensure that they are enrolled in the appropriate courses for the year and will be able to graduate with all of the possible options available to them. Follow up meetings happen throughout the year to ensure that students remain on course.		
5	SRO	School Resource Officer (SRO) to provide support in educating students and families about preventing juvenile delinquency by promoting positive relations between youth and law enforcement, including collaboration with district counseling liaison programs aimed at supporting targeted students with community resources through the newly developed Wellness Center principally directed toward unduplicated students. We will also add the district nurse to be part of the support for the Wellness Centers throughout the district.	\$135,000.00	No

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

We continue to use engagement strategies for students and families to keep them on campus and actively involved in the programs and the education of their students.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Goal

Goal #	Description
11	<p>Continue to grow a Pre-K-12 college-going culture.</p> <p>By 2024, 100% of secondary students will have have a 6-year plan developed with the use of Naviance.</p> <p>By 2024, 100% of secondary counselors will have met with their students and parents more than once a year. By 2024, 100% of graduating foster students will have met the A - G requirements.</p> <p>By Spring 2024, 100% completion of district counseling meetings, agendas, minutes, and sign-in sheets once a month.</p>

An explanation of why the LEA has developed this goal.

Counselors will meet regularly with students and families to ensure that they understand the goals and the path needed to achieve those goals for each student. Counselors will work to give every student a plan and adjust the plan as the student grows and develops. All students will have the opportunity to access all classes and pathways to ensure that students have every opportunity available.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023-2024
Student use of Naviance platform and students having a 4 or 6 year plan for school.	100% of students use Naviance. 100% of students have a 4-year plan.	100% of students use Naviance. 100% of students have a 4-year plan.			100% of students will use Naviance more often. 100% of students will have a 6-year plan.
A-G Completion Rates	61% of MHS graduates in 2020 completed the A-G requirements.	65.4% of MHS graduates in 2021 completed the A-G requirements.			80% of MHS graduates will complete the A-G requirements.
EAP Readiness in Math and ELA.	32.6% of MHS 11th grade students were ready, 34.8% were conditionally ready in ELA. 17.7% of MHS students were ready, 30.4% were conditionally ready in math.	This data is not available for 2021			80% of students will be ready or conditionally ready based on the EAP in ELA. 60% of students will be ready or conditionally ready based on the EAP in Math.
Enrollment in Advanced Placement (AP) classes and	AP Enrollment in 2021 is 10.3% of the MHS population.	AP Enrollment in 2022 is 27.7% of the MHS population.			AP Enrollment is 20% of the MHS population and pass rate is 75%.

increase in pass rate on AP tests.	AP Enrollment in 2020 is 8.6% of the MHS population. AP Pass rate in 2020 is 63%	AP Enrollment in 2021 is 10.3% of the MHS population. AP Pass rate in 2021 is 46%			
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Actions

Action #	Title	Description	Total Funds	Contributing
1	Naviance	Continue to implement a written districtwide plan for delivering college/career counseling, including strategies for identifying, intervening, and monitoring students with varying academic pathways with a focus on unduplicated students through the use of Naviance. Counselors meet regularly with all students and focus on making sure they know the path they want to take and have the resources in place to be successful in grades 6-12. Unduplicated pupils are tracked specifically to ensure that they are reaching out to all resources in order to meet their goals.	\$30,000.00	Yes
2	Counselor PD-UC/CSU Specific	Continue to develop the skills and knowledge of the counselors and other staff by attending annual trainings for school counselors, administrators, and teachers in college/career counseling information and strategies such as CSU, UC, and other college workshops that will assist students.	\$2,000.00	Yes
3	.5 FTE Wellness Centers Coordinator	Wellness Center Social Worker will provide leadership and training for the Wellness Center at Monrovia High School and the satellite Wellness Centers at other school sites. The Social Worker will provide training and guidance to the interns at each site. The Social Worker will facilitate trainings and facilitate students and family outreach. The Social Worker will also facilitate with outside agencies to ensure that all students have access to the programs they need. The different Wellness Centers allow EL, Foster Youth, Homeless, and Low-Income students to have access to resources that they would not usually have.	\$75,000.00	Yes
4	40% Student Services Director and support staff	Director and clerical staff (40%) to monitor data related to course offerings, student enrollment patterns, student needs, and adjust program and processes where needed for targeted student groups. Director and support staff will monitor unduplicated populations to ensure they are participating in programs. Procedures will be in place to ensure these students are identified and resources are provided as needed.	\$115,000.00	Yes
5	Arts Integration	Arts integration - support integration of visual and performing arts to broaden the experiences of K-5 students, particularly our targeted populations of students. Arts teacher to provide direct teaching to students during the day. Other programs outside the school day to supplement the core curriculum with the arts. EL, Foster Youth, Homeless, and Low-Income students do not always have the means to do art or music on their own. This action allows those students to have art during the school day.	\$175,000.00	Yes
6	Arts Director and support	Performing and visual arts director (30%) to oversee and coordinate arts integration at	\$75,000.00	Yes

	staff	elementary sites in support of unduplicated students greater access to the arts. Director continues to develop the arts program to increase student engagement in the educational process.		
7	CTE Pathways and PIO	Development of Career Technical Education, CTE, pathways at the comprehensive high school to ensure that students, especially unduplicated students have access to programs that include certifications to prepare for immediate entry into the workforce. Continue to develop the CTE pathways with certifications and post secondary programs for continuing education in the pathways. Promotion of the programs at the secondary level. CTE pathways offer EL, Foster Youth, Homeless, and Low-Income students experiences and certifications that they would not normally have the opportunity to have.	\$100,000.00	Yes
8	Coding and Technology	Continued implementation of computer programming at multiple sites to support the needs of all students, particularly unduplicated students with coding skills that will prepare them for a wider range of post-secondary opportunities. .5 FTE instructional specialist will coordinate the support for teachers and students and the community outreach to support unduplicated student groups in the access and success in this program. Promotion of programs at all school sites.	\$140,000.00	Yes
9	Partial of all MHS APs	Continued use of the assistant principals at the comprehensive high school to support the implementation of actions and services delineated in the goals of this LCAP, particularly the intervention supports for unduplicated students who are not achieving at the level of all students.	\$180,000.00	Yes
10	Technology	Continue to purchase new technology and replace old technology to bring all schools to 1:1 to support the integration of digital learning across the curriculum, which will help service the needs of all unduplicated students. EL, Foster Youth, Homeless, and Low-Income students do not necessarily have technology for school work at home or that they can bring to school. This action will ensure that every student has what they need to be successful at school and at home.	\$45,000.00	Yes
11	CTO support for iCoach	Director of Technology support (10%) to oversee iCoach program and coordinate professional development days for all district teachers, which will help service the needs of all unduplicated students .	\$12,000.00	Yes
12	Clerical support for iCoach	District clerical support to monitor student engagement data of targeted populations (10%). This support is direct to the Chief Technology Officer so that he can monitor the use of the technology and programs and ensure all student have access.	\$25,000.00	Yes
13	Director of Ed Services	Director of Educational Services and support staff to monitor the implementation and progress of the LCAP programs, services, and goals. Director ensures that funds are being spent on unduplicated population through appropriate interventions, personnel, programs and services at each site.	\$155,000.00	Yes

Goal Analysis for 2021-2022

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

None

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

None

An explanation of how effective the specific actions were in making progress toward the goal.

Graduation rates, CTE pathway completion, college course attendance are all up. We continue to add programs and encourage enrollment in the many possibilities so that students have options upon graduation.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

None

A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students for 2022-2023

Projected LCFF Supplemental and/or Concentration Grants	Projected Additional LCFF Concentration Grant (15 percent)
\$6,354,771.00	

Required Percentage to Increase or Improve Services for the LCAP Year

Projected Percentage to Increase or Improve Services for the Coming School Year	LCFF Carryover — Percentage	LCFF Carryover — Dollar	Total Percentage to Increase or Improve Services for the Coming School Year
12.28%	0.00%	\$0.00	12.28%

The Budgeted Expenditures for Actions identified as Contributing may be found in the Contributing Actions Table.

Required Descriptions

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

- The total number of English learners, low income, and foster youth students in MUSD is approximately 3100 or 58% of the students population.
- Needs: Our English learners are in need of improved initial instruction of the ELD standards. English learner fluency rates and reclassification rates are below expectation on the CA Dashboard and the ELPAC scores.
 - Effectiveness of initial ELD instruction: Increasing the training for all teachers in the ELD standards and curriculum, along with supplemental materials will directly effect the English fluency of our English learners and therefore the reclassification rates.
- Goal 5, Actions 1 and 2 are related to providing materials and training to teachers to develop and improve strategies for teaching the ELD standards on a daily basis.
- Needs: Our English learners, low income, and foster youth students are in need of improved strategies for initial core instruction.
 - Effectiveness of initial core instruction: Core instruction and delivery of standards has changed in significant ways in the last two years.
- Goal 2, Actions 1, 8, and 10 are directly related to the delivery of quality first time instruction in the core academic classes. The CA Dashboard and our local assessments show a need to improve the core instruction in order for all students to access the standards. The Instructional Specialists will work with all teachers on quality first instruction.
- Needs: Our English learners, low income, and foster youth students are in need of tier 2 supplemental core academic interventions. RI and MI data along with CAASPP Dashboard data show a discrepancy between these student groups and the whole student population.
 - Effectiveness of tier 2 interventions: Most of these actions have been included in prior years' LCAP and have been found to be effective in meeting the goals because they are specific research based supports provided LEA-wide, however they are targeted initially for the unduplicated students.
- Goal 2, Actions 1, 2, 11, and Goal 3, Action 2, and Goal 7, Actions 1, and 4 are all related to providing tier 2 intervention supports within the district and school plans. The implementation of standards-aligned supplemental intervention materials delivered in small groups or small classes is an effective use of funds to meet the goal.
- Needs: Our English learners, low income, and foster youth students are in need of the opportunities to participate in advanced programs at the high school in order to have opportunities after graduation.
 - Effectiveness of supports at the high school for the programs offered to all students.

Goal 6, Actions 2 and 3, Goal 10, Actions 2 and 4, and Goal 11, Actions 5 and 10 are all related to giving our unduplicated students opportunities to succeed. AP, AVID, Early College, the Arts, Technology, CTE are all programs that allow all students, but specifically our unduplicated students access to opportunities that will prepare them for success after high school in college or in a career with certifications and qualifications.

1. Needs: Our English learners, low income, and foster youth students are in need of extra time and supports to show success in English and math skills.

2. Effectiveness of summer school intervention:

Goal 7, Actions 2 and 3 are specific to offering summer school intervention in reading and English language arts to our unduplicated students. Every student who is low income or foster youth and below grade level is invited to attend summer school with targeted intervention for the standards which the student is lacking. All English learners are invited to summer to focus on reading and the ELD standards. This extra time with targeted interventions from qualified teachers allows students the opportunity to show mastery and success on English fluency and grade level standards.

Needs: Our English learners, low income, and foster youth students are in need of social emotional supports on a regular basis.

Effectiveness of the Social Emotional professional development, curriculum, and tier 2 and tier 3 level supports:

Goal 10, Action 2 and Goal 11, Action 3 are directly related to the social emotional well-being of all students throughout the district. The director and the social worker will be directly responsible for creating and implementing an SEL program to support all students. Within that program will be targeted supports for our unduplicated populations.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

The Monrovia Unified School District recognizes the need to improve achievement outcomes for our targeted students (English learners, low income, and foster youth). Based on the calculations MUSD will receive \$6,816,086 in supplemental funding which is 12.62% for the 2021-2022 fiscal year.

The following actions meet and exceed that proportionality requirement because they are above and beyond what was being provided prior to LCFF.

1. Supplemental ELD curriculum and training to support ELD for all grade levels: Goal 5, Actions 1 and 2, Goal 7, Action 1

2. Improved counseling services for targeted students through extra hours in the summer: Goal 10, Action 4. Goal 7, Action 4

3. Increased programs at the secondary levels to support success in high school and after high school including, but not limited to CTE, AVIP, AP, the Arts and Early College: Goal 6, Actions 2 and 3, Goal 10, Actions 2 and 4, Goal 11, Actions 3, 5, and 10.

4. Increased intervention summer school for English learners, foster youth and low income students who are targeted for the extra time in the summer: Goal 7, Actions 2 and 3

5. Increased supplemental academic programs in the classroom for tier 1 instruction and tier 2 interventions: Goal 2, Actions 2, 8, 10, and 11 and Goal 3, Action 2.

A description of the plan for how the additional concentration grant add-on funding identified above will be used to increase the number of staff providing direct services to students at schools that have a high concentration (above 55 percent) of foster youth, English learners, and low-income students, as applicable.

We have added before, during, and after school intervention support at all schools. Students in need are identified and invited to attend academic interventions whenever they can attend. If before or after school works then we have made those arrangements. Some are given the intervention during the school day in order to accommodate drop off and pick up. These services are offered by certificated staff and classified staff.

Staff-to-student ratios by type of school and concentration of unduplicated students	Schools with a student concentration of 55 percent or less	Schools with a student concentration of greater than 55 percent
Staff-to-student ratio of classified staff providing direct services to students		
Staff-to-student ratio of certificated staff providing direct services to students		

Action Tables

2022-2023 Total Planned Expenditures Table

Totals:	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds	Total Personnel	Total Non-personnel
Totals	\$36,832,826.00	\$0.00	\$0.00	\$0.00	\$36,832,826.00	\$33,536,917.00	\$3,295,909.00

Goal #	Action #	Action Title	Student Group(s)	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds
1	1	Credentialed Teachers	All	\$28,000,000.00	\$0.00	\$0.00	\$0.00	\$28,000,000.00
1	2	Secondary ELD teachers	English learner (EL)	\$428,055.00	\$0.00	\$0.00	\$0.00	\$428,055.00
2	1	Instructional Specialists	Low Income, Foster Youth, English learner (EL)	\$608,335.00	\$0.00	\$0.00	\$0.00	\$608,335.00
2	2	Supplemental ELA supports	Low Income, English learner (EL), Foster Youth	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
2	3	iCoach program	Foster Youth, Low Income, English learner (EL)	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
2	4	District PLC	English learner (EL), Low Income, Foster Youth	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
2	5	Certificated PD Days	English learner (EL)	\$800,000.00	\$0.00	\$0.00	\$0.00	\$800,000.00
2	6	Classified PD Days	All	\$70,000.00	\$0.00	\$0.00	\$0.00	\$70,000.00
2	7	Data Specialist	All, English learner (EL), Foster Youth, Homeless, Low Income	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00
2	8	NGSS Supports	English learner (EL), Low Income, Foster Youth	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
2	9	District LCAP Implementation Support	English learner (EL), Low Income, Foster Youth	\$38,234.00	\$0.00	\$0.00	\$0.00	\$38,234.00

2	10	Site LCAP Intervention/Extra Hourly	English learner (EL), Foster Youth, Low Income	\$237,175.00	\$0.00	\$0.00	\$0.00	\$237,175.00
2	11	Site LCAP CCSS Materials	English learner (EL), Foster Youth, Low Income	\$120,000.00	\$0.00	\$0.00	\$0.00	\$120,000.00
2	12	Site LCAP Travel and Conference	Foster Youth, Low Income, English learner (EL)	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00
3	1	Core Instructional Materials	All	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00
3	2	Support materials for CCSS	English learner (EL), Foster Youth, Low Income	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
4	1	Maintenance	All	\$1,800,000.00	\$0.00	\$0.00	\$0.00	\$1,800,000.00
5	1	EL Instructional Specialists.	English learner (EL)	\$254,104.00	\$0.00	\$0.00	\$0.00	\$254,104.00
5	2	EL Professional Development	English learner (EL)	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
6	1	AP Training	English learner (EL), Low Income, Foster Youth	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
6	2	AP Testing	Low Income, Foster Youth, English learner (EL)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
6	3	AVID Program and Tutoring	English learner (EL), Low Income, Foster Youth	\$340,000.00	\$0.00	\$0.00	\$0.00	\$340,000.00
7	1	Targeted support for ELA and Math	English learner (EL), Low Income, Foster Youth	\$61,000.00	\$0.00	\$0.00	\$0.00	\$61,000.00
7	2	K-5 Intervention Summer School	English learner (EL), Low Income, Foster Youth	\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00
7	3	6-12 Intervention Summer School	English learner (EL), Foster Youth, Low Income	\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00
7	4	.5 FTE Coordinator of MHS MTSS	Low Income, English learner (EL), Foster	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00

			Youth					
8	1	Interventionists	Foster Youth, English learner (EL), Low Income	\$160,000.00	\$0.00	\$0.00	\$0.00	\$160,000.00
8	2	Dual Immersion Materials	English learner (EL), Low Income, Foster Youth	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00
9	1	Math Teacher PD	Foster Youth, Low Income, English learner (EL)	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
10	1	PBIS Training	All	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00
10	2	College and Career Director and support staff	English learner (EL), Low Income, Foster Youth	\$434,923.00	\$0.00	\$0.00	\$0.00	\$434,923.00
10	3	Student Engagement Programs	Low Income, Foster Youth	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
10	4	Counselors	English learner (EL), Low Income, Foster Youth	\$550,000.00	\$0.00	\$0.00	\$0.00	\$550,000.00
10	5	SRO	All	\$135,000.00	\$0.00	\$0.00	\$0.00	\$135,000.00
11	1	Naviance	Foster Youth, English learner (EL), Low Income	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
11	2	Counselor PD-UC/CSU Specific	Low Income, English learner (EL), Foster Youth	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
11	3	.5 FTE Wellness Centers Coordinator	English learner (EL), Low Income, Foster Youth	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00
11	4	40% Student Services Director and support staff	Foster Youth, Low Income	\$115,000.00	\$0.00	\$0.00	\$0.00	\$115,000.00
11	5	Arts Integration	English learner (EL), Low Income, Foster Youth	\$175,000.00	\$0.00	\$0.00	\$0.00	\$175,000.00
11	6	Arts Director and support staff	English learner (EL), Foster Youth, Low Income	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00

11	7	CTE Pathways and PIO	English learner (EL), Low Income, Foster Youth	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
11	8	Coding and Technology	Foster Youth, Low Income, English learner (EL)	\$140,000.00	\$0.00	\$0.00	\$0.00	\$140,000.00
11	9	Partial of all MHS APs	Foster Youth, Low Income, English learner (EL)	\$180,000.00	\$0.00	\$0.00	\$0.00	\$180,000.00
11	10	Technology	English learner (EL), Low Income, Foster Youth	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00
11	11	CTO support for iCoach	Low Income, English learner (EL), Foster Youth	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00
11	12	Clerical support for iCoach	Low Income, Foster Youth, English learner (EL)	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00
11	13	Director of Ed Services	English learner (EL), Foster Youth, Low Income	\$155,000.00	\$0.00	\$0.00	\$0.00	\$155,000.00

2022-2023 Contributing Actions Table

1. Projected LCFF Base Grant	2. Projected LCFF Supplemental and/or Concentration Grants	3. Projected Percentage to Increase or Improve Services for the Coming School Year (2 divided by 1)	LCFF Carryover – Percentage (Percentage from prior year)	Total Percentage to Increase or Improve Services for the Coming School Year (3 + Carryover %)	4.Total Planned Contributing Expenditures (LCFF Funds)	5.Total Planned Percentage of Improved Services (%)	Planned Percentage to Increase or Improve Services for the Coming School Year (4 divided by 1, plus 5)	Totals by Type	Total LCFF Funds
\$51,761,761.00	\$6,354,771.00	12.28%	0.00% - No Carryover	12.28%	\$6,192,826.00	0.00%	11.96%	Total:	\$6,192,826.00
								LEA-wide Total:	\$4,338,596.00
								Limited Total:	\$305,000.00
								Schoolwide Total:	\$1,549,230.00

Goal #	Action #	Action Title	Contributing to Increased or Improved Services?	Scope	Unduplicated Student Group(s)	Location	Planned Expenditures for Contributing Actions(LCFF Funds)	Planned Percentage of Improved Services (%)
1	2	Secondary ELD teachers	Yes	Schoolwide	English learner (EL)	Specific Schools, Clifton Middle School, Santa Fe Computer Science Magnet School, Monrovia High School	\$428,055.00	0.00%
2	1	Instructional Specialists	Yes	LEA-wide	Low Income, Foster Youth, English learner (EL)	All Schools	\$608,335.00	0.00%
2	2	Supplemental ELA supports	Yes	LEA-wide	Low Income, English learner (EL), Foster Youth	All Schools	\$10,000.00	0.00%
2	3	iCoach program	Yes	LEA-wide	Foster Youth, Low Income, English learner (EL)	All Schools	\$100,000.00	0.00%
2	4	District PLC	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$50,000.00	0.00%
2	5	Certificated PD Days	Yes	LEA-wide	English learner (EL)	All Schools	\$800,000.00	0.00%

2	8	NGSS Supports	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$20,000.00	0.00%
2	9	District LCAP Implementation Support	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$38,234.00	0.00%
2	10	Site LCAP Intervention/Extra Hourly	Yes	Schoolwide	English learner (EL), Foster Youth, Low Income	All Schools	\$237,175.00	0.00%
2	11	Site LCAP CCSS Materials	Yes	Schoolwide	English learner (EL), Foster Youth, Low Income	All Schools	\$120,000.00	0.00%
2	12	Site LCAP Travel and Conference	Yes	LEA-wide	Foster Youth, Low Income, English learner (EL)	All Schools	\$350,000.00	0.00%
3	2	Support materials for CCSS	Yes	LEA-wide	English learner (EL), Foster Youth, Low Income	All Schools	\$25,000.00	0.00%
5	1	EL Instructional Specialists.	Yes	LEA-wide	English learner (EL)	All Schools	\$254,104.00	0.00%
5	2	EL Professional Development	Yes	LEA-wide	English learner (EL)	All Schools	\$5,000.00	0.00%
6	1	AP Training	Yes	Schoolwide	English learner (EL), Low Income, Foster Youth	Specific Schools, Monrovia High School	\$2,000.00	0.00%
6	2	AP Testing	Yes	Schoolwide	Low Income, Foster Youth, English learner (EL)	Specific Schools, Monrovia High School, Mountain Park School	\$10,000.00	0.00%
6	3	AVID Program and Tutoring	Yes	Schoolwide	English learner (EL), Low Income, Foster Youth	Specific Schools, Santa Fe, Clifton, MHS	\$340,000.00	0.00%
7	1	Targeted support for ELA and Math	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$61,000.00	0.00%
7	2	K-5 Intervention Summer School	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$130,000.00	0.00%
7	3	6-12 Intervention Summer School	Yes	LEA-wide	English learner (EL), Foster Youth, Low Income	All Schools	\$130,000.00	0.00%
7	4	.5 FTE Coordinator of MHS MTSS	Yes	Schoolwide	Low Income, English learner (EL), Foster Youth	Specific Schools, MHS	\$75,000.00	0.00%
8	1	Interventionists	Yes	Limited	Foster Youth, English learner (EL), Low Income	Specific Schools, Bradoaks, Mayflower, Monroe, Plymouth, Wild Rose	\$160,000.00	0.00%

8	2	Dual Immersion Materials	Yes	Limited	English learner (EL), Low Income, Foster Youth	Specific Schools, Wild Rose, Monroe, Plymouth, Santa Fe	\$45,000.00	0.00%
9	1	Math Teacher PD	Yes	Schoolwide	Foster Youth, Low Income, English learner (EL)	Specific Schools, Clifton Middle School and Santa Fe Computer Science Magnet School	\$50,000.00	0.00%
10	2	College and Career Director and support staff	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$434,923.00	0.00%
10	3	Student Engagement Programs	Yes	Schoolwide	Low Income, Foster Youth	Specific Schools, Monrovia High School	\$30,000.00	0.00%
10	4	Counselors	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$550,000.00	0.00%
11	1	Naviance	Yes	Schoolwide	Foster Youth, English learner (EL), Low Income	Specific Schools, Clifton Middle School, Santa Fe Computer Science Magnet School, Monrovia High School	\$30,000.00	0.00%
11	2	Counselor PD-UC/CSU Specific	Yes	Schoolwide	Low Income, English learner (EL), Foster Youth	Specific Schools, Monrovia High School	\$2,000.00	0.00%
11	3	.5 FTE Wellness Centers Coordinator	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	All Schools	\$75,000.00	0.00%
11	4	40% Student Services Director and support staff	Yes	LEA-wide	Foster Youth, Low Income	All Schools	\$115,000.00	0.00%
11	5	Arts Integration	Yes	LEA-wide	English learner (EL), Low Income, Foster Youth	Specific Schools, Bradoaks, Mayflower, Monroe, Plymouth, Wild Rose	\$175,000.00	0.00%
11	6	Arts Director and support staff	Yes	LEA-wide	English learner (EL), Foster Youth, Low Income	All Schools	\$75,000.00	0.00%
11	7	CTE Pathways and PIO	Yes	Limited	English learner (EL), Low Income, Foster Youth	Specific Schools, Monrovia High School, Canyon Oaks High School	\$100,000.00	0.00%
11	8	Coding and Technology	Yes	LEA-wide	Foster Youth, Low Income, English learner (EL)	All Schools	\$140,000.00	0.00%

11	9	Partial of all MHS APs	Yes	Schoolwide	Foster Youth, Low Income, English learner (EL)	Specific Schools, Monrovia High School	\$180,000.00	0.00%
11	10	Technology	Yes	Schoolwide	English learner (EL), Low Income, Foster Youth	All Schools	\$45,000.00	0.00%
11	11	CTO support for iCoach	Yes	LEA-wide	Low Income, English learner (EL), Foster Youth	All Schools	\$12,000.00	0.00%
11	12	Clerical support for iCoach	Yes	LEA-wide	Low Income, Foster Youth, English learner (EL)	All Schools	\$25,000.00	0.00%
11	13	Director of Ed Services	Yes	LEA-wide	English learner (EL), Foster Youth, Low Income	All Schools	\$155,000.00	0.00%

2021-2022 Annual Update Table

Totals:	Last Year's Total Planned Expenditures (Total Funds)	Total Estimated Actual Expenditures (Total Funds)
Totals:	\$37,751,991.00	\$36,182,789.00

Last Year's Goal#	Last Year's Action#	Prior Action/Service Title	Contributed to Increased or Improved Services?	Last Year's Planned Expenditures (Total Funds)	Estimated Actual Expenditures (Input Total Funds)
1	1	Credentialed Teachers	No	\$28,197,401.00	\$28,000,000.00
1	2	Secondary ELD teachers	Yes	\$424,452.00	\$428,055.00
2	1	Instructional Specialists	Yes	\$612,335.00	\$612,335.00
2	2	Supplemental ELA supports	Yes	\$20,000.00	\$10,300.00
2	3	iCoach program	Yes	\$200,000.00	\$120,000.00
2	4	District PLC	Yes	\$130,000.00	\$6,000.00
2	5	Certificated PD Days	Yes	\$800,000.00	\$800,000.00
2	6	Classified PD Days	No	\$70,000.00	\$70,000.00
2	7	Data Specialist	No	\$83,669.00	\$83,200.00
2	8	NGSS Supports	Yes	\$250,000.00	\$177,000.00
2	9	District LCAP Implementation Support	Yes	\$152,398.00	\$35,000.00
2	10	Site LCAP Intervention/Extra Hourly	Yes	\$237,175.00	\$225,000.00
2	11	Site LCAP CCSS Materials	Yes	\$120,000.00	\$115,000.00
2	12	Site LCAP Travel and Conference	Yes	\$350,000.00	\$150,000.00
3	1	Core Instructional Materials	No	\$500,000.00	\$500,000.00
3	2	Support materials for CCSS	Yes	\$200,000.00	\$15,000.00
4	1	Maintenance	No	\$1,814,052.00	\$1,800,000.00
5	1	EL Instructional Specialists.	Yes	\$254,104.00	\$251,000.00
5	2	EL Professional Development	Yes	\$10,000.00	\$2,000.00
6	1	AP Training	Yes	\$2,000.00	\$3,100.00

6	2	AP Testing	Yes	\$10,000.00	\$13,100.00
6	3	AVID Program and Tutoring	Yes	\$165,000.00	\$75,000.00
7	1	Targeted support for ELA and Math	Yes	\$200,000.00	\$20,000.00
7	2	K-5 Intervention Summer School	Yes	\$160,000.00	\$160,000.00
7	3	6-12 Intervention Summer School	Yes	\$165,000.00	\$165,000.00
7	4	.5 FTE Coordinator of MHS MTSS	Yes	\$80,000.00	\$93,000.00
8	1	Interventionists	Yes	\$157,733.00	\$160,000.00
8	2	Dual Immersion Materials	Yes	\$45,000.00	\$63,783.00
9	1	Math Teacher PD	Yes	\$50,000.00	\$92,000.00
10	1	PBIS Training	No	\$50,000.00	\$73,016.00
10	2	College and Career Director and support staff	Yes	\$237,221.00	\$240,000.00
10	3	Student Engagement Programs	Yes	\$75,000.00	\$40,000.00
10	4	Counselors	Yes	\$420,451.00	\$386,000.00
10	5	SRO	No	\$80,000.00	\$85,000.00
11	1	Naviance	Yes	\$32,000.00	\$32,000.00
11	2	Counselor PD-UC/CSU Specific	Yes	\$2,000.00	\$1,500.00
11	3	.5 FTE Wellness Centers Coordinator	Yes	\$80,000.00	\$50,000.00
11	4	40% Student Services Director and support staff	Yes	\$115,000.00	\$121,000.00
11	5	Arts Integration	Yes	\$175,000.00	\$145,000.00
11	6	Arts Director and support staff	Yes	\$76,000.00	\$65,000.00
11	7	CTE Pathways and VMA	Yes	\$133,000.00	\$168,000.00
11	8	Coding and VMA	Yes	\$300,000.00	\$150,000.00
11	9	Partial of all MHS APs	Yes	\$180,000.00	\$170,000.00
11	10	Technology	Yes	\$150,000.00	\$20,000.00
11	11	CTO support for iCoach	Yes	\$22,000.00	\$26,000.00
11	12	Clerical support for iCoach	Yes	\$11,000.00	\$12,000.00
11	13	Director of Ed Services	Yes	\$153,000.00	\$153,400.00

2021-2022 Contributing Actions Annual Update Table

6.Estimated Actual LCFF Supplemental and/or Concentration Grants (Input Dollar Amount):	4.Total Planned Contributing Expenditures (LCFF Funds)	7.Total Estimated Actual Expenditures for Contributing Actions (LCFF Funds)	Difference Between Planned and Estimated Actual Expenditures for Contributing Actions (Subtract 7 from 4)	5.Total Planned Percentage of Improved Services (%)	8.Total Estimated Actual Percentage of Improved Services(%)	Difference Between Planned and Estimated Actual Percentage of Improved Services (Subtract 5 from 8)
\$6,816,086.00	\$6,956,869.00	\$5,571,573.00	\$1,385,296.00	0.00%	0.00%	0.00% - No Difference

Last Year's Goal#	Last Year's Action#	Prior Action/Service Title	Contributed to Increased or Improved Services?	Last Year's Planned Expenditures for Contributing Actions (LCFF Funds)	Estimated Actual Expenditures for Contributing Actions(Input LCFF Funds)	Planned Percentage of Improved Services	Estimated Actual Percentage of Improved Services(Input Percentage)
1	2	Secondary ELD teachers	Yes	\$424,452.00	\$428,055.00	0.00%	0.00%
2	1	Instructional Specialists	Yes	\$612,335.00	\$612,335.00	0.00%	0.00%
2	2	Supplemental ELA supports	Yes	\$20,000.00	\$10,300.00	0.00%	0.00%
2	3	iCoach program	Yes	\$200,000.00	\$120,000.00	0.00%	0.00%
2	4	District PLC	Yes	\$130,000.00	\$6,000.00	0.00%	0.00%
2	5	Certificated PD Days	Yes	\$800,000.00	\$800,000.00	0.00%	0.00%
2	8	NGSS Supports	Yes	\$250,000.00	\$177,000.00	0.00%	0.00%
2	9	District LCAP Implementation Support	Yes	\$152,398.00	\$35,000.00	0.00%	0.00%
2	10	Site LCAP Intervention/Extra Hourly	Yes	\$237,175.00	\$225,000.00	0.00%	0.00%
2	11	Site LCAP CCSS Materials	Yes	\$120,000.00	\$115,000.00	0.00%	0.00%
2	12	Site LCAP Travel and Conference	Yes	\$350,000.00	\$150,000.00	0.00%	0.00%
3	2	Support materials for CCSS	Yes	\$200,000.00	\$15,000.00	0.00%	0.00%
5	1	EL Instructional Specialists.	Yes	\$254,104.00	\$251,000.00	0.00%	0.00%
5	2	EL Professional Development	Yes	\$10,000.00	\$2,000.00	0.00%	0.00%

6	1	AP Training	Yes	\$2,000.00	\$3,100.00	0.00%	0.00%
6	2	AP Testing	Yes	\$10,000.00	\$13,100.00	0.00%	0.00%
6	3	AVID Program and Tutoring	Yes	\$165,000.00	\$75,000.00	0.00%	0.00%
7	1	Targeted support for ELA and Math	Yes	\$200,000.00	\$20,000.00	0.00%	0.00%
7	2	K-5 Intervention Summer School	Yes	\$160,000.00	\$160,000.00	0.00%	0.00%
7	3	6-12 Intervention Summer School	Yes	\$165,000.00	\$165,000.00	0.00%	0.00%
7	4	.5 FTE Coordinator of MHS MTSS	Yes	\$80,000.00	\$93,000.00	0.00%	0.00%
8	1	Interventionists	Yes	\$157,733.00	\$160,000.00	0.00%	0.00%
8	2	Dual Immersion Materials	Yes	\$45,000.00	\$63,783.00	0.00%	0.00%
9	1	Math Teacher PD	Yes	\$50,000.00	\$92,000.00	0.00%	0.00%
10	2	College and Career Director and support staff	Yes	\$237,221.00	\$240,000.00	0.00%	0.00%
10	3	Student Engagement Programs	Yes	\$75,000.00	\$40,000.00	0.00%	0.00%
10	4	Counselors	Yes	\$420,451.00	\$386,000.00	0.00%	0.00%
11	1	Naviance	Yes	\$32,000.00	\$32,000.00	0.00%	0.00%
11	2	Counselor PD-UC/CSU Specific	Yes	\$2,000.00	\$1,500.00	0.00%	0.00%
11	3	.5 FTE Wellness Centers Coordinator	Yes	\$80,000.00	\$50,000.00	0.00%	0.00%
11	4	40% Student Services Director and support staff	Yes	\$115,000.00	\$121,000.00	0.00%	0.00%
11	5	Arts Integration	Yes	\$175,000.00	\$145,000.00	0.00%	0.00%
11	6	Arts Director and support staff	Yes	\$76,000.00	\$65,000.00	0.00%	0.00%
11	7	CTE Pathways and VMA	Yes	\$133,000.00	\$168,000.00	0.00%	0.00%
11	8	Coding and VMA	Yes	\$300,000.00	\$150,000.00	0.00%	0.00%
11	9	Partial of all MHS APs	Yes	\$180,000.00	\$170,000.00	0.00%	0.00%
11	10	Technology	Yes	\$150,000.00	\$20,000.00	0.00%	0.00%
11	11	CTO support for iCoach	Yes	\$22,000.00	\$26,000.00	0.00%	0.00%
11	12	Clerical support for iCoach	Yes	\$11,000.00	\$12,000.00	0.00%	0.00%
11	13	Director of Ed Services	Yes	\$153,000.00	\$153,400.00	0.00%	0.00%

2021-2022 LCFF Carryover Table

9. Estimated Actual LCFF Base Grant (Input Dollar Amount)	6. Estimated Actual LCFF Supplemental and/or Concentration Grants	LCFF Carryover – Percentage (Percentage from prior year)	10. Total Percentage to Increase or Improve Services for the Current School Year (6 divided by 9 + Carryover %)	7. Total Estimated Actual Expenditures for Contributing Actions (LCFF Funds)	8. Total Estimated Actual Percentage of Improved Services (%)	11. Estimated Actual Percentage of Increased or Improved Services (7 divided by 9, plus 8)	12. LCFF Carryover – Dollar Amount (Subtract 11 from 10 and multiply by 9)	13. LCFF Carryover – Percentage (12 divided by 9)
	\$6,816,086.00	0.00%	0.00%	\$5,571,573.00	0.00%	0.00%	\$0.00 - No Carryover	0.00% - No Carryover

Instructions

[Plan Summary](#)

[Engaging Educational Partners](#)

[Goals and Actions](#)

[Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students](#)

For additional questions or technical assistance related to the completion of the Local Control and Accountability Plan (LCAP) template, please contact the local county office of education (COE), or the California Department of Education's (CDE's) Local Agency Systems Support Office, by phone at 916-319-0809 or by email at lcff@cde.ca.gov.

Introduction and Instructions

The Local Control Funding Formula (LCFF) requires local educational agencies (LEAs) to engage their local educational partners in an annual planning process to evaluate their progress within eight state priority areas encompassing all statutory metrics (COEs have 10 state priorities). LEAs document the results of this planning process in the LCAP using the template adopted by the State Board of Education.

The LCAP development process serves three distinct, but related functions:

- **Comprehensive Strategic Planning:** The process of developing and annually updating the LCAP supports comprehensive strategic planning (California *Education Code* [EC] Section 52064[e][1]). Strategic planning that is comprehensive connects budgetary decisions to teaching and learning performance data. LEAs should continually evaluate the hard choices they make about the use of limited resources to meet student and community needs to ensure opportunities and outcomes are improved for all students.
- **Meaningful Engagement of Educational Partners:** The LCAP development process should result in an LCAP that reflects decisions made through meaningful engagement (EC Section 52064[e][1]). Local educational partners possess valuable perspectives and insights about an LEA's programs and services. Effective strategic planning will incorporate these perspectives and insights in order to identify potential goals and actions to be included in the LCAP.
- **Accountability and Compliance:** The LCAP serves an important accountability function because aspects of the LCAP template require LEAs to show that they have complied with various requirements specified in the LCFF statutes and regulations, most notably:
 - Demonstrating that LEAs are increasing or improving services for foster youth, English learners, and low-income students in proportion to the amount of additional funding those students generate under LCFF (EC Section 52064[b][4-6]).

- Establishing goals, supported by actions and related expenditures, that address the statutory priority areas and statutory metrics (*EC* sections 52064[b][1] and [2]).
- Annually reviewing and updating the LCAP to reflect progress toward the goals (*EC* Section 52064[b][7]).

The LCAP template, like each LEA’s final adopted LCAP, is a document, not a process. LEAs must use the template to memorialize the outcome of their LCAP development process, which should: (a) reflect comprehensive strategic planning (b) through meaningful engagement with educational partners that (c) meets legal requirements, as reflected in the final adopted LCAP. The sections included within the LCAP template do not and cannot reflect the full development process, just as the LCAP template itself is not intended as a tool for engaging educational partners.

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

The revised LCAP template for the 2021–22, 2022–23, and 2023–24 school years reflects statutory changes made through Assembly Bill 1840 (Committee on Budget), Chapter 243, Statutes of 2018. These statutory changes enhance transparency regarding expenditures on actions included in the LCAP, including actions that contribute to meeting the requirement to increase or improve services for foster youth, English learners, and low-income students, and to streamline the information presented within the LCAP to make adopted LCAPs more accessible for educational partners and the public.

At its most basic, the adopted LCAP should attempt to distill not just what the LEA is doing for students in transitional kindergarten through grade twelve (TK–12), but also allow educational partners to understand why, and whether those strategies are leading to improved opportunities and outcomes for students. LEAs are strongly encouraged to use language and a level of detail in their adopted LCAPs intended to be meaningful and accessible for the LEA’s diverse educational partners and the broader public.

In developing and finalizing the LCAP for adoption, LEAs are encouraged to keep the following overarching frame at the forefront of the strategic planning and educational partner engagement functions:

Given present performance across the state priorities and on indicators in the California School Dashboard (Dashboard), how is the LEA using its budgetary resources to respond to TK–12 student and community needs, and address any performance gaps, including by meeting its obligation to increase or improve services for foster youth, English learners, and low-income students?

LEAs are encouraged to focus on a set of metrics and actions that the LEA believes, based on input gathered from educational partners, research, and experience, will have the biggest impact on behalf of its TK–12 students.

These instructions address the requirements for each section of the LCAP, but may include information about effective practices when developing the LCAP and completing the LCAP itself. Additionally, information is included at the beginning of each section emphasizing the purpose that each section serves.

Plan Summary

Purpose

A well-developed Plan Summary section provides a meaningful context for the LCAP. This section provides information about an LEA’s community as well as relevant information about student needs and performance. In order to provide a meaningful context for the rest of the LCAP, the content of this section should be clearly and meaningfully related to the content included in the subsequent sections of the LCAP.

Requirements and Instructions

General Information – Briefly describe the LEA, its schools, and its students in grades TK–12, as applicable to the LEA. For example, information about an LEA in terms of geography, enrollment, or employment, the number and size of specific schools, recent community challenges, and other such information as an LEA wishes to include can enable a reader to more fully understand an LEA’s LCAP.

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

Reflections: Identified Need – Referring to the Dashboard, identify: (a) any state indicator for which overall performance was in the “Red” or “Orange” performance category or any local indicator where the LEA received a “Not Met” or “Not Met for Two or More Years” rating AND (b) any state indicator for which performance for any student group was two or more performance levels below the “all student” performance. What steps is the LEA planning to take to address these areas of low performance and performance gaps? An LEA that is required to include a goal to address one or more consistently low-performing student groups or low-performing schools must identify that it is required to include this goal and must also identify the applicable student group(s) and/or school(s). Other needs may be identified using locally collected data including data collected to inform the self-reflection tools and reporting local indicators on the Dashboard.

LCAP Highlights – Identify and briefly summarize the key features of this year’s LCAP.

Comprehensive Support and Improvement – An LEA with a school or schools identified for comprehensive support and improvement (CSI) under the Every Student Succeeds Act must respond to the following prompts:

- **Schools Identified:** Identify the schools within the LEA that have been identified for CSI.
- **Support for Identified Schools:** Describe how the LEA has or will support the identified schools in developing CSI plans that included a school-level needs assessment, evidence-based interventions, and the identification of any resource inequities to be addressed through the implementation of the CSI plan.
- **Monitoring and Evaluating Effectiveness:** Describe how the LEA will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

Engaging Educational Partners

Purpose

Significant and purposeful engagement of parents, students, educators, and other educational partners, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. Consistent with statute, such engagement should support comprehensive strategic planning, accountability, and improvement across the state priorities and locally identified priorities (*EC* Section 52064[e][1]). Engagement of educational partners is an ongoing, annual process.

This section is designed to reflect how the engagement of educational partners influenced the decisions reflected in the adopted LCAP. The goal is to allow educational partners that participated in the LCAP development process and the broader public understand how the LEA engaged educational partners and the impact of that engagement. LEAs are encouraged to keep this goal in the forefront when completing this section.

Statute and regulations specify the educational partners that school districts and COEs must consult when developing the LCAP: teachers, principals, administrators, other school personnel, local bargaining units of the LEA, parents, and students. Before adopting the LCAP, school districts and COEs must share it with the Parent Advisory Committee and, if applicable, to its English Learner Parent Advisory Committee. The superintendent is required by statute to respond in writing to the comments received from these committees. School districts and COEs must also consult with the special education local plan area administrator(s) when developing the LCAP.

Statute requires charter schools to consult with teachers, principals, administrators, other school personnel, parents, and students in developing the LCAP. The LCAP should also be shared with, and LEAs should request input from, schoolsite-level advisory groups, as applicable (e.g., schoolsite councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between schoolsite and district-level goals and actions.

Information and resources that support effective engagement, define student consultation, and provide the requirements for advisory group composition, can be found under Resources on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc/>.

Requirements and Instructions

Below is an excerpt from the 2018–19 *Guide for Annual Audits of K–12 Local Education Agencies and State Compliance Reporting*, which is provided to highlight the legal requirements for engagement of educational partners in the LCAP development process:

Local Control and Accountability Plan:

For county offices of education and school districts only, verify the LEA:

- a) Presented the local control and accountability plan to the parent advisory committee in accordance with Education Code section 52062(a)(1) or 52068(a)(1), as appropriate.
- b) If applicable, presented the local control and accountability plan to the English learner parent advisory committee, in accordance with Education Code section 52062(a)(2) or 52068(a)(2), as appropriate.
- c) Notified members of the public of the opportunity to submit comments regarding specific actions and expenditures proposed to be included in the local control and accountability plan in accordance with Education Code section 52062(a)(3) or 52068(a)(3), as appropriate.
- d) Held at least one public hearing in accordance with Education Code section 52062(b)(1) or 52068(b)(1), as appropriate.
- e) Adopted the local control and accountability plan in a public meeting in accordance with Education Code section 52062(b)(2) or 52068(b)(2), as appropriate.

Prompt 1: “A summary of the process used to engage educational partners and how this engagement was considered before finalizing the LCAP.”

Describe the engagement process used by the LEA to involve educational partners in the development of the LCAP, including, at a minimum, describing how the LEA met its obligation to consult with all statutorily required educational partners as applicable to the type of LEA. A sufficient response to this prompt must include general information about the timeline of the process and meetings or other engagement strategies with educational partners. A response may also include information about an LEA’s philosophical approach to engaging its educational partners.

Prompt 2: “A summary of the feedback provided by specific educational partners.”

Describe and summarize the feedback provided by specific educational partners. A sufficient response to this prompt will indicate ideas, trends, or inputs that emerged from an analysis of the feedback received from educational partners.

Prompt 3: “A description of the aspects of the LCAP that were influenced by specific input from educational partners.”

A sufficient response to this prompt will provide educational partners and the public with clear, specific information about how the engagement process influenced the development of the LCAP. The response must describe aspects of the LCAP that were influenced by or developed in response to the educational partner feedback described in response to Prompt 2. This may include a description of how the LEA prioritized requests of educational partners within the context of the budgetary resources available or otherwise prioritized areas of focus within the LCAP. For the purposes of this prompt, “aspects” of an LCAP that may have been influenced by educational partner input can include, but are not necessarily limited to:

- Inclusion of a goal or decision to pursue a Focus Goal (as described below)
- Inclusion of metrics other than the statutorily required metrics
- Determination of the desired outcome on one or more metrics
- Inclusion of performance by one or more student groups in the Measuring and Reporting Results subsection
- Inclusion of action(s) or a group of actions
- Elimination of action(s) or group of actions
- Changes to the level of proposed expenditures for one or more actions
- Inclusion of action(s) as contributing to increased or improved services for unduplicated students
- Determination of effectiveness of the specific actions to achieve the goal
- Determination of material differences in expenditures
- Determination of changes made to a goal for the ensuing LCAP year based on the annual update process
- Determination of challenges or successes in the implementation of actions

Goals and Actions

Purpose

Well-developed goals will clearly communicate to educational partners what the LEA plans to accomplish, what the LEA plans to do in order to accomplish the goal, and how the LEA will know when it has accomplished the goal. A goal statement, associated metrics and expected outcomes, and the actions included in the goal should be in alignment. The explanation for why the LEA included a goal is an opportunity for LEAs to clearly communicate to educational partners and the public why, among the various strengths and areas for improvement highlighted by performance data and strategies and actions that could be pursued, the LEA decided to pursue this goal, and the related metrics, expected outcomes, actions, and expenditures.

A well-developed goal can be focused on the performance relative to a metric or metrics for all students, a specific student group(s), narrowing performance gaps, or implementing programs or strategies expected to impact outcomes. LEAs should assess the performance of their student groups when developing goals and the related actions to achieve such goals.

Requirements and Instructions

LEAs should prioritize the goals, specific actions, and related expenditures included within the LCAP within one or more state priorities. LEAs should consider performance on the state and local indicators, including their locally collected and reported data for the local indicators that are included in the Dashboard in determining whether and how to prioritize its goals within the LCAP.

In order to support prioritization of goals, the LCAP template provides LEAs with the option of developing three different kinds of goals:

- **Focus Goal:** A Focus Goal is relatively more concentrated in scope and may focus on a fewer number of metrics to measure improvement. A Focus Goal statement will be time bound and make clear how the goal is to be measured.
- **Broad Goal:** A Broad Goal is relatively less concentrated in its scope and may focus on improving performance across a wide range of metrics.
- **Maintenance of Progress Goal:** A Maintenance of Progress Goal includes actions that may be ongoing without significant changes and allows an LEA to track performance on any metrics not addressed in the other goals of the LCAP.

At a minimum, the LCAP must address all LCFF priorities and associated metrics.

Focus Goal(s)

Goal Description: The description provided for a Focus Goal must be specific, measurable, and time bound. An LEA develops a Focus Goal to address areas of need that may require or benefit from a more specific and data intensive approach. The Focus Goal can explicitly reference the metric(s) by which achievement of the goal will be measured and the time frame according to which the LEA expects to achieve the goal.

Explanation of why the LEA has developed this goal: Explain why the LEA has chosen to prioritize this goal. An explanation must be based on Dashboard data or other locally collected data. LEAs must describe how the LEA identified this goal for focused attention, including relevant consultation with educational partners. LEAs are encouraged to promote transparency and understanding around the decision to pursue a focus goal.

Broad Goal

Goal Description: Describe what the LEA plans to achieve through the actions included in the goal. The description of a broad goal will be clearly aligned with the expected measurable outcomes included for the goal. The goal description organizes the actions and expected outcomes in a cohesive and consistent manner. A goal description is specific enough to be measurable in either quantitative or qualitative terms. A broad goal is not as specific as a focus goal. While it is specific enough to be measurable, there are many different metrics for measuring progress toward the goal.

Explanation of why the LEA has developed this goal: Explain why the LEA developed this goal and how the actions and metrics grouped together will help achieve the goal.

Maintenance of Progress Goal

Goal Description: Describe how the LEA intends to maintain the progress made in the LCFF State Priorities not addressed by the other goals in the LCAP. Use this type of goal to address the state priorities and applicable metrics not addressed within the other goals in the LCAP. The state priorities and metrics to be addressed in this section are those for which the LEA, in consultation with educational partners, has determined to maintain actions and monitor progress while focusing implementation efforts on the actions covered by other goals in the LCAP.

Explanation of why the LEA has developed this goal: Explain how the actions will sustain the progress exemplified by the related metrics.

Required Goals

In general, LEAs have flexibility in determining what goals to include in the LCAP and what those goals will address; however, beginning with the development of the 2022–23 LCAP, LEAs that meet certain criteria are required to include a specific goal in their LCAP.

Consistently low-performing student group(s) criteria: An LEA is eligible for Differentiated Assistance for three or more consecutive years based on the performance of the same student group or groups in the Dashboard. A list of the LEAs required to include a goal in the LCAP based on student group performance, and the student group(s) that lead to identification, may be found on the CDE’s Local Control Funding Formula web page at <https://www.cde.ca.gov/fq/aa/lc/>.

- **Consistently low-performing student group(s) goal requirement:** An LEA meeting the consistently low-performing student group(s) criteria must include a goal in its LCAP focused on improving the performance of the student group or groups that led to the LEA’s eligibility for Differentiated Assistance. This goal must include metrics, outcomes, actions, and expenditures specific to addressing the needs of, and improving outcomes for, this student group or groups. An LEA required to address multiple student groups is not required to have a goal to address each student group; however, each student group must be specifically addressed in the goal. This requirement may not be met by combining this required goal with another goal.
- **Goal Description:** Describe the outcomes the LEA plans to achieve to address the needs of, and improve outcomes for, the student group or groups that led to the LEA’s eligibility for Differentiated Assistance.
- **Explanation of why the LEA has developed this goal:** Explain why the LEA is required to develop this goal, including identifying the student group(s) that lead to the LEA being required to develop this goal, how the actions and associated metrics included in this goal differ from previous efforts to improve outcomes for the student group(s), and why the LEA believes the actions, metrics, and expenditures included in this goal will help achieve the outcomes identified in the goal description.

Low-performing school(s) criteria: The following criteria only applies to a school district or COE with two or more schools; it does not apply to a single-school district. A school district or COE has one or more schools that, for two consecutive years, received the two lowest performance levels on all but one of the state indicators for which the school(s) receive performance levels in the Dashboard and the performance of the “All Students” student group for the LEA is at least one performance level higher in all of those indicators. A list of the LEAs required to include a goal in the LCAP based on school performance, and the school(s) that lead to identification, may be found on the CDE’s Local Control Funding Formula web page at <https://www.cde.ca.gov/fq/aa/lc/>.

- **Low-performing school(s) goal requirement:** A school district or COE meeting the low-performing school(s) criteria must include a goal in its LCAP focusing on addressing the disparities in performance between the school(s) and the LEA as a whole. This goal must include metrics, outcomes, actions, and expenditures specific to addressing the needs of, and improving outcomes for, the students enrolled at the low-performing school or schools. An LEA required to address multiple schools is not required to have a goal to address each school; however, each school must be specifically addressed in the goal. This requirement may not be met by combining this goal with another goal.
- **Goal Description:** Describe what outcomes the LEA plans to achieve to address the disparities in performance between the students enrolled at the low-performing school(s) and the students enrolled at the LEA as a whole.
- **Explanation of why the LEA has developed this goal:** Explain why the LEA is required to develop this goal, including identifying the schools(s) that lead to the LEA being required to develop this goal; how the actions and associated metrics included in this goal differ from previous efforts to improve outcomes for the school(s); and why the LEA believes the actions, metrics, and expenditures included in this goal will help achieve the outcomes for students enrolled at the low-performing school or schools identified in the goal description.

Measuring and Reporting Results:

For each LCAP year, identify the metric(s) that the LEA will use to track progress toward the expected outcomes. LEAs are encouraged to identify metrics for specific student groups, as appropriate, including expected outcomes that would reflect narrowing of any existing performance gaps.

Include in the baseline column the most recent data associated with this metric available at the time of adoption of the LCAP for the first year of the three-year plan. LEAs may use data as reported on the 2019 Dashboard for the baseline of a metric only if that data represents the most recent available (e.g., high school graduation rate).

Using the most recent data available may involve reviewing data the LEA is preparing for submission to the California Longitudinal Pupil Achievement Data System (CALPADS) or data that the LEA has recently submitted to CALPADS. Because final 2020–21 outcomes on some metrics may not be computable at the time the 2021–24 LCAP is adopted (e.g., graduation rate, suspension rate), the most recent data available may include a point in time calculation taken each year on the same date for comparability purposes.

The baseline data shall remain unchanged throughout the three-year LCAP.

Complete the table as follows:

- **Metric:** Indicate how progress is being measured using a metric.
- **Baseline:** Enter the baseline when completing the LCAP for 2021–22. As described above, the baseline is the most recent data associated with a metric. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 1 Outcome:** When completing the LCAP for 2022–23, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 2 Outcome:** When completing the LCAP for 2023–24, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 3 Outcome:** When completing the LCAP for 2024–25, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above. The 2024–25 LCAP will be the first year in the next three-year cycle. Completing this column will be part of the Annual Update for that year.
- **Desired Outcome for 2023–24:** When completing the first year of the LCAP, enter the desired outcome for the relevant metric the LEA expects to achieve by the end of the 2023–24 LCAP year.

Timeline for completing the “**Measuring and Reporting Results**” part of the Goal.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for Year 3 (2023–24)
Enter information in this box when completing the LCAP for 2021–22 .	Enter information in this box when completing the LCAP for 2021–22 .	Enter information in this box when completing the LCAP for 2022–23 . Leave blank until then.	Enter information in this box when completing the LCAP for 2023–24 . Leave blank until then.	Enter information in this box when completing the LCAP for 2024–25 . Leave blank until then.	Enter information in this box when completing the LCAP for 2021–22 or when adding a new metric.

The metrics may be quantitative or qualitative; but at minimum, an LEA’s LCAP must include goals that are measured using all of the applicable metrics for the related state priorities, in each LCAP year as applicable to the type of LEA. To the extent a state priority does not specify one or more metrics (e.g., implementation of state academic content and performance standards), the LEA must identify a metric to use within the LCAP. For these state priorities, LEAs are encouraged to use metrics based on or reported through the relevant self-reflection tool for local indicators within the Dashboard.

Actions: Enter the action number. Provide a short title for the action. This title will also appear in the action tables. Provide a description of the action. Enter the total amount of expenditures associated with this action. Budgeted expenditures from specific fund sources will be provided in the summary tables. Indicate whether the action contributes to meeting the increase or improved services requirement as described in the Increased or Improved Services section using a “Y” for Yes or an “N” for No. (**Note:** for each such action offered on an LEA-wide or schoolwide basis, the LEA will need to provide additional information in the Increased or Improved Summary Section to address the requirements in *California Code of Regulations*, Title 5 [5 CCR] Section 15496(b) in the Increased or Improved Services Section of the LCAP).

Actions for English Learners: School districts, COEs, and charter schools that have a numerically significant English learner student subgroup must include specific actions in the LCAP related to, at a minimum, the language acquisition programs, as defined in *EC* Section 306, provided to students and professional development activities specific to English learners.

Actions for Foster Youth: School districts, COEs, and charter schools that have a numerically significant Foster Youth student subgroup are encouraged to include specific actions in the LCAP designed to meet needs specific to Foster Youth students.

Goal Analysis:

Enter the LCAP Year.

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

- Describe the overall implementation of the actions to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process. This must include any instance where the LEA did not implement a planned action or implemented a planned action in a manner that differs substantively from how it was described in the adopted LCAP.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures and between the Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services, as applicable. Minor variances in expenditures or percentages do not need to be addressed, and a dollar-for-dollar accounting is not required.
- Describe the effectiveness of the specific actions to achieve the articulated goal as measured by the LEA. In some cases, not all actions in a goal will be intended to improve performance on all of the metrics associated with the goal. When responding to this prompt, LEAs

may assess the effectiveness of a single action or group of actions within the goal in the context of performance on a single metric or group of specific metrics within the goal that are applicable to the action(s). Grouping actions with metrics will allow for more robust analysis of whether the strategy the LEA is using to impact a specified set of metrics is working and increase transparency for educational partners. LEAs are encouraged to use such an approach when goals include multiple actions and metrics that are not closely associated.

- Describe any changes made to this goal, expected outcomes, metrics, or actions to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard or other local data, as applicable.

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Purpose

A well-written Increased or Improved Services section provides educational partners with a comprehensive description, within a single dedicated section, of how an LEA plans to increase or improve services for its unduplicated students in grades TK–12 as compared to all students in grades TK–12, as applicable, and how LEA-wide or schoolwide actions identified for this purpose meet regulatory requirements. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of educational partners to facilitate their ability to provide input. An LEA’s description in this section must align with the actions included in the Goals and Actions section as contributing.

Requirements and Instructions

Projected LCFF Supplemental and/or Concentration Grants: Specify the amount of LCFF supplemental and concentration grant funds the LEA estimates it will receive in the coming year based on the number and concentration of low income, foster youth, and English learner students.

Projected Additional LCFF Concentration Grant (15 percent): Specify the amount of additional LCFF concentration grant add-on funding, as described in *EC* Section 42238.02, that the LEA estimates it will receive in the coming year.

Projected Percentage to Increase or Improve Services for the Coming School Year: Specify the estimated percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year as calculated pursuant to 5 *CCR* Section 15496(a)(7).

LCFF Carryover — Percentage: Specify the LCFF Carryover — Percentage identified in the LCFF Carryover Table. If a carryover percentage is not identified in the LCFF Carryover Table, specify a percentage of zero (0.00%).

LCFF Carryover — Dollar: Specify the LCFF Carryover — Dollar amount identified in the LCFF Carryover Table. If a carryover amount is not identified in the LCFF Carryover Table, specify an amount of zero (\$0).

Total Percentage to Increase or Improve Services for the Coming School Year: Add the Projected Percentage to Increase or Improve Services for the Coming School Year and the Proportional LCFF Required Carryover Percentage and specify the percentage. This is the LEAs percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year, as calculated pursuant to 5 CCR Section 15496(a)(7).

Required Descriptions:

For each action being provided to an entire school, or across the entire school district or COE, an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

For each action included in the Goals and Actions section as contributing to the increased or improved services requirement for unduplicated pupils and provided on an LEA-wide or schoolwide basis, the LEA must include an explanation consistent with 5 CCR Section 15496(b). For any such actions continued into the 2021–24 LCAP from the 2017–2020 LCAP, the LEA must determine whether or not the action was effective as expected, and this determination must reflect evidence of outcome data or actual implementation to date.

Principally Directed and Effective: An LEA demonstrates how an action is principally directed towards and effective in meeting the LEA’s goals for unduplicated students when the LEA explains how:

- It considers the needs, conditions, or circumstances of its unduplicated pupils;
- The action, or aspect(s) of the action (including, for example, its design, content, methods, or location), is based on these considerations; and
- The action is intended to help achieve an expected measurable outcome of the associated goal.

As such, the response provided in this section may rely on a needs assessment of unduplicated students.

Conclusory statements that a service will help achieve an expected outcome for the goal, without an explicit connection or further explanation as to how, are not sufficient. Further, simply stating that an LEA has a high enrollment percentage of a specific student group or groups does not meet the increase or improve services standard because enrolling students is not the same as serving students.

For example, if an LEA determines that low-income students have a significantly lower attendance rate than the attendance rate for all students, it might justify LEA-wide or schoolwide actions to address this area of need in the following way:

After assessing the needs, conditions, and circumstances of our low-income students, we learned that the attendance rate of our low-income students is 7 percent lower than the attendance rate for all students. (Needs, Conditions, Circumstances [Principally Directed])

In order to address this condition of our low-income students, we will develop and implement a new attendance program that is designed to address some of the major causes of absenteeism, including lack of reliable transportation and food, as well as a school climate that does not emphasize the importance of attendance. Goal N, Actions X, Y, and Z provide additional transportation and nutritional resources as well as a districtwide educational campaign on the benefits of high attendance rates. (Contributing Action[s])

These actions are being provided on an LEA-wide basis and we expect/hope that all students with less than a 100 percent attendance rate will benefit. However, because of the significantly lower attendance rate of low-income students, and because the actions meet needs most associated with the chronic stresses and experiences of a socio-economically disadvantaged status, we expect that the attendance rate for our low-income students will increase significantly more than the average attendance rate of all other students. (Measurable Outcomes [Effective In])

COEs and Charter Schools: Describe how actions included as contributing to meeting the increased or improved services requirement on an LEA-wide basis are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above. In the case of COEs and charter schools, schoolwide and LEA-wide are considered to be synonymous.

For School Districts Only:

Actions Provided on an LEA-Wide Basis:

Unduplicated Percentage > 55 percent: For school districts with an unduplicated pupil percentage of 55 percent or more, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above.

Unduplicated Percentage < 55 percent: For school districts with an unduplicated pupil percentage of less than 55 percent, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the actions **are the most effective use of the funds** to meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience, or educational theory.

Actions Provided on a Schoolwide Basis:

School Districts must identify in the description those actions being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis.

For schools with 40 percent or more enrollment of unduplicated pupils: Describe how these actions are principally directed to and effective in meeting its goals for its unduplicated pupils in the state and any local priorities.

For school districts expending funds on a schoolwide basis at a school with less than 40 percent enrollment of unduplicated pupils: Describe how these actions are principally directed to and how the actions are the most effective use of the funds to meet its goals for foster youth, English learners, and low-income students in the state and any local priorities.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

Consistent with the requirements of 5 CCR Section 15496, describe how services provided for unduplicated pupils are increased or improved by at least the percentage calculated as compared to the services provided for all students in the LCAP year. To improve services means to grow services in quality and to increase services means to grow services in quantity. Services are increased or improved by those actions in the LCAP that are included in the Goals and Actions section as contributing to the increased or improved services requirement, whether they are provided on an LEA-wide or schoolwide basis or provided on a limited basis to unduplicated students. A limited action is an action that only serves foster youth, English learners, and/or low-income students. This description must address how these action(s) are expected to result in the required proportional increase or improvement in services for unduplicated pupils as compared to the services the LEA provides to all students for the relevant LCAP year.

For any action contributing to meeting the increased or improved services requirement that is associated with a Planned Percentage of Improved Services in the Contributing Summary Table rather than an expenditure of LCFF funds, describe the methodology that was used to determine the contribution of the action towards the proportional percentage. See the instructions for determining the Planned Percentage of Improved Services for information on calculating the Percentage of Improved Services.

A description of the plan for how the additional concentration grant add-on funding identified above will be used to increase the number of staff providing direct services to students at schools that have a high concentration (above 55 percent) of foster youth, English learners, and low-income students, as applicable.

An LEA that receives the additional concentration grant add-on described in EC Section 42238.02 is required to demonstrate how it is using these funds to increase the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is greater than 55 percent as compared to the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is equal to or less than 55 percent. The staff who provide direct services to students must be certificated staff and/or classified staff employed by the LEA; classified staff includes custodial staff.

Provide the following descriptions, as applicable to the LEA:

An LEA that does not receive a concentration grant or the concentration grant add-on must indicate that a response to this prompt is not applicable.

Identify the goal and action numbers of the actions in the LCAP that the LEA is implementing to meet the requirement to increase the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is greater than 55 percent.

An LEA that does not have comparison schools from which to describe how it is using the concentration grant add-on funds, such as an LEA that only has schools with an enrollment of unduplicated students that is greater than 55 percent, must describe how it is using the funds to increase the number of credentialed staff, classified staff, or both, including custodial staff, who provide direct services to students at selected schools and the criteria used to determine which schools require additional staffing support.

In the event that an additional concentration grant add-on is not sufficient to increase staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent, the LEA must describe how it is using the funds to retain staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent.

Complete the table as follows:

- Provide the staff-to-student ratio of classified staff providing direct services to students with a concentration of unduplicated students that is 55 percent or less and the staff-to-student ratio of classified staff providing direct services to students at schools with a concentration of unduplicated students that is greater than 55 percent, as applicable to the LEA. The LEA may group its schools by grade span (Elementary, Middle/Junior High, and High Schools), as applicable to the LEA. The staff-to-student ratio must be based on the number of full time equivalent (FTE) staff and the number of enrolled students as counted on the first Wednesday in October of each year.
- Provide the staff-to-student ratio of certificated staff providing direct services to students at schools with a concentration of unduplicated students that is 55 percent or less and the staff-to-student ratio of certificated staff providing direct services to students at schools with a concentration of unduplicated students that is greater than 55 percent, as applicable to the LEA. The LEA may group its schools by grade span (Elementary, Middle/Junior High, and High Schools), as applicable to the LEA. The staff-to-student ratio must be based on the number of FTE staff and the number of enrolled students as counted on the first Wednesday in October of each year.

Action Tables

Complete the Data Entry Table for each action in the LCAP. The information entered into this table will automatically populate the other Action Tables. Information is only entered into the Data Entry Table, the Annual Update Table, the Contributing Actions Annual Update Table, and the LCFF Carryover Table. With the exception of the Data Entry Table, the word “input” has been added to column headers to aid in identifying the column(s) where information will be entered. Information is not entered on the remaining Action tables.

The following tables are required to be included as part of the LCAP adopted by the local governing board or governing body:

- Table 1: Total Planned Expenditures Table (for the coming LCAP Year)
- Table 2: Contributing Actions Table (for the coming LCAP Year)
- Table 3: Annual Update Table (for the current LCAP Year)
- Table 4: Contributing Actions Annual Update Table (for the current LCAP Year)
- Table 5: LCFF Carryover Table (for the current LCAP Year)

Note: The coming LCAP Year is the year that is being planned for, while the current LCAP year is the current year of implementation. For example, when developing the 2022–23 LCAP, 2022–23 will be the coming LCAP Year and 2021–22 will be the current LCAP Year.

Data Entry Table

The Data Entry Table may be included in the LCAP as adopted by the local governing board or governing body, but is not required to be included. In the Data Entry Table, input the following information for each action in the LCAP for that applicable LCAP year:

- **LCAP Year:** Identify the applicable LCAP Year.
- **1. Projected LCFF Base Grant:** Provide the total amount of LCFF funding the LEA estimates it will receive for the coming school year, excluding the supplemental and concentration grants and the add-ons for the Targeted Instructional Improvement Grant Program and the Home to School Transportation Program, pursuant to 5 CCR Section 15496(a)(8).

See *EC* sections 2574 (for COEs) and 42238.02 (for school districts and charter schools), as applicable, for LCFF apportionment calculations.

- **2. Projected LCFF Supplemental and/or Concentration Grants:** Provide the total amount of LCFF supplemental and concentration grants the LEA estimates it will receive on the basis of the number and concentration of unduplicated students for the coming school year.
- **3. Projected Percentage to Increase or Improve Services for the Coming School Year:** This percentage will not be entered; it is calculated based on the Projected LCFF Base Grant and the Projected LCFF Supplemental and/or Concentration Grants, pursuant to 5 CCR Section 15496(a)(8). This is the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the coming LCAP year.

- **LCFF Carryover — Percentage:** Specify the LCFF Carryover — Percentage identified in the LCFF Carryover Table from the prior LCAP year. If a carryover percentage is not identified in the LCFF Carryover Table, specify a percentage of zero (0.00%).
- **Total Percentage to Increase or Improve Services for the Coming School Year:** This percentage will not be entered; it is calculated based on the Projected Percentage to Increase or Improve Services for the Coming School Year and the LCFF Carryover — Percentage. This is the percentage by which the LEA must increase or improve services for unduplicated pupils as compared to the services provided to all students in the coming LCAP year.
- **Goal #:** Enter the LCAP Goal number for the action.
- **Action #:** Enter the action’s number as indicated in the LCAP Goal.
- **Action Title:** Provide a title of the action.
- **Student Group(s):** Indicate the student group or groups who will be the primary beneficiary of the action by entering “All,” or by entering a specific student group or groups.
- **Contributing to Increased or Improved Services?:** Type “Yes” if the action **is** included as contributing to meeting the increased or improved services; OR, type “No” if the action is **not** included as contributing to meeting the increased or improved services.
- If “Yes” is entered into the Contributing column, then complete the following columns:
 - **Scope:** The scope of an action may be LEA-wide (i.e., districtwide, countywide, or charterwide), schoolwide, or limited. An action that is LEA-wide in scope upgrades the entire educational program of the LEA. An action that is schoolwide in scope upgrades the entire educational program of a single school. An action that is limited in its scope is an action that serves only one or more unduplicated student groups.
 - **Unduplicated Student Group(s):** Regardless of scope, contributing actions serve one or more unduplicated student groups. Indicate one or more unduplicated student groups for whom services are being increased or improved as compared to what all students receive.
 - **Location:** Identify the location where the action will be provided. If the action is provided to all schools within the LEA, the LEA must indicate “All Schools.” If the action is provided to specific schools within the LEA or specific grade spans only, the LEA must enter “Specific Schools” or “Specific Grade Spans.” Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades transitional kindergarten through grade five), as appropriate.

- **Time Span:** Enter “ongoing” if the action will be implemented for an indeterminate period of time. Otherwise, indicate the span of time for which the action will be implemented. For example, an LEA might enter “1 Year,” or “2 Years,” or “6 Months.”
- **Total Personnel:** Enter the total amount of personnel expenditures utilized to implement this action.
- **Total Non-Personnel:** This amount will be automatically calculated based on information provided in the Total Personnel column and the Total Funds column.
- **LCFF Funds:** Enter the total amount of LCFF funds utilized to implement this action, if any. LCFF funds include all funds that make up an LEA’s total LCFF target (i.e., base grant, grade span adjustment, supplemental grant, concentration grant, Targeted Instructional Improvement Block Grant, and Home-To-School Transportation).
 - **Note:** For an action to contribute towards meeting the increased or improved services requirement it must include some measure of LCFF funding. The action may also include funding from other sources, however the extent to which an action contributes to meeting the increased or improved services requirement is based on the LCFF funding being used to implement the action.
- **Other State Funds:** Enter the total amount of Other State Funds utilized to implement this action, if any.
- **Local Funds:** Enter the total amount of Local Funds utilized to implement this action, if any.
- **Federal Funds:** Enter the total amount of Federal Funds utilized to implement this action, if any.
- **Total Funds:** This amount is automatically calculated based on amounts entered in the previous four columns.
- **Planned Percentage of Improved Services:** For any action identified as contributing, being provided on a Limited basis to unduplicated students, and that does not have funding associated with the action, enter the planned quality improvement anticipated for the action as a percentage rounded to the nearest hundredth (0.00%). A limited action is an action that only serves foster youth, English learners, and/or low-income students.
 - As noted in the instructions for the Increased or Improved Services section, when identifying a Planned Percentage of Improved Services, the LEA must describe the methodology that it used to determine the contribution of the action towards the proportional percentage. The percentage of improved services for an action corresponds to the amount of LCFF funding that the LEA estimates it would expend to implement the action if it were funded.

For example, an LEA determines that there is a need to analyze data to ensure that instructional aides and expanded learning providers know what targeted supports to provide to students who are foster youth. The LEA could implement this action by hiring additional staff to collect and analyze data and to coordinate supports for students, which the LEA estimates would cost \$165,000.

Instead, the LEA chooses to utilize a portion of existing staff time to analyze data relating to students who are foster youth. This analysis will then be shared with site principals who will use the data to coordinate services provided by instructional assistants and expanded learning providers to target support to students. In this example, the LEA would divide the estimated cost of \$165,000 by the amount of LCFF Funding identified in the Data Entry Table and then convert the quotient to a percentage. This percentage is the Planned Percentage of Improved Service for the action.

Contributing Actions Table

As noted above, information will not be entered in the Contributing Actions Table; however, the 'Contributing to Increased or Improved Services?' column will need to be checked to ensure that only actions with a "Yes" are displaying. If actions with a "No" are displayed or if actions that are contributing are not displaying in the column, use the drop-down menu in the column header to filter only the "Yes" responses.

Annual Update Table

In the Annual Update Table, provide the following information for each action in the LCAP for the relevant LCAP year:

- **Estimated Actual Expenditures:** Enter the total estimated actual expenditures to implement this action, if any.

Contributing Actions Annual Update Table

In the Contributing Actions Annual Update Table, check the 'Contributing to Increased or Improved Services?' column to ensure that only actions with a "Yes" are displaying. If actions with a "No" are displayed or if actions that are contributing are not displaying in the column, use the drop-down menu in the column header to filter only the "Yes" responses. Provide the following information for each contributing action in the LCAP for the relevant LCAP year:

- **6. Estimated Actual LCFF Supplemental and/or Concentration Grants:** Provide the total amount of LCFF supplemental and concentration grants the LEA estimates it will actually receive based on of the number and concentration of unduplicated students in the current school year.
- **Estimated Actual Expenditures for Contributing Actions:** Enter the total estimated actual expenditure of LCFF funds used to implement this action, if any.
- **Estimated Actual Percentage of Improved Services:** For any action identified as contributing, being provided on a Limited basis only to unduplicated students, and that does not have funding associated with the action, enter the total estimated actual quality improvement anticipated for the action as a percentage rounded to the nearest hundredth (0.00%).

- Building on the example provided above for calculating the Planned Percentage of Improved Services, the LEA in the example implements the action. As part of the annual update process, the LEA reviews implementation and student outcome data and determines that the action was implemented with fidelity and that outcomes for foster youth students improved. The LEA reviews the original estimated cost for the action and determines that had it hired additional staff to collect and analyze data and to coordinate supports for students that estimated actual cost would have been \$169,500 due to a cost of living adjustment. The LEA would divide the estimated actual cost of \$169,500 by the amount of LCFF Funding identified in the Data Entry Table and then convert the quotient to a percentage. This percentage is the Estimated Actual Percentage of Improved Services for the action.

LCFF Carryover Table

- **9. Estimated Actual LCFF Base Grant:** Provide the total amount of LCFF funding the LEA estimates it will receive for the current school year, excluding the supplemental and concentration grants and the add-ons for the Targeted Instructional Improvement Grant Program and the Home to School Transportation Program, pursuant to 5 CCR Section 15496(a)(8).
- **10. Total Percentage to Increase or Improve Services for the Current School Year:** This percentage will not be entered. The percentage is calculated based on the amounts of the Estimated Actual LCFF Base Grant (9) and the Estimated Actual LCFF Supplemental and/or Concentration Grants (6), pursuant to 5 CCR Section 15496(a)(8), plus the LCFF Carryover – Percentage from the prior year. This is the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the current LCAP year.

Calculations in the Action Tables

To reduce the duplication of effort of LEAs, the Action Tables include functionality such as pre-population of fields and cells based on the information provided in the Data Entry Table, the Annual Update Summary Table, and the Contributing Actions Table. For transparency, the functionality and calculations used are provided below.

Contributing Actions Table

- 4. Total Planned Contributing Expenditures (LCFF Funds)
 - This amount is the total of the Planned Expenditures for Contributing Actions (LCFF Funds) column
- 5. Total Planned Percentage of Improved Services
 - This percentage is the total of the Planned Percentage of Improved Services column
- Planned Percentage to Increase or Improve Services for the coming school year (4 divided by 1, plus 5)

- This percentage is calculated by dividing the Total Planned Contributing Expenditures (4) by the Projected LCFF Base Grant (1), converting the quotient to a percentage, and adding it to the Total Planned Percentage of Improved Services (5).

Contributing Actions Annual Update Table

Pursuant to *EC* Section 42238.07(c)(2), if the Total Planned Contributing Expenditures (4) is less than the Estimated Actual LCFF Supplemental and Concentration Grants (6), the LEA is required to calculate the difference between the Total Planned Percentage of Improved Services (5) and the Total Estimated Actual Percentage of Improved Services (7). If the Total Planned Contributing Expenditures (4) is equal to or greater than the Estimated Actual LCFF Supplemental and Concentration Grants (6), the Difference Between Planned and Estimated Actual Percentage of Improved Services will display “Not Required.”

- 6. Estimated Actual LCFF Supplemental and Concentration Grants
 - This is the total amount of LCFF supplemental and concentration grants the LEA estimates it will actually receive based on of the number and concentration of unduplicated students in the current school year.
- 4. Total Planned Contributing Expenditures (LCFF Funds)
 - This amount is the total of the Last Year's Planned Expenditures for Contributing Actions (LCFF Funds)
- 7. Total Estimated Actual Expenditures for Contributing Actions
 - This amount is the total of the Estimated Actual Expenditures for Contributing Actions (LCFF Funds)
- Difference Between Planned and Estimated Actual Expenditures for Contributing Actions (Subtract 7 from 4)
 - This amount is the Total Estimated Actual Expenditures for Contributing Actions (7) subtracted from the Total Planned Contributing Expenditures (4)
- 5. Total Planned Percentage of Improved Services (%)
 - This amount is the total of the Planned Percentage of Improved Services column
- 8. Total Estimated Actual Percentage of Improved Services (%)
 - This amount is the total of the Estimated Actual Percentage of Improved Services column
- Difference Between Planned and Estimated Actual Percentage of Improved Services (Subtract 5 from 8)

- This amount is the Total Planned Percentage of Improved Services (5) subtracted from the Total Estimated Actual Percentage of Improved Services (8)

LCFF Carryover Table

- 10. Total Percentage to Increase or Improve Services for the Current School Year (6 divided by 9 + Carryover %)
- This percentage is the Estimated Actual LCFF Supplemental and/or Concentration Grants (6) divided by the Estimated Actual LCFF Base Grant (9) plus the LCFF Carryover – Percentage from the prior year.
- 11. Estimated Actual Percentage of Increased or Improved Services (7 divided by 9, plus 8)
- This percentage is the Total Estimated Actual Expenditures for Contributing Actions (7) divided by the LCFF Funding (9), then converting the quotient to a percentage and adding the Total Estimated Actual Percentage of Improved Services (8).
- 12. LCFF Carryover — Dollar Amount LCFF Carryover (Subtract 11 from 10 and multiply by 9)
- If the Estimated Actual Percentage of Increased or Improved Services (11) is less than the Estimated Actual Percentage to Increase or Improve Services (10), the LEA is required to carry over LCFF funds.

The amount of LCFF funds is calculated by subtracting the Estimated Actual Percentage to Increase or Improve Services (11) from the Estimated Actual Percentage of Increased or Improved Services (10) and then multiplying by the Estimated Actual LCFF Base Grant (9). This amount is the amount of LCFF funds that is required to be carried over to the coming year.

- 13. LCFF Carryover — Percentage (12 divided by 9)
- This percentage is the unmet portion of the Percentage to Increase or Improve Services that the LEA must carry over into the coming LCAP year. The percentage is calculated by dividing the LCFF Carryover (12) by the LCFF Funding (9).

California Department of Education
January 2022

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

4. 21/22-1127 - AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND CURRICULUM ASSOCIATES

RECOMMENDATION

The Board of Education is requested to approve an agreement with Curriculum Associates for iReady licenses for the district's five (5) elementary schools, two (2) middle schools, and Mountain Park School, and to provide professional development for the Instructional Specialist and iReady trainer during the 2022-23 school year.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

iReady is an intervention program that is currently utilized by Monrovia Unified School District in its elementary schools, primarily as an intensive intervention tool for some students. iReady is an online program for reading and/or mathematics that identifies each individual student's present levels of performance and tailors support to improve their skills. The program provides teachers with actionable data that helps them to determine each student's individual needs, personalize their learning, and monitor their progress throughout the school year. When implemented with fidelity, iReady's use yields significant gains. This agreement will expand iReady's use to include all elementary and middle school students, all teachers in grades K-5, and all English and math teachers in grades 6-8, providing personalized support for students in both English and math. In order to meet iReady's recommended usage of 45 minutes per week per subject, teachers would embed iReady into daily or weekly lesson plans or oversee its use beyond school hours. Professional development would be provided for teachers to show them how to implement the tool, analyze iReady data, and identify strategies for supporting students who need additional support.

Background:

iReady has been a tool used in MUSD for the past 8 years. Currently, the intervention teachers at each of our elementary school sites are using iReady with targeted 4th and 5th grade students in reading primarily, though it has been used for math to some degree. This year, two elementary schools, Plymouth and Monroe, used their site funds to expand iReady's use to include all students at their schools.

Budget Implication (\$ Amount):

The total cost for the professional development and renewal of all licenses for the 2022-23 school year is \$161,024.50; approximately \$20,128.06 per site, to be funded with Supplemental and Concentration funds.

Legal References:

Education Code 17604 requires all agreements and contracts and agreements to be approved or ratified by the Board of Education.

Additional Information:

Copies of the agreement and iReady quote are attached.

ATTACHMENTS

- [Curriculum Associates iReady Quote - 20220622.pdf](#)

Curriculum Associates®

Prepared For:

Sue Kaiser
 Monrovia USD
 325 E Huntington Dr,
 Monrovia, CA 91016

6/16/2022

Dear Sue Kaiser,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and i-Ready Partner Services included. If you have any questions or would like any changes, please contact us.

Quote ID: 280232.9 Valid through: 12/31/2022

Product	List Price	Net Price
i-Ready	\$143,710.00	\$136,524.50
Professional Development	\$28,000.00	\$24,500.00
i-Ready Partners Services	\$10,500.00	\$0.00
<i>i-Ready Partners Services Includes:</i> <ul style="list-style-type: none"> • <i>Initial Implementation Services:</i> Provisioning, Initial Rostering, Hosting, Technology Assessment • <i>Account Management:</i> Account Manager You Know On A First Name Basis, Implementation Guidance, Realtime Achievement Data After Every Assessment, Ongoing Data Management • <i>Staff Development Consultation and Resources:</i> Consultative services to help you plan and make the most of Professional Development sessions; Access to Online Educator Learning (OEL) Digital Courses, and i-Ready Central Self-Service Resources • <i>Technical Support:</i> Proactive Network Monitoring & Issue Notification, Annual Health Check, Technical Support 		
	List Total:	\$182,210.00
	Savings:	\$21,185.50
	Shipping/Tax/Other:	\$0.00
	Total:	\$161,024.50

Thank you again for your interest in Curriculum Associates.

Sincerely

Patti Savage

psavage@cainc.com

Please submit this quote with your purchase order

Curriculum Associates®

Quote ID: 280232.9 Date: 6/16/2022 Valid through: 12/31/2022

Prepared For:
Sue Kaiser
Monrovia USD
325 E Huntington Dr,
Monrovia, CA 91016
skaiser@monroviaschools.net

Your Representative:
Patti Savage

 psavage@cainc.com

Bradoaks ES 930 E Lemon Ave, Monrovia, CA 91016

Total Building Enrollment: 455, Grade Range: K - 5

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 351-500 Students 1 Year	Multiple	15003.0	1	\$18,550.00	\$17,622.50	\$17,622.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$21,122.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,122.50

Clifton MS 226 S Ivy Ave, Monrovia, CA 91016

Total Building Enrollment: 731, Grade Range: 6 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 501-800 Students 1 Year	Multiple	15004.0	1	\$21,850.00	\$20,757.50	\$20,757.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$24,257.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$24,257.50

Mayflower ES 210 N Mayflower Ave, Monrovia, CA 91016

Total Building Enrollment: 546, Grade Range: K - 5

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 501-800 Students 1 Year	Multiple	15004.0	1	\$21,850.00	\$20,757.50	\$20,757.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$24,257.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$24,257.50

Monroe ES 402 W Colorado Blvd, Monrovia, CA 91016

Total Building Enrollment: 578, Grade Range: K - 5

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 501-800 Students 1 Year	Multiple	15004.0	1	\$21,850.00	\$20,757.50	\$20,757.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$24,257.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$24,257.50

Monrovia USD 325 E Huntington Dr, Monrovia, CA 91016

Total Building Enrollment: 3688, Grade Range: PK - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction Add on Leadership Session	Multiple	19984.0	2	\$0.00	\$0.00	\$0.00
Subtotal:						\$0.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$0.00

Mountain Park School 950 S Mountain Ave, Monrovia, CA 91016

Total Building Enrollment: 10, Grade Range: 7 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
i-Ready Assessment and Personalized Instruction Math Per Student License 1 Year	Multiple	13087.0	10	\$33.00	\$31.35	\$313.50
i-Ready Assessment and Personalized Instruction Reading Per Student License 1 Year	Multiple	13089.0	10	\$33.00	\$31.35	\$313.50
Subtotal:						\$627.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$627.00

Plymouth ES 1300 Boley St, Monrovia, CA 91016

Total Building Enrollment: 464, Grade Range: K - 5

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 351-500 Students 1 Year	Multiple	15003.0	1	\$18,550.00	\$17,622.50	\$17,622.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$21,122.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,122.50

Santa Fe Computer Science MS 148 W Duarte Rd, Monrovia, CA 91016

Total Building Enrollment: 511, Grade Range: 6 - 8

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 501-800 Students 1 Year	Multiple	15004.0	1	\$21,850.00	\$20,757.50	\$20,757.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$24,257.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$24,257.50

Wild Rose ES 232 Jasmine Ave, Monrovia, CA 91016

Total Building Enrollment: 395, Grade Range: K - 5

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Online Educator Learning Platform Site License Including Educator Prep Series (Complements Onsite and Virtual Professional Development)	Multiple	28024.0	1	\$500.00	\$0.00	\$0.00
Professional Development i-Ready Assessment and Personalized Instruction Practicing User Package - Delivering Differentiated Instruction and Helping all Learners Succeed	Multiple	19981.0	1	\$3,500.00	\$3,500.00	\$3,500.00
i-Ready Assessment and Personalized Instruction Math and Reading Site License 351-500 Students 1 Year	Multiple	15003.0	1	\$18,550.00	\$17,622.50	\$17,622.50
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$21,122.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$21,122.50

Total

List Total:	\$182,210.00
Savings:	\$21,185.50
Merchandise Total:	\$161,024.50
Voucher/Credit:	\$0.00
Estimated Tax:	\$0.00
Estimated Shipping:	\$0.00
Total:	\$161,024.50

Special Notes

All i-Ready purchases require professional development.
5% discount applied to i-Ready based on scope of quote.

F.O.B.: N. Billerica, MA 01862

Shipping: Shipping based on MDSE total

Terms: Net 30 days, pending credit approval

Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y9

Curriculum Associates®

Information on Professional Development Sessions and COVID-19

Protecting the health and safety of the educators we serve and their students, as well as the health and safety of our employees, is of paramount importance to Curriculum Associates. While it is our preference to deliver PD sessions in person, circumstances related to COVID-19 may require us to provide sessions virtually instead. Curriculum Associates' policy is to only provide PD sessions in person where one of our employees can reach the session site by car and where adequate safety measures are in place to protect the health of our session leaders and participants. Curriculum Associates reserves the right to switch any session from in-person to virtual if we cannot reach a session site by car, if adequate safety measures cannot be put in place, or if Curriculum Associates determines that it would otherwise put its employees at risk to provide an in-person session.

If your school or district will not permit visitors at the time of a scheduled session, Curriculum Associates would be happy to provide an equivalent live, virtual session via videoconference. Similarly, Curriculum Associates will comply with your school or district's health and safety requirements regarding on-site visitors if we are given adequate advance notice. Our PD Operations team will work with school or district personnel to hold sessions in a manner that protects the safety of educators and your school community as well as Curriculum Associates employees.

We are pleased to be able to serve you in these challenging times and look forward to providing productive learning sessions to your staff. Any questions regarding scheduling in-person or virtual training sessions should be directed to pdoperations@cainc.com.

Unparalleled Service and Educator Support

The *i-Ready Partners* team was born from our core value: the quality of our services is as important as the quality of our products. Know that when you implement our programs, your local *i-Ready Partners* will be there to support your team every step of the way.

Service Components

Our *i-Ready Partners* team is tasked with helping you implement our programs to meet ambitious district goals. *i-Ready Partners* support includes:

- **An Account Manager You Know on a First-Name Basis:** Dedicated account managers are your point of connection to a powerful network of *i-Ready* experts focused on making your implementation successful.
- **Consultative Professional Development Planning:** Tailored professional development plans ensure that PD is tied to your implementation goals and that educators are equipped to optimize the use of our programs from day one.
- **Real-Time Achievement Data after Every Assessment:** Detailed student achievement analytics to empower data-driven practices in classrooms.
- **Educational Consultants to Help You Know What's Coming Next:** Educational consultants to keep you up to speed on our latest research, development, and best practices.
- **Technical Support and Health Checks:** Proactive support that anticipates and heads off issues before they start—and is there for you should they arise.



**Account
Management**



**Professional
Development**



**Educational
Consultants**



**Achievement
Analytics**



**Technical
Support**

Your *i-Ready* *Partners* Team

Dedicated to helping you implement *i-Ready* programs and achieve your district goals



Curriculum Associates®

Placing an Order

Email: orders@cainc.com | **Fax:** 1-800-366-1158

Mail:

ATTN: CUSTOMER SERVICE DEPT.

Curriculum Associates LLC

153 Rangeway Rd

North Billerica, MA 01862-2013

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\$1,000 to \$4,999.99	10% of order		

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- Bank Name: Wells Fargo Bank – San Francisco, CA
- ABA Routing: 121000248
- SWIFT Code (International Only): WFBUS6S
- Tax ID: 26-3954988

Please send any payment notifications to payments@cainc.com. Credit card payments are only accepted for purchases under \$50,000.

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Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

5. 21/22-2167 - RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT FOR 2022-23

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2122-27 to approve the use of Education Protection Account (EPA) funds for the 2022-23 fiscal year.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

Proposition 30, as amended by Proposition 55, requires the District's Governing Board to determine the use of EPA funds in an open session of a public meeting.

Background:

Proposition 30 was approved by voters on November 6, 2012. It instituted temporary increases in the personal income tax for high earners, and in the State sales tax. Proposition 55 was approved by voters on November 8, 2016. It extended the personal income tax increase for high earners through 2030. The funds collected from these tax increases are deposited by the State to the EPA, for distribution to local school districts. The Monrovia Unified School District is projected to receive 2022-23 EPA funds of \$11,100,703, to be distributed quarterly. Funds distributed to local school districts from the EPA will be offset dollar for dollar by a decrease in State Local Control Funding Formula Revenue. Therefore, EPA funding does not represent any additional revenue to the District. Proposition 30 and Proposition 55 require the District's Governing Board to determine the use of EPA funds in an open session of a public meeting. Because EPA funding is not additional revenue to the District, these funds will be used to support the District's current operations. EPA funds are proposed to be designated to pay for existing teacher salaries and benefits.

Budget Implication (\$ Amount):

There is no additional cost to the District.

Legal References:

California Constitution Article XIII, Section 36(e)(6) – "A ... school district ... shall have sole authority to determine how the moneys received from the Education Protection Account are spent in the school or schools within its jurisdiction, provided, however, that the appropriate governing board or body shall make these spending

determinations in open session of a public meeting of the governing board or body”.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [EPA Resolution - 062222.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 2122-27

RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT FOR 2022-23

WHEREAS, the voters approved Proposition 30 on November 6, 2012 and Proposition 55 on November 8, 2016;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the Incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, the Monrovia Unified School District shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, the Monrovia Unified School District shall annually publish on its internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of the Monrovia Unified School District shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by the Monrovia Unified School District to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36

NOW, THEREFORE, BE IT RESOLVED;

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of the Monrovia Unified School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Monrovia Unified School District has determined to spend the monies received from the Education Protection Act to pay for existing teacher salaries and benefits.

Date: June 22, 2022

BOARD OF EDUCATION:

Selene Lockerbie, President

Traci Gholar, Vice President

Jennifer Anderson, Clerk

Rob Hammond, Member

Maritza Travanti, Member

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

6. 21/22-2168 - RESOLUTION TO AUTHORIZE TEMPORARY INTER-FUND CASH BORROWING

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2122-28 to authorize the temporary borrowing of cash between District funds for the 2022-23 fiscal year.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

The Board of Education has the authority to direct the temporary transfer of moneys between District funds to ensure the timely payment of district obligations.

Background:

The various District funds receive cash apportionments from different sources and on different schedules. Revenues for some District funds may potentially be received after budgeted expenditures have been made. Each District fund is required to maintain a positive cash balance at all times. To ensure that each District fund maintains a positive cash balance, moneys may be shifted between funds during the year. Any required inter-fund borrowing must be approved in advance by the Board of Education. The attached "Cash Borrowing Resolution" is being presented for Board approval to allow for the timely transfer of monies between funds should it be necessary during the 2022-23 fiscal year. Any amounts borrowed will be repaid in the 2022-23 fiscal year, or possibly in the 2023-24 fiscal year if the borrowing takes place after March 2, 2023.

Budget Implication (\$ Amount):

There is no cost to the District for temporary inter-fund borrowing.

Legal References:

Government Code Section 42603 – "The governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations."

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [Inter-Fund Borrowing Resolution.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 2122-28

CASH BORROWING RESOLUTION
Temporary Inter-fund Cash Borrowing

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, temporary transfer of cash between district funds is permitted by Education Code Section 42603, and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$4 million.
2. For fiscal year 2022-23 only.
3. Amount shall not exceed 75 percent of any moneys held in any fund.
4. Funds borrowed shall not be available for appropriation or considered income to the borrowing fund.
5. Borrowing shall occur only when the fund receiving the money will earn sufficient income during the current fiscal year. The amounts borrowed shall be repaid either in the same fiscal year or in the following fiscal year if the borrowing takes place within the final 120 calendar days of a fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Monrovia Unified School District hereby authorizes the borrowing of cash between all of the District funds.

Date: June 22, 2022

BOARD OF EDUCATION:

Selene Lockerbie, President

Traci Gholar, Vice President

Jennifer Anderson, Clerk

Rob Hammond, Member

Maritza Travanti, Member

Dr. Ryan Smith, Superintendent and
Secretary of the Board

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

7. 21/22-2169 - RESOLUTION TO AUTHORIZE TEMPORARY TRANSFERS OF FUNDS FROM THE LOS ANGELES COUNTY TREASURER

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 2122-29 to authorize the temporary transfer of funds from the Los Angeles County Treasurer for the 2022-23 fiscal year.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

The Board of Education has the authority to direct the temporary transfer of funds from the Los Angeles County Treasurer to ensure the timely payment of district financial obligations.

Background:

The various District funds receive cash apportionments from different sources and on different schedules. Revenues for some District funds may potentially be received after budgeted expenditures have been made. Each District fund is required to maintain a positive cash balance at all times. The District's General Fund or other funds could potentially require additional cash on a temporary basis to meet its payment obligations. Should not enough cash be available in all district funds combined to permit sufficient inter-fund cash borrowing, the Los Angeles County Treasurer is authorized to temporarily transfer moneys to the District. The Los Angeles County Office of Education recommends that Districts have this authorization in place in the event that a temporary transfer of funds from the Los Angeles County Treasurer becomes necessary.

Budget Implication (\$ Amount):

There is no cost to the district for temporary transfers of funds from the Los Angeles County Treasurer to the District.

Legal References:

Article XVI, Section 6, of the California Constitution.

Additional Information:

A copy of the resolution is attached.

ATTACHMENTS

- [L.A. County Treasurer Borrowing Resolution.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 2122-29

CASH BORROWING RESOLUTION
Temporary Transfers from the School Pools Fund Maintained by the
Los Angeles County Treasurer

WHEREAS, sufficient cash is needed to pay obligations for current operating requirements lawfully incurred in the fiscal year, and;

WHEREAS, Article XVI, Section 6, of the California Constitution allows for borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer (Treasurer), and;

WHEREAS, the following restrictions apply to this authorization:

1. Maximum amount of authorized borrowing: \$4 million.
2. For fiscal year 2022-23 only.
3. Shall not exceed 75 percent of the anticipated revenues accruing to the district.
4. Shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year.
5. Shall be repaid from revenues accruing to the district before any other obligation of the district is met from such revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Board of the Monrovia Unified School District hereby authorizes the Treasurer to make temporary transfers of funds.

Date: June 22, 2022

BOARD OF EDUCATION:

Selene Lockerbie, President

Traci Gholar, Vice President

Jennifer Anderson, Clerk

Rob Hammond, Member

Maritza Travanti, Member

Dr. Ryan Smith, Superintendent and
Secretary of the Board

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

8. 21/22-2170 - ADOPTED BUDGET FOR THE 2022-23 FISCAL YEAR

RECOMMENDATION

The Board of Education is requested approve the 2022-23 Adopted Budget for all district funds.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti ____, Board Member Hammond ____, Board Member
Anderson ____,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

The Board of Education is required to adopt a budget prior to the beginning of the next fiscal year on or before July 1.

Background:

This proposed 2022-23 Adopted Budget was presented for a Public Hearing at the June 9, 2022 Board meeting. This budget incorporates the total K-12 education funding presented in the Governor's May Revised State budget, and all other information affecting the District's revenues and expenditures. The revenue budget includes the proposed State Local Control Funding Formula (LCFF). The expenditure budget includes the spending plan for District goals and priorities included in the Local Control Accountability Plan (LCAP) presented for approval at this meeting. It also includes expenditure for projected LCFF Supplemental/Concentration add-on funding to increase and improve services for Low Income, English learners and Foster Youth students, as described in the LCAP and required by the LCFF. The budget was prepared using State adopted criteria and standards.

Budget Implication (\$ Amount):

The Board Approved Adopted Budget will be uploaded to the BEST Advantage Financial System, and will be used to monitor revenues and expenditures of the District in fiscal year 2022-23. This budget reports a positive Ending Fund Balance for the General Fund and for all other funds in 2022-23, 2023-24, and 2024-25. The required 3% Budget Reserve for Economic Uncertainties is maintained in the General Fund in all three years. When the final State Budget is signed by the Governor, a Revised Budget will be presented to the Board for approval within 45 days. Other changes to this budget will be presented for Board approval throughout the year as circumstances dictate.

Legal References:

Education Code (EC) Section 42127 - "On or before July 1 of each year, the governing board of each school district shall ... adopt a budget." EC Section 33127 –

“The [State] shall develop ... standards and criteria ... to be used by local educational agencies in the development of annual budgets and the management of subsequent expenditures from that budget.”

Additional Information:

The attached Proposed Adopted Budget Report begins with a budget overview and narrative detailing assumptions used in the development of the Unrestricted General Fund Budget, the Restricted General Fund Budget, and the Unrestricted General Fund Three Year Projection. The narrative provides an analysis of the District's General Fund Assigned and Unassigned Ending Fund Balances in relation to the Required 3% Reserve for Economic Uncertainty for the budget year and the two subsequent years. A narrative is also provided for all other funds of the District. Following the narrative are: • An Enrollment and Attendance analysis • A Multi-Year Projection of the Unrestricted General Fund Budget • A 2022-23 Combined General Fund Budget • A summary by major object of the 2021-22 Estimated Actuals and the 2022-23 Budget for all other district funds The last report is the complete budget in the State-prescribed SACS Financial Reporting Software, including the Certifications and a review of District compliance with State Criteria and Standards.

ATTACHMENTS

- [2022-23 Adopted Budget.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

**ADOPTED
BUDGET**

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23 PROPOSED ADOPTED BUDGET

OVERVIEW

The Proposed Adopted Budget for 2022-23 incorporates the information included in the State's May Budget Revision. The budget includes:

- A Cost of Living Adjustment (COLA) of 6.56% applied to the Local Control Funding Formula (LCFF), Special Education, and the Mandated Cost Block Grant for 2022-23
- An increase in the employer contribution rate to the State Teachers' Retirement System (CalSTRS) in 2022-23
- Increases from the 2021-22 employer contribution rate for the California Public Employees' Retirement System (CalPERS) in 2022-23, 2023-24 and 2024-25
- Expenditures for the District goals included in the Local Control Accountability Plan (LCAP)
- All adjustments for personnel changes, benefit rate variations and all other known changes to the District Budget

2021-22

The 2021-22 Estimated Actuals Budget is updated with all known changes and corrections since the Second Interim Budget as presented at the March 9, 2022 Board meeting.

2022-23

The Governor's May Budget Revision released on May 13th included an increase in the 2022-23 LCFF COLA, from 5.33% to 6.56%.

The 2022-23 Proposed Adopted Budget projects Unrestricted Revenue of \$56,917,306. This includes LCFF revenue of \$55,751,003 less \$250,000 transferred to the Adult Education Fund. Approximately \$6.4 million of this amount is Supplemental and Concentration Grant (S & C) funding that must be used for increased services for low income, English learner and foster youth students. The expenditure plan for how the S&C Grant funding will be spent is in the District's LCAP, which is also presented for a Public Hearing at this Board meeting.

2022-23 PROPOSED ADOPTED BUDGET

2022-23 Unrestricted Expenditures increase by \$4,045,783 over 2021-22 to a total of \$50,495,447. This substantial 2022-23 Unrestricted expenditure increase includes the expenditure of \$3.8 million in carried over 2020-21 S & C funds. Other factors contributing to the increase in 2022-23 Unrestricted expenditures are:

- Increases in CalSTRS and CalPERS rates in 2022-23
- Increased Health Insurance premiums
- The cost of the 2022 Board of Education election

The budget includes expenditures to implement the goals described in the District's LCAP.

Multi-Year Projection

This budget report presents a positive Ending Fund Balance for all funds of the district in 2022-23, 2023-24 and 2024-25. The State required Budget Reserve for Economic Uncertainties of 3% is maintained in the General Fund in all three years.

The multi-year budget projection is based on the following assumptions:

- A COLA of 6.56% for 2022-23, an increase from the 5.33% COLA projected in the Governor's January budget
- COLAs of 5.38% for 2023-24 and 4.02% for 2024-25 for LCFF, Special Education, and the Mandate Block Grant
- Projected Census Day enrollment of 5,022 in 2022-23, 4,909 in 2023-24 and 4,817 in 2024-25
- Projected Period 2 Average Daily Attendance (P-2 ADA) of 4,728 in 2022-23, 4,621 in 2023-24 and 4,532 in 2024-25
- Unrestricted Lottery revenue of \$163.00 per ADA in all three years
- Restricted Lottery Revenue of \$65.00 per ADA in all years
- All previous budget adjustments and revisions approved by the Board of Education
- Interest earnings reduced for the reduction in cash balance due to deficit spending
- Salary step and longevity increases and estimated column advances are included for all employees in 2022-23, 2023-24 and 2024-25
- Projected election costs of \$120,000 in 2022-23 and \$130,000 in 2024-25

2022-23 PROPOSED ADOPTED BUDGET

- A reduction of 5 teacher full-time equivalents (FTEs) in 2022-23 for a projected decrease in student enrollment
- A reduction of 3 teacher FTEs in 2023-24 for a projected decrease in student enrollment
- A reduction of 2 additional FTEs in 2024-25 for a projected decrease in student enrollment
- CalSTRS employer premium increases from 16.92% to 19.10% in 2022-23, 2023-24 and 2024-25
- CalPERS employer premium increases from 22.91% to 25.37% in 2022-23, 25.20% in 2023-24, and 24.60% in 2024-25
- A 2022-23 medical insurance premium increase of 5.2%

Ending Fund Balances

In 2022-23, the Unrestricted General Fund Ending Fund Balance (EFB) is \$6,156,359, or 8% of total expenditures. The minimum required 3% reserve is \$2,333,658. Out of the \$3,822,701 exceeding the minimum reserve, \$220,000 is not spendable, and \$3,602,701, or 5%, is unassigned and unappropriated.

In 2023-24, the EFB is \$7,135,664 and minimum required 3% reserve is \$2,153,826. Out of \$4,981,838 exceeding the required reserve, \$220,000 is not spendable, and \$4,761,838 (or 7%) is unassigned and unappropriated.

In 2024-25, the EFB is \$7,726,788 and minimum required 3% reserve is \$2,155,951. Out \$5,570,837 exceeding the required reserve, \$220,000 is not spendable, \$5,350,837 (or 7%) is unassigned and unappropriated.

\$3.8 million of carried over 2021-22 S & C funding is budgeted in 2022-23. These funds are required to be used for increased services for low income, English learner, and foster youth students.

The unassigned and unappropriated reserves are maintained to cover future contingencies.

Future Budget Developments

When the 2022-23 State Budget is adopted, any changes made to the above assumptions, as well as any other known changes, will be incorporated in the District's budget. Revisions to the Adopted Budget will be presented to the Board of Education within 45 days of the signing of the State Adopted Budget by the Governor.

2022-23 PROPOSED ADOPTED BUDGET

ADULT EDUCATION FUND

REVENUES:

Revenues are budgeted for the Adult Education Block Grant, Federal programs, student fees, and interest earnings. The Adult Education Fund is budgeted to receive a transfer of \$250,000 from the Unrestricted General Fund in 2022-23 to cover utilities and the Mountain Avenue Project Certificates of Participation (COP) payment.

EXPENDITURES:

Expenditure budgets have been adjusted for all known increases or decreases. Transfers to the Debt Service Fund for semi-annual COP have been budgeted.

FUND BALANCE:

The projected ending fund balance is \$713,134.

CHILD DEVELOPMENT CENTER FUND

REVENUES:

This fund records State and parent fee revenue for the State Preschool program and interest earned. Donations will be budgeted as received.

EXPENDITURES:

Expenditures are budgeted for operations of the Preschool program. Expenditure budgets have been adjusted for all known increases or decreases.

FUND BALANCE:

The projected Ending Fund Balance is \$405,201.

2022-23 PROPOSED ADOPTED BUDGET

FOOD SERVICES FUND

REVENUES:

The revenue projections include both Federal and State meal reimbursements, the Child and Adult Care Food Program. Also included is State revenue for the new State requirement to offer 2 free meals each day to all enrolled students.

EXPENDITURES:

Budgeted expenditures for the Food Services Account are based on:

- Salary step and longevity increases and staff attrition
- Applicable employee benefit rate changes

FUND BALANCE:

Projected Unappropriated Reserve is \$2,907,012.

DEFERRED MAINTENANCE FUND

REVENUES:

Revenue in 2022-23 is for interest earned on the fund balance. \$300,000 per year is budgeted for a Transfer In of funds from the Routine Restricted Maintenance program.

EXPENDITURES:

Expenditures are budgeted for facilities repairs as needed.

FUND BALANCE:

The projected fund ending balance of \$881,802 will be budgeted as necessary for emergency repairs, and for facilities maintenance as approved by the Board.

2022-23 PROPOSED ADOPTED BUDGET

CAPITAL FACILITIES FUND #1 (DEVELOPER FEES)

REVENUES:

The Capital Facilities Fund receives its revenue from developer fees and interest earned. Building construction varies from year to year, and the 2022-23 revenue budget will be adjusted as developer fees are collected.

EXPENDITURES:

Funds received from developer fees must be expended on construction or reconstruction attributable to growth, and for the cost of developer fee collection. Expenditures will be budgeted for future construction or reconstruction attributable to growth.

FUND BALANCE:

The ending fund balance of \$3,189,395 will be used for construction projects.

SPECIAL RESERVE FUND (REDEVELOPMENT FUNDS)

REVENUES:

Funds received in the Special Reserve Fund are from the successor agency to the Monrovia Redevelopment Agency. Interest earnings are budgeted. No other revenue is budgeted pending the receipt of payments from the County oversight board.

In 2017-18, the Special Reserve Fund advanced funds to the General Fund to facilitate the purchase of 5 buses. \$134,136 is budgeted for the fourth annual repayment of the advanced funds from the General Fund.

EXPENDITURES:

No expenditures are budgeted.

FUND BALANCE:

The projected fund ending balance of \$6,484,857 will be used for future District projects.

2022-23 PROPOSED ADOPTED BUDGET

DEBT SERVICE FUND (C.O.P. – MOUNTAIN AVENUE)

The Debt Service Fund was established in 1997-98 to retain a payment reserve from the proceeds of the Certificates of Participation (COP) sold that year to fund the Mountain Avenue project, and as a holding fund for the semi-annual COP debt service payments.

REVENUES:

No revenues are budgeted.

EXPENDITURES AND OTHER SOURCES:

Budgets are for Inter-fund Transfers In from the Unrestricted General Fund and the Adult Education fund, and for semi-annual debt service payments on the C.O.P.

FUND BALANCE:

The projected ending fund balance is zero.

FEE BASED FUND

In an effort to generate more revenue from various resources for the District, the Fee Based Fund was established in 2011-12. The funds include the revenues and expenditures for catering operations of the Food Services Department. Revenues and expenditures for the International Student Program and the Louise K. Taylor (LKT) Performing Arts Center were added in 2012-13.

REVENUES:

The revenue is generated from various programs: catering operations, show sales, rental income and donations from the LKT Performing Arts Center, and for interest earned.

EXPENDITURES:

Expenditures are budgeted for catering operations and for the LKT Performing Arts Center.

FUND BALANCE:

The projected ending fund balance of \$58,143 will be used for ongoing costs of catering operations and the LKT Performing Arts Center.

2022-23 PROPOSED ADOPTED BUDGET

SELF-INSURANCE FUND FOR WORKERS' COMPENSATION

The Self-Insurance Fund for Workers' Compensation was established in 2018-19. The fund contains the District's Workers' Compensation premium reserve transferred from the San Gabriel Valley Self Insurance Authority as a result of the dissolution of the JPA.

REVENUES:

Revenue is budgeted for interest earned on the fund balance.

EXPENDITURES:

Expenditures will be budgeted as needed.

FUND BALANCE:

The projected ending fund balance is \$1,001,828.

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

ENROLLMENT AND ATTENDANCE

MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
ENROLLMENT ANALYSIS
SUMMARY

GRADE LEVEL	CBEDS 2018-19	CBEDS 2019-20	CBEDS 2020-21	CBEDS 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
Early TK	14	23	14	16	16	16	16
Transitional K	49	70	75	67	67	67	67
K	399	372	324	371	371	371	371
1	399	413	360	332	376	376	377
2	357	382	397	351	321	365	366
3	363	364	365	373	336	302	347
Mountain Park ISP TK - 3	1	0	29	56	56	56	56
SDC TK - 3	53	53	59	48	48	48	48
SELPA SDC TK - 3	10	9	8	5	5	5	5
Non-Public School SDC TK - 3	1	1	0	1	1	1	1
Total TK-3	1646	1687	1631	1620	1597	1607	1654
4	363	352	349	353	361	323	290
5	389	364	354	326	342	349	311
6	422	395	355	331	313	326	332
Mountain Park ISP 4 - 6	2	0	4	38	38	38	38
SDC 4 - 6	44	45	35	32	32	32	32
SELPA SDC 4 - 6	9	9	7	4	4	4	4
Non-Public School SDC 4 - 6	1	3	5	2	2	2	2
Total 4-6	1230	1168	1109	1086	1092	1074	1009
7	369	425	383	336	318	298	311
8	395	381	402	362	320	299	280
Mountain Park ISP 7 - 8	6	2	13	23	23	23	23
SDC 7 - 8	19	16	20	21	21	21	21
SELPA SDC 7 - 8	8	7	8	6	6	6	6
Non-Public School SDC 7 - 8	4	2	1	1	1	1	1
Total 7-8	801	833	827	749	689	648	642
9	416	404	394	411	378	336	315
10	430	403	391	375	401	368	326
11	347	407	388	366	351	376	344
12	367	327	369	363	342	328	355
Canyon Oaks Continuation	97	76	35	32	32	32	32
Mountain Park ISP 9 - 12	29	27	41	79	79	79	79
SDC 9 - 12	47	43	37	34	34	34	34
SELPA SDC 9 - 12	5	4	3	5	5	5	5
Non-Public School SDC 9 - 12	14	13	13	12	12	12	12
Adult Transition Program	13	12	9	10	10	10	10
Total 9-12	1765	1716	1680	1687	1644	1580	1512
TOTAL TK - 12	5,442	5,404	5,247	5,142	5,022	4,909	4,817
% of Prior Year	97.82%	99.30%	97.09%	98.00%	97.67%	97.75%	98.13%

MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT

P-2 ADA AS A PERCENTAGE OF CBEDS ENROLLMENT - 2019-20 Through 2024-25

GRADE LEVEL	Actual 2019-20			Actual 2020-21			Actual 2021-22			Projected 2022-23			Projected 2023-24			Projected 2024-25		
	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%
Regular Ed Grades TK - 3	1624	1522.53	93.8%	1535	1441.61	93.9%	1510	1367.10	90.5%	1487	1395.00	93.8%	1497	1404.00	93.8%	1544	1448.00	93.8%
Mountain Park ISP Grades TK - 3	0	0.00	0.0%	29	26.92	92.8%	56	52.41	93.6%	56	50.40	90.0%	56	50.40	90.0%	56	50.40	90.0%
Special Ed Grades TK - 3	53	60.28	113.7%	59	59.57	101.0%	48	44.23	92.1%	48	43.20	90.0%	48	43.20	90.0%	5	4.50	90.0%
SELPA Special Ed Grades TK - 3	9	6.72	74.7%	8	7.04	88.0%	5	6.24	124.8%	5	4.50	90.0%	5	4.50	90.0%	N/A	N/A	N/A
Extended Year Special Ed TK - 3	N/A	4.57	N/A	N/A	4.57	N/A	N/A	4.04	N/A	N/A	4.04	N/A	N/A	4.04	N/A	N/A	4.04	N/A
NPS Grades TK - 3	1	0.89	89.0%	0	0.00	N/A	1	0.82	82.0%	1	0.82	82.0%	1	0.82	82.0%	1	0.82	82.0%
Extended Year NPS TK - 3	N/A	0.00	N/A	N/A	0.00	N/A	N/A	0.09	N/A	N/A	0.09	N/A	N/A	0.09	N/A	N/A	0.09	N/A
Total Grades TK - 3	1,687	1,594.99	94.5%	1,631	1,539.71	94.4%	1,620	1,474.93	91.0%	1,597	1,498.05	93.8%	1,607	1,507.05	93.8%	1,654	1,551.05	93.8%
Regular Ed Grades 4 - 6	1111	1067.78	96.1%	1058	1029.57	97.3%	1010	933.21	92.4%	1016	971.00	95.6%	998	954.00	95.6%	933	892.00	95.6%
Mountain Park ISP Grades 4 - 6	0	0.07	0.0%	4	5.18	129.5%	38	27.70	72.9%	38	28.50	75.0%	38	28.50	75.0%	38	28.50	75.0%
Special Ed Grades 4 - 6	45	38.65	85.9%	35	32.58	93.1%	32	28.60	89.4%	32	29.44	92.0%	32	29.44	92.0%	32	29.44	92.0%
SELPA Special Ed Grades 4 - 6	9	8.37	93.0%	7	6.72	96.0%	4	3.19	79.8%	4	3.60	90.0%	4	3.60	90.0%	4	3.60	90.0%
Extended Year Special Ed 4 - 6	N/A	4.13	N/A	N/A	4.13	N/A	N/A	2.29	N/A	N/A	2.29	N/A	N/A	2.29	N/A	N/A	2.29	N/A
NPS Grades 4 - 6	3	2.99	99.7%	5	2.46	49.2%	2	0.89	44.5%	2	0.89	44.5%	2	0.89	44.5%	2	0.89	44.5%
Extended Year NPS Grades 4-6	N/A	0.33	N/A	N/A	0.33	N/A	N/A	0.22	N/A	N/A	0.22	N/A	N/A	0.22	N/A	N/A	0.22	N/A
Total Grades 4 - 6	1,168	1,122.32	96.1%	1,109	1,080.97	97.5%	1,086	996.10	91.7%	1,092	1,035.94	94.9%	1,074	1,018.94	94.9%	1,009	956.94	94.8%
Regular Ed Grades 7 - 8	806	765.18	94.9%	785	751.78	95.8%	698	638.11	91.4%	638	608.00	95.3%	597	569.00	95.3%	591	563.00	95.3%
Mountain Park ISP Grades 7 - 8	2	3.57	178.5%	13	9.47	72.8%	23	15.52	67.5%	23	17.25	75.0%	23	17.25	75.0%	23	17.25	75.0%
Special Ed Grades 7 - 8	16	16.33	102.1%	20	19.51	97.6%	21	19.05	90.7%	21	19.32	92.0%	21	19.32	92.0%	21	19.32	92.0%
SELPA Special Ed Grades 7 - 8	7	6.59	94.1%	8	7.59	94.9%	6	4.94	82.3%	6	5.40	90.0%	6	5.40	90.0%	6	5.40	90.0%
Extended Year Special Ed 7 - 8	N/A	1.63	N/A	N/A	1.63	N/A	N/A	2.42	N/A	N/A	2.42	N/A	N/A	2.42	N/A	N/A	2.42	N/A
NPS Grades 7 - 8	2	3.26	163.0%	1	0.63	63.0%	1	0.96	96.0%	1	0.96	96.0%	1	0.96	96.0%	1	0.96	96.0%
Extended Year NPS Grades 7-8	N/A	0.30	N/A	N/A	0.30	N/A	N/A	0.13	N/A	N/A	0.13	N/A	N/A	0.13	N/A	N/A	0.13	N/A
Total Grades 7 - 8	833	796.86	95.7%	827	790.91	95.6%	749	681.13	90.9%	689	653.48	94.8%	648	614.48	94.8%	642	608.48	94.8%
Regular Ed Grades 9-12	1541	1463.22	95.0%	1542	1475.39	95.7%	1515	1382.45	91.3%	1472	1391.00	94.5%	1408	1331.00	94.5%	1340	1266.00	94.5%
Canyon Oaks Continuation 9 - 12	76	60.94	80.2%	35	28.15	80.4%	32	16.74	52.3%	32	24.00	75.0%	32	24.00	75.0%	32	24.00	75.0%
Mountain Park ISP Grades 9 - 12	27	27.95	103.5%	41	33.97	87.7%	79	71.94	91.1%	79	71.10	90.0%	79	71.10	90.0%	79	71.10	90.0%
Special Ed Grades 9 - 12	43	37.44	87.1%	37	34.95	94.5%	34	29.21	85.9%	34	30.60	90.0%	34	30.60	90.0%	34	30.60	90.0%
Adult Transition Program	12	10.29	85.8%	9	7.15	79.4%	10	9.25	92.5%	10	9.00	90.0%	10	9.00	90.0%	10	9.00	90.0%
SELPA Special Ed Grades 9 - 12	4	3.69	92.3%	3	2.49	83.0%	5	3.77	75.4%	5	3.77	90.0%	5	3.77	90.0%	5	3.77	90.0%
Extended Year Special Ed 9 - 12	N/A	3.55	N/A	N/A	3.55	N/A	N/A	1.97	N/A	N/A	1.97	N/A	N/A	1.97	N/A	N/A	1.97	N/A
NPS Grades 9 - 12	13	11.07	85.2%	13	7.28	56.0%	12	8.47	70.6%	12	8.47	70.6%	12	8.47	70.6%	12	8.47	70.6%
Extended Year NPS Grades 9 - 12	N/A	0.66	N/A	N/A	0.66	N/A	N/A	0.62	N/A	N/A	0.62	N/A	N/A	0.62	N/A	N/A	0.62	N/A
Total Grades 9 - 12	1,716	1,618.81	94.3%	1,680	1,595.59	95.0%	1,687	1,524.42	90.4%	1,644	1,540.53	93.7%	1,580	1,480.53	93.7%	1,512	1,415.53	93.6%
Total TK - 12	5404	5132.98	95.0%	5247	5007.18	95.4%	5142	4676.58	90.9%	5022	4728.00	94.1%	4909	4621.00	94.1%	4817	4532.00	94.1%

Enrollment is Census Day (CBEDS) enrollment as of the first Wednesday in October each year.
 Period 2 Average Daily Attendance (P-2 ADA) is cumulative attendance data from the first day of school through the district's P-2 ADA cutoff in late March.
 For programs with increased enrollment during the year, cumulative P-2 ADA can be more than 100% of October CBEDS enrollment.

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

MULTI-YEAR BUDGET PROJECTION

**MONROVIA UNIFIED SCHOOL DISTRICT
2022-23 ADOPTED BUDGET
UNRESTRICTED GENERAL FUND (INCLUDING S & C)
MULTI-YEAR PROJECTION**

	COLA 6.56% 2022-23 UNRESTRICTED	5.38% 2023-24 UNRESTRICTED	4.02% 2024-25 UNRESTRICTED
BEGINNING BALANCE JULY 1	\$10,204,095	\$6,156,359	\$7,135,664
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$55,751,003	\$56,519,145	\$56,808,828
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)	(\$250,000)	(\$250,000)
FEDERAL INCOME	\$0	\$0	\$0
OTHER STATE INCOME	\$1,024,961	\$1,020,552	\$1,009,147
LOCAL REVENUES	\$391,342	\$391,342	\$381,342
TOTAL REVENUES	\$56,917,306	\$57,681,039	\$57,949,317
EXPENDITURES			
CERTIFICATED SALARIES	\$23,277,135	\$23,663,691	\$24,097,091
CLASSIFIED SALARIES	\$6,798,359	\$6,842,812	\$6,887,265
EMPLOYEE BENEFITS	\$12,195,014	\$12,164,678	\$12,200,910
BOOKS & SUPPLIES	\$5,025,053	\$1,260,780	\$1,255,908
SERVICES & OTHER OPERATING EXPENSES	\$4,547,608	\$3,908,876	\$4,071,558
CAPITAL OUTLAY	\$0	\$0	\$0
OTHER OUTGO	\$51,615	\$51,615	\$51,615
INTERPROGRAM/FUND COSTS	(\$1,399,337)	(\$1,399,337)	(\$1,399,337)
TOTAL EXPENDITURES	\$50,495,447	\$46,493,115	\$47,165,010
REVENUES OVER EXPENDITURES	\$6,421,859	\$11,187,924	\$10,784,307
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$72,988	\$74,066	\$73,423
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$10,396,607	\$10,134,553	\$10,119,760
NET INCREASE (DECREASE)	(\$4,047,736)	\$979,305	\$591,124
ENDING BALANCE June 30	\$6,156,359	\$7,135,664	\$7,726,788
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000	\$20,000	\$20,000
STORES	\$200,000	\$200,000	\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000	\$2,000	\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,333,658	\$2,153,826	\$2,155,951
RESERVE FOR CARRYOVER (Estimate)	\$0	\$0	\$0
COMMITTED			
RESERVE FOR LCFF S & C CARRYOVER	\$0	\$0	\$0
UNASSIGNED/UNAPPROPRIATED	\$3,600,701	\$4,759,838	\$5,348,837

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

COMBINED GENERAL FUND

**MONROVIA UNIFIED SCHOOL DISTRICT
2022-23 ADOPTED BUDGET
COMBINED GENERAL FUND**

	2022-23 UNRESTRICTED	2022-23 RESTRICTED	2022-23 COMBINED
BEGINNING BALANCE JULY 1	\$10,204,095	\$2,451,024	\$12,655,119
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$55,751,003		\$55,751,003
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)		(\$250,000)
FEDERAL INCOME	\$0	\$3,440,729	\$3,440,729
OTHER STATE INCOME	\$1,024,961	\$7,756,109	\$8,781,070
LOCAL REVENUES	\$391,342	\$5,265,058	\$5,656,400
TOTAL REVENUES	\$56,917,306	\$16,461,896	\$73,379,202
EXPENDITURES			
CERTIFICATED SALARIES	\$23,277,135	\$6,476,884	\$29,754,019
CLASSIFIED SALARIES	\$6,798,359	\$4,029,471	\$10,827,830
EMPLOYEE BENEFITS	\$12,195,014	\$8,306,611	\$20,501,625
BOOKS & SUPPLIES	\$5,025,053	\$2,038,238	\$7,063,291
SERVICES & OTHER OPERATING EXPENSES	\$4,547,608	\$4,199,275	\$8,746,883
CAPITAL OUTLAY	\$0	\$0	\$0
OTHER OUTGO	\$51,615	\$666,621	\$718,236
INTERPROGRAM/FUND COSTS	(\$1,399,337)	\$1,069,943	(\$329,394)
TOTAL EXPENDITURES	\$50,495,447	\$26,787,043	\$77,282,490
REVENUES OVER EXPENDITURES	\$6,421,859	(\$10,325,147)	(\$3,903,288)
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$72,988	\$434,136	\$507,124
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$10,396,607	(\$10,396,607)	\$0
NET INCREASE (DECREASE)	(\$4,047,736)	(\$362,676)	(\$4,410,412)
ENDING BALANCE June 30	\$6,156,359	\$2,088,348	\$8,244,707
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000		\$20,000
STORES	\$200,000		\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000		\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,333,658		\$2,333,658
RESERVE FOR CARRYOVER (Estimate)	\$0	\$1,888,348	\$1,888,348
RESERVE FOR LCFF S & C CARRYOVER (Estimate)	\$0		\$0
FACILITIES RESERVE FROM LEASES AND RENTALS	\$0	\$200,000	\$200,000
UNASSIGNED/UNAPPROPRIATED	\$3,600,701	\$0	\$3,600,701

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

OTHER FUNDS

**MONROVIA UNIFIED SCHOOL DISTRICT
ADULT EDUCATION FUND
PROPOSED ADOPTED BUDGET
2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$210,263	\$213,756
OTHER STATE INCOME	\$1,602,553	\$1,603,092
OTHER LOCAL REVENUES	\$317,758	\$256,000
INTERFUND TRANSFERS IN	\$250,000	\$250,000
TOTAL FUND REVENUES	\$2,380,574	\$2,322,848
EXPENDITURES		
CERTIFICATED SALARIES	\$981,216	\$986,827
CLASSIFIED SALARIES	\$112,152	\$112,413
EMPLOYEE BENEFITS	\$525,610	\$550,330
BOOKS & SUPPLIES	\$65,509	\$66,027
SERVICES & OTHER OPERATING EXPENSE	\$329,394	\$331,330
CAPITAL OUTLAY	\$0	\$0
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$89,264	\$89,264
TOTAL EXPENDITURES	\$2,103,145	\$2,136,191
REVENUE OVER EXPENSE	\$277,429	\$186,657
INTERFUND TRANSFERS OUT	\$146,939	\$145,983
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$130,490	\$40,674
BEGINNING BALANCE JULY 1	\$543,970	\$674,460
ENDING BALANCE June 30	\$674,460	\$715,134

**MONROVIA UNIFIED SCHOOL DISTRICT
CHILD DEVELOPMENT FUND
PROPOSED ADOPTED BUDGET
2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$67,800	
OTHER STATE INCOME	\$1,298,136	\$1,299,245
OTHER LOCAL REVENUES	\$51,339	\$43,322
TOTAL FUND REVENUES	\$1,417,275	\$1,342,567
EXPENDITURES		
CERTIFICATED SALARIES	\$348,684	\$394,914
CLASSIFIED SALARIES	\$375,591	\$378,450
EMPLOYEE BENEFITS	\$348,651	\$364,221
BOOKS & SUPPLIES	\$90,448	\$60,974
SERVICES & OTHER OPERATING EXPENSE	\$26,013	\$27,209
CAPITAL OUTLAY	\$52,920	\$0
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$76,896	\$76,896
TOTAL EXPENDITURES	\$1,319,203	\$1,302,664
REVENUE OVER EXPENSE	\$98,072	\$39,903
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$98,072	\$39,903
BEGINNING BALANCE JULY 1	\$267,226	\$365,298
ENDING BALANCE June 30	\$365,298	\$405,201

**MONROVIA UNIFIED SCHOOL DISTRICT
FOOD SERVICES FUND
PROPOSED ADOPTED BUDGET
2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$5,278,274	\$4,905,366
OTHER STATE INCOME	\$245,081	\$343,040
OTHER LOCAL REVENUES	\$22,500	\$22,500
TOTAL FUND REVENUES	\$5,545,855	\$5,270,906
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES	\$1,283,671	\$1,290,081
EMPLOYEE BENEFITS	\$562,137	\$591,885
BOOKS & SUPPLIES	\$1,674,232	\$1,738,188
SERVICES & OTHER OPERATING EXPENSE	\$66,628	\$67,656
CAPITAL OUTLAY	\$900,000	\$500,000
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$163,234	\$163,234
TOTAL EXPENDITURES	\$4,649,902	\$4,351,044
REVENUE OVER EXPENSE	\$895,953	\$919,862
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$895,953	\$919,862
BEGINNING BALANCE JULY 1	\$1,171,197	\$2,067,150
ENDING BALANCE June 30	\$2,067,150	\$2,987,012
COMPONENTS OF ENDING FUND BALANCE		
UNSPENDABLE AMOUNTS:		
STORES	\$80,000	\$80,000
UNASSIGNED/UNAPPROPRIATED	\$1,987,150	\$2,907,012

**MONROVIA UNIFIED SCHOOL DISTRICT
DEFERRED MAINTENANCE FUND
PROPOSED ADOPTED BUDGET
2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$1,600	\$1,600
INTERFUND TRANSFERS IN	\$300,000	\$300,000
TOTAL FUND REVENUES	\$301,600	\$301,600
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$10,000	\$30,000
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$10,000	\$30,000
REVENUE OVER EXPENSE	\$291,600	\$271,600
INTERFUND TRANSFERS OUT	\$0	\$0
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$0	\$0
NET INCREASE (DECREASE)	\$291,600	\$271,600
ESTIMATED BEGINNING BALANCE JULY 1	\$318,602	\$610,202
ENDING BALANCE JUNE 30	\$610,202	\$881,802

MONROVIA UNIFIED SCHOOL DISTRICT
 CAPITAL FACILITIES FUND
 (DEVELOPER FEES)
 PROPOSED ADOPTED BUDGET
 2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$1,257,540	\$112,000
TOTAL FUND REVENUES	\$1,257,540	\$112,000
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$37,276	\$3,000
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$37,276	\$3,000
REVENUE OVER EXPENSE	\$1,220,264	\$109,000
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$1,220,264	\$109,000
BEGINNING BALANCE JULY 1	\$1,860,131	\$3,080,395
ENDING BALANCE June 30	\$3,080,395	\$3,189,395

MONROVIA UNIFIED SCHOOL DISTRICT
SPECIAL RESERVE FUND
(CAPITAL OUTLAY FUNDS)
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$350,842	\$31,200
INTERFUND TRANSFERS IN	\$134,136	\$134,136
TOTAL FUND REVENUES	\$484,978	\$165,336
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$4,969	
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$4,969	\$0
REVENUE OVER EXPENSE	\$480,009	\$165,336
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$480,009	\$165,336
BEGINNING BALANCE JULY 1	\$5,839,512	\$6,319,521
ENDING BALANCE June 30	\$6,319,521	\$6,484,857

MONROVIA UNIFIED SCHOOL DISTRICT
DEBT SERVICE FUND
(C.O.P. - MOUNTAIN AVENUE)
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$6	\$0
TOTAL FUND REVENUES	\$6	\$0
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE		
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE	\$220,410	\$218,975
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$220,410	\$218,975
REVENUE OVER EXPENSE	(\$220,404)	(\$218,975)
INTERFUND TRANSFERS IN	\$220,408	\$218,971
NET INCREASE (DECREASE)	\$4	(\$4)
BEGINNING BALANCE JULY 1	\$0	\$4
ENDING BALANCE June 30	\$4	\$0

**MONROVIA UNIFIED SCHOOL DISTRICT
FEE BASED FUND
PROPOSED ADOPTED BUDGET
2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$258,734	\$242,384
TOTAL FUND REVENUES	\$258,734	\$242,384
<hr/>		
EXPENDITURES		
CERTIFICATED SALARIES	\$95,063	\$95,063
CLASSIFIED SALARIES	\$89,989	\$85,486
EMPLOYEE BENEFITS	\$65,674	\$68,927
BOOKS & SUPPLIES	\$5,700	\$5,489
SERVICES & OTHER OPERATING EXPENSE	\$71,080	\$62,087
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$327,506	\$317,052
<hr/>		
REVENUE OVER EXPENSE	(\$68,772)	(\$74,668)
<hr/>		
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	(\$68,772)	(\$74,668)
BEGINNING BALANCE JULY 1	\$201,584	\$132,812
<hr/>		
ENDING BALANCE June 30	\$132,812	\$58,144

**MONROVIA UNIFIED SCHOOL DISTRICT
 SELF-INSURANCE FUND FOR WORKERS' COMPENSATION
 PROPOSED ADOPTED BUDGET
 2022-23**

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$5,000	\$4,000
TOTAL FUND REVENUES	\$5,000	\$4,000
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE		
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$0	\$0
REVENUE OVER EXPENSE	\$5,000	\$4,000
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$5,000	\$4,000
BEGINNING BALANCE JULY 1	\$992,828	\$997,828
ENDING BALANCE June 30	\$997,828	\$1,001,828

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

CERTIFICATIONS

ANNUAL BUDGET REPORT:

July 1, 2022 Budget Adoption

Insert "X" in applicable boxes:

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

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

Budget available for inspection at:

Place: Monrovia Unified Schol District

Date: June 03, 2022

Adoption Date: June 22, 2022

Signed: _____

Clerk/Secretary of the Governing Board

(Original signature required)

Public Hearing:

Place: Monrovia Unified Schol District

Date: June 09, 2022

Time: 06:30 P.M.

Contact person for additional information on the budget reports:

Name: David C. Conway

Title: Director of Fiscal Services

Telephone: 626) 471-2055

E-mail: dconway2@monroviashools.net

Criteria and Standards Review Summary

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

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Budgeted (funded) ADA has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	
CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Enrollment has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio is consistent with historical ratios for the budget and two subsequent fiscal years.	X	

4	Local Control Funding Formula (LCFF) Revenue	Projected change in LCFF revenue is within the standard for the budget and two subsequent fiscal years.		X
5	Salaries and Benefits	Projected ratios of total unrestricted salaries and benefits to total unrestricted general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.		X
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	If applicable, required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account) is included in the budget.	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.	X	
9	Fund Balance	Unrestricted general fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	
SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?	X	
SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2021-22) annual payment?		X

S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, are they lifetime benefits?	n/a	
		• If yes, do benefits continue beyond age 65?	n/a	
		• If yes, are benefits funded by pay-as-you-go?	n/a	
S7b	Other Self-insurance Benefits	Does the district provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		• Certificated? (Section S8A, Line 1)		X
		• Classified? (Section S8B, Line 1)		X
		• Management/supervisor/confidential? (Section S8C, Line 1)		X
S9	Local Control and Accountability Plan (LCAP)	Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year?		X
		• Approval date for adoption of the LCAP or approval of an update to the LCAP:	Jun 22, 2022	
S10	LCAP Expenditures	Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?		X
ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?		X
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
ADDITIONAL FISCAL INDICATORS (continued)			No	Yes
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	

A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X
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ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

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

To the County Superintendent of
Schools:

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

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

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

The JPA performs an actuarial study every year.

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

Signed

Date of Meeting: Jun 22, 2022

Clerk/Secretary of the Governing Board

(Original signature required)

For additional information on this certification, please contact:

Name:	David C. Conway
Title:	Director of Fiscal Services
Telephone:	(626) 471-2055
E-mail:	dconway2@monroviashools.net

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

CRITERIA AND STANDARDS

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the approval of the budget.

CRITERIA AND STANDARDS

1. **CRITERION: Average Daily Attendance**

STANDARD: Funded average daily attendance (ADA) has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the

previous three fiscal years by more than the following percentage levels:

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

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

4,728.00

District's ADA Standard Percentage Level:

1.0%

1A. Calculating the District's ADA Variances

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

Fiscal Year		Original Budget	Estimated/Unaudited Actuals	ADA Variance Level	Status
		Funded ADA (Form A, Lines A4 and C4)	Funded ADA (Form A, Lines A4 and C4)	(If Budget is greater than Actuals, else N/A)	
Third Prior Year (2019-20)	District Regular	5,148	5,158		
	Charter School				
	Total ADA	5,148	5,158	N/A	Met
Second Prior Year (2020-21)	District Regular	5,126	5,133		
	Charter School				
	Total ADA	5,126	5,133	N/A	Met
First Prior Year (2021-22)	District Regular	5,133	5,133		
	Charter School		0		
	Total ADA	5,133	5,133	0.0%	Met
Budget Year (2022-23)	District Regular	5,044			
	Charter School	0			
	Total ADA	5,044			

1B. Comparison of District ADA to the Standard

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

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

2. CRITERION: Enrollment

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

by more than the following percentage levels:

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

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

District's Enrollment Standard Percentage Level:

2A. Calculating the District's Enrollment Variances

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

Fiscal Year		Enrollment		Enrollment Variance Level	Status
		Budget	CBEDS Actual	(If Budget is greater than Actual, else N/A)	
Third Prior Year (2019-20)	District Regular	5,350	5,404		
	Charter School				
	Total Enrollment	5,350	5,404	N/A	Met
Second Prior Year (2020-21)	District Regular	5,361	5,247		
	Charter School				
	Total Enrollment	5,361	5,247	2.1%	Not Met
First Prior Year (2021-22)	District Regular	5,144	5,142		
	Charter School				
	Total Enrollment	5,144	5,142	0.0%	Met

Budget Year (2022-23)		
District Regular		5,022
Charter School		
Total Enrollment		5,022

2B. Comparison of District Enrollment to the Standard

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

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

3. CRITERION: ADA to Enrollment

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

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

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

Fiscal Year		P-2 ADA	Enrollment	Historical Ratio of ADA to Enrollment
		Estimated/Unaudited Actuals (Form A, Lines A4 and C4)	CBEDS Actual (Criterion 2, Item 2A)	
Third Prior Year (2019-20)	District Regular	5,133	5,404	95.0%
	Charter School		0	
	Total ADA/Enrollment	5,133	5,404	
Second Prior Year (2020-21)	District Regular	5,133	5,247	97.8%
	Charter School	0		
	Total ADA/Enrollment	5,133	5,247	
First Prior Year (2021-22)	District Regular	4,677	5,142	90.9%
	Charter School			
	Total ADA/Enrollment	4,677	5,142	
Historical Average Ratio:				94.6%

District's ADA to Enrollment Standard (historical average ratio plus 0.5%): 95.1%

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

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

Fiscal Year		Estimated P-2 ADA	Enrollment	Ratio of ADA to Enrollment	Status
		Budget (Form A, Lines A4 and C4)	Budget/Projected (Criterion 2, Item 2A)		
Budget Year (2022-23)	District Regular	4,728	5,022	94.1%	Met
	Charter School	0			
	Total ADA/Enrollment	4,728	5,022		
1st Subsequent Year (2023-24)	District Regular	4,621	4,909	94.1%	Met
	Charter School				
	Total ADA/Enrollment	4,621	4,909		
2nd Subsequent Year (2024-25)	District Regular	4,532	4,817	94.1%	Met
	Charter School				
	Total ADA/Enrollment	4,532	4,817		

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

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

- 1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

4. CRITERION: LCFF Revenue

STANDARD: Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the district's gap funding or cost-of-living adjustment (COLA)¹ and its economic recovery target payment, plus or minus one percent.

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

For districts funded by necessary small school formulas, projected LCFF revenue has not changed from the prior fiscal year amount by more than the district's gap funding or COLA¹ and its economic recovery target payment, plus or minus one percent.

¹ Districts that are already at or above their LCFF target funding as described in Education Code Section 42238.03(d) receive no gap funding. These districts have a COLA applied to their LCFF target, but their year-over-year revenue increase might be less than the statutory COLA due to certain local factors and components of the funding formula.

4A. District's LCFF Revenue Standard

Indicate which standard applies:

LCFF Revenue

Basic Aid

Necessary Small School

The District must select which LCFF revenue standard applies.

LCFF Revenue Standard selected: LCFF Revenue

4A1. Calculating the District's LCFF Revenue Standard

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

Note: Due to the full implementation of LCFF, gap funding and the economic recovery target increment payment amounts are no longer applicable.

Projected LCFF Revenue

	Prior Year (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, lines A6 and C4)	5,136.34	5,047.78	4,915.22	4,747.00
b. Prior Year ADA (Funded)		5,136.34	5,047.78	4,915.22
c. Difference (Step 1a minus Step 1b)		(88.56)	(132.56)	(168.22)
d. Percent Change Due to Population (Step 1c divided by Step 1b)		(1.72%)	(2.63%)	(3.42%)
Step 2 - Change in Funding Level				
a. Prior Year LCFF Funding		53,698,482.00	55,751,003.00	56,519,145.00
b1. COLA percentage		6.56%	5.38%	4.02%
b2. COLA amount (proxy for purposes of this criterion)		3,522,620.42	2,999,403.96	2,272,069.63
c. Percent Change Due to Funding Level (Step 2b2 divided by Step 2a)		6.6%	5.4%	4.0%
Step 3 - Total Change in Population and Funding Level				
(Step 1d plus Step 2c)		4.8%	2.8%	0.6%
LCFF Revenue Standard (Step 3, plus/minus 1%):		3.84% to 5.84%	1.75% to 3.75%	-0.40% to 1.60%

4A2. Alternate LCFF Revenue Standard - Basic Aid

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

Basic Aid District Projected LCFF Revenue

	Prior Year (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Projected Local Property Taxes (Form 01, Objects 8021 - 8089)	17,013,102.00	17,013,102.00		
Percent Change from Previous Year		N/A	N/A	N/A
Basic Aid Standard (percent change from previous year, plus/minus 1%):		N/A	N/A	N/A

4A3. Alternate LCFF Revenue Standard - Necessary Small School

DATA ENTRY: All data are extracted or calculated.

Necessary Small School District Projected LCFF Revenue

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Necessary Small School Standard (COLA Step 2c, plus/minus 1%):	N/A	N/A	N/A

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

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

	Prior Year (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	53,698,482.00	55,751,003.00	56,519,145.00	56,808,828.00
District's Projected Change in LCFF Revenue:		3.82%	1.38%	.51%
LCFF Revenue Standard		3.84% to 5.84%	1.75% to 3.75%	-0.40% to 1.60%
Status:		Not Met	Not Met	Met

4C. Comparison of District LCFF Revenue to the Standard

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

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

Explanation:
(required if NOT met)

The District's Unduplicated Pupil percentage dropped from 60.62% in 2020-21 to 55.72% in 2021-22. This significantly reduces the Supplemental & Concentration Grant portion of LCFF revenue

5. CRITERION: Salaries and Benefits

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

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

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals - Unrestricted (Resources 0000-1999)			Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits	Total Expenditures		
	(Form 01, Objects 1000-3999)	(Form 01, Objects 1000-7499)		
Third Prior Year (2019-20)	39,255,321.98	43,496,361.03		90.2%
Second Prior Year (2020-21)	37,764,680.40	40,413,501.88		93.4%
First Prior Year (2021-22)	41,372,728.00	46,449,664.00		89.1%
	Historical Average Ratio:			90.9%

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District's Reserve Standard Percentage (Criterion 10B, Line 4):	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	87.9% to 93.9%	87.9% to 93.9%	87.9% to 93.9%

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

DATA ENTRY: If Form MYP exists, Unrestricted Salaries and Benefits, and Total Unrestricted Expenditures data for the 1st and 2nd Subsequent Years will be extracted; if not,

enter data for the two subsequent years. All other data are extracted or calculated.

Fiscal Year	Budget - Unrestricted (Resources 0000-1999)			Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits	Total Expenditures			
	(Form 01, Objects 1000-3999)	(Form 01, Objects 1000-7499)			
	(Form MYP, Lines B1-B3)	(Form MYP, Lines B1-B8, B10)			
Budget Year (2022-23)	42,270,508.00	50,495,447.00		83.7%	Not Met
1st Subsequent Year (2023-24)	42,671,181.00	46,493,115.00		91.8%	Met
2nd Subsequent Year (2024-25)	43,185,266.00	47,165,010.00		91.6%	Met

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

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

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

Explanation:
(required if NOT met)

2022-23 includes Supplemental & Concentration Grant carry over expenditures of \$3.8 million, budgeted for the purchase of classroom technology. This increases the percentage of expenditures budgeted for supplies, and lowers the percentage budgeted for Salaries and Benefits.

6. CRITERION: Other Revenues and Expenditures

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

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

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

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. District's Change in Population and Funding Level (Criterion 4A1, Step 3):	4.84%	2.75%	.60%
2. District's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-5.16% to 14.84%	-7.25% to 12.75%	-9.40% to 10.60%
3. District's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-0.16% to 9.84%	-2.25% to 7.75%	-4.40% to 5.60%

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

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

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2021-22)	3,621,254.00		
Budget Year (2022-23)	3,440,729.00	(4.99%)	Yes
1st Subsequent Year (2023-24)	3,440,729.00	0.00%	No

2nd Subsequent Year (2024-25)	2,778,567.00	(19.24%)	Yes
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Explanation:
(required if Yes)

2021-22 included substantial Federal COVID relief funding. Some of this funding continues into the 2022-23 and 2023-24 budgets, but does not continue into the 2024-25 budget.

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

First Prior Year (2021-22)	8,954,594.00		
Budget Year (2022-23)	8,781,070.00	(1.94%)	Yes
1st Subsequent Year (2023-24)	7,103,087.00	(19.11%)	Yes
2nd Subsequent Year (2024-25)	7,085,649.00	(.25%)	No

Explanation:
(required if Yes)

2021-22 included State COVID relief funding, and Expanded Learning Opportunities (ELOP) funding. This funding is not budgeted in subsequent years.

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

First Prior Year (2021-22)	6,058,589.00		
Budget Year (2022-23)	5,656,400.00	(6.64%)	Yes
1st Subsequent Year (2023-24)	5,960,544.00	5.38%	No
2nd Subsequent Year (2024-25)	6,033,100.00	1.22%	No

Explanation:
(required if Yes)

2021-22 includes Medi-Cal Administrative Activities (MAA) funds that will be budgeted as received in future years.

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

First Prior Year (2021-22)	3,790,080.00		
Budget Year (2022-23)	7,063,291.00	86.36%	Yes
1st Subsequent Year (2023-24)	3,095,194.00	(56.18%)	Yes
2nd Subsequent Year (2024-25)	3,090,322.00	(.16%)	No

Explanation:
(required if Yes)

2022-23 includes Supplemental & Concentration Grant carry over expenditures of \$3.8 million, budgeted for the purchase of classroom technology.

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

First Prior Year (2021-22)	9,052,782.00		
Budget Year (2022-23)	8,746,883.00	(3.38%)	Yes
1st Subsequent Year (2023-24)	6,641,760.00	(24.07%)	Yes
2nd Subsequent Year (2024-25)	6,452,362.00	(2.85%)	No

Explanation:
(required if Yes)

2021-22 included substantial expenditures of COVID relief funding. Some of these expenditures continue into the 2022-23 budget, but does not continue into the 2023-24 budget.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
Total Federal, Other State, and Other Local Revenue (Criterion 6B)			
First Prior Year (2021-22)	18,634,437.00		
Budget Year (2022-23)	17,878,199.00	(4.06%)	Met
1st Subsequent Year (2023-24)	16,504,360.00	(7.68%)	Not Met
2nd Subsequent Year (2024-25)	15,897,316.00	(3.68%)	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Criterion 6B)			
First Prior Year (2021-22)	12,842,862.00		
Budget Year (2022-23)	15,810,174.00	23.10%	Not Met
1st Subsequent Year (2023-24)	9,736,954.00	(38.41%)	Not Met
2nd Subsequent Year (2024-25)	9,542,684.00	(2.00%)	Met

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

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

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

Explanation:

Federal Revenue
(linked from 6B
if NOT met)

2021-22 included substantial Federal COVID relief funding. Some of this funding continues into the 2022-23 and 2023-24 budgets, but does not continue into the 2024-25 budget.

Explanation:

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

2021-22 included State COVID relief funding, and Expanded Learning Opportunities (ELOP) funding. This funding is not budgeted in subsequent years.

Explanation:

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

2021-22 includes Medi-Cal Administrative Activities (MAA) funds that will be budgeted as received in future years.

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

Explanation:

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

2022-23 includes Supplemental & Concentration Grant carry over expenditures of \$3.8 million, budgeted for the purchase of classroom technology.

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

2021-22 included substantial expenditures of COVID relief funding. Some of these expenditures continue into the 2022-23 budget, but does not continue into the 2023-24 budget.

7. **CRITERION: Facilities Maintenance**

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

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

NOTE:

EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year. Statute excludes the following resource codes from the total general fund expenditures calculation: 3210, 3212, 3213, 3214, 3215, 3216, 3218, 3219, 5316, 7027, and 7690.

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

1. a. For districts that are the AU of a SELPA, do you choose to exclude revenues that are passed through to participating members of the SELPA from the OMMA/RMA required minimum contribution calculation?

b. Pass-through revenues and apportionments that may be excluded from the OMMA/RMA calculation per EC Section 17070.75(b)(2)(D)
(Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)

2. Ongoing and Major Maintenance/Restricted Maintenance Account

a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999, exclude resources 3210, 3212, 3213, 3214, 3215, 3216, 3218, 3219, 5316, 7027, and 7690)

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

3% Required Budgeted Contribution¹
Minimum Contribution to the Ongoing and Major
(Line 2c times 3%) Maintenance Account Status

c. Net Budgeted Expenditures and Other Financing Uses

73,311,235.00	2,199,337.05	2,238,893.00	Met
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¹ Fund 01, Resource 8150, Objects 8900-8999

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

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

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

8. **CRITERION: Deficit Spending**

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

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

DATA ENTRY: All data are extracted or calculated.

		Third Prior Year (2019-20)	Second Prior Year (2020-21)	First Prior Year (2021-22)
1.	District's Available Reserve Amounts (resources 0000-1999)			
	a. Stabilization Arrangements (Funds 01 and 17, Object 9750)	0.00	0.00	0.00
	b. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	2,013,920.00	2,097,749.00	2,209,444.00
	c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	4,670,889.77	5,490,767.83	4,013,968.82
	d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	(109,016.89)	0.00	(5.00)
	e. Available Reserves (Lines 1a through 1d)	6,575,792.88	7,588,516.83	6,223,407.82
2.	Expenditures and Other Financing Uses			
	a. District's Total Expenditures and Other Financing Uses (Fund 01, objects 1000-7999)	67,130,667.96	69,924,977.82	73,648,122.00
	b. Plus: Special Education Pass-through Funds (Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)			0.00
	c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	67,130,667.96	69,924,977.82	73,648,122.00
3.	District's Available Reserve Percentage (Line 1e divided by Line 2c)	9.8%	10.9%	8.5%
District's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):		3.3%	3.6%	2.8%

¹Available reserves are the unrestricted amounts in the Stabilization Arrangement, Reserve for

Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the

Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by

any negative ending balances in restricted resources in the General Fund.

²A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA)

may exclude from its expenditures the distribution of funds to its participating members.

8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Unrestricted Fund Balance (Form 01, Section E)	Total Unrestricted Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Third Prior Year (2019-20)	28,786.29	43,570,650.20	N/A	Met
Second Prior Year (2020-21)	3,217,405.00	40,487,386.32	N/A	Met
First Prior Year (2021-22)	(1,398,282.00)	46,523,133.00	3.0%	Not Met
Budget Year (2022-23) (Information only)	(4,047,736.00)	50,568,435.00		

8C. Comparison of District Deficit Spending to the Standard

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

- 1a. STANDARD MET - Unrestricted 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)

9. CRITERION: Fund Balance

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

Percentage Level ¹	District ADA
1.7%	0 to 300
1.3%	301 to 1,000
1.0%	1,001 to 30,000
0.7%	30,001 to 400,000
0.3%	400,001 and over

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

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

District's Fund Balance Standard Percentage Level:

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

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

Fiscal Year	Unrestricted General Fund Beginning Balance ²		Beginning Fund Balance	Status
	(Form 01, Line F 1e, Unrestricted Column)		Variance Level	
	Original Budget	Estimated/Unaudited Actuals	(If overestimated, else N/A)	
Third Prior Year (2019-20)	8,421,677.00	8,356,185.53	.8%	Met
Second Prior Year (2020-21)	7,364,046.00	8,384,971.82	N/A	Met
First Prior Year (2021-22)	1,534,754.00	11,602,376.82	N/A	Met
Budget Year (2022-23) (Information only)	10,204,094.82			

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

9B. Comparison of District Unrestricted Beginning Fund Balance to the Standard

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

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

Explanation:
(required if NOT met)

- 10. CRITERION: Reserves

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

DATA ENTRY: Budget Year data are extracted. If Form MYP exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA
5% or \$75,000 (greater of)	0 to 300
4% or \$75,000 (greater of)	301 to 1,000
3%	1,001 to 30,000
2%	30,001 to 400,000
1%	400,001 and over

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

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment, as referenced in Education Code Section 42238.02, rounded to the nearest thousand.

³ A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District Estimated P-2 ADA (Budget Year, Form A, Lines A4 and C4. Subsequent Years, Form MYP, Line F2, if available.)	4,728	4,621	4,532
District's Reserve Standard Percentage Level:	3%	3%	3%

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

DATA ENTRY: For SELPA AUs, if Form MYP exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Budget Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members? Yes
2. If you are the SELPA AU and are excluding special education pass-through funds:
 - a. Enter the name(s) of the SELPA(s): _____

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)	0.00		

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years.

All other data are extracted or calculated.

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	77,789,614.00	71,794,200.00	71,865,020.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	77,789,614.00	71,794,200.00	71,865,020.00

4.	Reserve Standard Percentage Level	3%	3%	3%
5.	Reserve Standard - by Percent (Line B3 times Line B4)	2,333,688.42	2,153,826.00	2,155,950.60
6.	Reserve Standard - by Amount (\$75,000 for districts with 0 to 1,000 ADA, else 0)	0.00	0.00	0.00
7.	District's Reserve Standard (Greater of Line B5 or Line B6)	2,333,688.42	2,153,826.00	2,155,950.60

10C. Calculating the District's Budgeted Reserve Amount

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 through 7 will be extracted; if not, enter data for the two subsequent years.

All other data are extracted or calculated.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4):	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	2,333,658.00	2,153,826.00	2,155,951.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	3,600,700.82	4,759,837.82	5,348,836.82
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)	(5.00)	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00		(24.00)
8. District's Budgeted Reserve Amount (Lines C1 thru C7)	5,934,353.82	6,913,663.82	7,504,763.82
9. District's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	7.63%	9.63%	10.44%
District's Reserve Standard (Section 10B, Line 7):	2,333,688.42	2,153,826.00	2,155,950.60
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your district have ongoing general fund expenditures in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources?

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Use of Ongoing Revenues for One-time Expenditures

1a. Does your district have large non-recurring general fund expenditures that are funded with ongoing general fund revenues?

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

1a. Does your district have projected revenues for the budget year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the budget year and two subsequent fiscal years. Provide an explanation if contributions have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether contributions are ongoing or one-time in nature.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the budget year and two subsequent fiscal years. Provide an explanation if transfers have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether transfers are ongoing or one-time in nature.

Estimate the impact of any capital projects on the general fund operational budget.

District's Contributions and Transfers Standard: -10.0% to +10.0% or
-\$20,000 to +\$20,000

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

DATA ENTRY: For Contributions, enter data in the Projection column for the 1st and 2nd Subsequent Years. Contributions for the First Prior Year and Budget Year data will be extracted. For Transfers In and Transfers Out, the First Prior Year and Budget Year data will be extracted. If Form MYP exists, the data will be extracted for the 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data for the 1st and 2nd Subsequent Years. Click the appropriate button for 1d. All other data are extracted or calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)				
First Prior Year (2021-22)	(9,946,179.00)			
Budget Year (2022-23)	(10,396,607.00)	450,428.00	4.5%	Met
1st Subsequent Year (2023-24)	(9,946,179.00)	(450,428.00)	(4.3%)	Met
2nd Subsequent Year (2024-25)	(10,119,760.00)	173,581.00	1.7%	Met

1b. Transfers In, General Fund *				
First Prior Year (2021-22)	0.00			
Budget Year (2022-23)	0.00	0.00	0.0%	Met
1st Subsequent Year (2023-24)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2024-25)	0.00	0.00	0.0%	Met

1c. Transfers Out, General Fund *				
First Prior Year (2021-22)	507,605.00			
Budget Year (2022-23)	507,124.00	(481.00)	(.1%)	Met
1st Subsequent Year (2023-24)	508,202.00	1,078.00	.2%	Met
2nd Subsequent Year (2024-25)	507,559.00	(643.00)	(.1%)	Met

1d. Impact of Capital Projects
Do you have any capital projects that may impact the general fund operational budget? No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

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

1a. MET - Projected contributions have not changed by more than the standard for the budget and two subsequent fiscal years.
Explanation:
(required if NOT met)

1b. MET - Projected transfers in have not changed by more than the standard for the budget and two subsequent fiscal years.
Explanation:
(required if NOT met)

1c. 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)

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

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payments for the budget year and two subsequent fiscal years. Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the District's Long-term Commitments

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

1. Does your district have long-term (multiyear) commitments?

(If No, skip item 2 and Sections S6B and S6C)

Yes

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

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2022-23
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Leases				
Certificates of Participation	3	01.0/11.0	218,975	625,000
General Obligation Bonds	18	51/8611	6,316,294	79,694,859
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB):

TOTAL:				80,319,859

Type of Commitment (continued)	Prior Year	Budget Year	1st	2nd
	(2021-22)	(2022-23)	Subsequent	Subsequent
	Annual Payment	Annual Payment	Year	Year
	(P & I)	(P & I)	(P & I)	(P & I)
Leases				
Certificates of Participation	220,410	218,975	222,210	220,280
General Obligation Bonds	6,316,294	6,316,294	6,316,294	6,316,294
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	6,536,704	6,535,269	6,538,504	6,536,574
Has total annual payment increased over prior year (2021-22)?	No	Yes	No	

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the budget or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

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

From General Fund Budget.

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

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

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

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

Estimate the unfunded liability for postemployment benefits other than pensions (OPEB) based on an actuarial valuation, if required, or other method; identify or estimate the actuarially determined contribution (if available); and indicate how the obligation is funded (pay-as-you-go, amortized over a specific period, etc.).

Estimate the unfunded liability for self-insurance programs such as workers' compensation based on an actuarial valuation, if required, or other method; identify or estimate the required contribution; and indicate how the obligation is funded (level of risk retained, funding approach, etc.).

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section except the budget year data on line 5b.

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

2 For the district's OPEB:
a. Are they lifetime benefits?

b. Do benefits continue past age 65?

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

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

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

	Self-Insurance Fund	Governmental Fund

4. OPEB Liabilities

a. Total OPEB liability	
b. OPEB plan(s) fiduciary net position (if applicable)	
c. Total/Net OPEB liability (Line 4a minus Line 4b)	0.00
d. Is total OPEB liability based on the district's estimate or an actuarial valuation?	

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

	Budget Year	1st Subsequent Year	2nd Subsequent Year
5. OPEB Contributions	(2022-23)	(2023-24)	(2024-25)
a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method			
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	0.00		
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)			
d. Number of retirees receiving OPEB benefits			

S7B. Identification of the District's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section.

1 Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which is covered in Section S7A) (If No, skip items 2-4)

2 Describe each self-insurance program operated by the district, including details for each such as level of risk retained, funding approach, basis for valuation (district's estimate or actuarial), and date of the valuation:

3. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
- b. Unfunded liability for self-insurance programs

	Budget Year	1st Subsequent Year	2nd Subsequent Year
4. Self-Insurance Contributions	(2022-23)	(2023-24)	(2024-25)
a. Required contribution (funding) for self-insurance programs			
b. Amount contributed (funded) for self-insurance programs			

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements, as well as new commitments provided as part of previously ratified multi-year agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues, and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized at budget adoption, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards, and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of certificated (non-management) full - time - equivalent(FTE) positions	273	268	265	263

Certificated (Non-management) Salary and Benefit Negotiations

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

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

Negotiations Settled

2a.

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

2b.

Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

3.

Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

If Yes, date of Superintendent and CBO certification:

If Yes, date of budget revision board adoption:

4.

Period covered by the agreement:

Begin Date:

End Date:

5.

Salary settlement:

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			

One Year Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year

--	--	--

or

Multiyear Agreement

Total cost of salary settlement

--	--	--

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

--	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

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

260000

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

7. Amount included for any tentative salary schedule increases

--	--	--

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

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

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

Yes	No	No
4600000	4600000	4600000
88.0%	88.0%	88.0%
5.2%	0.0%	0.0%

Certificated (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?

Yes

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

Certificated (Non-management) Step and Column Adjustments

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

Yes	Yes	Yes
607,542	606,054	606,054
0.0%	0.0%	0.0%

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

Certificated (Non-management) Attrition (layoffs and retirements)

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

Yes	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.):

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of classified(non - management) FTE positions	150	150	150	

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?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

Negotiations Settled

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

2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:	_____	End Date:	_____
-------------	-------	-----------	-------

5. Salary settlement:

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			

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

One Year Agreement

Total cost of salary settlement			
% change in salary schedule from prior year			

or

Multiyear Agreement

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

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6.	Cost of a one percent increase in salary and statutory benefits	107,000		
		Budget Year	1st Subsequent Year	2nd Subsequent Year
		(2022-23)	(2023-24)	(2024-25)

7.	Amount included for any tentative salary schedule increases			
		Budget Year	1st Subsequent Year	2nd Subsequent Year
		(2022-23)	(2023-24)	(2024-25)

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

1.	Are costs of H&W benefit changes included in the budget and MYPs?	Yes	No	No
2.	Total cost of H&W benefits	2,900,000	2,900,000	2,900,000
3.	Percent of H&W cost paid by employer	89.0%	89.0%	89.0%
4.	Percent projected change in H&W cost over prior year	5.2%	0.0%	0.0%

Classified (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

No		
----	--	--

Classified (Non-management) Step and Column Adjustments

1.	Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
2.	Cost of step & column adjustments	54,023	53,835	53,595
3.	Percent change in step & column over prior year	0.0%	0.0%	0.0%

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

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

		(2022-23)	(2023-24)	(2024-25)
1.	Are savings from attrition included in the budget and MYPs?	No	No	No
2.	Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?			

Classified (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2021-22)	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of management, supervisor, and confidential FTE positions	37	36	36	36

Management/Supervisor/Confidential

Salary and Benefit Negotiations

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

No

If Yes, complete question 2.

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

--

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

Negotiations Settled

2. Salary settlement:

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

Total cost of salary settlement

	Budget Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
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")

--	--	--

Negotiations Not Settled

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

52,000

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

4. Amount included for any tentative salary schedule increases

--	--	--

Management/Supervisor/Confidential

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

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

Yes	No	No
689,00	689,000	689,000
88.0%	88.0%	88.0%
5.2%	0.0%	0.0%

Management/Supervisor/Confidential

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step and column adjustments
- Percent change in step & column over prior year

Yes	Yes	Yes
24194	11531	11504
0.0%	(52.0%)	0.0%

Management/Supervisor/Confidential

Budget Year	1st Subsequent Year	2nd Subsequent Year
(2022-23)	(2023-24)	(2024-25)

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

Yes	Yes	Yes
30,000	30,000	30,000
0.0%	0.0%	0.0%

S9. Local Control and Accountability Plan (LCAP)

Confirm that the school district's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

DATA ENTRY: Click the appropriate Yes or No button in item 1, and enter the date in item 2.

1. Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year?

Yes
Jun 22, 2022

2. Adoption date of the LCAP or an update to the LCAP.

S10. LCAP Expenditures

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

DATA ENTRY: Click the appropriate Yes or No button.

Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described

Yes

in the Local Control and Accountability Plan and Annual Update Template?

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review. DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except item A3, which is automatically completed based on data in Criterion 2.

A1.	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	No
A2.	Is the system of personnel position control independent from the payroll system?	No
A3.	Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column and actual column of Criterion 2A are used to determine Yes or No)	Yes
A4.	Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior fiscal year or budget year?	No
A5.	Has the district entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	No
A6.	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	No
A7.	Is the district's financial system independent of the county office system?	No
A8.	Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education)	No
A9.	Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?	Yes

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

A9. – A new Superintendent was hired effective July 1, 2021. A new Assistant Superintendent, Business Services was hired effective January 26, 2022.

End of School District Budget Criteria and Standards Review

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

MULTI-YEAR BUDGET PROJECTION

**MONROVIA UNIFIED SCHOOL DISTRICT
2022-23 ADOPTED BUDGET
UNRESTRICTED GENERAL FUND (INCLUDING S & C)
MULTI-YEAR PROJECTION**

	COLA 6.56% 2022-23 UNRESTRICTED	5.38% 2023-24 UNRESTRICTED	4.02% 2024-25 UNRESTRICTED
BEGINNING BALANCE JULY 1	\$10,204,095	\$6,156,359	\$7,135,664
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$55,751,003	\$56,519,145	\$56,808,828
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)	(\$250,000)	(\$250,000)
FEDERAL INCOME	\$0	\$0	\$0
OTHER STATE INCOME	\$1,024,961	\$1,020,552	\$1,009,147
LOCAL REVENUES	\$391,342	\$391,342	\$381,342
TOTAL REVENUES	\$56,917,306	\$57,681,039	\$57,949,317
EXPENDITURES			
CERTIFICATED SALARIES	\$23,277,135	\$23,663,691	\$24,097,091
CLASSIFIED SALARIES	\$6,798,359	\$6,842,812	\$6,887,265
EMPLOYEE BENEFITS	\$12,195,014	\$12,164,678	\$12,200,910
BOOKS & SUPPLIES	\$5,025,053	\$1,260,780	\$1,255,908
SERVICES & OTHER OPERATING EXPENSES	\$4,547,608	\$3,908,876	\$4,071,558
CAPITAL OUTLAY	\$0	\$0	\$0
OTHER OUTGO	\$51,615	\$51,615	\$51,615
INTERPROGRAM/FUND COSTS	(\$1,399,337)	(\$1,399,337)	(\$1,399,337)
TOTAL EXPENDITURES	\$50,495,447	\$46,493,115	\$47,165,010
REVENUES OVER EXPENDITURES	\$6,421,859	\$11,187,924	\$10,784,307
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$72,988	\$74,066	\$73,423
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$10,396,607	\$10,134,553	\$10,119,760
NET INCREASE (DECREASE)	(\$4,047,736)	\$979,305	\$591,124
ENDING BALANCE June 30	\$6,156,359	\$7,135,664	\$7,726,788
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000	\$20,000	\$20,000
STORES	\$200,000	\$200,000	\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000	\$2,000	\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,333,658	\$2,153,826	\$2,155,951
RESERVE FOR CARRYOVER (Estimate)	\$0	\$0	\$0
COMMITTED			
RESERVE FOR LCFF S & C CARRYOVER	\$0	\$0	\$0
UNASSIGNED/UNAPPROPRIATED	\$3,600,701	\$4,759,838	\$5,348,837

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	55,501,003.00	1.38%	56,269,145.00	0.51%	56,558,828.00
2. Federal Revenues	8100-8299	0.00	0.00%		0.00%	
3. Other State Revenues	8300-8599	1,024,961.00	-0.43%	1,020,552.00	-1.12%	1,009,147.00
4. Other Local Revenues	8600-8799	391,342.00	0.00%	391,342.00	-2.56%	381,342.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(10,396,607.00)	-2.52%	(10,134,553.00)	-0.15%	(10,119,760.00)
6. Total (Sum lines A1 thru A5c)		46,520,699.00	2.21%	47,546,486.00	0.60%	47,829,557.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				23,277,135.00		23,663,691.00
b. Step & Column Adjustment				399,328.00		399,328.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(12,772.00)		34,072.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	23,277,135.00	1.66%	23,663,691.00	1.83%	24,097,091.00
2. Classified Salaries						
a. Base Salaries				6,798,359.00		6,842,812.00
b. Step & Column Adjustment				44,453.00		44,453.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	6,798,359.00	0.65%	6,842,812.00	0.65%	6,887,265.00
3. Employee Benefits	3000-3999	12,195,014.00	-0.25%	12,164,678.00	0.30%	12,200,910.00
4. Books and Supplies	4000-4999	5,025,053.00	-74.91%	1,260,780.00	-0.39%	1,255,908.00
5. Services and Other Operating Expenditures	5000-5999	4,547,608.00	-14.05%	3,908,876.00	4.16%	4,071,558.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	51,615.00	0.00%	51,615.00	0.00%	51,615.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(1,399,337.00)	0.00%	(1,399,337.00)	0.00%	(1,399,337.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	72,988.00	1.48%	74,066.00	-0.87%	73,423.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		50,568,435.00	-7.91%	46,567,181.00	1.44%	47,238,433.00

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		(4,047,736.00)		979,305.00		591,124.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		10,204,094.82		6,156,358.82		7,135,663.82
2. Ending Fund Balance (Sum lines C and D1)		6,156,358.82		7,135,663.82		7,726,787.82
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	220,000.00		220,000.00		220,000.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	2,000.00		2,000.00		2,000.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	2,333,658.00		2,153,826.00		2,155,951.00
2. Unassigned/Unappropriated	9790	3,600,700.82		4,759,837.82		5,348,836.82
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		6,156,358.82		7,135,663.82		7,726,787.82
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	2,333,658.00		2,153,826.00		2,155,951.00
c. Unassigned/Unappropriated	9790	3,600,700.82		4,759,837.82		5,348,836.82
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					(24.00)
3. Total Available Reserves (Sum lines E1a thru E2c)		5,934,358.82		6,913,663.82		7,504,763.82
F. ASSUMPTIONS						

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
B1 d. - Reduction of 3 teacher FTE in 2023-24 and 2 teacher FTE in 2024-25 for declining enrollment, and attrition. Off set by salaries moved back to Unrestricted GF from one-time funds.						

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%		0.00%	
2. Federal Revenues	8100-8299	3,440,729.00	0.00%	3,440,729.00	-19.24%	2,778,567.00
3. Other State Revenues	8300-8599	7,756,109.00	-21.58%	6,082,535.00	-0.10%	6,076,502.00
4. Other Local Revenues	8600-8799	5,265,058.00	5.78%	5,569,202.00	1.48%	5,651,758.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	10,396,607.00	-2.52%	10,134,553.00	-0.15%	10,119,760.00
6. Total (Sum lines A1 thru A5c)		26,858,503.00	-6.07%	25,227,019.00	-2.38%	24,626,587.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				6,476,884.00		6,308,282.00
b. Step & Column Adjustment				100,800.00		100,800.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(269,402.00)		(262,188.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	6,476,884.00	-2.60%	6,308,282.00	-2.56%	6,146,894.00
2. Classified Salaries						
a. Base Salaries				4,029,471.00		4,029,471.00
b. Step & Column Adjustment						
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,029,471.00	0.00%	4,029,471.00	0.00%	4,029,471.00
3. Employee Benefits	3000-3999	8,306,611.00	-1.87%	8,151,268.00	-1.07%	8,064,304.00
4. Books and Supplies	4000-4999	2,038,238.00	-10.00%	1,834,414.00	0.00%	1,834,414.00
5. Services and Other Operating Expenditures	5000-5999	4,199,275.00	-34.92%	2,732,884.00	-12.88%	2,380,804.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	666,621.00	0.00%	666,621.00	0.00%	666,621.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	1,069,943.00	0.00%	1,069,943.00	0.00%	1,069,943.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	434,136.00	0.00%	434,136.00	0.00%	434,136.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		27,221,179.00	-7.33%	25,227,019.00	-2.38%	24,626,587.00

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		(362,676.00)		0.00		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		2,451,024.04		2,088,348.04		2,088,348.04
2. Ending Fund Balance (Sum lines C and D1)		2,088,348.04		2,088,348.04		2,088,348.04
3. Components of Ending Fund Balance						
a. Nonspendable 9710-9719		0.00				
b. Restricted 9740		2,088,353.04		2,088,348.04		2,088,348.04
c. Committed						
1. Stabilization Arrangements 9750		0.00				
2. Other Commitments 9760		0.00				
d. Assigned 9780		0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties 9789		0.00				
2. Unassigned/Unappropriated 9790		(5.00)		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		2,088,348.04		2,088,348.04		2,088,348.04
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements 9750		0.00				
b. Reserve for Economic Uncertainties 9789		0.00				
c. Unassigned/Unappropriated 9790						
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements 9750						
b. Reserve for Economic Uncertainties 9789						
c. Unassigned/Unappropriated 9790						
3. Total Available Reserves (Sum lines E1a thru E2c)						
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
B1 d. - Salaries moved back to Unrestricted GF from one-time funds.						

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	55,501,003.00	1.38%	56,269,145.00	0.51%	56,558,828.00
2. Federal Revenues	8100-8299	3,440,729.00	0.00%	3,440,729.00	-19.24%	2,778,567.00
3. Other State Revenues	8300-8599	8,781,070.00	-19.11%	7,103,087.00	-0.25%	7,085,649.00
4. Other Local Revenues	8600-8799	5,656,400.00	5.38%	5,960,544.00	1.22%	6,033,100.00
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)		73,379,202.00	-0.83%	72,773,505.00	-0.44%	72,456,144.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				29,754,019.00		29,971,973.00
b. Step & Column Adjustment				500,128.00		500,128.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(282,174.00)		(228,116.00)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	29,754,019.00	0.73%	29,971,973.00	0.91%	30,243,985.00
2. Classified Salaries						
a. Base Salaries				10,827,830.00		10,872,283.00
b. Step & Column Adjustment				44,453.00		44,453.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	10,827,830.00	0.41%	10,872,283.00	0.41%	10,916,736.00
3. Employee Benefits	3000-3999	20,501,625.00	-0.91%	20,315,946.00	-0.25%	20,265,214.00
4. Books and Supplies	4000-4999	7,063,291.00	-56.18%	3,095,194.00	-0.16%	3,090,322.00
5. Services and Other Operating Expenditures	5000-5999	8,746,883.00	-24.07%	6,641,760.00	-2.85%	6,452,362.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	718,236.00	0.00%	718,236.00	0.00%	718,236.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(329,394.00)	0.00%	(329,394.00)	0.00%	(329,394.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	507,124.00	0.21%	508,202.00	-0.13%	507,559.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		77,789,614.00	-7.71%	71,794,200.00	0.10%	71,865,020.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Line A6 minus line B11)		(4,410,412.00)		979,305.00		591,124.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		12,655,118.86		8,244,706.86		9,224,011.86
2. Ending Fund Balance (Sum lines C and D1)		8,244,706.86		9,224,011.86		9,815,135.86
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	220,000.00		220,000.00		220,000.00
b. Restricted	9740	2,088,353.04		2,088,348.04		2,088,348.04
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	2,000.00		2,000.00		2,000.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	2,333,658.00		2,153,826.00		2,155,951.00
2. Unassigned/Unappropriated	9790	3,600,695.82		4,759,837.82		5,348,836.82
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		8,244,706.86		9,224,011.86		9,815,135.86
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	2,333,658.00		2,153,826.00		2,155,951.00
c. Unassigned/Unappropriated	9790	3,600,700.82		4,759,837.82		5,348,836.82
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z	(5.00)		0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		(24.00)
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		5,934,353.82		6,913,663.82		7,504,763.82
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		7.63%		9.63%		10.44%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						

Description	Object Codes	2022-23 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
<p>a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?</p> <p style="text-align: center;">Yes</p> <p>b. If you are the SELPA AU and are excluding special education pass-through funds:</p> <p>1. Enter the name(s) of the SELPA(s):</p>						
<p>2. Special education pass-through funds</p> <p>(Column A: Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)</p>		0.00				
<p>2. District ADA</p> <p>Used to determine the reserve standard percentage level on line F3d</p> <p>(Col. A: Form A, Estimated P-2 ADA column, Lines A4 and C4; enter projections)</p>		4,728.00		4,621.00		4,532.00
<p>3. Calculating the Reserves</p> <p>a. Expenditures and Other Financing Uses (Line B11)</p>		77,789,614.00		71,794,200.00		71,865,020.00
<p>b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)</p>		0.00		0.00		0.00
<p>c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)</p>		77,789,614.00		71,794,200.00		71,865,020.00
<p>d. Reserve Standard Percentage Level</p> <p>(Refer to Form 01CS, Criterion 10 for calculation details)</p>		3.00%		3.00%		3.00%
<p>e. Reserve Standard - By Percent (Line F3c times F3d)</p>		2,333,688.42		2,153,826.00		2,155,950.60
<p>f. Reserve Standard - By Amount</p> <p>(Refer to Form 01CS, Criterion 10 for calculation details)</p>		0.00		0.00		0.00
<p>g. Reserve Standard (Greater of Line F3e or F3f)</p>		2,333,688.42		2,153,826.00		2,155,950.60
<p>h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)</p>		YES		YES		YES

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

COMBINED GENERAL FUND

**MONROVIA UNIFIED SCHOOL DISTRICT
2022-23 ADOPTED BUDGET
COMBINED GENERAL FUND**

	2022-23 UNRESTRICTED	2022-23 RESTRICTED	2022-23 COMBINED
BEGINNING BALANCE JULY 1	\$10,204,095	\$2,451,024	\$12,655,119
REVENUES			
LOCAL CONTROL FUNDING FORMULA (LCFF)	\$55,751,003		\$55,751,003
TRANSFER OUT TO ADULT EDUCATION	(\$250,000)		(\$250,000)
FEDERAL INCOME	\$0	\$3,440,729	\$3,440,729
OTHER STATE INCOME	\$1,024,961	\$7,756,109	\$8,781,070
LOCAL REVENUES	\$391,342	\$5,265,058	\$5,656,400
TOTAL REVENUES	\$56,917,306	\$16,461,896	\$73,379,202
EXPENDITURES			
CERTIFICATED SALARIES	\$23,277,135	\$6,476,884	\$29,754,019
CLASSIFIED SALARIES	\$6,798,359	\$4,029,471	\$10,827,830
EMPLOYEE BENEFITS	\$12,195,014	\$8,306,611	\$20,501,625
BOOKS & SUPPLIES	\$5,025,053	\$2,038,238	\$7,063,291
SERVICES & OTHER OPERATING EXPENSES	\$4,547,608	\$4,199,275	\$8,746,883
CAPITAL OUTLAY	\$0	\$0	\$0
OTHER OUTGO	\$51,615	\$666,621	\$718,236
INTERPROGRAM/FUND COSTS	(\$1,399,337)	\$1,069,943	(\$329,394)
TOTAL EXPENDITURES	\$50,495,447	\$26,787,043	\$77,282,490
REVENUES OVER EXPENDITURES	\$6,421,859	(\$10,325,147)	(\$3,903,288)
TRANSFER TO DEBT SERVICE (COP & BUSES)	\$72,988	\$434,136	\$507,124
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$10,396,607	(\$10,396,607)	\$0
NET INCREASE (DECREASE)	(\$4,047,736)	(\$362,676)	(\$4,410,412)
ENDING BALANCE June 30	\$6,156,359	\$2,088,348	\$8,244,707
COMPONENTS OF ENDING FUND BALANCE			
NONSPENDABLE:			
REVOLVING CASH	\$20,000		\$20,000
STORES	\$200,000		\$200,000
ASSIGNED:			
PERSONNEL COMMISSION RESERVE	\$2,000		\$2,000
REQUIRED 3% BUDGET RESERVE	\$2,333,658		\$2,333,658
RESERVE FOR CARRYOVER (Estimate)	\$0	\$1,888,348	\$1,888,348
RESERVE FOR LCFF S & C CARRYOVER (Estimate)	\$0		\$0
FACILITIES RESERVE FROM LEASES AND RENTALS	\$0	\$200,000	\$200,000
UNASSIGNED/UNAPPROPRIATED	\$3,600,701	\$0	\$3,600,701

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCOFF Sources		8010-8099	53,448,482.00	0.00	53,448,482.00	55,501,003.00	0.00	55,501,003.00	3.8%
2) Federal Revenue		8100-8299	0.00	3,621,254.00	3,621,254.00	0.00	3,440,729.00	3,440,729.00	-5.0%
3) Other State Revenue		8300-8599	1,007,310.00	7,947,284.00	8,954,594.00	1,024,961.00	7,756,109.00	8,781,070.00	-1.9%
4) Other Local Revenue		8600-8799	615,238.00	5,443,351.00	6,058,589.00	391,342.00	5,265,058.00	5,656,400.00	-6.6%
5) TOTAL, REVENUES			55,071,030.00	17,011,889.00	72,082,919.00	56,917,306.00	16,461,896.00	73,379,202.00	1.8%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	22,937,641.00	6,346,431.00	29,283,072.00	23,277,135.00	6,476,884.00	29,754,019.00	1.6%
2) Classified Salaries		2000-2999	6,740,499.00	4,050,160.00	10,790,659.00	6,798,359.00	4,029,471.00	10,827,830.00	0.3%
3) Employee Benefits		3000-3999	11,694,588.00	8,045,090.00	19,739,678.00	12,195,014.00	8,306,611.00	20,501,625.00	3.9%
4) Books and Supplies		4000-4999	1,679,727.00	2,110,353.00	3,790,080.00	5,025,053.00	2,038,238.00	7,063,291.00	86.4%
5) Services and Other Operating Expenditures		5000-5999	4,732,176.00	4,320,606.00	9,052,782.00	4,547,608.00	4,199,275.00	8,746,883.00	-3.4%
6) Capital Outlay		6000-6999	20,114.00	75,289.00	95,403.00	0.00	0.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	51,615.00	666,622.00	718,237.00	51,615.00	666,621.00	718,236.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,406,696.00)	1,077,302.00	(329,394.00)	(1,399,337.00)	1,069,943.00	(329,394.00)	0.0%
9) TOTAL, EXPENDITURES			46,448,664.00	26,680,853.00	73,140,517.00	50,495,447.00	26,787,043.00	77,282,490.00	5.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			8,621,366.00	(9,678,964.00)	(1,057,598.00)	6,421,859.00	(10,325,147.00)	(3,903,288.00)	269.1%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	73,469.00	434,136.00	507,605.00	72,988.00	434,136.00	507,124.00	-0.1%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(9,946,179.00)	9,946,179.00	0.00	(10,396,607.00)	10,396,607.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(10,019,648.00)	9,512,043.00	(507,605.00)	(10,469,595.00)	9,962,471.00	(507,124.00)	-0.1%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)									
			(1,398,282.00)	(166,921.00)	(1,565,203.00)	(4,047,736.00)	(362,676.00)	(4,410,412.00)	181.8%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%
2) Ending Balance, June 30 (E + F1e)			10,204,094.82	2,451,024.04	12,655,118.86	6,156,358.82	2,088,348.04	8,244,706.86	-34.9%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00	0.0%
Stores		9712	200,000.00	0.00	200,000.00	200,000.00	0.00	200,000.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	2,451,029.04	2,451,029.04	0.00	2,088,353.04	2,088,353.04	-14.8%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	3,760,682.00	0.00	3,760,682.00	2,000.00	0.00	2,000.00	-99.9%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	2,209,444.00	0.00	2,209,444.00	2,333,658.00	0.00	2,333,658.00	5.6%
Unassigned/Unappropriated Amount		9790	4,013,968.82	(5.00)	4,013,963.82	3,600,700.82	(5.00)	3,600,695.82	-10.3%
G. ASSETS									
1) Cash									
a) in County Treasury		9110	0.00	0.00	0.00	0.00	0.00	0.00	
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00	0.00	0.00	0.00	
b) in Banks		9120	0.00	0.00	0.00	0.00	0.00	0.00	
c) in Revolving Cash Account		9130	0.00	0.00	0.00	0.00	0.00	0.00	
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00	0.00	0.00	0.00	
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00	0.00	0.00	0.00	
2) Investments		9150	0.00	0.00	0.00	0.00	0.00	0.00	
3) Accounts Receivable		9200	0.00	0.00	0.00	0.00	0.00	0.00	
4) Due from Grantor Government		9290	0.00	0.00	0.00	0.00	0.00	0.00	
5) Due from Other Funds		9310	0.00	0.00	0.00	0.00	0.00	0.00	
6) Stores		9320	0.00	0.00	0.00	0.00	0.00	0.00	

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			0.00	0.00	0.00				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	0.00	0.00	0.00				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			0.00	0.00	0.00				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30			0.00	0.00	0.00				
(G9 + H2) - (I6 + J2)									
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	25,713,714.00	0.00	25,713,714.00		27,637,198.00	0.00	27,637,198.00
Education Protection Account State Aid - Current Year		8012	10,971,666.00	0.00	10,971,666.00		11,100,703.00	0.00	11,100,703.00
State Aid - Prior Years		8019	0.00	0.00	0.00		0.00	0.00	0.00
Tax Relief Subventions									
Homeowners' Exemptions		8021	68,651.00	0.00	68,651.00		68,651.00	0.00	68,651.00
Timber Yield Tax		8022	0.00	0.00	0.00		0.00	0.00	0.00
Other Subventions/In-Lieu Taxes		8029	45.00	0.00	45.00		45.00	0.00	45.00
County & District Taxes									
Secured Roll Taxes		8041	14,446,101.00	0.00	14,446,101.00		14,446,101.00	0.00	14,446,101.00
Unsecured Roll Taxes		8042	429,018.00	0.00	429,018.00		429,018.00	0.00	429,018.00
Prior Years' Taxes		8043	246,575.00	0.00	246,575.00		246,575.00	0.00	246,575.00
Supplemental Taxes		8044	341,491.00	0.00	341,491.00		341,491.00	0.00	341,491.00

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Education Revenue Augmentation Fund (ERAF)		8045	1,399,483.00	0.00	1,399,483.00	1,399,483.00	0.00	1,399,483.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	66,762.00	0.00	66,762.00	66,762.00	0.00	66,762.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	14,976.00	0.00	14,976.00	14,976.00	0.00	14,976.00	0.0%
Miscellaneous Funds (EC 41604)		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Royalties and Bonuses		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment									
Subtotal, LCFF Sources			53,698,482.00	0.00	53,698,482.00	55,751,003.00	0.00	55,751,003.00	3.8%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	(250,000.00)		(250,000.00)	(250,000.00)		(250,000.00)	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			53,448,482.00	0.00	53,448,482.00	55,501,003.00	0.00	55,501,003.00	3.8%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	895,847.00	895,847.00	907,563.00	907,563.00	907,563.00	1.3%
Special Education Discretionary Grants		8182	0.00	80,166.00	80,166.00	80,572.00	80,572.00	80,572.00	0.5%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		1,278,728.00	1,278,728.00	1,291,144.00	1,291,144.00	1,291,144.00	-1.4%
Title I, Part D, Local Delinquent Programs	3025	8290		166,118.00	166,118.00	171,138.00	171,138.00	171,138.00	3.0%
Title II, Part A, Supporting Effective Instruction	4035	8290		15,235.00	15,235.00	15,235.00	15,235.00	15,235.00	0.0%
Title III, Part A, Immigrant Student Program	4201	8290		68,679.00	68,679.00	68,874.00	68,874.00	68,874.00	0.3%
Title III, Part A, English Learner Program	4203	8290		0.00	0.00	0.00	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Other NCLB / Every Student Succeeds Act	3040, 3045, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290		297,092.00	297,092.00		128,754.00	128,754.00	-56.7%
Career and Technical Education	3500-3599	8290		40,046.00	40,046.00		40,826.00	40,826.00	1.9%
All Other Federal Revenue	All Other	8290	0.00	779,343.00	779,343.00	0.00	766,623.00	766,623.00	-1.6%
TOTAL, FEDERAL REVENUE			0.00	3,621,254.00	3,621,254.00	0.00	3,440,729.00	3,440,729.00	-5.0%
OTHER STATE REVENUE									
Other State Apportionments									
RCC/P Entitlement									
Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan									
Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs									
Mandated Costs Reimbursements	8520	8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials	8550	8550	217,490.00	0.00	217,490.00	211,150.00	0.00	211,150.00	-2.9%
Tax Relief Subventions	8560	8560	789,820.00	314,105.00	1,103,925.00	813,811.00	324,529.00	1,136,340.00	3.1%
Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from									
State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		878,668.00	878,668.00		887,031.00	887,031.00	1.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		198,573.00	198,573.00		200,429.00	200,429.00	0.9%
California Clean Energy Jobs Act	6230	8590		0.00	0.00		0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590		204,398.00	204,398.00		207,358.00	207,358.00	1.4%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	6,351,540.00	6,351,540.00	0.00	6,136,762.00	6,136,762.00	-3.4%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
TOTAL, OTHER STATE REVENUE			1,007,310.00	7,947,284.00	8,954,594.00	1,024,961.00	7,756,109.00	8,781,070.00	-1.9%
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	3,270.00	0.00	3,270.00	0.00	0.00	0.00	-100.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	112,063.00	37,434.00	149,497.00	127,611.00	37,434.00	165,045.00	10.4%
Interest		8660	70,000.00	0.00	70,000.00	50,000.00	0.00	50,000.00	-28.6%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	248,679.00	248,679.00	0.00	248,679.00	248,679.00	0.0%
Other Local Revenue									
Plus: Miscellaneous Funds Non-LCFF (50 Percent) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenue from Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

2022-23 Budget, July 1
General Fund / County School Service Fund
Expenditures by Object

1964790000000
Form 01
D8BAUYXMH5(2022-23)

Monrovia Unified
Los Angeles County

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
All Other Local Revenue		8699	429,905.00	364,662.00	794,567.00	213,731.00	326,021.00	539,752.00	-32.1%
Tuition		8710	0.00	936,657.00	936,657.00	0.00	936,657.00	936,657.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		3,855,919.00	3,855,919.00		3,716,267.00	3,716,267.00	-3.6%
From County Offices	6500	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			615,238.00	5,443,351.00	6,058,589.00	391,342.00	5,265,058.00	5,656,400.00	-6.6%
TOTAL, REVENUES			55,071,030.00	17,011,889.00	72,082,919.00	56,917,306.00	16,461,896.00	73,379,202.00	1.8%
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	18,124,567.00	5,010,975.00	23,135,542.00	18,162,182.00	5,138,860.00	23,301,042.00	0.7%
Certificated Pupil Support Salaries		1200	1,318,445.00	541,044.00	1,859,489.00	1,604,937.00	541,044.00	2,145,981.00	15.4%
Certificated Supervisors' and Administrators' Salaries		1300	3,443,665.00	777,466.00	4,221,131.00	3,449,739.00	777,466.00	4,227,205.00	0.1%
Other Certificated Salaries		1900	50,964.00	15,946.00	66,910.00	60,277.00	19,514.00	79,791.00	19.3%
TOTAL, CERTIFICATED SALARIES			22,937,641.00	6,345,431.00	29,283,072.00	23,277,135.00	6,476,884.00	29,754,019.00	1.6%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	521,137.00	2,820,731.00	3,341,868.00	566,500.00	2,795,731.00	3,362,231.00	0.6%
Classified Support Salaries		2200	2,513,523.00	881,655.00	3,395,178.00	2,513,523.00	881,655.00	3,395,178.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	779,311.00	97,666.00	876,977.00	788,409.00	101,977.00	890,386.00	1.5%
Clerical, Technical and Office Salaries		2400	2,598,358.00	227,741.00	2,826,099.00	2,601,757.00	227,741.00	2,829,498.00	0.1%
Other Classified Salaries		2900	328,170.00	22,367.00	350,537.00	328,170.00	22,367.00	350,537.00	0.0%
TOTAL, CLASSIFIED SALARIES			6,740,499.00	4,050,160.00	10,790,659.00	6,798,359.00	4,029,471.00	10,827,830.00	0.3%
EMPLOYEE BENEFITS									

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
STRS		3101-3102	3,772,950.00	4,734,327.00	8,507,277.00	4,316,693.00	4,860,428.00	9,177,121.00	7.9%
PERS		3201-3202	1,391,911.00	913,387.00	2,305,298.00	1,554,687.00	1,006,592.00	2,561,279.00	11.1%
CASD/Medicare/Alternative		3301-3302	886,435.00	440,593.00	1,327,028.00	895,268.00	440,037.00	1,335,305.00	0.6%
Health and Welfare Benefits		3401-3402	4,571,765.00	1,684,369.00	6,256,134.00	4,792,677.00	1,771,981.00	6,564,658.00	4.9%
Unemployment Insurance		3501-3502	167,538.00	69,115.00	236,653.00	169,349.00	69,366.00	238,715.00	0.9%
Workers' Compensation		3601-3602	599,580.00	203,279.00	802,859.00	486,340.00	158,207.00	624,547.00	-22.2%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3801-3802	304,409.00	0.00	304,409.00	0.00	0.00	0.00	-100.0%
TOTAL, EMPLOYEE BENEFITS			11,694,588.00	8,045,090.00	19,739,678.00	12,195,014.00	8,306,611.00	20,501,625.00	3.9%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	218,350.00	278,979.00	497,329.00	218,350.00	288,403.00	507,753.00	2.1%
Books and Other Reference Materials		4200	202,401.00	97,238.00	299,639.00	202,401.00	97,238.00	299,639.00	0.0%
Materials and Supplies		4300	804,730.00	1,433,694.00	2,238,424.00	2,150,056.00	1,329,940.00	3,479,996.00	55.5%
Noncapitalized Equipment		4400	454,246.00	300,442.00	754,688.00	2,454,246.00	321,657.00	2,775,903.00	267.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,679,727.00	2,110,353.00	3,790,080.00	5,025,053.00	2,038,238.00	7,063,291.00	86.4%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	570,689.00	570,689.00	0.00	570,689.00	570,689.00	0.0%
Travel and Conferences		5200	100,018.00	23,110.00	123,128.00	100,018.00	23,110.00	123,128.00	0.0%
Dues and Memberships		5300	45,653.00	1,775.00	47,428.00	45,653.00	1,775.00	47,428.00	0.0%
Insurance		5400 - 5450	495,003.00	0.00	495,003.00	444,471.00	0.00	444,471.00	-10.2%
Operations and Housekeeping Services		5500	1,377,530.00	6,300.00	1,383,830.00	1,397,530.00	6,300.00	1,403,830.00	1.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	232,334.00	785,737.00	1,028,071.00	232,334.00	795,737.00	1,028,071.00	0.0%
Transfers of Direct Costs		5710	25,322.00	(25,322.00)	0.00	25,322.00	(25,322.00)	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(33,532.00)	0.00	(33,532.00)	(3,000.00)	0.00	(3,000.00)	-91.1%
Professional/Consulting Services and Operating Expenditures		5800	1,999,022.00	2,937,101.00	4,936,123.00	1,815,461.00	2,815,770.00	4,631,231.00	-6.2%
Communications		5900	490,826.00	11,216.00	502,042.00	489,819.00	11,216.00	501,035.00	-0.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			4,732,176.00	4,320,606.00	9,052,782.00	4,547,608.00	4,199,275.00	8,746,883.00	-3.4%
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	8,823.00	8,823.00	0.00	0.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F	
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)		
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	
Equipment		6400	8,088.00	66,466.00	74,554.00	0.00	0.00	0.00	-100.0%	
Equipment Replacement		6500	12,026.00	0.00	12,026.00	0.00	0.00	0.00	-100.0%	
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	
TOTAL, CAPITAL OUTLAY			20,114.00	75,289.00	95,403.00	0.00	0.00	0.00	-100.0%	
OTHER OUTGO (excluding Transfers of Indirect Costs)										
Tuition										
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	1.00	1.00	0.00	0.00	0.00	0.00	-100.0%
Tuition, Excess Costs, and/or Deficit Payments										
Payments to Districts or Charter Schools		7141	0.00	666,621.00	666,621.00	0.00	666,621.00	666,621.00	0.00	0.0%
Payments to County Offices		7142	51,615.00	0.00	51,615.00	51,615.00	0.00	51,615.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues										
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To Districts or Charter Schools		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs										
Special Education SELPA Transfers of Apportionments										
To Districts or Charter Schools	6500	7221		0.00	0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments										
To Districts or Charter Schools	6360	7221		0.00	0.00	0.00		0.00	0.00	0.0%
To Districts or Charter Schools	6360	7222		0.00	0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7223		0.00	0.00	0.00		0.00	0.00	0.0%
To JPAs										
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service										
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
			0.00	0.00	0.00	0.00	0.00	0.00	
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			51,615.00	666,622.00	718,237.00	51,615.00	666,621.00	718,236.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(1,077,302.00)	1,077,302.00	0.00	(1,069,943.00)	1,069,943.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(329,394.00)	0.00	(329,394.00)	(329,394.00)	0.00	(329,394.00)	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(1,406,696.00)	1,077,302.00	(329,394.00)	(1,399,337.00)	1,069,943.00	(329,394.00)	0.0%
TOTAL, EXPENDITURES			46,449,664.00	26,690,853.00	73,140,517.00	50,495,447.00	26,787,043.00	77,282,490.00	5.7%
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	73,469.00	434,136.00	507,605.00	72,988.00	434,136.00	507,124.00	-0.1%
(b) TOTAL, INTERFUND TRANSFERS OUT			73,469.00	434,136.00	507,605.00	72,988.00	434,136.00	507,124.00	-0.1%
OTHER SOURCES/USES									
SOURCES									
State Apportionments			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

2022-23 Budget, July 1
 General Fund / County School Service Fund
 Expenditures by Object

19647900000000
 Form 01
 DBBAUYXMH5(2022-23)

Monrovia Unified
 Los Angeles County

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(9,946,179.00)	9,946,179.00	0.00	(10,396,607.00)	10,396,607.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(9,946,179.00)	9,946,179.00	0.00	(10,396,607.00)	10,396,607.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a-b + c - d + e)			(10,019,648.00)	9,512,043.00	(507,605.00)	(10,469,595.00)	9,962,471.00	(507,124.00)	-0.1%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	53,448,482.00	0.00	53,448,482.00	55,501,003.00	0.00	55,501,003.00	3.8%
2) Federal Revenue		8100-8299	0.00	3,621,254.00	3,621,254.00	0.00	3,440,729.00	3,440,729.00	-5.0%
3) Other State Revenue		8300-8599	1,007,310.00	7,947,284.00	8,954,594.00	1,024,961.00	7,756,109.00	8,781,070.00	-1.9%
4) Other Local Revenue		8600-8799	615,238.00	5,443,351.00	6,058,589.00	391,342.00	5,265,058.00	5,656,400.00	-6.6%
5) TOTAL, REVENUES			55,071,030.00	17,011,889.00	72,082,919.00	56,917,306.00	16,461,896.00	73,379,202.00	1.8%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction	1000-1999		27,863,391.00	18,240,632.00	46,104,023.00	31,125,215.00	18,319,339.00	49,444,554.00	7.2%
2) Instruction - Related Services	2000-2999		6,875,396.00	1,572,767.00	8,448,163.00	7,010,948.00	1,553,433.00	8,564,381.00	1.4%
3) Pupil Services	3000-3999		3,059,584.00	2,968,050.00	6,027,634.00	3,542,893.00	3,001,425.00	6,544,318.00	8.6%
4) Ancillary Services	4000-4999		403,086.00	69,191.00	472,277.00	410,646.00	69,723.00	480,369.00	1.7%
5) Community Services	5000-5999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	12,859.00	12,859.00	0.00	12,859.00	12,859.00	0.0%
7) General Administration	7000-7999		3,911,947.00	1,293,631.00	5,205,578.00	3,998,052.00	1,285,152.00	5,283,204.00	1.5%
8) Plant Services	8000-8999		4,284,645.00	1,867,101.00	6,151,746.00	4,356,078.00	1,878,491.00	6,234,569.00	1.3%
9) Other Outgo	9000-9999	Except 7600-7699	51,615.00	666,622.00	718,237.00	51,615.00	666,621.00	718,236.00	0.0%
10) TOTAL, EXPENDITURES			46,449,664.00	26,690,853.00	73,140,517.00	50,495,447.00	26,787,043.00	77,282,490.00	5.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B*10)									
			8,621,366.00	(9,678,964.00)	(1,057,598.00)	6,421,859.00	(10,325,147.00)	(3,903,288.00)	269.1%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In									
		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out									
		7600-7629	73,469.00	434,136.00	507,605.00	72,988.00	434,136.00	507,124.00	-0.1%
2) Other Sources/Uses									
a) Sources									
		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses									
		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions									
		8960-8999	(9,946,179.00)	9,946,179.00	0.00	(10,396,607.00)	10,396,607.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES									
			(10,019,648.00)	9,512,043.00	(507,605.00)	(10,469,595.00)	9,962,471.00	(507,124.00)	-0.1%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)									
			(1,398,282.00)	(166,921.00)	(1,565,203.00)	(4,047,736.00)	(362,676.00)	(4,410,412.00)	181.8%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
			11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%
a) As of July 1 - Unaudited									

Description	Function Codes	Object Codes	2021-22 Estimated Actuals			2022-23 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			11,602,376.82	2,617,945.04	14,220,321.86	10,204,094.82	2,451,024.04	12,655,118.86	-11.0%
2) Ending Balance, June 30 (E + F1e)			10,204,094.82	2,451,024.04	12,655,118.86	6,156,358.82	2,088,348.04	8,244,706.86	-34.9%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	20,000.00	0.00	20,000.00	20,000.00	0.00	20,000.00	0.0%
Stores		9712	200,000.00	0.00	200,000.00	200,000.00	0.00	200,000.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	2,451,029.04	2,451,029.04	0.00	2,088,353.04	2,088,353.04	-14.8%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments (by Resource/Object)		9780	3,760,682.00	0.00	3,760,682.00	2,000.00	0.00	2,000.00	-99.9%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	2,209,444.00	0.00	2,209,444.00	2,333,658.00	0.00	2,333,658.00	5.6%
Unassigned/Unappropriated Amount		9790	4,013,968.82	(5.00)	4,013,963.82	3,600,700.82	(5.00)	3,600,695.82	-10.3%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
2600	Expanded Learning Opportunities Program	895,029.00	895,029.00
5640		46,725.50	46,725.50
6266	Educator Effectiveness, FY 2021-22	699,815.00	382,908.00
6300	Lottery: Instructional Materials	160,863.00	153,933.00
6500	Special Education	0.00	1.00
6546	Mental Health-Related Services	0.00	5,337.00
7311	Classified School Employee Professional Development Block Grant	.43	.43
7425	Expanded Learning Opportunities (ELO) Grant	.60	.60
8150	Ongoing & Major Maintenance Account (RMA: Education Code Section 17070.75)	298,309.18	299,578.18
9010	Other Restricted Local	350,286.33	304,840.33
Total, Restricted Balance		2,451,029.04	2,086,353.04

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

ADULT EDUCATION FUND

MONROVIA UNIFIED SCHOOL DISTRICT
ADULT EDUCATION FUND
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$210,263	\$213,756
OTHER STATE INCOME	\$1,602,553	\$1,603,092
OTHER LOCAL REVENUES	\$317,758	\$256,000
INTERFUND TRANSFERS IN	\$250,000	\$250,000
TOTAL FUND REVENUES	\$2,380,574	\$2,322,848
EXPENDITURES		
CERTIFICATED SALARIES	\$981,216	\$986,827
CLASSIFIED SALARIES	\$112,152	\$112,413
EMPLOYEE BENEFITS	\$525,610	\$550,330
BOOKS & SUPPLIES	\$65,509	\$66,027
SERVICES & OTHER OPERATING EXPENSE	\$329,394	\$331,330
CAPITAL OUTLAY	\$0	\$0
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$89,264	\$89,264
TOTAL EXPENDITURES	\$2,103,145	\$2,136,191
REVENUE OVER EXPENSE	\$277,429	\$186,657
INTERFUND TRANSFERS OUT	\$146,939	\$145,983
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$130,490	\$40,674
BEGINNING BALANCE JULY 1	\$543,970	\$674,460
ENDING BALANCE June 30	\$674,460	\$715,134

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	250,000.00	250,000.00	0.0%
2) Federal Revenue		8100-8299	210,263.00	213,756.00	1.7%
3) Other State Revenue		8300-8599	1,602,553.00	1,603,092.00	0.0%
4) Other Local Revenue		8600-8799	317,758.00	256,000.00	-19.4%
5) TOTAL, REVENUES			2,380,574.00	2,322,848.00	-2.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	981,216.00	986,827.00	0.6%
2) Classified Salaries		2000-2999	112,152.00	112,413.00	0.2%
3) Employee Benefits		3000-3999	525,610.00	550,330.00	4.7%
4) Books and Supplies		4000-4999	65,509.00	66,027.00	0.8%
5) Services and Other Operating Expenditures		5000-5999	329,394.00	331,330.00	0.6%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	89,264.00	89,264.00	0.0%
9) TOTAL, EXPENDITURES			2,103,145.00	2,136,191.00	1.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			277,429.00	186,657.00	-32.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	146,939.00	145,983.00	-0.7%
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			(146,939.00)	(145,983.00)	-0.7%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			130,490.00	40,674.00	-68.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	543,969.57	674,459.57	24.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			543,969.57	674,459.57	24.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			543,969.57	674,459.57	24.0%
2) Ending Balance, June 30 (E + F1e)			674,459.57	715,133.57	6.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	53,256.00	76,621.00	43.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	621,203.57	638,512.57	2.8%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G9 + H2) - (I6 + J2)			0.00		
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	250,000.00	250,000.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			250,000.00	250,000.00	0.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs					
		8285	0.00	0.00	0.0%
Pass-Through Revenues from					
Federal Sources					
		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	210,263.00	213,756.00	1.7%
TOTAL, FEDERAL REVENUE			210,263.00	213,756.00	1.7%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources					
Adult Education Program					
	6391	8590	1,412,653.00	1,412,653.00	0.0%
All Other State Revenue	All Other	8590	189,900.00	190,439.00	0.3%
TOTAL, OTHER STATE REVENUE			1,602,553.00	1,603,092.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies					
		8631	0.00	0.00	0.0%
Leases and Rentals					
		8650	0.00	0.00	0.0%
Interest					
		8650	2,000.00	1,000.00	-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	311,903.00	250,000.00	-19.8%
Interagency Services					
		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue					
		8699	3,855.00	5,000.00	29.7%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			317,758.00	256,000.00	-19.4%
TOTAL, REVENUES			2,380,574.00	2,322,848.00	-2.4%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	456,807.00	459,699.00	0.6%
Certificated Pupil Support Salaries		1200	131,766.00	132,470.00	0.5%
Certificated Supervisors' and Administrators' Salaries		1300	271,524.00	272,356.00	0.3%
Other Certificated Salaries		1900	121,119.00	122,302.00	1.0%
TOTAL, CERTIFICATED SALARIES			981,216.00	986,827.00	0.6%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	112,152.00	112,413.00	0.2%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			112,152.00	112,413.00	0.2%
EMPLOYEE BENEFITS					
STRS		3101-3102	278,944.00	295,488.00	5.9%
PERS		3201-3202	60,451.00	66,944.00	10.7%
OASDI/Medicare/Alternative		3301-3302	31,900.00	31,900.00	0.0%
Health and Welfare Benefits		3401-3402	127,535.00	134,168.00	5.2%
Unemployment Insurance		3501-3502	5,398.00	5,398.00	0.0%
Workers' Compensation		3601-3602	21,382.00	16,432.00	-23.2%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			525,610.00	550,330.00	4.7%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	62,338.00	62,856.00	0.8%
Noncapitalized Equipment		4400	3,171.00	3,171.00	0.0%
TOTAL, BOOKS AND SUPPLIES			65,509.00	66,027.00	0.8%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,000.00	0.0%
Dues and Memberships		5300	1,100.00	1,100.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	66,008.00	66,008.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	2,000.00	2,000.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	259,086.00	261,022.00	0.7%
Communications		5900	200.00	200.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			329,394.00	331,330.00	0.6%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	89,264.00	89,264.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			89,264.00	89,264.00	0.0%
TOTAL, EXPENDITURES			2,103,145.00	2,136,191.00	1.6%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	146,939.00	145,983.00	-0.7%
(b) TOTAL, INTERFUND TRANSFERS OUT			146,939.00	145,983.00	-0.7%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(146,939.00)	(145,983.00)	-0.7%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	250,000.00	250,000.00	0.0%
2) Federal Revenue		8100-8299	210,263.00	213,756.00	1.7%
3) Other State Revenue		8300-8599	1,602,553.00	1,603,092.00	0.0%
4) Other Local Revenue		8600-8799	317,758.00	256,000.00	-19.4%
5) TOTAL, REVENUES			2,380,574.00	2,322,848.00	-2.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		840,113.00	854,645.00	1.7%
2) Instruction - Related Services	2000-2999		871,683.00	886,381.00	1.7%
3) Pupil Services	3000-3999		198,185.00	202,001.00	1.9%
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		89,264.00	89,264.00	0.0%
8) Plant Services	8000-8999		103,900.00	103,900.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			2,103,145.00	2,136,191.00	1.6%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			277,429.00	186,657.00	-32.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	146,939.00	145,983.00	-0.7%
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			(146,939.00)	(145,983.00)	-0.7%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			130,490.00	40,674.00	-68.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	543,969.57	674,459.57	24.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			543,969.57	674,459.57	24.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			543,969.57	674,459.57	24.0%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	53,256.00	76,621.00	43.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	621,203.57	638,512.57	2.8%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
6391	Adult Education Program	51,096.00	74,461.00
9010	Other Restricted Local	2,160.00	2,160.00
Total, Restricted Balance		53,256.00	76,621.00

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

CHILD DEVELOPMENT FUND

MONROVIA UNIFIED SCHOOL DISTRICT
CHILD DEVELOPMENT FUND
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$67,800	
OTHER STATE INCOME	\$1,298,136	\$1,299,245
OTHER LOCAL REVENUES	\$51,339	\$43,322
TOTAL FUND REVENUES	\$1,417,275	\$1,342,567
EXPENDITURES		
CERTIFICATED SALARIES	\$348,684	\$394,914
CLASSIFIED SALARIES	\$375,591	\$378,450
EMPLOYEE BENEFITS	\$348,651	\$364,221
BOOKS & SUPPLIES	\$90,448	\$60,974
SERVICES & OTHER OPERATING EXPENSE	\$26,013	\$27,209
CAPITAL OUTLAY	\$52,920	\$0
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$76,896	\$76,896
TOTAL EXPENDITURES	\$1,319,203	\$1,302,664
REVENUE OVER EXPENSE	\$98,072	\$39,903
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$98,072	\$39,903
BEGINNING BALANCE JULY 1	\$267,226	\$365,298
ENDING BALANCE June 30	\$365,298	\$405,201

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	67,800.00	0.00	-100.0%
3) Other State Revenue		8300-8599	1,298,136.00	1,299,245.00	0.1%
4) Other Local Revenue		8600-8799	51,339.00	43,322.00	-15.6%
5) TOTAL, REVENUES			1,417,275.00	1,342,567.00	-5.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	348,884.00	394,914.00	13.3%
2) Classified Salaries		2000-2999	375,591.00	378,450.00	0.8%
3) Employee Benefits		3000-3999	348,651.00	364,221.00	4.5%
4) Books and Supplies		4000-4999	90,448.00	60,974.00	-32.6%
5) Services and Other Operating Expenditures		5000-5999	26,013.00	27,209.00	4.6%
6) Capital Outlay		6000-6999	52,920.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	76,896.00	76,896.00	0.0%
9) TOTAL, EXPENDITURES			1,319,203.00	1,302,664.00	-1.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			98,072.00	39,903.00	-59.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			98,072.00	39,903.00	-59.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	267,225.79	365,297.79	36.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			267,225.79	365,297.79	36.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			267,225.79	365,297.79	36.7%
2) Ending Balance, June 30 (E + F1e)			365,297.79	405,200.79	10.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	365,297.79	405,200.79	10.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	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		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G9 + H2) - (I6 + J2)			0.00		
FEDERAL REVENUE					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	67,800.00	0.00	-100.0%
TOTAL, FEDERAL REVENUE			67,800.00	0.00	-100.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	0.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
State Preschool	6105	8590	1,250,264.00	1,251,373.00	0.1%
All Other State Revenue	All Other	8590	47,872.00	47,872.00	0.0%
TOTAL, OTHER STATE REVENUE			1,298,136.00	1,299,245.00	0.1%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8680	2,000.00	2,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8682	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	41,322.00	41,322.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	8,017.00	0.00	-100.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			51,339.00	43,322.00	-15.6%
TOTAL, REVENUES			1,417,275.00	1,342,567.00	-5.3%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	243,134.00	289,364.00	19.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Certificated Supervisors' and Administrators' Salaries		1300	105,550.00	105,550.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			348,584.00	394,914.00	13.3%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	201,790.00	203,120.00	0.7%
Classified Support Salaries		2200	51,472.00	51,815.00	0.7%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	122,329.00	123,515.00	1.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			375,591.00	378,450.00	0.8%
EMPLOYEE BENEFITS					
STRS		3101-3102	104,883.00	111,187.00	6.0%
PERS		3201-3202	49,040.00	54,271.00	10.7%
QASDI/Medicare/Alternative		3301-3302	33,506.00	33,427.00	-0.2%
Health and Welfare Benefits		3401-3402	143,689.00	151,161.00	5.2%
Unemployment Insurance		3501-3502	3,504.00	3,476.00	-0.8%
Workers' Compensation		3601-3602	14,029.00	10,699.00	-23.7%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			348,651.00	364,221.00	4.5%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	43,626.00	45,533.00	4.4%
Noncapitalized Equipment		4400	46,822.00	15,441.00	-67.0%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			90,448.00	60,974.00	-32.6%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	450.00	899.00	99.8%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	5,838.00	6,185.00	5.9%
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	19,725.00	20,125.00	2.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			26,013.00	27,209.00	4.6%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	52,920.00	0.00	-100.0%
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%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			52,920.00	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Transfers of Indirect Costs - Interfund		7350	76,896.00	76,896.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			76,896.00	76,896.00	0.0%
TOTAL, EXPENDITURES			1,319,203.00	1,302,664.00	-1.3%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8911	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	67,800.00	0.00	-100.0%
3) Other State Revenue		8300-8599	1,298,136.00	1,299,245.00	0.1%
4) Other Local Revenue		8600-8799	51,339.00	43,322.00	-15.6%
5) TOTAL, REVENUES			1,417,275.00	1,342,567.00	-5.3%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		741,138.00	766,969.00	3.5%
2) Instruction - Related Services	2000-2999		356,525.00	364,953.00	2.4%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		76,896.00	76,896.00	0.0%
8) Plant Services	8000-8999		144,644.00	93,846.00	-35.1%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			1,319,203.00	1,302,664.00	-1.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			98,072.00	39,903.00	-59.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			98,072.00	39,903.00	-59.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	267,225.79	365,297.79	36.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			267,225.79	365,297.79	36.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			267,225.79	365,297.79	36.7%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	365,297.79	405,200.79	10.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
5059	Child Development: ARP California State Preschool Program One-time Stipend	67,800.00	67,800.00
6130	Child Development: Center-Based Reserve Account	201,078.19	202,284.19
9010	Other Restricted Local	96,419.60	135,116.60
Total, Restricted Balance		365,297.79	405,200.79

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

FOOD SERVICES FUND

MONROVIA UNIFIED SCHOOL DISTRICT
 FOOD SERVICES FUND
 PROPOSED ADOPTED BUDGET
 2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME	\$5,278,274	\$4,905,366
OTHER STATE INCOME	\$245,081	\$343,040
OTHER LOCAL REVENUES	\$22,500	\$22,500
TOTAL FUND REVENUES	\$5,545,855	\$5,270,906
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES	\$1,283,671	\$1,290,081
EMPLOYEE BENEFITS	\$562,137	\$591,885
BOOKS & SUPPLIES	\$1,674,232	\$1,738,188
SERVICES & OTHER OPERATING EXPENSE	\$66,628	\$67,656
CAPITAL OUTLAY	\$900,000	\$500,000
OTHER OUTGO	\$0	\$0
INTERPROGRAM/FUND COSTS	\$163,234	\$163,234
TOTAL EXPENDITURES	\$4,649,902	\$4,351,044
REVENUE OVER EXPENSE	\$895,953	\$919,862
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$895,953	\$919,862
BEGINNING BALANCE JULY 1	\$1,171,197	\$2,067,150
ENDING BALANCE June 30	\$2,067,150	\$2,987,012
COMPONENTS OF ENDING FUND BALANCE		
UNSPENDABLE AMOUNTS:		
STORES	\$80,000	\$80,000
UNASSIGNED/UNAPPROPRIATED	\$1,987,150	\$2,907,012

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,278,274.00	4,905,366.00	-7.1%
3) Other State Revenue		8300-8599	245,081.00	343,040.00	40.0%
4) Other Local Revenue		8600-8799	22,500.00	22,500.00	0.0%
5) TOTAL, REVENUES			5,545,855.00	5,270,906.00	-5.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,283,671.00	1,290,081.00	0.5%
3) Employee Benefits		3000-3999	562,137.00	591,885.00	5.3%
4) Books and Supplies		4000-4999	1,674,232.00	1,738,188.00	3.8%
5) Services and Other Operating Expenditures		5000-5999	66,628.00	67,656.00	1.5%
6) Capital Outlay		6000-6999	900,000.00	500,000.00	-44.4%
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	163,234.00	163,234.00	0.0%
9) TOTAL, EXPENDITURES			4,649,902.00	4,351,044.00	-6.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			895,953.00	919,862.00	2.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			895,953.00	919,862.00	2.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,171,196.90	2,067,149.90	76.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F 1a + F 1b)			1,171,196.90	2,067,149.90	76.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F 1c + F 1d)			1,171,196.90	2,067,149.90	76.5%
2) Ending Balance, June 30 (E + F 1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	80,000.00	80,000.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,987,149.90	2,907,011.90	46.3%
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					
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
a) 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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G9 + H2) - (I6 + J2)			0.00		
FEDERAL REVENUE					
Child Nutrition Programs		8220	5,278,274.00	4,905,366.00	-7.1%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			5,278,274.00	4,905,366.00	-7.1%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	245,081.00	343,040.00	40.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			245,081.00	343,040.00	40.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	15,000.00	15,000.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	7,500.00	7,500.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			22,500.00	22,500.00	0.0%
TOTAL, REVENUES			5,545,855.00	5,270,906.00	-5.0%
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	1,056,090.00	1,061,267.00	0.5%
Classified Supervisors' and Administrators' Salaries		2300	121,556.00	121,556.00	0.0%
Clerical, Technical and Office Salaries		2400	106,025.00	107,258.00	1.2%
Other Classified Salaries		2900	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
TOTAL, CLASSIFIED SALARIES			1,283,671.00	1,290,081.00	0.5%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	235,909.00	251,239.00	10.7%
OASDI/Medicare/Alternative		3301-3302	98,856.00	98,856.00	0.0%
Health and Welfare Benefits		3401-3402	196,342.00	206,553.00	5.2%
Unemployment Insurance		3501-3502	6,010.00	6,010.00	0.0%
Workers' Compensation		3601-3602	25,020.00	19,227.00	-23.2%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			562,137.00	591,885.00	5.3%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	108,531.00	109,786.00	1.2%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	1,565,701.00	1,628,402.00	4.0%
TOTAL, BOOKS AND SUPPLIES			1,674,232.00	1,738,188.00	3.8%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	900.00	900.00	0.0%
Dues and Memberships		5300	511.00	511.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	51,560.00	52,070.00	0.8%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(5,000.00)	(5,000.00)	0.0%
Professional/Consulting Services and Operating Expenditures		5800	18,482.00	19,100.00	3.3%
Communications		5900	75.00	75.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			66,528.00	67,656.00	1.5%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	248,751.00	0.00	-100.0%
Equipment Replacement		6500	651,249.00	500,000.00	-23.2%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			900,000.00	500,000.00	-44.4%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	163,234.00	163,234.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			163,234.00	163,234.00	0.0%
TOTAL, EXPENDITURES			4,649,902.00	4,351,044.00	-6.4%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,278,274.00	4,905,366.00	-7.1%
3) Other State Revenue		8300-8599	245,081.00	343,040.00	40.0%
4) Other Local Revenue		8600-8799	22,500.00	22,500.00	0.0%
5) TOTAL, REVENUES			5,545,855.00	5,270,906.00	-5.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		4,475,824.00	4,176,966.00	-6.7%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		163,234.00	163,234.00	0.0%
8) Plant Services	8000-8999		10,844.00	10,844.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			4,649,902.00	4,351,044.00	-6.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			895,953.00	919,862.00	2.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			895,953.00	919,862.00	2.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,171,196.90	2,067,149.90	76.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,171,196.90	2,067,149.90	76.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,171,196.90	2,067,149.90	76.5%
2) Ending Balance, June 30 (E + F1e)					
			2,067,149.90	2,987,011.90	44.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	80,000.00	80,000.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,987,149.90	2,907,011.90	46.3%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	1,515,054.00	2,145,525.00
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Centers and Family Day Care Homes (Meal Reimbursements)	472,095.90	761,486.90
Total, Restricted Balance		1,987,149.90	2,907,011.90

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

DEFERRED MAINTENANCE FUND

MONROVIA UNIFIED SCHOOL DISTRICT
DEFERRED MAINTENANCE FUND
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$1,600	\$1,600
INTERFUND TRANSFERS IN	\$300,000	\$300,000
TOTAL FUND REVENUES	\$301,600	\$301,600
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$10,000	\$30,000
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$10,000	\$30,000
REVENUE OVER EXPENSE	\$291,600	\$271,600
INTERFUND TRANSFERS OUT	\$0	\$0
CONTRIBUTIONS TO RESTRICTED PROGRAMS	\$0	\$0
NET INCREASE (DECREASE)	\$291,600	\$271,600
ESTIMATED BEGINNING BALANCE JULY 1	\$318,602	\$610,202
ENDING BALANCE JUNE 30	\$610,202	\$881,802

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,600.00	1,600.00	0.0%
5) TOTAL, REVENUES			1,600.00	1,600.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	10,000.00	30,000.00	200.0%
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			10,000.00	30,000.00	200.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(8,400.00)	(28,400.00)	238.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	300,000.00	300,000.00	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			300,000.00	300,000.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			291,600.00	271,600.00	-6.9%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	318,602.36	610,202.36	91.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			318,602.36	610,202.36	91.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			318,602.36	610,202.36	91.5%
2) Ending Balance, June 30 (E + F1e)			610,202.36	881,802.36	44.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	610,202.36	881,802.36	44.5%
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G9 + H2) - (I6 + J2)			0.00		
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
OTHER STATE REVENUE					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	1,600.00	1,600.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,600.00	1,600.00	0.0%
TOTAL, REVENUES			1,600.00	1,600.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	10,000.00	30,000.00	200.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			10,000.00	30,000.00	200.0%
CAPITAL OUTLAY					
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%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			10,000.00	30,000.00	200.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	300,000.00	300,000.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			300,000.00	300,000.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			300,000.00	300,000.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,600.00	1,600.00	0.0%
5) TOTAL, REVENUES			1,600.00	1,600.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		10,000.00	30,000.00	200.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			10,000.00	30,000.00	200.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(8,400.00)	(28,400.00)	238.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	300,000.00	300,000.00	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			300,000.00	300,000.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			291,600.00	271,600.00	-6.9%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	318,602.36	610,202.36	91.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			318,602.36	610,202.36	91.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			318,602.36	610,202.36	91.5%
2) Ending Balance, June 30 (E + F1e)					
			610,202.36	881,802.36	44.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	610,202.36	881,802.36	44.5%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
Total, Restricted Balance		0.00	0.00

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

CAPITAL FACILITIES FUND

MONROVIA UNIFIED SCHOOL DISTRICT
 CAPITAL FACILITIES FUND
 (DEVELOPER FEES)
 PROPOSED ADOPTED BUDGET
 2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$1,257,540	\$112,000
TOTAL FUND REVENUES	\$1,257,540	\$112,000
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$37,276	\$3,000
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$37,276	\$3,000
REVENUE OVER EXPENSE	\$1,220,264	\$109,000
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	\$1,220,264	\$109,000
BEGINNING BALANCE JULY 1	\$1,860,131	\$3,080,395
ENDING BALANCE June 30	\$3,080,395	\$3,189,395

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,257,540.00	112,000.00	-91.1%
5) TOTAL, REVENUES			1,257,540.00	112,000.00	-91.1%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	37,276.00	3,000.00	-92.0%
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			37,276.00	3,000.00	-92.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			1,220,264.00	109,000.00	-91.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			1,220,264.00	109,000.00	-91.1%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,860,130.97	3,080,394.97	65.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,860,130.97	3,080,394.97	65.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,860,130.97	3,080,394.97	65.6%
2) Ending Balance, June 30 (E + F1e)			3,080,394.97	3,189,394.97	3.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	3,080,394.97	3,189,394.97	3.5%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	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		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes					
Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	15,000.00	12,000.00	-20.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Mitigation/Developer Fees		8681	1,242,540.00	100,000.00	-92.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,257,540.00	112,000.00	-91.1%
TOTAL, REVENUES			1,257,540.00	112,000.00	-91.1%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	37,276.00	3,000.00	-92.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			37,276.00	3,000.00	-92.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			37,276.00	3,000.00	-92.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
From: All Other Funds To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,257,540.00	112,000.00	-91.1%
5) TOTAL, REVENUES			1,257,540.00	112,000.00	-91.1%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		37,276.00	3,000.00	-92.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			37,276.00	3,000.00	-92.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES(A5 -B10)			1,220,264.00	109,000.00	-91.1%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions					
		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES					
			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE(C + D4)			1,220,264.00	109,000.00	-91.1%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,860,130.97	3,080,394.97	65.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,860,130.97	3,080,394.97	65.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,860,130.97	3,080,394.97	65.6%
2) Ending Balance, June 30 (E + F1e)					
			3,080,394.97	3,189,394.97	3.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	3,080,394.97	3,189,394.97	3.5%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9750	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	3,080,394.97	3,189,394.97
Total. Restricted Balance		3,080,394.97	3,189,394.97

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

SPECIAL RESERVE FUND

(CAPITAL OUTLAY)

MONROVIA UNIFIED SCHOOL DISTRICT
SPECIAL RESERVE FUND
(CAPITAL OUTLAY FUNDS)
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$350,842	\$31,200
INTERFUND TRANSFERS IN	\$134,136	\$134,136
TOTAL FUND REVENUES	\$484,978	\$165,336
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE	\$4,969	
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$4,969	\$0
REVENUE OVER EXPENSE	\$480,009	\$165,336
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$480,009	\$165,336
BEGINNING BALANCE JULY 1	\$5,839,512	\$6,319,521
ENDING BALANCE June 30	\$6,319,521	\$6,484,857

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	350,842.00	31,200.00	-91.1%
5) TOTAL, REVENUES			350,842.00	31,200.00	-91.1%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	4,969.00	0.00	-100.0%
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			4,969.00	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			345,873.00	31,200.00	-91.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	134,136.00	134,136.00	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			134,136.00	134,136.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			480,009.00	165,336.00	-65.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,839,511.97	6,319,520.97	8.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,839,511.97	6,319,520.97	8.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,839,511.97	6,319,520.97	8.2%
2) Ending Balance, June 30 (E + F1e)			6,319,520.97	6,484,856.97	2.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	6,319,520.97	6,484,856.97	2.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	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		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	318,842.00	0.00	-100.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	32,000.00	31,200.00	-2.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			350,842.00	31,200.00	-91.1%
TOTAL, REVENUES			350,842.00	31,200.00	-91.1%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	4,969.00	0.00	-100.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			4,969.00	0.00	-100.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			4,969.00	0.00	-100.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
To: Special Reserve Fund From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	134,136.00	134,136.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			134,136.00	134,136.00	0.0%
INTERFUND TRANSFERS OUT					
From: Special Reserve Fund To: General Fund/CSSF		7612	0.00	0.00	0.0%
From: All Other Funds To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			134,136.00	134,136.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	350,842.00	31,200.00	-91.1%
5) TOTAL, REVENUES			350,842.00	31,200.00	-91.1%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		4,969.00	0.00	-100.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			4,969.00	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES(A5 -B 10)			345,873.00	31,200.00	-91.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	134,136.00	134,136.00	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			134,136.00	134,136.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE(C + D4)			480,009.00	165,336.00	-65.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,839,511.97	6,319,520.97	8.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,839,511.97	6,319,520.97	8.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,839,511.97	6,319,520.97	8.2%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	6,319,520.97	6,484,856.97	2.6%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	6,319,520.97	6,484,856.97
Total, Restricted Balance		6,319,520.97	6,484,856.97

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

DEBT SERVICE FUND

(C.O.P. – MOUNTAIN)

MONROVIA UNIFIED SCHOOL DISTRICT
DEBT SERVICE FUND
(C.O.P. - MOUNTAIN AVENUE)
PROPOSED ADOPTED BUDGET
2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$6	\$0
TOTAL FUND REVENUES	\$6	\$0
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE		
CAPITAL OUTLAY		
OTHER OUTGO/DEBT SERVICE	\$220,410	\$218,975
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$220,410	\$218,975
REVENUE OVER EXPENSE	(\$220,404)	(\$218,975)
INTERFUND TRANSFERS IN	\$220,408	\$218,971
NET INCREASE (DECREASE)	\$4	(\$4)
BEGINNING BALANCE JULY 1	\$0	\$4
ENDING BALANCE June 30	\$4	\$0

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6.00	0.00	-100.0%
5) TOTAL, REVENUES			6.00	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	220,410.00	218,975.00	-0.7%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			220,410.00	218,975.00	-0.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(220,404.00)	(218,975.00)	-0.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	220,408.00	218,971.00	-0.7%
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			220,408.00	218,971.00	-0.7%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			4.00	(4.00)	-200.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	4.00	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	4.00	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	4.00	New
2) Ending Balance, June 30 (E + F1e)			4.00	0.00	-100.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	4.00	0.00	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury					
1) Fair Value Adjustment to Cash in County Treasury		9110	0.00		
		9111	0.00		
b) in Banks					
		9120	0.00		
c) in Revolving Cash Account					
		9130	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Interest		8660	6.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			6.00	0.00	-100.0%
TOTAL, REVENUES			6.00	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	25,410.00	18,975.00	-25.3%
Other Debt Service - Principal		7439	195,000.00	200,000.00	2.6%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			220,410.00	218,975.00	-0.7%
TOTAL, EXPENDITURES			220,410.00	218,975.00	-0.7%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	220,408.00	218,971.00	-0.7%
(a) TOTAL, INTERFUND TRANSFERS IN			220,408.00	218,971.00	-0.7%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			220,408.00	218,971.00	-0.7%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6.00	0.00	-100.0%
5) TOTAL, REVENUES			6.00	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	220,410.00	218,975.00	-0.7%
10) TOTAL, EXPENDITURES			220,410.00	218,975.00	-0.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES(A5 -B 10)			(220,404.00)	(218,975.00)	-0.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	220,408.00	218,971.00	-0.7%
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			220,408.00	218,971.00	-0.7%
E. NET INCREASE (DECREASE) IN FUND BALANCE(C + D4)			4.00	(4.00)	-200.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	4.00	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	4.00	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	4.00	New
2) Ending Balance, June 30 (E + F1e)					
			4.00	0.00	-100.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	4.00	0.00	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	4.00	0.00
Total, Restricted Balance		4.00	0.00

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

FEE BASED FUND

MONROVIA UNIFIED SCHOOL DISTRICT
 FEE BASED FUND
 PROPOSED ADOPTED BUDGET
 2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$258,734	\$242,384
TOTAL FUND REVENUES	\$258,734	\$242,384
EXPENDITURES		
CERTIFICATED SALARIES	\$95,063	\$95,063
CLASSIFIED SALARIES	\$89,989	\$85,486
EMPLOYEE BENEFITS	\$65,674	\$68,927
BOOKS & SUPPLIES	\$5,700	\$5,489
SERVICES & OTHER OPERATING EXPENSE	\$71,080	\$62,087
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$327,506	\$317,052
REVENUE OVER EXPENSE	(\$68,772)	(\$74,668)
INTERFUND TRANSFERS OUT		
CONTRIBUTIONS TO RESTRICTED PROGRAMS		
NET INCREASE (DECREASE)	(\$68,772)	(\$74,668)
BEGINNING BALANCE JULY 1	\$201,584	\$132,812
ENDING BALANCE June 30	\$132,812	\$58,144

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	258,734.00	242,384.00	-6.3%
5) TOTAL, REVENUES			258,734.00	242,384.00	-6.3%
B. EXPENSES					
1) Certificated Salaries		1000-1999	95,063.00	95,063.00	0.0%
2) Classified Salaries		2000-2999	89,989.00	85,486.00	-5.0%
3) Employee Benefits		3000-3999	65,674.00	68,927.00	5.0%
4) Books and Supplies		4000-4999	5,700.00	5,489.00	-3.7%
5) Services and Other Operating Expenses		5000-5999	71,080.00	62,087.00	-12.7%
6) Depreciation and Amortization		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			327,506.00	317,052.00	-3.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(68,772.00)	(74,668.00)	8.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(68,772.00)	(74,668.00)	8.6%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	201,583.52	132,811.52	-34.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			201,583.52	132,811.52	-34.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			201,583.52	132,811.52	-34.1%
2) Ending Net Position, June 30 (E + F1e)			132,811.52	58,143.52	-56.2%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	132,811.52	58,143.52	-56.2%
c) Unrestricted Net Position		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	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) Fixed Assets					
a) Land		9410	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
b) Land Improvements		9420	0.00		
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net Pension Liability		9663	0.00		
b) Total/Net OPEB Liability		9664	0.00		
c) Compensated Absences		9665	0.00		
d) COPs Payable		9666	0.00		
e) Leases Payable		9667	0.00		
f) Lease Revenue Bonds Payable		9668	0.00		
g) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G10 + H2) - (I7 + J2)			0.00		
OTHER STATE REVENUE					
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
All Other Sales		8639	47,668.00	55,336.00	16.1%
Leases and Rentals		8650	182,469.00	171,533.00	-6.0%
Interest		8660	1,000.00	725.00	-27.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
All Other Fees and Contracts		8689	10,200.00	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	17,397.00	14,790.00	-15.0%
TOTAL, OTHER LOCAL REVENUE			258,734.00	242,384.00	-6.3%
TOTAL, REVENUES			258,734.00	242,384.00	-6.3%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	95,063.00	95,063.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			95,063.00	95,063.00	0.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	7,590.00	7,590.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Classified Support Salaries		2200	51,657.00	47,154.00	-8.7%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	30,742.00	30,742.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			89,989.00	85,486.00	-5.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	15,541.00	17,543.00	12.9%
PERS		3201-3202	8,935.00	9,894.00	10.7%
OASDI/Medicare/Alternative		3301-3302	15,300.00	15,300.00	0.0%
Health and Welfare Benefits		3401-3402	21,416.00	22,530.00	5.2%
Unemployment Insurance		3501-3502	931.00	931.00	0.0%
Workers' Compensation		3601-3602	3,551.00	2,729.00	-23.1%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			65,674.00	68,927.00	5.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	5,553.00	5,342.00	-3.8%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	147.00	147.00	0.0%
TOTAL, BOOKS AND SUPPLIES			5,700.00	5,489.00	-3.7%
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	525.00	525.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	22,846.00	22,549.00	-1.3%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	1,256.00	5,000.00	298.1%
Professional/Consulting Services and					
Operating Expenditures		5800	46,453.00	34,013.00	-26.8%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			71,080.00	62,087.00	-12.7%
DEPRECIATION AND AMORTIZATION					
Depreciation Expense		6900	0.00	0.00	0.0%
Amortization Expense-Lease Assets		6910	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENSES			327,506.00	317,052.00	-3.2%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES					
(a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	258,734.00	242,384.00	-6.3%
5) TOTAL, REVENUES			258,734.00	242,384.00	-6.3%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		327,506.00	317,052.00	-3.2%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			327,506.00	317,052.00	-3.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(68,772.00)	(74,668.00)	8.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions					
		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(68,772.00)	(74,668.00)	8.6%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	201,583.52	132,811.52	-34.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			201,583.52	132,811.52	-34.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			201,583.52	132,811.52	-34.1%
2) Ending Net Position, June 30 (E + F1e)					
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	132,811.52	58,143.52	-56.2%
c) Unrestricted Net Position		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	132,811.52	58,143.52
Total, Restricted Net Position		132,811.52	58,143.52

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

SELF-INSURANCE FUND

MONROVIA UNIFIED SCHOOL DISTRICT
 SELF-INSURANCE FUND FOR WORKERS' COMPENSATION
 PROPOSED ADOPTED BUDGET
 2022-23

REVENUE SOURCES	ESTIMATED 2021-22	BUDGET 2022-23
LOCAL CONTROL FUNDING FORMULA (LCFF)		
FEDERAL INCOME		
OTHER STATE INCOME		
OTHER LOCAL REVENUES	\$5,000	\$4,000
TOTAL FUND REVENUES	\$5,000	\$4,000
EXPENDITURES		
CERTIFICATED SALARIES		
CLASSIFIED SALARIES		
EMPLOYEE BENEFITS		
BOOKS & SUPPLIES		
SERVICES & OTHER OPERATING EXPENSE		
CAPITAL OUTLAY		
OTHER OUTGO		
INTERPROGRAM/FUND COSTS		
TOTAL EXPENDITURES	\$0	\$0
REVENUE OVER EXPENSE	\$5,000	\$4,000
INTERFUND TRANSFERS OUT		
NET INCREASE (DECREASE)	\$5,000	\$4,000
BEGINNING BALANCE JULY 1	\$992,828	\$997,828
ENDING BALANCE June 30	\$997,828	\$1,001,828

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,000.00	4,000.00	-20.0%
5) TOTAL, REVENUES			5,000.00	4,000.00	-20.0%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	0.00	0.00	0.0%
6) Depreciation and Amortization		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			5,000.00	4,000.00	-20.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions					
a) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			5,000.00	4,000.00	-20.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	992,828.47	997,828.47	0.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			992,828.47	997,828.47	0.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			992,828.47	997,828.47	0.5%
2) Ending Net Position, June 30 (E + F1e)					
Components of Ending Net Position			997,828.47	1,001,828.47	0.4%
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	997,828.47	1,001,828.47	0.4%
c) Unrestricted Net Position		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	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					
a) Investments		9150	0.00		
3) Accounts Receivable					
a) Accounts Receivable		9200	0.00		
4) Due from Grantor Government					
a) Due from Grantor Government		9290	0.00		
5) Due from Other Funds					
a) Due from Other Funds		9310	0.00		
6) Stores					
a) Stores		9320	0.00		
7) Prepaid Expenditures					
a) Prepaid Expenditures		9330	0.00		
8) Other Current Assets					
a) Other Current Assets		9340	0.00		
9) Fixed Assets					
a) Land		9410	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
b) Land Improvements		9420	0.00		
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			0.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net Pension Liability		9663	0.00		
b) Total/Net OPEB Liability		9664	0.00		
c) Compensated Absences		9665	0.00		
d) COPs Payable		9666	0.00		
e) Leases Payable		9667	0.00		
f) Lease Revenue Bonds Payable		9668	0.00		
g) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G10 + H2) - (I7 + J2)			0.00		
OTHER STATE REVENUE					
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	5,000.00	4,000.00	-20.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
In-District Premiums/					
Contributions		8674	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			5,000.00	4,000.00	-20.0%
TOTAL, REVENUES			5,000.00	4,000.00	-20.0%
CERTIFICATED SALARIES					
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and					
Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			0.00	0.00	0.0%
DEPRECIATION AND AMORTIZATION					
Depreciation Expense		6900	0.00	0.00	0.0%
Amortization Expense-Lease Assets		6910	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			0.00	0.00	0.0%
TOTAL, EXPENSES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,000.00	4,000.00	-20.0%
5) TOTAL, REVENUES			5,000.00	4,000.00	-20.0%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			5,000.00	4,000.00	-20.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			5,000.00	4,000.00	-20.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	992,828.47	997,828.47	0.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			992,828.47	997,828.47	0.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			992,828.47	997,828.47	0.5%
2) Ending Net Position, June 30 (E + F1e)					
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	997,828.47	1,001,828.47	0.4%
c) Unrestricted Net Position		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	997,828.47	1,001,828.47
Total, Restricted Net Position		997,828.47	1,001,828.47

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

ENROLLMENT AND ATTENDANCE

MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
ENROLLMENT ANALYSIS
SUMMARY

GRADE LEVEL	CBEDS 2018-19	CBEDS 2019-20	CBEDS 2020-21	CBEDS 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
Early TK	14	23	14	16	16	16	16
Transitional K	49	70	75	67	67	67	67
K	399	372	324	371	371	371	371
1	399	413	360	332	376	376	377
2	357	382	397	351	321	365	366
3	363	364	365	373	336	302	347
Mountain Park ISP TK - 3	1	0	29	56	56	56	56
SDC TK - 3	53	53	59	48	48	48	48
SELPA SDC TK - 3	10	9	8	5	5	5	5
Non-Public School SDC TK - 3	1	1	0	1	1	1	1
Total TK-3	1646	1687	1631	1620	1597	1607	1654
4	363	352	349	353	361	323	290
5	389	364	354	326	342	349	311
6	422	395	355	331	313	326	332
Mountain Park ISP 4 - 6	2	0	4	38	38	38	38
SDC 4 - 6	44	45	35	32	32	32	32
SELPA SDC 4 - 6	9	9	7	4	4	4	4
Non-Public School SDC 4 - 6	1	3	5	2	2	2	2
Total 4-6	1230	1168	1109	1086	1092	1074	1009
7	369	425	383	336	318	298	311
8	395	381	402	362	320	299	280
Mountain Park ISP 7 - 8	6	2	13	23	23	23	23
SDC 7 - 8	19	16	20	21	21	21	21
SELPA SDC 7 - 8	8	7	8	6	6	6	6
Non-Public School SDC 7 - 8	4	2	1	1	1	1	1
Total 7-8	801	833	827	749	689	648	642
9	416	404	394	411	378	336	315
10	430	403	391	375	401	368	326
11	347	407	388	366	351	376	344
12	367	327	369	363	342	328	355
Canyon Oaks Continuation	97	76	35	32	32	32	32
Mountain Park ISP 9 - 12	29	27	41	79	79	79	79
SDC 9 - 12	47	43	37	34	34	34	34
SELPA SDC 9 - 12	5	4	3	5	5	5	5
Non-Public School SDC 9 - 12	14	13	13	12	12	12	12
Adult Transition Program	13	12	9	10	10	10	10
Total 9-12	1765	1716	1680	1687	1644	1580	1512
TOTAL TK - 12	5,442	5,404	5,247	5,142	5,022	4,909	4,817
% of Prior Year	97.82%	99.30%	97.09%	98.00%	97.67%	97.75%	98.13%

MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT

P-2 ADA AS A PERCENTAGE OF CBEDS ENROLLMENT - 2019-20 Through 2024-25

GRADE LEVEL	Actual 2019-20			Actual 2020-21			Actual 2021-22			Projected 2022-23			Projected 2023-24			Projected 2024-25		
	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%	CBEDS Enroll	P-2 ADA	%
Regular Ed Grades TK - 3	1624	1522.53	93.8%	1535	1441.61	93.9%	1510	1367.10	90.5%	1487	1395.00	93.8%	1497	1404.00	93.8%	1544	1448.00	93.8%
Mountain Park ISP Grades TK - 3	0	0.00	0.0%	29	26.92	92.8%	56	52.41	93.6%	56	50.40	90.0%	56	50.40	90.0%	56	50.40	90.0%
Special Ed Grades TK - 3	53	60.28	113.7%	59	59.57	101.0%	48	44.23	92.1%	48	43.20	90.0%	48	43.20	90.0%	48	43.20	90.0%
SELPA Special Ed Grades TK - 3	9	6.72	74.7%	8	7.04	88.0%	5	6.24	124.8%	5	4.50	90.0%	5	4.50	90.0%	5	4.50	90.0%
Extended Year Special Ed TK - 3	N/A	4.57	N/A	N/A	4.57	N/A	N/A	4.04	N/A	N/A	4.04	N/A	N/A	4.04	N/A	N/A	4.04	N/A
NPS Grades TK - 3	1	0.89	89.0%	0	0.00	N/A	1	0.82	82.0%	1	0.82	82.0%	1	0.82	82.0%	1	0.82	82.0%
Extended Year NPS TK - 3	N/A	0.00	N/A	N/A	0.00	N/A	N/A	0.09	N/A	N/A	0.09	N/A	N/A	0.09	N/A	N/A	0.09	N/A
Total Grades TK - 3	1,687	1,594.99	94.5%	1,631	1,539.71	94.4%	1,620	1,474.93	91.0%	1,597	1,498.05	93.8%	1,607	1,507.05	93.8%	1,654	1,551.05	93.8%
Regular Ed Grades 4 - 6	1111	1067.78	96.1%	1058	1029.57	97.3%	1010	933.21	92.4%	1016	971.00	95.6%	998	954.00	95.6%	933	892.00	95.6%
Mountain Park ISP Grades 4 - 6	0	0.07	0.0%	4	5.18	129.5%	38	27.70	72.9%	38	28.50	75.0%	38	28.50	75.0%	38	28.50	75.0%
Special Ed Grades 4 - 6	45	38.65	85.9%	35	32.58	93.1%	32	28.60	89.4%	32	29.44	92.0%	32	29.44	92.0%	32	29.44	92.0%
SELPA Special Ed Grades 4 - 6	9	8.37	93.0%	7	6.72	96.0%	4	3.19	79.8%	4	3.60	90.0%	4	3.60	90.0%	4	3.60	90.0%
Extended Year Special Ed 4 - 6	N/A	4.13	N/A	N/A	4.13	N/A	N/A	2.29	N/A	N/A	2.29	N/A	N/A	2.29	N/A	N/A	2.29	N/A
NPS Grades 4 - 6	3	2.99	99.7%	5	2.46	49.2%	2	0.89	44.5%	2	0.89	44.5%	2	0.89	44.5%	2	0.89	44.5%
Extended Year NPS Grades 4-6	N/A	0.33	N/A	N/A	0.33	N/A	N/A	0.22	N/A	N/A	0.22	N/A	N/A	0.22	N/A	N/A	0.22	N/A
Total Grades 4 - 6	1,168	1,122.32	96.1%	1,109	1,080.97	97.5%	1,086	996.10	91.7%	1,092	1,035.94	94.9%	1,074	1,018.94	94.9%	1,009	956.94	94.8%
Regular Ed Grades 7 - 8	806	765.18	94.9%	785	751.78	95.8%	698	638.11	91.4%	638	608.00	95.3%	597	569.00	95.3%	591	563.00	95.3%
Mountain Park ISP Grades 7 - 8	2	3.57	178.5%	13	9.47	72.8%	23	15.52	67.5%	23	17.25	75.0%	23	17.25	75.0%	23	17.25	75.0%
Special Ed Grades 7 - 8	16	16.33	102.1%	20	19.51	97.6%	21	19.05	90.7%	21	19.32	92.0%	21	19.32	92.0%	21	19.32	92.0%
SELPA Special Ed Grades 7 - 8	7	6.59	94.1%	8	7.59	94.9%	6	4.94	82.3%	6	5.40	90.0%	6	5.40	90.0%	6	5.40	90.0%
Extended Year Special Ed 7 - 8	N/A	1.63	N/A	N/A	1.63	N/A	N/A	2.42	N/A	N/A	2.42	N/A	N/A	2.42	N/A	N/A	2.42	N/A
NPS Grades 7 - 8	2	3.26	163.0%	1	0.63	63.0%	1	0.96	96.0%	1	0.96	96.0%	1	0.96	96.0%	1	0.96	96.0%
Extended Year NPS Grades 7-8	N/A	0.30	N/A	N/A	0.30	N/A	N/A	0.13	N/A	N/A	0.13	N/A	N/A	0.13	N/A	N/A	0.13	N/A
Total Grades 7 - 8	833	796.86	95.7%	827	790.91	95.6%	749	681.13	90.9%	689	653.48	94.8%	648	614.48	94.8%	642	608.48	94.8%
Regular Ed Grades 9-12	1541	1463.22	95.0%	1542	1475.39	95.7%	1515	1382.45	91.3%	1472	1391.00	94.5%	1408	1331.00	94.5%	1340	1266.00	94.5%
Canyon Oaks Continuation 9 - 12	76	60.94	80.2%	35	28.15	80.4%	32	16.74	52.3%	32	24.00	75.0%	32	24.00	75.0%	32	24.00	75.0%
Mountain Park ISP Grades 9 - 12	27	27.95	103.5%	41	35.97	87.7%	79	71.94	91.1%	79	71.10	90.0%	79	71.10	90.0%	79	71.10	90.0%
Special Ed Grades 9 - 12	43	37.44	87.1%	37	34.95	94.5%	34	29.21	85.9%	34	30.60	90.0%	34	30.60	90.0%	34	30.60	90.0%
Adult Transition Program	12	10.29	85.8%	9	7.15	79.4%	10	9.25	92.5%	10	9.00	90.0%	10	9.00	90.0%	10	9.00	90.0%
SELPA Special Ed Grades 9 - 12	4	3.69	92.3%	3	2.49	83.0%	5	3.77	75.4%	5	3.77	90.0%	5	3.77	90.0%	5	3.77	90.0%
Extended Year Special Ed 9 - 12	N/A	3.55	N/A	N/A	3.55	N/A	N/A	1.97	N/A	N/A	1.97	N/A	N/A	1.97	N/A	N/A	1.97	N/A
NPS Grades 9 - 12	13	11.07	85.2%	13	7.28	56.0%	12	8.47	70.6%	12	8.47	70.6%	12	8.47	70.6%	12	8.47	70.6%
Extended Year NPS Grades 9 - 12	N/A	0.66	N/A	N/A	0.66	N/A	N/A	0.62	N/A	N/A	0.62	N/A	N/A	0.62	N/A	N/A	0.62	N/A
Total Grades 9 - 12	1,716	1,618.81	94.3%	1,680	1,595.59	95.0%	1,687	1,524.42	90.4%	1,644	1,540.53	93.7%	1,580	1,480.53	93.7%	1,512	1,415.53	93.6%
Total TK - 12	5404	5132.98	95.0%	5247	5007.18	95.4%	5142	4676.58	90.9%	5022	4728.00	94.1%	4909	4621.00	94.1%	4817	4532.00	94.1%

Enrollment is Census Day (CBEDS) enrollment as of the first Wednesday in October each year.
 Period 2 Average Daily Attendance (P-2 ADA) is cumulative attendance data from the first day of school through the district's P-2 ADA cutoff in late March.
 For programs with increased enrollment during the year, cumulative P-2 ADA can be more than 100% of October CBEDS enrollment.

Description	2021-22 Estimated Actuals			2022-23 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A. DISTRICT						
1. Total District Regular ADA						
Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	4,676.58	4,661.58	5,132.98	4,728.00	4,713.00	5,044.42
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA						
Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3. Total Basic Aid Open Enrollment Regular ADA						
Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4. Total, District Regular ADA (Sum of Lines A1 through A3)	4,676.58	4,661.58	5,132.98	4,728.00	4,713.00	5,044.42
5. District Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	3.36	3.36	3.36	3.36	3.36	3.36
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	3.36	3.36	3.36	3.36	3.36	3.36

Description	2021-22 Estimated Actuals			2022-23 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	4,679.94	4,664.94	5,136.34	4,731.36	4,716.36	5,047.78
7. Adults in Correctional Facilities						
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

CASHFLOW WORKSHEET

Description	Object	Beginning Balances (Ref. Only)	BUDGET YEAR (1)									
			July	August	September	October	November	December	January	February		
ESTIMATES THROUGH THE MONTH OF:			JUNE									
A. BEGINNING CASH			14,989,497.00	12,566,287.00	10,640,959.00	9,626,150.00	6,499,111.00	5,024,256.00	12,664,752.00	11,802,544.00		
B. RECEIPTS												
LCFF/Revenue Limit Sources			1,426,954.00	2,182,285.00	5,464,898.00	2,568,516.00	2,568,516.00	5,464,897.00	2,568,516.00	2,568,516.00	2,385,464.00	
Principal Apportionment	8010-8019											
Property Taxes	8020-8079											
Miscellaneous Funds	8080-8099		228,505.00	321,380.00	(24,582.00)			294,653.00	5,150,809.00	1,796,908.00	613,852.00	
Federal Revenue	8100-8299											
Other State Revenue	8300-8599			1,018,046.00	(16,615.00)	237,759.00		387.00	330,485.00	481,882.00	117,276.00	
Other Local Revenue	8600-8799			95,496.00	520,758.00			849,740.00	2,494,720.00	216,913.00	112,914.00	
Interfund Transfers In	8910-8929		20,665.00	232,245.00	315,211.00	453,662.00		432,646.00	436,634.00	1,014,404.00	157,615.00	
All Other Financing Sources	8930-8979											
TOTAL RECEIPTS			1,676,125.00	3,849,452.00	6,259,670.00	3,259,937.00	4,145,942.00	13,877,545.00	6,078,623.00	3,387,121.00		
C. DISBURSEMENTS												
Certificated Salaries	1000-1999		842,367.00	2,944,397.00	1,941,843.00	2,646,874.00		2,631,792.00	2,504,249.00	2,586,108.00	2,644,467.00	
Classified Salaries	2000-2999		197,005.00	615,628.00	490,743.00	1,048,511.00		1,164,206.00	860,066.00	1,015,709.00	1,012,682.00	
Employee Benefits	3000-3999		488,283.00	832,812.00	1,100,070.00	1,538,816.00		1,500,182.00	1,519,567.00	1,534,587.00	1,539,105.00	
Books and Supplies	4000-4999		136,284.00	1,345,751.00	274,635.00	287,334.00		182,851.00	685,544.00	1,233,425.00	261,731.00	
Services	5000-5999		183,221.00	700,254.00	1,255,793.00	662,844.00		637,686.00	789,963.00	889,747.00	617,493.00	
Capital Outlay	6000-6599											
Other Outgo	7000-7499		3,973.00	20,983.00	(20,920.00)	7,151.00		7,152.00	(11,373.00)	18,022.00	(1,081.00)	
Interfund Transfers Out	7600-7629				37,807.00							
All Other Financing Uses	7630-7699											
TOTAL DISBURSEMENTS			1,851,133.00	6,459,825.00	5,079,971.00	6,191,530.00	6,123,869.00	7,277,596.00	6,348,016.00	7,277,596.00	6,074,397.00	
D. BALANCE SHEET ITEMS												
Assets and Deferred Outflows												
Cash Not In Treasury	9111-9199											
Accounts Receivable	9200-9299		183,751.00	688,851.00	36,627.00	13,313.00	1,683.00	21,077.00	1,577.00	8,049.00		
Due From Other Funds	9310											

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	183,751.00	688,851.00	36,627.00	13,313.00	1,683.00	21,077.00	1,577.00	8,049.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	2,431,953.00	3,806.00	2,231,135.00	208,759.00	(501,389.00)	(89,890.00)	(335,190.00)	189,414.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	(2,248,202.00)	685,045.00	(2,194,508.00)	(195,446.00)	503,072.00	110,967.00	336,767.00	(181,365.00)
E. NET INCREASE/DECREASE (B - C + D)			(2,423,210.00)	(1,925,328.00)	(1,014,809.00)	(3,127,039.00)	(1,474,855.00)	7,640,496.00	(862,208.00)	(2,868,641.00)
F. ENDING CASH (A + E)			12,566,287.00	10,640,959.00	9,626,150.00	6,499,111.00	5,024,256.00	12,664,752.00	11,802,544.00	8,933,903.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	Beginning Balances (Ref. Only)	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF:										
JUNE										
A. BEGINNING CASH										
B. RECEIPTS										
LCFF/Revenue Limit Sources			8,933,903.00	7,462,209.00	9,295,128.00	8,273,434.00				
Principal Apportionment	8010-8019						0.00		38,737,901.00	38,737,901.00
Property Taxes	8020-8079		3,974,296.00	2,382,305.00	2,385,464.00	5,365,790.00			17,013,102.00	17,013,102.00
Miscellaneous Funds	8080-8099		63,463.00	3,784,635.00	2,389,387.00	2,394,091.00	(250,000.00)		(250,000.00)	(250,000.00)
Federal Revenue	8100-8299		(42,264.00)	313,782.00	146,004.00	341,595.00	512,392.00		3,440,729.00	3,440,729.00
Other State Revenue	8300-8599		505,086.00	930,827.00	177,471.00	2,014,002.00	863,143.00		8,781,070.00	8,781,070.00
Other Local Revenue	8600-8799		34,381.00	579,694.00	474,665.00	1,053,204.00	451,374.00		5,656,400.00	5,656,400.00
Interfund Transfers In	8910-8929								0.00	0.00
All Other Financing Sources	8930-8979								0.00	0.00
TOTAL RECEIPTS			4,534,962.00	7,991,243.00	5,572,991.00	11,168,682.00	1,576,909.00	0.00	73,379,202.00	73,379,202.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		2,738,405.00	2,632,126.00	2,664,184.00	2,381,766.00	595,441.00		29,754,019.00	29,754,019.00
Classified Salaries	2000-2999		1,011,928.00	1,008,320.00	972,289.00	1,073,057.00	357,686.00		10,827,830.00	10,827,830.00
Employee Benefits	3000-3999		1,536,190.00	1,537,379.00	1,522,616.00	2,048,206.00	3,803,812.00		20,501,625.00	20,501,625.00
Books and Supplies	4000-4999		350,081.00	426,095.00	1,616,256.00	157,982.00	105,322.00		7,063,291.00	7,063,291.00
Services	5000-5999		594,567.00	505,341.00	353,264.00	934,027.00	622,683.00		8,746,883.00	8,746,883.00
Capital Outlay	6000-6599								0.00	0.00
Other Outgo	7000-7499		(20,787.00)	(4,073.00)	(1,081.00)	66,248.00	324,628.00		388,842.00	388,842.00
Interfund Transfers Out	7600-7629			35,592.00			433,725.00		507,124.00	507,124.00
All Other Financing Uses	7630-7699								0.00	0.00
TOTAL DISBURSEMENTS			6,210,384.00	6,140,780.00	7,127,528.00	6,661,286.00	6,243,297.00	0.00	77,789,614.00	77,789,614.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199								0.00	0.00
Accounts Receivable	9200-9299		64,834.00	37,425.00	(3,158.00)				1,054,029.00	1,054,029.00
Due From Other Funds	9310								0.00	0.00
Stores	9320								0.00	0.00

Description	Object	Beginning Balances (Ref. Only)	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
Prepaid Expenditures	9330								0.00	
Other Current Assets	9340								0.00	
Deferred Outflows of Resources	9490								0.00	
SUBTOTAL		0.00	64,834.00	37,425.00	(3,158.00)	0.00	0.00	0.00	1,054,029.00	
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610		(138,894.00)	54,969.00	(536,001.00)				3,518,672.00	
Current Loans	9640								0.00	
Unearned Revenues	9650								0.00	
Deferred Inflows of Resources	9690								0.00	
SUBTOTAL		0.00	(138,894.00)	54,969.00	(536,001.00)	0.00	0.00	0.00	3,518,672.00	
<u>Nonoperating</u>										
Suspense Clearing	9910								0.00	
TOTAL BALANCE SHEET ITEMS		0.00	203,728.00	(17,544.00)	532,843.00	0.00	0.00	0.00	(2,464,643.00)	
E. NET INCREASE/DECREASE (B - C + D)			(1,471,694.00)	1,832,919.00	(1,021,694.00)	4,507,396.00	(4,666,388.00)	0.00	(6,875,055.00)	(4,410,412.00)
F. ENDING CASH (A + E)			7,462,209.00	9,295,128.00	8,273,434.00	12,780,830.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									8,114,442.00	

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF:										
JUNE										
A. BEGINNING CASH										
12,780,830.00										
B. RECEIPTS										
LCFF/Revenue Limit Sources			1,455,249.00	2,225,557.00	5,573,262.00	2,619,448.00	2,619,448.00	5,573,261.00	2,619,448.00	2,432,766.00
Principal Apportionment	8010-8019									
Property Taxes	8020-8079		228,506.00	321,380.00	(24,582.00)		294,653.00	5,150,809.00	1,796,908.00	613,852.00
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299			1,018,046.00	(16,615.00)	237,759.00	387.00	330,485.00	481,882.00	117,276.00
Other State Revenue	8300-8599			77,248.00	421,246.00		687,362.00	2,018,002.00	175,463.00	91,337.00
Other Local Revenue	8600-8799		21,776.00	244,733.00	332,160.00	478,056.00	455,910.00	460,112.00	1,068,949.00	166,090.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			1,705,531.00	3,886,964.00	6,285,471.00	3,335,263.00	4,057,760.00	13,532,669.00	6,142,650.00	3,421,321.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		848,538.00	2,965,965.00	1,956,067.00	2,666,263.00	2,651,070.00	2,522,594.00	2,605,051.00	2,663,839.00
Classified Salaries	2000-2999		197,814.00	618,156.00	492,758.00	1,052,816.00	1,168,985.00	863,597.00	1,019,879.00	1,016,839.00
Employee Benefits	3000-3999		483,861.00	825,270.00	1,090,107.00	1,524,879.00	1,486,595.00	1,505,805.00	1,520,688.00	1,525,166.00
Books and Supplies	4000-4999		59,721.00	589,720.00	120,348.00	125,912.00	80,127.00	300,411.00	540,497.00	114,693.00
Services	5000-5999		139,125.00	531,723.00	953,560.00	503,317.00	484,213.00	599,842.00	675,610.00	468,880.00
Capital Outlay	6000-6599									
Other Outgo	7000-7499		3,973.00	20,983.00	(20,920.00)	7,151.00	7,152.00	(11,373.00)	18,022.00	(1,081.00)
Interfund Transfers Out	7600-7629				37,888.00					
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			1,733,032.00	5,551,817.00	4,629,808.00	5,880,338.00	5,878,142.00	5,780,876.00	6,379,747.00	5,788,336.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299		183,751.00	688,651.00	36,627.00	13,313.00	1,683.00	21,077.00	1,577.00	8,049.00
Due From Other Funds	9310									
Stores	9320									

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	183,751.00	688,851.00	36,627.00	13,313.00	1,683.00	21,077.00	1,577.00	8,049.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	2,431,953.00	3,806.00	2,231,135.00	208,759.00	(501,389.00)	(89,890.00)	(335,190.00)	189,414.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	(2,248,202.00)	685,045.00	(2,194,508.00)	(195,446.00)	503,072.00	110,967.00	336,767.00	(181,365.00)
E. NET INCREASE/DECREASE (B - C + D)			(2,275,703.00)	(979,808.00)	(538,845.00)	(2,740,521.00)	(1,317,310.00)	7,862,760.00	99,670.00	(2,548,380.00)
F. ENDING CASH (A + E)			10,505,127.00	9,525,319.00	8,986,474.00	6,245,953.00	4,928,643.00	12,791,403.00	12,891,073.00	10,342,693.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	Beginning Balances (Ref. Only)	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF:										
JUNE										
A. BEGINNING CASH			10,342,693.00	9,184,604.00	11,269,483.00	11,270,004.00				
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019								39,506,043.00	39,506,043.00
Property Taxes	8020-8079		4,053,104.00	2,429,544.00	2,432,766.00	5,472,190.00			17,013,102.00	17,013,102.00
Miscellaneous Funds	8080-8099		63,463.00	3,784,635.00	2,389,387.00	2,394,091.00		(250,000.00)	(250,000.00)	(250,000.00)
Federal Revenue	8100-8299		(42,284.00)	313,782.00	146,004.00	341,595.00	512,392.00		3,440,729.00	3,440,729.00
Other State Revenue	8300-8599		408,568.00	752,954.00	143,558.00	1,629,144.00	698,205.00		7,103,087.00	7,103,087.00
Other Local Revenue	8600-8799		36,229.00	610,864.00	500,188.00	1,109,835.00	475,642.00		5,960,544.00	5,960,544.00
Interfund Transfers In	8910-8929								0.00	0.00
All Other Financing Sources	8930-8979								0.00	0.00
TOTAL RECEIPTS			4,519,100.00	7,891,779.00	5,611,903.00	10,946,855.00	1,686,239.00	(250,000.00)	72,773,505.00	72,773,505.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		2,758,465.00	2,651,407.00	2,683,699.00	2,399,212.00	599,803.00		29,971,973.00	29,971,973.00
Classified Salaries	2000-2999		1,016,082.00	1,012,460.00	976,281.00	1,077,463.00	359,153.00		10,872,283.00	10,872,283.00
Employee Benefits	3000-3999		1,522,277.00	1,523,456.00	1,508,826.00	2,029,655.00	3,769,361.00		20,315,946.00	20,315,946.00
Books and Supplies	4000-4999		153,408.00	186,718.00	708,257.00	69,229.00	46,153.00		3,095,194.00	3,095,194.00
Services	5000-5999		451,472.00	383,720.00	268,243.00	709,233.00	472,822.00		6,641,760.00	6,641,760.00
Capital Outlay	6000-6599								0.00	0.00
Other Outgo	7000-7499		(20,787.00)	(4,073.00)	(1,081.00)	66,248.00	324,628.00		388,842.00	388,842.00
Interfund Transfers Out	7600-7629							434,646.00	508,202.00	508,202.00
All Other Financing Uses	7630-7699			35,668.00					0.00	0.00
TOTAL DISBURSEMENTS			5,880,917.00	5,789,356.00	6,144,225.00	6,351,040.00	5,571,920.00	434,646.00	71,794,200.00	71,794,200.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199								0.00	0.00
Accounts Receivable	9200-9299		64,834.00	37,425.00	(3,158.00)				1,054,029.00	1,054,029.00
Due From Other Funds	9310								0.00	0.00
Stores	9320								0.00	0.00

Description	Object	Beginning Balances (Ref. Only)	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
Prepaid Expenditures	9330								0.00	
Other Current Assets	9340								0.00	
Deferred Outflows of Resources	9490								0.00	
SUBTOTAL		0.00	64,834.00	37,425.00	(3,158.00)	0.00	0.00	0.00	1,054,029.00	
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599									
Due To Other Funds	9610								3,518,672.00	
Current Loans	9640								0.00	
Unearned Revenues	9650								0.00	
Deferred Inflows of Resources	9690								0.00	
SUBTOTAL		0.00	(138,894.00)	54,969.00	(536,001.00)	0.00	0.00	0.00	3,518,672.00	
Nonoperating										
Suspense Clearing	9910								0.00	
TOTAL BALANCE SHEET ITEMS		0.00	203,728.00	(17,544.00)	532,843.00	0.00	0.00	0.00	(2,464,643.00)	
E. NET INCREASE/DECREASE (B - C + D)			(1,158,089.00)	2,084,879.00	521.00	4,595,815.00	(3,885,681.00)	(684,646.00)	(1,485,338.00)	979,305.00
F. ENDING CASH (A + E)			9,184,604.00	11,269,483.00	11,270,004.00	15,865,819.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									11,295,492.00	

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

SPECIAL EDUCATION REVENUE ALLOCATIONS

Current LEA:	19-64790-0000000 Monrovia Unified	
Selected SELPA:	DY	(Enter a SELPA ID from the list below then save and close)
POTENTIAL SELPAS FOR THIS LEA		
ID	SELPA-TITLE	DATE APPROVED
DY	West San Gabriel Valley	(from Form SEA) 6/23/2022

Description	2021-22 Actual	2022-23 Budget	% Diff.
SELPA Name: West San Gabriel Valley (DY)			
Date allocation plan approved by SELPA governance:	Jun-23, 2022		
I. TOTAL SELPA REVENUES			
A. Base Plus Taxes and Excess ERAF			
1. Base Apportionment	55,259,282.00	64,010,307.00	15.84%
2. Local Special Education Property Taxes	4,331,035.00	4,331,035.00	0.00%
3. Applicable Excess ERAF			0.00%
4. Total Base Apportionment, Taxes, and Excess ERAF	59,590,317.00	68,341,342.00	14.69%
B. Program Specialist/Regionalized Services Apportionment	1,429,842.00	1,506,052.00	5.33%
C. Program Specialist/Regionalized Services for NSS Apportionment			0.00%
D. Low Incidence Apportionment	1,627,389.00	1,626,900.00	-0.03%
E. Out of Home Care Apportionment	2,305,945.00		-100.00%
F. Extraordinary Cost Pool for NPS/LCI and NSS Mental Health Services Apportionment			0.00%
G. Adjustment for NSS with Declining Enrollment			0.00%
H. Grand Total Apportionment, Taxes and Excess ERAF (Sum lines A4 through G)	64,953,493.00	71,474,294.00	10.04%
I. Mental Health Apportionment	6,577,857.00	925,000.00	-85.94%
J. Federal IDEA Local Assistance Grants - Preschool	20,077,483.00	16,200,000.00	-19.31%
K. Federal IDEA - Section 619 Preschool	670,286.00	354,070.00	-47.18%
L. Other Federal Discretionary Grants	211,557.00	207,777.00	-1.79%
M. Other Adjustments	8,755,192.00	2,410,241.00	-72.47%
N. Total SELPA Revenues (Sum lines H through M)	101,245,868.00	91,571,382.00	-9.56%
II. ALLOCATION TO SELPA MEMBERS			
Alhambra Unified (DY00)	21,346,903.00	19,535,899.00	-8.5%
Arcadia Unified (DY03)	10,003,049.00	9,338,060.00	-6.6%
Duarte Unified (DY04)	5,873,001.00	5,373,264.00	-8.5%
El Monte City Elementary (DY05)	11,341,282.00	10,331,967.00	-8.9%
El Monte Union High (DY06)	9,702,548.00	8,232,709.00	-15.1%
Garvey Elementary (DY07)	5,646,835.00	4,607,870.00	-18.4%
Monrovia Unified (DY08)	5,966,748.00	5,325,339.00	-10.7%
Mountain View Elementary (DY09)	6,722,304.00	6,083,825.00	-9.5%
Rosemead Elementary (DY10)	2,632,276.00	2,398,541.00	-8.9%
San Marino Unified (DY12)	3,115,049.00	2,935,954.00	-5.7%
South Pasadena Unified (DY13)	5,373,356.00	4,845,874.00	-9.8%
Temple City Unified (DY14)	6,058,493.00	5,650,444.00	-6.7%
Valle Lindo Elementary (DY15)	1,136,414.00	1,058,548.00	-6.9%

Description	2021-22 Actual	2022-23 Budget	% Diff.
San Gabriel Unified (DY16)	6,327,610.00	5,853,088.00	-7.5%
Total Allocations (Sum all lines in Section II) (Amount must equal Line I.N)	101,245,868.00	91,571,382.00	-9.56%
Preparer Name:	HUY phan		
Title:	SELPA Fiscal Director		
Phone:	(626) 310-8856		

MONROVIA UNIFIED SCHOOL DISTRICT

2022-23

ADOPTED BUDGET

BOND INTEREST AND REDEMPTION FUND

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6,214,848.00	6,214,848.00	0.0%
5) TOTAL, REVENUES			6,214,848.00	6,214,848.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	6,316,294.00	6,316,294.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			6,316,294.00	6,316,294.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(101,446.00)	(101,446.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(101,446.00)	(101,446.00)	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,977,374.00	5,875,928.00	-1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,977,374.00	5,875,928.00	-1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,977,374.00	5,875,928.00	-1.7%
2) Ending Balance, June 30 (E + F1e)			5,875,928.00	5,774,482.00	-1.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	5,875,928.00	5,774,482.00	-1.7%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury					
1) Fair Value Adjustment to Cash in County Treasury		9110	0.00		
		9111	0.00		
b) in Banks					
		9120	0.00		
c) in Revolving Cash Account					
		9130	0.00		

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
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		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Voted Indebtedness Levies					
Homeowners' Exemptions		8571	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Voted Indebtedness Levies					
Secured Roll		8611	5,931,252.00	5,931,252.00	0.0%
Unsecured Roll		8612	102,748.00	102,748.00	0.0%
Prior Years' Taxes		8613	74,286.00	74,286.00	0.0%
Supplemental Taxes		8614	100,127.00	100,127.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	6,435.00	6,435.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			6,214,848.00	6,214,848.00	0.0%
TOTAL, REVENUES			6,214,848.00	6,214,848.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	4,430,000.00	4,430,000.00	0.0%
Bond Interest and Other Service Charges		7434	1,886,294.00	1,886,294.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			6,316,294.00	6,316,294.00	0.0%
TOTAL, EXPENDITURES			6,316,294.00	6,316,294.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
From: Bond Interest and Redemption Fund To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs					
All Other Financing Uses		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2021-22 Estimated Actuals	2022-23 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6,214,848.00	6,214,848.00	0.0%
5) TOTAL, REVENUES			6,214,848.00	6,214,848.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Excepl 7600-7699	6,316,294.00	6,316,294.00	0.0%
10) TOTAL, EXPENDITURES			6,316,294.00	6,316,294.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES(A5 -B 10)			(101,446.00)	(101,446.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE(C + D4)			(101,446.00)	(101,446.00)	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	5,977,374.00	5,875,928.00	-1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F 1a + F 1b)			5,977,374.00	5,875,928.00	-1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F 1c + F 1d)			5,977,374.00	5,875,928.00	-1.7%
2) Ending Balance, June 30 (E + F 1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	5,875,928.00	5,774,482.00	-1.7%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2021-22 Estimated Actuals	2022-23 Budget
9010	Other Restricted Local	5,875,928.00	5,774,482.00
Total, Restricted Balance		5,875,928.00	5,774,482.00

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

9. 21/22-2171 - APPROVAL OF AGREEMENT WITH BRITWORKS, INC.

RECOMMENDATION

The Board of Education is requested to approve an agreement with Briteworks, Inc., to provide janitorial services for the District at sites as needed. Effective June 23, 2022, through June 30, 2023.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti____, Board Member Hammond____, Board Member
Anderson____,
Board Member Gholar____, Board President Lockerbie_____

Rationale:

The District is currently in the midst of a staffing shortage in all areas. In the area of custodial the district has several vacancies. District staff has been filling in, however, due to the length and number of vacancies existing staff are overworking and getting injured. While we have a need at all sites for a deep cleaning summer service, we have a priority need at Mayflower Elementary for summer. The site currently only has one day custodian. The site is operating a full summer school program, along with an extended school year (ESY) and programs running outside of summer school There is a desperate need for afternoon custodial support. The services contracted will be for 5-day-a-week support; one Briteworks staff member to work from 1 pm to 6pm; overlapping with the District's day custodian for general daily cleaning.

Background:

Briteworks Inc. is a quality janitorial service that supports clients (including government K-12 industry) in meeting their specific needs related to keeping a clean and healthy work environment. BriteWorks is certified and adheres to world-recognized cleaning standards by an organization such as: The Industry Association (ISSA), and The Cleaning Industry Standards (CIMS). The company has a longstanding success and reputation in the Southern California region. All employees are screened prior to hiring and are personally trained by experienced management staff. They provide a customized cleaning service to meet the specific needs of the district. BriteWorks offers a variety of service schedules to accommodate the district needs such as, daily, weekly, and/or quarterly services that will provide the detailed attention needed to manage district requirements

Budget Implication (\$ Amount):

Anticipated costs for this contract are between \$ 4,000-\$5,000 per site per month. Hours may vary depending on site need. The hours requested for service are to be paid from the General Fund.

Legal References:

Education Code 17604 requires that contracts be approved by the Board of

Education.

Additional Information:

A copy of the proposed contract is attached.

ATTACHMENTS

- [Briteworks inc. Contract - 062222.pdf](#)



DATE: 06/13/2022

Quotation for: **Monrovia School District**
 Address: **325 East Huntington Dr. Monrovia CA 91016**

Quotation Number: **061322A**
 Version: 01 / Salesperson: AGR
 Page Number: 1 of 5

Cleaning Sites: < Same location >

1. BriteWorks is pleased to submit this Quotation for the products and services herein at the stated prices.
2. Unless otherwise expressly written in this Quotation, the Total Cost is in U.S. dollars and does not include taxes, tariffs, or other impositions.
3. Payment terms: 100% 30 days after completion of all work stated herein.
4. This Quotation is good for thirty (30) days.
5. This Quotation contains confidential and proprietary information. Only the customer's employees, contractors, and agents with a legitimate need to review this Quotation have the right to examine it.
6. The attached Contract Terms and Conditions are an integral part of this Quotation. Upon acceptance by Client of this Quotation and execution by the Client in the space provided below, this Quotation will be a legally binding contract between Client and BriteWorks, Inc. subject to the terms and conditions of the quotation.

JANITORIALSERVICE DESCRIPTION	UNIT PRICE
General Cleaning Services- Approx. 5 days a week@8hrs	
• Mayflower Elementary: 210 N. Mayflower, Monrovia CA 91016	\$5,221.67
• District Office & CELC- 325 East Huntington Dr Monrovia CA 91016	<u>\$5,221.67</u>
Monthly Cost 8 hours:	\$10,443.34
Or	
General Cleaning Services- Approx. 5 days a week@6hrs	
• Mayflower Elementary: 210 N. Mayflower, Monrovia CA 91016	\$4,072.90
• District Office & CELC- 325 East Huntington Dr Monrovia CA 91016	<u>\$4,072.90</u>
Monthly Cost for 6 hours:	\$8,145.00
(Please see attached scope of work page 4 and 5)	
Note: Cleaning supplies including paper, trash liners and soap to be purchased by Client.	

Services to Commence on: _____, 2022

CUSTOMER APPROVAL	BRITEWORKS APPROVAL
Monrovia School District 325 East Huntington Dr. Monrovia CA 91016	BriteWorks, Inc. 620 N. Commercial Ave, Covina, CA 91723
Signature: _____	Signature: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
TIN# _____	



CONTRACT TERMS AND CONDITIONS

I. GENERAL AGREEMENT

a) This agreement entered by BriteWorks Inc. and **Monrovia School District** referred to as "Client" for the herein listed janitorial services to be performed by BriteWorks at the client's specified locations on the quotation as set forth herein. Services to be performed are clearly identified in the **Quotation Number: 06132022A** document.

b) All negotiations on prior agreements, verbal or written, will be superseded by this agreement. Modifications to the agreement will not be binding or validated unless specified in writing and signed by all parties mentioned herein. The individual signing this agreement represents that he or she has full authority to sign, and client hereby acknowledges receipt of copy hereof and by the signatures hereon affixed hereby accepts the services of BriteWorks Inc. as specified in the **Quotation Number: 06132022A** document.

II. COMPLETION OF WORK

a) All services shall be considered performed in accordance with this agreement unless notification to the contrary is received by BriteWorks Inc. Such notification shall be communicated by Client to BriteWorks Inc. in written form or by telephone within 24 hours of occurrence, specifying in detail the particulars of the claim and requesting the correction of the claimed deficiencies or credit for the same. Liability of BriteWorks Inc. shall be limited to the correction thereof. Failure to give such notice shall constitute a waiver of claim.

III. DURATION OF AGREEMENT

a) The term of this agreement shall be one year from the date of commencement and automatically extended on a year-to-year basis thereafter. In the event of non-performance, client agrees that BriteWorks will have 10 business days to make the correction thereof. If correction is not made, either party may terminate services by issuance of a Thirty day written notice.

b) On default hereunder by Client, BriteWorks Inc. may, without notice to Client accelerated payment of all sums due under this agreement, and the entire amount due under this agreement shall be immediately due and payable.

IV. INVOICING

a.) The following shall be followed when invoicing. Upon invoicing, BriteWorks will provide to the Client a breakdown of services rendered and hours per labor hours worked for the said month.

V. PAYMENT

a) Unless otherwise expressly written, the Total Cost is in U.S. dollars and does not include taxes, tariffs, or other impositions.

b) Payment terms: Net 30: the invoiced amount shall be payable to BriteWorks 30 days upon receipt for all work stated in the **Quotation Number: 06132022A document**.

c) Late payments will be subjected to a 10% additional interest charge compounded daily.

d) In the event of disagreement of payment, the **Quotation number: 06132022A** and *Contract Agreement Terms and Conditions* will prevail.

e) Client agrees on a 4% yearly increase that will automatically be added to the fee for service to cover inflationary operational cost of doing business

VI. CONFIDENTIALITY AND TRADE SECRETS

a) During the term of the agreement client agrees at all times following, except are required to perform their respective obligations hereunder as required by law, Clients' principals, employees, shareholders, officers, directors shall not disclose, communicate or divulge or use direct or indirect benefit of any person, firm, association or company any material or information regarding the business methods, business policy, procedures, techniques, trade secrets, (system of delivery of services an all policy procedures, operating manuals forms, contracts.) or other knowledge of processes or any operation activities or developed by BriteWorks.

b) Client agrees they will not hire BriteWorks' employees, subcontractors, or representative of BriteWorks during the agreement. Client agrees employees of BriteWorks are to perform all duties on the premises stated in **Quotation Number 06132022A**.

Initials: _____

c) Client agrees all staffing increases must be authorized. Increasing staff time must require authorization by BriteWorks. There after over 8 hours, or over a 40-hour work week is over time and will be invoiced accordingly. BriteWorks will comply with all Federal and State California's minimum wage law requirements. Client agrees to pay additional fees due to any minimum wage increases that occur.

VII. LIABILITY

a) With regard to the services to be performed by BriteWorks pursuant to the terms of this agreement, BriteWorks shall not be made liable to Client or to anyone who may claim any right due to any relationship with Client, for any acts or omissions in the performance of services on the part of the Client. Client shall hold BriteWorks free and harmless from any obligation, or cost, growing out of the services rendered.

VIII. ARBITRATION

a.) Any controversy of claim arising out of or relating to this contract, or the breach thereof shall be settled by arbitration and judgment upon the award rendered by the arbitrator shall be entered in any court having jurisdiction thereof. The terms of this agreement shall be interpreted according to the laws of the State of California. In the event that any of the parties To this agreement resort to arbitration, each party will share in the respective costs of arbitration and the prevailing party shall pay attorney's fees and all costs.

IX. WAIVER OF MODIFICATION INEFFECTIVE UNLESS IN WRITING

a) No waiver or modification of this agreement or any covenant, condition or limitation herein contained shall be valid unless in writing duly executed by both parties. Furthermore, no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties arising out of or affecting this agreement, or the rights of obligation of any party hereunder, unless such waiver or modification is in writing, duly executed as aforesaid. The provisions of this paragraph may not be waived except as herein set forth.

X. INDEPENDENT SIGNIFICANCE

a) Any provision in this agreement, which is held to be inoperative, unenforceable, or invalid shall be inoperative unenforceable and will not affect the remaining provisions and to this end the provisions of this agreement are declared to be severed.

XI. ACTS OF GOD

a) Neither party shall be responsible for delays or failures of performance resulting from acts beyond the control of such party. Such as acts of God, strikes, war, epidemics, earthquakes, and other such disasters.

XI. TERMINATION OF CONTRACT

a) Upon termination of contract, Client agrees that for a period of two years after terminating the contract, Client will not hire any present or former Subcontractor or Representative of BriteWorks Inc.

b) In the event of unsettled monetary disputes, BriteWorks promises to pay such sum as may be determined as reasonable by legal counsel.

c) The client will be responsible for any legal fees incurred related to the collection of pending balance owed to BriteWorks Inc.

Initials: _____



Monrovia School District Office and CELC

JANITORIAL SERVICE SPECIFICATIONS

page 4 of 5

M	T	W	Th	F		

DISTRICT OFFICE:

Lobbies, offices, conference rooms and common areas

Empty all waste receptacles and replace as necessary waste receptacle liners	X	X	X	X	X		
Clean front entrance glass doors inside and out	X	X	X	X	X		
Remove trash to designated area	X	X	X	X	X		
Wipe down all interior glass					X		
Dust off desk, counter surfaces, office furniture, synthetic covered chairs and chair legs	X	X	X	X	X		
Wash and polish all glass and table tops	X	X	X	X	X		
Spot clean walls, light switches plates and door frames							
Floors-	X	X	X	X	X		
Sweep and mop tile floors	X	X	X	X	X		
Vacuum carpeted areas	X	X	X	X	X		
Restroom Cleaning-	X	X	X	X	X		
Clean and sanitize all restrooms (toilets, floors, sinks and mirrors)	X	X	X	X	X		
Wipe down walls including stalls	X	X	X	X	X		
Empty all waste receptacles and replace waste receptacle liners.	X	X	X	X	X		
Re stock paper supplies and soap	X	X	X	X	X		
Spot clean dispensers	X	X	X	X	X		
Glass-							
Up keep glass interior windows	X	X	X	X	X		
Spot clean walls, light switches plates and door frames	X	X	X	X	X		
Lunch Area/ Break Room							
Spot clean walls, light switches plates and door frames	X	X	X	X	X		
Clean and sanitize lunch area counters and exterior appliances	X	X	X	X	X		
Re stock paper towel dispenser and soap	X	X	X	X	X		
Wipe down tables and chairs.	X	X	X	X	X		
Notify building representative in the event of any irregularities	X	X	X	X	X		
On completion of work secure all doors are locked throughout building, and turn off the lights	X	X	X	X	X		
Upkeep custodial storage area	X	X	X	X	X		

Weekly

Clean walls, doors, door frames and kick plates					X		
High dust walls corners				X			
Dust off baseboards,			X				



MAYFLOWER ELEMENTARY

JANITORIAL SERVICE SPECIFICATIONS

page 4 of 5

M	T	W	Th	F	S	Sun
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Mayflower Elementary

Cleaning of Classrooms

Empty all waste receptacles and replace as necessary waste receptacle liners	X	X	X	X	X	
Remove trash to designated area	X	X	X	X	X	
Dust off counter surfaces,	X	X	X	X	X	

Floors-

Sweep and mop tile floors	X	X	X	X	X	
Vacuum carpeted areas if applicable	X	X	X	X	X	

Restroom Cleaning-

Clean and sanitize all restrooms (toilets, floors, sinks and mirrors)	X	X	X	X	X	
Wipe down walls including stalls	X	X	X	X	X	
Empty all waste receptacles and replace waste receptacle liners.	X	X	X	X	X	
Re stock paper supplies and soap	X	X	X	X	X	
Spot clean dispensers	X	X	X	X	X	
Notify building representative in the event of any irregularities	X	X	X	X	X	
On completion of work secure all doors are locked throughout building, turn lights off where applicable	X	X	X	X	X	
Upkeep custodial storage area	X	X	X	X	X	
Assigned janitorial duties assigned by administration that falls under the daily agreed hours.						



Capability Statement

Mission:

BriteWorks, Inc. is committed to providing consistent high-quality janitorial service leading to a clean and healthy work environment for the world.

Business Summary

BriteWorks, Inc. provides a quality janitorial service that consistently meets the needs of offering a clean, healthy work environment to our clients 24 hours a day. Our trained staff excels in prompt response to accommodate our clients request and emergencies.

Services



- Janitorial & Specialty Cleaning
- Porter Services
- Restroom Cleaning, Sanitation & Restocking
- Infection Prevention & Covid-19 Disinfecting
- Floor Care & Carpet Cleaning
- Window Cleaning
- Pressure Washing
- Graffiti Abatement
- Fleet Bus & Vehicle Cleaning, Disinfecting and Polishing
- Consulting and Training Services

Client Based Volume

Our Clients range from mid-size to large multiple facilities. Many of our clients nationally recognized with multiple locations throughout California. With over 200 clients, BriteWorks, Inc. has a proven track record, of providing a turnkey cleaning solution for the following type of institutions: commercial, industrial, entertainment and event staffing, food and beverage industry, transit, educational, religious institutions, government facilities, retail, health care, and the publication industry.

An overview of entities BriteWorks, Inc. has provided janitorial services for are US Forestry, Army Corp of Engineers, State of California General Services, Los Angeles County MTA, Los Angeles County of Education, USDA, Coca-Cola, Worldwide Disney, MillerCoors, Danone, Irwindale City and Police Department and .

Background

BriteWorks, Inc., located in Los Angeles County, Covina California. Established in 1996 with the belief that business will grow by offering consistent quality, and customer service. Leveraging cutting edge technology BriteWorks, Inc. Manages the cleaning process from start to finish. Our staff is trained and empowered to be proactive in their work.

OFFICE ADDRESS:

620 N. COMMERCIAL AVE.
COVINA, CA 91723

CONTACT PERSON:

ANITA RON, PRESIDENT

TELEPHONE: (626) 337-0099

FAX: (626) 337-3399

WEB SITE:

WWW.BRITEWORKS.COM

EMAIL:

SERVICES@BRITEWORKS.COM

COMPANY FOUNDED: 1996

EMPLOYEES: 160

NAICS CODE:

- **561720:** JANITORIAL SERVICES
- **561740:** CARPET & UPHOLSTERY CLEANING
- **561790:** PRESSURE WASHING SERVICES
- **423850:** JANITORIAL EQUIPMENT & SUPPLIES
- **561730:** LANDSCAPING SERVICES
- **238990:** CONSTRUCTION CLEAN-UP SERVICES

CAGE CODE:

3H6H9

GROSS ANNUAL SALES:

\$8 MILLION

CERTIFICATIONS:

WMBE, WOSB, DBE, CUCP



Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

10. 21/22- 3044 - AFFILIATION AGREEMENT BETWEEN EMERSON COLLEGE AND MONROVIA UNIFIED SCHOOL DISTRICT

RECOMMENDATION

The Board of Education is requested to approve an Affiliation Agreement with Emerson College allowing the Monrovia Unified School District to provide clinical education experiences to Speech-Language Pathology Students.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

Emerson's Department of Communication Sciences and Disorders has been dedicated to helping people overcome challenges associated with speech, language, and other communication disorders for more than 80 years. The Department's pioneering undergraduate- and graduate-level programs prepare students for a range of careers in the field, including speech-language pathology, audiology, and occupational therapy. The Department of Communication Sciences and Disorders is known for being at the forefront of research and has a reputation for excellence in its clinical preparation of professionals in the field.

Background:

The term of this Agreement ("Term") shall be one (1) year commencing on June 23, 2022, and shall automatically renew for successive one (1) year terms unless earlier terminated as set forth herein.

Additional Information:

A copy of the agreement is attached.

ATTACHMENTS

- [Emerson College Speech Pathologist Monrovia Unified School District_AA.pdf](#)

EMERSON COLLEGE
CLINICAL AFFILIATION AGREEMENT

This Clinical Affiliation Agreement (including all exhibits, attachments and appendices, the “Agreement”), effective as of 6/23/2022 (the “Effective Date”), is by and between Emerson College, a Massachusetts non-profit educational corporation and its agents, employees, affiliates, invitees, or representatives (collectively, “Emerson”) and Monrovia Unified School District, a California School District, and its agents, employees, affiliates, invitees, or representatives (collectively, the “Affiliate”). Emerson and Affiliate referred herein individually as a “Party”; collectively, as the “Parties”.

RECITALS

WHEREAS, Emerson desires to engage Affiliate for the purpose of providing supervised, practical learning experiences in connection with a clinical program (the “Program”) to students of Emerson (each a “Student” and collectively, the “Students”); and

WHEREAS, Affiliate is willing to participate in the Program in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Purpose. Emerson hereby engages Affiliate, and Affiliate hereby accepts such engagement, to participate in the Program pursuant to the terms and conditions set forth herein. The objective of the Agreement is to help the Students learn about, and engage and exhibit as appropriate, the following:

- 1.1 Role and responsibilities of the Student within the practice setting.
- 1.2 Assessments (both formal and informal, direct and dynamic) specific to the populations in that practice setting.
- 1.3 Treatment approaches/techniques that are evidence-based and appropriate for the populations in that practice setting.
- 1.4 Patient/client/family centered education and counseling appropriate to and within that practice setting.
- 1.5 Related disciplines within the practice setting and working collaboratively with patients/families and other team members to ensure an optimal outcome for the client.
- 1.6 Clinical problem-solving across age span, disorder, and setting.
- 1.7 Professional and clinical oral and written communication skills appropriate to that practice setting.
- 1.8 Cultural competency when working with patients/clients/families in all practice settings.
- 1.9 Adherence to ASHA’s Code of Ethics and appropriate ethical behavior.

2. Program Structure; Telehealth Program Contingency.

- 2.1. Emerson and Affiliate agree that in the normal course of business, the Program will be conducted on-site by the Student at the Affiliate location consistent with all ASHA guidelines.
- 2.2. In the event of (a) a declared emergency by the federal government or the state government in which either Emerson or Affiliate are located, (b) a continued emergency circumstance in the discretion of either Party, or (c) for the health and safety of the Student as determined by either Party (each, an “Emergency Circumstance”), Emerson or Affiliate may determine to restrict or prohibit on-site placement of the Student at Affiliate.
 - 2.2.1. If either Party decides to restrict or prohibit on-site placement of the Student in response to an Emergency Circumstance, Emerson may request that Affiliate permit the Student to engage in the Program remotely using telecommunication technologies (“Telehealth Program”).
 - 2.2.2. If Affiliate agrees to permit a Telehealth Program, the Telehealth Program will be subject to the following terms and conditions:
 - 2.2.2.1. The Telehealth Program will continue for the duration of the time that Emerson is prohibiting on-site placements or until Affiliate allows on-site placements, whichever is later;
 - 2.2.2.2. The Affiliate has or will establish telecommunication capabilities to facilitate telehealth services to its clients for which Students may engage in as part of the Telehealth Program;
 - 2.2.2.3. Any such Telehealth Program shall comply with state licensing and telehealth practice laws as well as ASHA rules (which include compliance with the Council on Academic Accreditation and Council for Clinical Certification), guidelines or recommendations for internship or clinical programs, as either may be modified from time to time in consideration of any Emergency Circumstance;
 - 2.2.2.4. Emerson shall instruct the Student to adhere to all Telehealth Program rules and procedures of the Affiliate made known to the Student, which are necessary for Affiliate to conduct telehealth services in accordance with any applicable laws or regulations; and
 - 2.2.2.5. Student will continue to be covered by Emerson’s professional liability insurance as set forth in this Agreement for the duration of such Telehealth Program.
- 2.3. If Affiliate permits a Telehealth Program in accordance with Section 2.2.2, the Parties will work cooperatively in close consultation to help facilitate the Telehealth Program for the Student. Accordingly, all references to “Program” in this Agreement will mean the “Telehealth Program” as herein defined and the terms of this Agreement will continue to apply in full force and effect to any such Telehealth Program as it would to the Program, provided such terms are not inconsistent with Section 2.2.
- 2.4. If Affiliate does not permit a Telehealth Program in accordance with Section 2.2.2 of this Agreement, either Party may terminate the Agreement immediately upon written notice to the other Party.
- 2.5. Affiliate recognizes that during the time of the COVID-19 pandemic or other Emergency Circumstance, there may be increased risk to a Student, employees of Affiliate, or individuals served by Affiliate as a result of or relating to the Student’s in-person placement. Nevertheless, if (i) the Parties do not restrict or prohibit on-site placement pursuant to Section 2.2.1, and (ii) Affiliate and Student agree to pursue the on-site placement, then Emerson and Student will execute appropriate waivers for the Student to participate in the on-site placement. Affiliate acknowledges that Emerson may restrict or prohibit such on-site placement and terminate the Agreement if the Student does not execute applicable waivers.

3. Responsibilities of Emerson.

- 3.1. **Program.** Emerson shall be responsible for all academic and accreditation aspects of the Program. Emerson shall maintain custody and control of all educational records and reports relating to Students' clinical learning experience in the Program. Emerson may withdraw any Student from the Program and/or assignment with Affiliate in Emerson's sole discretion.
- 3.2. **Policies, Rules & Regulations of Affiliate.** Emerson shall instruct Students participating in the Program (and faculty members, if applicable) to abide by the applicable lawful policies, rules and regulations of Affiliate made known to them during the Program.
- 3.3. **Insurance.** Emerson shall ensure that it maintains the following insurance with an AM Best rating of A-VII or better: (a) professional liability insurance covering students, interns and professional staff members in the amount of two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate, and (b) general commercial liability insurance covering personal or bodily injury and property damages in the amount of one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate.
- 3.4. **Vaccinations.** If requested by Affiliate, Emerson shall advise Students of their obligation to provide at their own expense, evidence of vaccinations, as applicable.
- 3.5. **Background Checks.** If reasonably requested by Affiliate, Emerson shall ensure that a background investigation of Students is conducted prior to their assignment to Affiliate.
- 3.6. **Health Insurance.** If requested by Affiliate, Emerson shall ensure that each Student participating in the Program is covered by health insurance.

4. Responsibilities of Affiliate.

- 4.1. **Program Opportunities and Activities.** Affiliate shall appoint an individual to supervise each Student (the "Student Supervisor"). Affiliate shall provide to Students opportunities for suitable clinical learning experiences and supervision consistent with the Program's curriculum and objectives, and shall complete such records and reports necessary for the conduct and evaluation of Student's participation in the Program. Upon request by the Student, Affiliate shall provide the Student with documentation or other information as required for the Student's submission to applicable licensing bodies or agencies.
- 4.2. **Emergency Care.** Affiliate acknowledges Emerson's interest in ensuring its Students receive medical care during an emergency at Affiliate, and Affiliate shall make emergency medical care available to Students at Student's expense in case of accident or illness and shall promptly notify Emerson of such medical care.
- 4.3. **Withdrawal.** Affiliate reserves the right to withdraw any Student or, if applicable, a faculty member of Emerson, from the Program with Affiliate if (i) the achievement, progress, adjustment, or health of such person does not warrant continuation in the Program; or (ii) the behavior of such person fails to conform to the applicable policies, rules or regulations of Affiliate. Except in unusual circumstances, Affiliate shall make reasonable efforts to consult with Emerson before withdrawing any Student.
- 4.4. **Insurance.** Affiliate shall ensure that it maintains (i) comprehensive commercial general liability insurance for personal or bodily injury and property damages of not less than one million dollars (\$1M USD) per occurrence and three million dollars (\$3M USD) in the aggregate and professional liability insurance in amounts, in each case, of not less than two million dollars (\$2M USD) per claim and four million dollars (\$4M USD) in the aggregate; or (ii) a program of self-insurance reasonably satisfactory to Emerson, in both cases covering the employees, officers, directors, agents and representatives of Affiliate. Evidence of such insurance or self-insurance reasonably satisfactory to Emerson shall be

provided to Emerson upon request. Such insurance shall not be canceled without thirty (30) days' prior written notice to Emerson.

- 4.5. **Indemnification.** Affiliate agrees to defend, indemnify and hold harmless Emerson, its corporations, trustees, officers, employees, faculty, students, representatives and agents (collectively, the "Indemnitees") from and against any and all claims, demands, suits, settlements, damages, losses, obligations, liabilities, costs and expenses, including, without limitation, reasonable attorneys' fees and expenses (collectively, "Losses") of any kind or nature paid or incurred by, imposed on, or asserted against the Indemnitees relating to, arising out of, directly or indirectly, or in connection with Affiliate's breach of this Agreement, negligence, or willful misconduct related in any way to this Agreement or the Program; provided that the maximum aggregate liability under this provision shall not exceed the applicable insurance coverage or benefits set forth in this Agreement.

5. Term and Termination.

- 5.1. The term of this Agreement ("Term") shall be one (1) year commencing on the Effective Date, and shall automatically renew for successive one (1) year terms unless earlier terminated as set forth herein.
- 5.2. This Agreement may be terminated at any time with or without cause by either Party upon sixty (60) days' written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Affiliate and participating in the Program.
- 5.3. In the event of a material breach of this Agreement by either Party, the other Party may terminate this Agreement immediately upon written notice.
- 5.4. Notwithstanding the on-going nature of this Agreement, Emerson is not obligated to place a Student with Affiliate, and Affiliate is not obligated to accept a placement of a Student. Both placement and acceptance are at the complete discretion of the respective Party. Each student placement will be memorialized by a Student-Supervisor Agreement signed by both the Student and the Affiliate's Student Supervisor.

6. **Education Records.** If Affiliate obtains student "education records" as defined by the Family Educational Rights and Privacy Act ("FERPA") (20 U.S.C § 1232g; 34 C.F.R. § 99.3), Affiliate acknowledges that Affiliate is receiving such education records as an agent of Emerson and agrees to comply with FERPA with respect to such records. This section shall survive any cancellation or termination of this Agreement.

7. **Confidentiality.** The Parties agree to keep all non-public information shared between them, including but not limited to personal information about Students (including background checks, if any) and FERPA "education records," strictly confidential. This section shall survive any cancellation or termination of this Agreement.

8. **Status of the Parties.** Each Party to this Agreement shall be considered an independent contractor and this Agreement shall not create a relationship of a joint venture, employer and employee, principal and agent and the like. In no case shall Students in the Program replace or be deemed to be employees of Affiliate. All Students participating in the Program shall be, at all times, unpaid externs of Affiliate without expectation of or entitlement to compensation or employment benefits from Affiliate, including, without limitation, workman's compensation insurance benefits.

9. **No Discrimination.** In connection with the Program, neither Party shall discriminate against any person on the basis of gender or sex (including pregnancy), gender identity or expression, race, color, religion or religious creed, sexual orientation, national origin, ancestry, disability or handicap, age, genetics, marital status, veteran status and any other category protected by federal or state law, including but not limited to Title IX of the Education Amendments Act of 1972.

10. **Compliance with Policies.** Affiliate understands that the Students in the Program are subject to and protected

by Emerson policies on academics and conduct. Affiliate agrees to cooperate with Emerson's actions taken or inquiries made pursuant to policies.

11. Use of Name; Public Disclosure. Unless Emerson provides prior written approval, Affiliate may not use the name of "Emerson" or any Emerson logo or mark; disclose the terms of this Agreement externally; or communicate with members of the media or otherwise make any public announcement regarding the Program. Notwithstanding the foregoing, Affiliate may disclose the terms of this Agreement as required by law or to comply with a regulatory, accreditation, legal or financial reporting obligation. Affiliate may disclose the terms of this Agreement to legal, tax, or financial advisors. Nothing in this paragraph prevents Affiliate from stating that Students are enrolled in Emerson's program or from publicizing Students' placement if Students agree.

12. Notices. Any notices permitted or required by this Agreement shall be in writing and deemed made on the day such notices are sent via email, delivery receipt requested, to the other Party at the address set forth below or to such other persons and address as either Party may designate in writing:

If to the Affiliate: **Monrovia Unified School District**

325 EAST HUNTINGTON DR

MONROVIA, CA 91016

If to Emerson: Emerson College

Attn: Laura Glufling-Tham

Email: laura_glufling_tham@emerson.edu

With a copy to:

Emerson College's Office of the General Counsel:

Email: Meredith_ainbinder@emerson.edu

13. Assignment. The Parties bind themselves and their successors, assigns, and legal representatives to the other Party to the Agreement and to the successors and assigns of such other Party with respect to all covenants of the Agreement. Affiliate shall not assign or transfer any rights or obligations of Affiliate under this Agreement without the prior written consent of Emerson.

14. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts, without regard to its conflict of law principles. The Parties agree that disputes pertaining to this Agreement must be brought in state and federal courts in the Commonwealth of Massachusetts and will not contest venue or jurisdiction in those courts.

15. Entire Agreement; Amendment; Waiver. This Agreement and the exhibits attached hereto in this Agreement set forth the entire understanding between the Parties hereto regarding the subject matter hereof and may not be amended except by an instrument in writing signed by both Parties. Neither the failure nor delay by either Party to exercise any right, remedy, power or privilege under this Agreement shall operate or be construed as a waiver thereof, nor shall any waiver with respect to any occurrence be construed as a waiver with respect to any other occurrence.

<signature page to follow>

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives as of the Effective Date.

EMERSON COLLEGE

Monrovia Unified School District

By: _____

By: Ryan D Smith

Title: _____

Title: Superintendent of Schools, MUSD.

Signature: _____

Signature: _____

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

11. 21/22-3045 - APPROVAL OF CONTRACT WITH HELIOS ED

RECOMMENDATION

The Board of Education is requested to approve a contract with Helios Ed to streamline HR processes for the District.

Motion by _____, seconded by _____, Vote _____

Board Member Travanti____, Board Member Hammond____, Board Member Anderson____,

Board Member Gholar____, Board President Lockerbie_____

Rationale:

Helios Ed provides paperless K-12 solutions to streamline business and HR operations, and increase efficiency.

Background:

Helios Core System is a web-based system that tracks all records in one place. It will provide the Human Resources Department with up to date technology and streamline the following processes : - Electronic Onboarding helps new hires easily complete e-forms and enter information online. - Built-in e-signatures ensure federal, state, and district forms, documents, manuals, and policies are completed. - Workflows will streamline form approvals, including personnel requisitions, by making them electronic. - Evaluations platform will allow administrators to manage evaluations online with tools and provides them with access to complete evaluations, e-sign, and submit.

Budget Implication (\$ Amount):

The total cost for the three year term is \$29,708.00 to be paid from General Funds.

Additional Information:

A copy of the agreement is attached.

ATTACHMENTS

- [Helios Ed Proposal - Monrovia Unified School District.pdf](#)



Save 73% time and cost by shifting to paperless.

Prepared For:

Monrovia Unified School District

Dr. Gregoire Francois
Deputy Superintendent

Ms. Dana Smith
Assistant Superintendent, Business
Services

Mr. Ricardo Harris
Director of Procurement and Business
Support Services

Ms. Leslie Lockhart
Interim Assistant Superintendent

Prepared By:

Brian Juarez II
Partnership Success

Date: April 26, 2022



Dr. Gregoire Francois, Dana, Ricardo and Leslie,

Thank you for giving us the opportunity to provide this proposal for Monrovia Unified School District.

By choosing Helios Ed, you will be able to

- Manage employee data all in one place including work history, pay, benefits, credentials, assignment monitoring, seniority lists, and more.
- Generate over 100 reports, saving your team time, and save your charter school money.
- Streamline your form approvals, including personnel requisitions, by making them electronic.
- Onboard new hires completely online. Built-in e-signatures ensure federal, state, and district forms, documents, manuals, and policies are completed.
- And so much more!

We are excited for the opportunity to work with you, and we look forward to your success.

Kindest regard,

Brian Suarez II

Partnership Success
Helios Ed



www.heliosed.com

Proposal

Proposal #	12619
Date	6/1/2022
Expiration Date	7/1/2022
Number of Employees	800

School or District Monrovia Unified School District

Primary Contact Dr. Gregoire Francois, Dana Smith, Ricardo Harris, Leslie Lockhart

Services

Ongoing Services	Amount \$
<i>(See Documentation for Expanded Descriptions of Services)</i>	
Helios Core Software Solution with:	13,990
✓ Initial Basic Setup	
✓ Initial Online Training	
✓ Phone and Email Support (Business Hours)	
✓ Data Hosting	
✓ Software updates to existing modules	
✓ Reports	
✓ Electronic Files and Documents	
New Hire Onboarding	5,320
Evaluations	5,600
Employee Portal	5,600
Workflows/Requisitions	7,000
Ongoing Interface	2,100
Total Annual Investment	39,610
Term Option	<i>3-year term</i> <i>4-year term</i> <i>5-year term</i>
Discount %	25% 27% 30%
Discount Amount	9,903 10,695 11,883
Net Total Annual Investment	29,708 28,915 27,727
Choose Term	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

One Time Setup Services	Rate \$	Est. Hours	Amount \$
Initial Setup Investment	125	22	2,750
Onboarding Setup (1 Packet)	125	22	2,750
Evaluation Setup (1 Eval Template)	125	22	2,750
Workflow Setup (1 Form)	125	30	3,750
Setup Interfaces	125	50	6,250
2 webinar trainings			FREE
Net Total One Time Setup Investment			18,250

<i>Initial Term</i>	Select Term Options Above
	The discounts and annual investment will remain good for the term selected, except if number of employees increases or additional modules are needed.
Payments	
<i>Payment Terms</i>	Annual billing
<i>Payment Due Date</i>	<ul style="list-style-type: none"> • Initial annual Technology Services payment is due prior to or at time of delivery of administrator access keys to Service. • Subsequent annual Technology Services payments and all Professional Services payments are due within 30 days of invoice receipt.
<i>Refund Policy</i>	Technology Service fees are non-refundable except otherwise noted.
<i>Setup and Professional Services</i>	Professional services provided are estimates only based on the scope of work known at the time of providing this proposal. Additional services or services beyond this scope will be charged at the prevailing hourly rate.
<i>Early Termination</i>	If the Client chooses to terminate the Agreement prior to the expiration of the Initial Term specified above, an early termination fee equal to one year of annual ongoing Investment will be payable upon such termination.

This SUBSCRIPTION SERVICES AGREEMENT, along with the attached Terms and Conditions and all Schedules (collectively, the "Agreement") is made and entered into between Mann InfoCom, Inc., dba Helios Ed ("Company"), and the Client listed above this proposal is prepared for ("Client") as of the date written below the Client signature ("Effective Date"). Company and Client are each a "Party" or together the "Parties."

Accepted and agreed:

Client

Signature: _____

Name: _____

Title: _____

Date: _____

Helios Ed

Signature: *Brian Juarez II*

Name: Brian Juarez II

Title: Partner Success

Please sign and fax back to 1.800.345.1947.

Please mail check payable to Helios Ed, 2955 Campus Drive, Suite 110, San Mateo, CA 94403.

This proposal is valid for 30 days for this Client only unless stated otherwise.

TERMS AND CONDITIONS TO HELIOS ED SUBSCRIPTION SERVICES AGREEMENT

1. **DEFINITIONS.**

“Affiliate” means an entity that directly or indirectly controls, is controlled by, or is under common control with a Party. “Control,” for purposes of this definition, means direct or indirect ownership or control of more than 50% of the voting interests of the subject entity.

“Applicable Law” or “Applicable Laws” means all laws, rules, regulations, and other binding requirements of any governmental authority with jurisdiction which are applicable to any Party under this Agreement.

“Documentation” means the instructions and other content available on Company’s websites, including any replacement pages, all of which may be amended from time to time.

“IP Rights” means all copyrights, patents, trademarks, trade secrets, moral rights and other intellectual property and proprietary rights.

“Service Data” means data, information or material uploaded or routed to Client via the Subscription Services, or transmitted using the Subscription Services, or otherwise provided to Client or Users by Company, together with any derivative works made therefrom. Service Data is deemed to be the Confidential Information of Company.

“Subscription Services” means the school and school district employee management and record keeping tools, features, functions and services offered by Company and listed above in this Agreement, including without limitation databases, public data and information, documentation, system and network interfaces, internal network, cloud and disk storage, software applications, operating systems, engines, warehouses and internal communications backbone used to provide access to and use of such services, and all IP Rights therein. The Subscription Services may be supplemented, revised, expanded, or updated from time to time by Company in its sole discretion, providing that all material features provided for in this Agreement shall continue to be available to Client.

“Tax” or “Taxes” means any and all sales, use, value-added, excise, or similar transaction taxes or duties, together with any penalties, fines, charges or interest thereon, imposed by any domestic or foreign taxing authority on or with respect to the sale of any services or materials in connection with the performance of the Agreement.

“User” and “Users” means employees of Client and any Affiliates which have been provided access to any part of the Subscription Services by Client. “Affiliate” means contractors, directors, volunteers, applicants, entities

legally affiliated with Client, or other third parties controlled by or affiliated with Client.

“User Data” means data, information, documents or other material uploaded, routed or transmitted by Client or Users, or their respective equipment, and transmitted to Company or the Subscription Service.

2. **SUBSCRIPTION SERVICES.**

2.1 Company Responsibilities. During the Term of the Agreement, Company agrees to:

2.1.1 host, maintain and support the Subscription Services and make them available to Client via the Internet or other data transmission system, pursuant to the terms and conditions of this Agreement, and any Documentation;

2.1.2 provide the Professional Services listed in this Agreement; and

2.1.3 adopt and implement commercially reasonable, industry standard data protection systems and procedures.

2.2 Access. Users may access and use the Subscription Services during the Term for Client’s internal business purposes only as provided for in this Agreement. Neither Users nor Client shall sell, resell, license, sublicense, distribute, rent, lease or otherwise commercially exploit the Subscription Services except as contemplated by the Agreement. Client and Users may not decompile, disassemble, translate or reverse engineer, or otherwise attempt to discover or access the source code, or underlying structure, ideas, know-how or algorithms relevant to the Subscription Services, nor remove from the Subscription Services any language or designation indicating the confidential nature thereof or the proprietary rights of Company or its suppliers.

2.3 Performance. Company shall provide the Subscription Services during the Term of the Agreement on a 24/7 basis, it being understood that the Subscription Services may be inaccessible or inoperable from time to time for any reason, including, without limitation: (i) equipment malfunctions; (ii) periodic maintenance procedures or repairs which Company may undertake from time to time; or (iii) causes beyond the control of Company or which are not reasonably foreseeable by Company, including, without limitation, interruption or failure of telecommunication or digital transmission links, delays or failures due to Client’s Internet access connections, hostile network attacks, network congestion or other force majeure events.

2.4 Client Responsibilities.

2.4.1 Client, for itself and all Users, agrees to: (i) provide Company with reasonable cooperation necessary to implement the Subscription Services; (ii) use commercially reasonable efforts to (a) prevent

unauthorized access to, or use of, the Subscription Services, and (b) maintain the security and integrity of the Subscription Services and the Service Data, including by not sharing accounts or log-in credentials; and (iii) promptly inform Company of any actual or reasonably suspected unauthorized access to the Subscription Services or Service Data. Client agrees that it is and will be solely responsible for all Users' use of the Subscription Services, and responsible for responding to User requests regarding their data. Client shall be solely responsible for providing, maintaining and ensuring compatibility of its systems with the Subscription Services, including securing Internet access connections. Client agrees to request support from Company through a maximum of two designated client representatives.

2.4.2 Client acknowledges and agrees that the Subscription Services may collect data and information which may be available from third party sources (including but not limited to teacher credentialing or other data available from federal, state or local government sources) as directed or authorized by Client. Client acknowledges that such data or information may not be complete, correct, or uncorrupted, and may not import or transfer into the Subscription Services correctly due to the systems and procedures of third parties.

2.5 Service Data and User Data Licenses.

2.5.1 During the Term of the Agreement, Company grants to Client a limited, non-exclusive, non-sublicensable, non-transferable, revocable license to access, capture, copy, store, transmit, maintain and display the Service Data solely to the extent necessary to provide the Subscription Services to Client under the Agreement. Upon termination or expiration of the Agreement, Client will destroy all copies of the Service Data and certify the same in writing to Company; excluding (i) Service Data incorporated into reports or analytics created during the Term, and (ii) Service Data on back-up media, which may be destroyed or recycled according to Client's retention schedule for such media.

2.5.2 . Client is solely responsible for User Data including (i) obtaining all necessary rights and consents to transmit User Data to Company, and (ii) any corruption, loss of data, inaccurate or incomplete data.

3. OWNERSHIP. As between the Parties, (i) Company owns all right, title and interest, including all IP Rights, in and to the Subscription Services, Service Data, Documentation, any Company website, and Company trademarks, and (ii) Client owns all right, title and interest, including all IP Rights, in and to the User Data, and Client trademarks. The Agreement does not transfer or convey to either Party or any third party any

of the foregoing rights, title or interest, but only a limited right of use revocable in accordance with this Agreement.

4. TERM AND TERMINATION.

4.1 Generally. This Agreement will begin on the Effective Date and remain in full force and effect for the Initial Term specified above (the "**Initial Term**"). Upon the expiration of the Initial Term, the Agreement will automatically renew for additional consecutive annual terms (each a "**Renewal Term**"), unless prior to the expiration of the then-current term, either Client or Company provide 60 days' written notice of its intention not to renew. The Initial Term, together with any and all Renewal Terms, is collectively referred to as the "**Term.**" Either Party may terminate the Agreement if the other Party breaches any material provision of the Agreement and has not cured the breach within thirty (30) days after receipt of written notice of the breach from the non-breaching Party. Notwithstanding this Section 4, Company may immediately terminate Client's access to the Subscription Services if deemed necessary to protect the security or integrity of the Subscription Services, Service Data, User Data, or any other data or information contained therein. Upon termination, Client agrees to discontinue use of the Subscription Services, Service Data and Documentation.

4.2 Additional Term and Termination Rights.

4.2.1 Trial User. Approved Trial or Sandbox Clients may only use the Subscription Services for a maximum of 60 days from the date of initial registration. They may however terminate this Agreement within 15 days of the Effective Date by providing written notice to Company. Upon such termination, such Clients will owe no fees for such use.

4.2.2 Free Express User. The Initial Term for approved Free Express Clients shall be indefinite, and the Agreement may be terminated by either Party in its discretion on 60 days' written notice.

5. PAYMENT.

5.1 Fees. Client agrees to pay Company the Service Fees set forth above in this Agreement. Any hour estimates listed for Professional Services are estimates only which may be exceeded. All prices are in United States dollars. Initial annual Technology Services payment is due prior to or at time of delivery of administrator access keys. Subsequent annual Technology Services payments and all Professional Services payments are due within 30 days of invoice mailing. In the event any invoice remains unpaid more than 30 days after mailing, Client shall incur a late

payment charge of one (1) percent per month on all unpaid amounts. After the Initial Term, Company may increase the fees for the Subscription Services by providing an invoice to the Client which shall be treated as notice of the fee increase.

5.2 Taxes. The Services Fees are exclusive of Taxes. Each Party agrees to be responsible for the payment of its own taxes applicable under all laws, including taxes based on a Party's income, unemployment, social security and other payroll and wage taxes. To the extent Company is required to collect any taxes owed by Client, Company shall separately state the amount of tax due on its invoices to Client with all other applicable information.

6. WARRANTIES.

6.1 Mutual Warranties. Each Party represents and warrants that it will at all times during the Term of this Agreement comply with all Applicable Laws.

6.2. Company Warranties. Company represents and warrants that (i) it is the owner of the Subscription Services or otherwise has the right to grant Client the rights and license set forth in this Agreement, and (ii) any Professional Services will be provided by qualified personnel in a professional and skillful manner.

6.2 Disclaimer.

EXCEPT TO THE EXTENT SET FORTH IN SECTIONS 6.1 AND 6.2, CLIENT ACCEPTS THE SUBSCRIPTION SERVICES "AS IS" AND "AS AVAILABLE", WITH NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NONINFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS, OR ANY IMPLIED WARRANTY ARISING FROM STATUTE, COURSE OF DEALING, COURSE OF PERFORMANCE, OR USAGE OF TRADE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING COMPANY DOES NOT REPRESENT OR WARRANT THAT THE SUBSCRIPTION SERVICE WILL PERFORM WITHOUT INTERRUPTION OR ERROR OR IS SECURE FROM HACKING OR OTHER UNAUTHORIZED INTRUSION. COMPANY HAS NO RESPONSIBILITY TO CONTINUE TO PROVIDE ACCESS TO PUBLIC DATA AND INFORMATION WHICH GOVERNMENT AGENCIES MAY IN THE FUTURE ELECT TO RESTRICT FROM USE OR DISTRIBUTION BY COMPANY.

7. SURVIVAL

Sections 3, 4, 8, 9, 10 and 11 shall survive termination or expiration of the Agreement, in addition to any provisions that by their nature should, or by their own express terms do, survive or extend beyond termination or expiration of the Agreement.

8. INDEMNIFICATION.

8.1 General Indemnity. To the fullest extent allowed by Applicable Law, a Party (the "Indemnitor") shall defend the other Party, its Affiliates, and their respective officers, stockholders, directors, partners, agents and employees (collectively, the "Indemnified Parties") against any and all claims, demands, suits, or actions, actual or threatened by a third party ("Claims"), and shall release, indemnify, and hold harmless the Indemnified Parties for and from any and all liabilities, obligations, losses, damages, deficiencies, penalties, levies, fines, judgments, settlements, costs and expenses, including interest, litigation costs, and reasonable attorney's fees flowing from such Claims ("Losses"), to the extent such Claims or Losses arise out of or result from the gross negligence of, or willful misconduct or material breach by, Indemnitor, its Affiliates, or anyone for whose acts Indemnitor may be liable in the performance or nonperformance of the Indemnitor's obligations under the Agreement. Losses may include, but are not limited to, injury to or death of any person (including employees), or damage to or destruction of any property, real or personal.

8.2 IP Infringement Indemnity. Regarding any Claim against Client Indemnified Parties arising from, and in connection with or otherwise relating to the infringement of any IP Rights of a third party and arising out of or related to the Subscription Services (the "Infringing IP"), Company's shall, at Company's option after consulting with Client (in each case, without any cost or expense to Client), either: (i) procure the right for Client to continue to use the Infringing IP; (ii) modify or replace the Infringing IP so that it is no longer infringing, provided however that such modification or replacement shall not degrade the functionality, operation or performance of the Subscription Services; or (iii) if subsections (i) and (ii) are deemed commercially unreasonable by Company in its sole discretion, Company shall have the option to terminate this Agreement and provide Client a pro rata refund of fees paid. Company's obligations in this Section 8.2 shall not apply to the extent such Claim arises out of: (i) the failure of Client or any User to implement the Subscription Services in accordance with the Documentation; (ii) breach of this Agreement by Client,

a User, a Client Indemnified Party or any of their respective Affiliates; or (iii) the negligence, fraud or willful misconduct of Client, a User or a Client Indemnified Party. This Section 8.2 states Company's sole liability and Client's sole remedy related to any Infringing IP as between Company and Client.

8.3 Indemnification Procedure. The Indemnified Party shall promptly give the Indemnitor notice of any Claim for which the Indemnified Party seeks indemnity under this Section 8. The Indemnitor shall have reasonable control over the defense and settlement of Third Party Claims; provided however, that the Indemnitor shall not enter into any Claim settlement requiring payment of money or other affirmative act (or inaction) by Indemnitee without Indemnitee's consent, which shall not to be unreasonably withheld, delayed, or conditioned.

9. LIABILITY.

9.1 LIMITATION OF LIABILITY. Except for each Party's indemnity obligations under Section 8 or its fraud or intentional misconduct, EACH PARTY'S LIABILITY FOR ALL CLAIMS ARISING OUT OF THE AGREEMENT, WHETHER IN CONTRACT, TORT OR OTHERWISE, WILL NOT EXCEED THE AMOUNT PAID BY CLIENT TO COMPANY UNDER THE AGREEMENT DURING THE TWELVE (12) MONTHS PRIOR TO WHEN THE LIABILITY ARISES.

9.2 EXCLUSION OF CONSEQUENTIAL DAMAGES. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO LOST REVENUES, PROFITS, OR GOODWILL, FOR ANY MATTER ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE OR NONPERFORMANCE OF THE AGREEMENT, WHETHER SUCH LIABILITY IS ASSERTED ON THE BASIS OF CONTRACT, TORT OR OTHERWISE, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

9.3 DATA BREACH LIMIT. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, COMPANY'S MAXIMUM LIABILITY FOR CLAIMS, LOSSES OR OTHER LIABILITY RELATED TO THE UNAUTHORIZED USE OF DISCLOSURE OF DATA SHALL NOT EXCEED FIVE TIMES THE ANNUAL COST PAID BY CLIENT TO THE COMPANY BASED ON THE MOST RECENT ANNUAL INVOICE TO CLIENT.

10. CONFIDENTIALITY.

10.1 Confidential Information. Each Party (the "Receiving Party") understands that the other Party (the "Disclosing Party") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "Confidential Information" of the Disclosing Party). Confidential Information of Company includes non-public information regarding features, functionality and performance of the Subscription Service. Confidential Information of Client includes non-public data provided by Client to Company to enable the provision of the Services. The Receiving Party agrees: (i) to take reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any such Proprietary Information. The Disclosing Party agrees that the foregoing shall not apply with respect to any information after three (3) years following the disclosure thereof or any information that the Receiving Party can document (a) is or becomes generally available to the public, or (b) was in its possession or known by it prior to receipt from the Disclosing Party, or (c) was rightfully disclosed to it without restriction by a third party, or (d) was independently developed without use of any Proprietary Information of the Disclosing Party or (e) is required to be disclosed by law. The confidentiality obligations of each Party and its employees shall survive the expiration or termination of this Agreement.

10.2 Injunctive Relief. Recipient acknowledges that disclosure of any Confidential Information or Trade Secret by it or its employees will give rise to irreparable injury to Discloser or the owner of such information, not adequately compensated by damages. Accordingly, Disclosing Party may seek and obtain injunctive relief against the breach or threatened breach of the undertakings contained herein, in addition to any other legal remedies which may be available, without the requirement of posting bond. Receiving Party further acknowledges and agrees that the covenants contained herein are necessary for the protection of Disclosing Party's legitimate business interests and are reasonable in scope and content.

11. GENERAL PROVISIONS.

11.1 Interpretation. Words in the singular shall be held to include the plural and vice versa, the word "including" and words of similar import shall mean "including, without limitation," and the headings contained herein are for reference purposes only and shall not affect in any way the meaning or interpretation of the Agreement.

11.2 Notices. Any notices, requests or other communications required or permitted to be given hereunder shall be in writing and shall be delivered by hand, by overnight courier, by email or by facsimile.

11.3 Governing Law. All matters arising from or relating to the Agreement shall be governed and construed in accordance with the laws of the state of California, United States of America, without giving effect to any choice-of-law provision or rule (whether of the state of California or any other jurisdiction) that would cause the application of the laws of any other jurisdiction. The Federal or state courts situated in Alameda County, California, United States of America, have exclusive jurisdiction over the resolution of all disputes that arise under the Agreement, and each Party irrevocably submits to the personal jurisdiction of such courts. The United Nations Convention on Contracts for the International Sale of Goods shall not be applicable to the parties' rights or obligations under the Agreement.

11.4 Publicity. Company may identify Client as a customer of Company, and may include the name and trademarks of Client on its website and in marketing materials.

11.5 Assignment. No Party may assign any of its rights under the Agreement or delegate its performance under the Agreement without the prior written consent of the other Party. Notwithstanding the foregoing, upon notice, Company may assign its rights and delegate its performance under the Agreement, and any licenses granted hereunder, to: (i) any entity that acquires all or substantially all of its assets or substantially all of the assets of that portion of its business that manages the Agreement; (ii) any Affiliate that controls, is controlled by, or is under common control with Company; and (iii) any successor in a merger, acquisition, or reorganization, including any judicial reorganization.

11.6 Successors and Assigns; No Third Party Beneficiaries. The Agreement is legally binding upon and inures to the benefit of the parties and their permitted successors and assigns. No third party is intended to benefit from, nor may any third party seek to enforce, any of the terms of the Agreement.

11.7 Relationship of the Parties. Company shall furnish all Subscription Services as an independent contractor. Nothing contained in the Agreement shall be deemed to create an association, partnership, joint venture, or relationship of principal and agent or master and servant between the parties, or to grant either Party the right or authority to assume, create or incur any

liability or obligation of any kind, express or implied, against, in the name of, or on behalf of, the other Party.

11.8 Complete Agreement. The Agreement constitutes the final agreement between the parties. It is the complete and exclusive expression of the parties' agreement on the matters contained in the Agreement. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in the Agreement are expressly merged into and superseded by the Agreement. In entering into the Agreement, neither party has relied upon any statement, representation, warranty, or agreement by or from the other Party except for those expressly contained in the Agreement.

11.9 Modification. The terms of the Agreement may not be modified or amended other than by a writing executed by both parties by their duly authorized representatives.

11.10 Savings Clause. If any provision of the Agreement is determined to be invalid, illegal or unenforceable, the remaining provisions of the Agreement remain in full force if the essential terms and conditions of the Agreement for each Party remain valid, binding and enforceable.

11.11 Waiver. Any delay by a Party in exercising its rights hereunder shall not constitute a waiver of its rights or its entitlement to enforce any provision of this Agreement.

11.12 Counterparts; E-Signatures. The Agreement may be executed in one or more counterparts, each of which is deemed an original and all of which, taken together, constitutes a single enforceable agreement. Each Party agrees, for itself and all Affiliates or Users, that this Agreement and any document associated with the Subscription Services may be executed via electronic signature.

11.13 Binding Arbitration. In the event of any dispute, claim, question, or disagreement arising from or relating to the Agreement or the breach thereof (collectively "Dispute"), the Parties shall use their best efforts to settle the Dispute. Such efforts will include, at a minimum, that they consult, meet in person and negotiate with each other in good faith and, recognizing their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties.

A. If the Parties do not resolve the Dispute pursuant to the foregoing paragraph within a period of 30 days, then, upon notice by either Party to the other, the Parties agree to mediate the Dispute in good faith according to the American Arbitration Association's

Commercial Mediation Procedures in a location mutually agreeable to the Parties. The Parties shall work in good faith with the mediator to attempt to complete the mediation within 30 days of such notice.

B. If the Parties do not resolve the Dispute through mediation pursuant, then, upon notice by either Party to the other, the Dispute shall be finally settled by arbitration administered by the American Arbitration Association in accordance with the provisions of its Commercial Arbitration Rules. The arbitration shall be conducted on a confidential basis. The arbitration shall be conducted before a single arbitrator mutually agreed to by the Parties. Any decision or award as a result of any such arbitration proceeding shall be in writing and shall provide an explanation for all conclusions of law and fact and shall include the assessment of costs, expenses, and reasonable attorneys' fees. Any arbitration shall be conducted by an arbitrator experienced in contract and technology law, shall include a written record of the arbitration hearing, and shall be conducted in a location mutually agreeable to the Parties. An award of arbitration may be confirmed in a court of competent jurisdiction. The arbitrator shall award to one or both Parties as prevailing party, if any, as determined by the arbitrator, some or all of its costs and fees in their sole discretion. "Costs and fees" mean all reasonable pre-award expenses of the arbitration, including the arbitrators' fees, administrative fees, out-of-pocket expenses such as copying and telephone, witness fees, and attorneys' fees.

C. Exception: Company and Client each agree that the protection of Confidential Information shared is necessary and reasonable in order to protect the Disclosing Party and its business. Company and Client each expressly agree that due to the unique nature of the Disclosing Party's Confidential Information, monetary damages would be inadequate to compensate the Disclosing Party for any breach by the Receiving Party of its covenants and agreements set forth in the Agreement. Accordingly, Company and Client each agree and acknowledge that any such violation or threatened violation would cause irreparable injury to the Disclosing Party and that, in addition to any other remedies that may be available, in law, in equity or otherwise, the Disclosing Party shall be entitled to obtain injunctive relief against the threatened breach or continued breach by the Receiving Party, without the necessity of proving actual damages.

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

12. 21/22-3046 - APPROVAL OF UPDATED JOB DESCRIPTION, *HIGH SCHOOL COUNSELOR*

RECOMMENDATION

The Board of Education is requested to approve an updated job description, *High School Counselor*.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

School counselors design and deliver school counseling programs that improve student outcomes. They uphold the ethical and professional standards of the American School Counseling Association (ASCA) and promote the development of the school counseling program.

Background:

School counselors are certified/licensed educators with the minimum of a master's degree in school counseling and are uniquely qualified to address the developmental needs of all students through a school counseling program addressing the academic, career and social/ emotional development of all students.

Additional Information:

A copy of the updated job description is attached.

ATTACHMENTS

- [School Counselor, High School 2022.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT

JOB TITLE: SCHOOL COUNSELOR, HIGH SCHOOL

DIVISION: Educational Services

REPORTS TO: Director of Secondary Education.

The Monrovia Unified School District exists to provide all students with an exceptional education, ensuring all graduate fully prepared for college, career, and life. We are looking to add talented, dedicated people to help accomplish that mission at every level of education. Every position has an important role in our district family and we are excited to grow that family to better serve our students.

BRIEF DESCRIPTION OF POSITION

Under the direction of the Director of Secondary Education, the Counselor will implement and monitor the effectiveness of a comprehensive guidance program that meets the needs of all secondary students, across multiple sites.

Plans, monitors, and manages students' educational development, such as short and long-range educational goals, college and career awareness and personal/social development. Communicates and involves parents and caregivers in this process. Consult with parents, teachers and staff to enhance their effectiveness in helping students.

Develops and maintains a written plan for effective delivery of the school counseling program based on the American School Counselor Association National Model. Communicates the goals of the comprehensive school counseling program to education stakeholders. Uses the majority of time providing direct services for students through the guidance curriculum, individual student planning, and preventative and responsive services. Implements developmentally appropriate and prevention-oriented group activities to meet student needs and school goals. Assists all students, individually or in groups, with developing academic, career and personal /social skills, goals and plans. Provides individual and group counseling to students with identified concerns and needs. Consults, educates and collaborates through a variety of education venues with parents/guardians, teachers, administrators and other educational/community resources regarding students with identified concerns and needs. Assists teachers, parents/guardians and other stakeholders in interpreting and understanding student data.

ESSENTIAL RESPONSIBILITIES:

- Implement the school counseling and guidance program curriculum and interpret guidance programs for students, staff, and the community.
- Program and make adjustments in courses, as necessary, for new and continuing pupils in order to meet graduation requirements and goals.

- Confer with parents by telephone or in-person regarding problems with individual pupils and serve as a liaison between parents and teachers to facilitate resolutions.
- Counsel pupils with personal, social, and behavioral problems to accomplish improvement and achieve academic success.
- Advise pupils relative to college, vocational, or other post-high school plans.
- Work and maintain student academic records with the current student information system.
- Refer students and their parents to appropriate specialists, special programs, or outside agencies.
- Write letters of recommendation for college admission purposes or to potential employers and military service personnel for both current and past students.
- Initiate referrals to Pupil Services concerning home teacher, placement in special education, or special evaluation and counseling.
- Monitor current class enrollment count to achieve a balance between classes where possible.
- Maintain statistics necessary for annual reports, projected enrollment, etc.
- Advise students concerning scholarships and required admission tests.
- Assist in planning the master schedule each semester, utilizing staff and facilities in the implementation of curriculum offerings.
- Consult and collaborate with administrators, teachers, staff, and parents in understanding and meeting the needs of students.
- Counsel students regarding attendance and make recommendations to SARB.
- Work with outside agencies; such as Probation Department, counseling services, and Welfare Department.
- Attend professional meetings, school functions, and public meetings as a representative of the school or guidance department.
- Administer group-standardized tests in accordance with district testing programs.
- Maintain professional competence through participation in in-service education activities provided by the district or in self-selected professional growth activities.
- Attend staff meetings and serve on staff committees as necessary or assigned.
- Identify pupil needs and cooperate with other professional staff members in assessing and helping pupils solve attitude and learning problems.
- Supervise pupils in out-of-classroom activities during the assigned workday.
- Perform other duties as assigned.

INTERVENTION RESPONSIBILITIES

- Regular one-on-one conference with students of identified caseload and their parent/guardian to develop an academic/behavior intervention plan.
- Using data to identify at-risk students and implement interventions accordingly and provide ongoing support.
- Referrals to outside agencies as needed for social/emotional support.
- Work closely with the Wellness Center to provide services to students and their families. • Individual follow-ups with students/parents on a regular basis.
- Conduct or facilitate workshops for parents and families.
- Share resources regarding tutoring and other academic support.
- Participate in district multi-disciplinary and integrated learning support services including but not limited to, Student Success Team meetings, 504s, and counseling department meetings.

- Focus on Foster and Homeless Youth and their social-emotional well-being and their academic achievement.
- Weekly monitoring of grades and attendance.
- Run quarterly D/F grade reports to identify target students.
- Regular communication with the students' academic counselors.
- Communicate with Santa Fe, Clifton, and Mountain Park counselors regarding at-promise students who are transitioning to Monrovia High School.

EDUCATION/EXPERIENCE:

- Equivalent to completion of a Master of Arts or higher degree from an accredited college or university in school counseling or other closely related areas.
- Possession of a valid California Pupil Personnel Services Credential authorizing service as a school counselor.
- Successful counseling experience at the secondary level.
- Bilingual preferred, but not required.
- Successful classroom teaching is desirable.

SALARY AND BENEFITS

Initial placement on high school counselor salary schedule is dependent on a combination of post baccalaureate units and qualifying years of previous service.

TERM OF ASSIGNMENT

- Full time, 10 months
- 206 days

ABILITY TO

- Work collaboratively with the principal and staff to establish and reach clear goals and objectives.
- Work creatively to solve problems and effectively promote change.
- Work with and appreciate a diverse community, student population and staff.
- Assimilate and evaluate data and prepare sound recommendations.
- Develop and keep the trust and confidence of others; deal effectively with different personalities and styles.
- Establish and maintain effective working relationships.
- Understand and carry out oral and written directions with minimal professional direction.
- Establish and maintain effective and cooperative organizational, public and community relationships.

ENVIRONMENT: Office environment. Constant interruptions. Outside and office environment; driving a vehicle to District sites to conduct work. Occasional home visits.

PHYSICAL REQUIREMENTS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform functions of this job. Reasonable

accommodation may be made to enable individuals with a disability to perform the essential functions.

- Mental ability and knowledge required to interpret and implement policies, rules and regulations, and make determinations relative to the effective performance of the essential responsibilities of the position.
- Ability to sit or stand for extended periods of time.
- Ability to see and read printed matter with or without vision aids.
- Ability to hear and understand speech at normal room levels, and to hear and understand speech on the telephone.
- Manual dexterity to carry out the functions of the above essential responsibilities.
- Ability to speak in audible tones so that others may understand clearly.
- Ability to bend, reach and mobility sufficient to circulate freely around campus.
- The employment of the Elementary Counselor position is contingent fingerprint clearance from the Department of Justice

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

GENERAL CERTIFICATES, LICENSES, REGISTRATIONS:

- California Driver's License (by first day of service).
- Computer skills in Microsoft Office and Google platform.

SUBJECT TO BOARD APPROVAL: JUNE 2022

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

13. 21/22-3047 - APPROVAL OF UPDATED JOB DESCRIPTION, *TRANSITION SERVICE COUNSELOR*

RECOMMENDATION

The Board of Education is requested to approve an updated job description, *Transition Service Counselor*.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti __, Board Member Hammond __, Board Member
Anderson __,
Board Member Gholar _____, Board President Lockerbie _____

Rationale:

The Transition Service Counselor will facilitate the transition of students from school to community by implementing the person centered planning process in support of students' job and adult placement. Under the supervision of the Director of Special Education the Transition Counselor will coordinate transition activities within a team comprised of the student, parent/guardian, educators, and service providers, to ensure that transition activities and services are addressed and implemented for each eligible student.

Background:

Transition Service Counselors - provide career counseling and guidance services that guide students through a process to make and implement educational and occupational plans based on informed choices; services should assist students in exploring career options.

Additional Information:

A copy of the updated job description is attached.

ATTACHMENTS

- [Transition Service Counselor 2022.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT

JOB TITLE: TRANSITION SERVICE COUNSELOR

DIVISION: Educational Services

REPORTS TO: Director of Special Ed.

The Monrovia Unified School District exists to provide all students with an exceptional education, ensuring all graduate fully prepared for college, career, and life. We are looking to add talented, dedicated people to help accomplish that mission at every level of education. Every position has an important role in our district family and we are excited to grow that family to better serve our students.

BRIEF DESCRIPTION OF POSITION

Under the direction of the Director of Special Education, the Transition Service Counselor oversees the implementation of and ensures compliance with the California Department of Education Workability (WAI) grant and the Department of Rehabilitation (DOR) Transition Partnership Program (TPP) contract. The counselor explores and develops local vocational training job placement sites for students receiving services through an IEP in special education and students on 504 plans. The counselor matches students with appropriate worksites to maximize student success; provides appropriate follow-up on students' work placement; develops positive community attitudes toward the employment of differently-abled students; provides classroom assistance in vocational and daily living skills, and performs related work as required.

ESSENTIAL RESPONSIBILITIES:

- Visits local businesses to develop job training and placement sites for students in special education programs; in coordination with project staff, establishes a system for monitoring student readiness, placement and progress vocationally. Under general supervision, to act as a liaison between home school and the Regional Occupational Programs, Department of Rehabilitation.
- Provide an array of services as outlined in the WAI grant to district special education students, grades 9-12, and adult transition students.
- Provide DOR Student Services as outlined in the Scope of Work in the TPP contract to students who have verifiable disabilities ages 16-22.
- Develop and submit TPP contract renewal documents as required for contract renewals.
- Write end-of-year reports required by WAI grant/TPP contract.
- Develop projected budgets for program renewals/applications for WAI grant and TPP contract.
- Navigate the WAI database/information collection system for all CDE reporting requirements.
- Attend regional and statewide meetings as necessary and mandated.

- Collect follow-up data on school leavers one year following exit from the school district.
- Develop and maintain relationships with community agencies that align with the WAI array of services and coordinate set of TPP activities.
- Develop local vocational training job placement sites for students participating in a work experience.
- Develop and maintain employer partnerships based upon student interests/skills.
- Research available employment opportunities.
- Facilitate meetings with students and the DOR counselor.
- Assist students in a smooth transition from high school to work or post-secondary education.
- Provide students with an understanding of job-seeking skills, and expected job behaviors.
- Assist with the assessments given to students to identify their needs and strengths of students.
- Identify potential student participants by attending IEP meetings and conducting classroom presentations.
- Present information to parents at district meetings.
- Identify students ready for a subsidized work experience.
- Maintain a system for monitoring student readiness and progress
- Maintain student files for employment with all required documentation.
- Obtain student data and place eligible students in subsidized paid work experiences.
- Collaborate with staff on transition curriculum and program needs.
- Organize field trips to post-secondary opportunities for students in special education.
- Create and manage work experience opportunities for on-campus placements
- And to do related work as required consistent with the job description.

ESSENTIAL JOB FUNCTIONS

- Identifies and assesses potential participants by attending IEP meetings, reading students' files, and interviewing the students.
- Assists with the assessment to identify the needs and strengths of students
- Provides employment preparation training, including interviewing, applications, and resume writing skills.
- Maintains student file for employment with all required documentation.
- Assists students in obtaining paperwork needed to work.
- Provides job referrals to students when appropriate.
- Assists with completion of post-secondary education applications and financial aid packets.
- Provides on-the-job work training and transition to work support when appropriate.
- Collaborates with staff on transition curriculum and program needs
- Informs students of meetings, presentations, and job fairs.
- Organizes field trips to Community Colleges, and job sites.
- Set up meetings/interviews with the Department of Rehabilitation and the student.
- Follow up with students and parents regarding the completion of paperwork.

SKILLS IN:

- Training students in employment readiness and on-the-job activities.
- Assisting students in performing tasks and helping them adapt to work requirements.
- Developing effective ongoing relationships with representatives of community agencies and participating employers.
- Working efficiently, positively, patiently, and unemotionally.
- Displaying mature self-control with handicapped students with a variety of disabilities.
- Maintaining strict confidentiality regarding program participants.
- Communicating effectively both orally and in writing.
- Using sound independent judgment within general procedural guidelines.
- Maintaining accurate records and preparing periodic reports.
- Establishing and maintaining cooperative working relationships with those contacted in the course of work.
- Must pass qualifying tests.
- Communicate both orally and in writing with students, staff, and the community.
- Working knowledge of ADA and IDEA guidelines.

EDUCATION/EXPERIENCE:

- Equivalent to completion of a Master of Arts or higher degree from an accredited college or university in school counseling or other closely related areas.
- Possession of a valid California Pupil Personnel Services Credential authorizing service as a school counselor.
- Successful counseling experience at the secondary level.
- Bilingual preferred, but not required.
- Successful classroom teaching is desirable.

SALARY AND BENEFITS

Initial placement on high school counselor salary schedule is dependent on a combination of post baccalaureate units and qualifying years of previous service.

TERM OF ASSIGNMENT

- Full time, 10 months
- 206 - day work year.

ABILITY TO

- Work collaboratively with the principal and staff to establish and reach clear goals and objectives.
- Work creatively to solve problems and effectively promote change.
- Work with and appreciate a diverse community, student population and staff.
- Assimilate and evaluate data and prepare sound recommendations.
- Develop and keep the trust and confidence of others; deal effectively with different personalities and styles.
- Establish and maintain effective working relationships.
- Understand and carry out oral and written directions with minimal professional direction.
- Establish and maintain effective and cooperative organizational, public and

community relationships.

ENVIRONMENT: Office environment. Constant interruptions. Outside and office environment; driving a vehicle to District sites to conduct work. Occasional home visits.

PHYSICAL REQUIREMENTS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform functions of this job. Reasonable accommodation may be made to enable individuals with a disability to perform the essential functions.
- Mental ability and knowledge required to interpret and implement policies, rules and regulations, and make determinations relative to the effective performance of the essential responsibilities of the position.
- Ability to sit or stand for extended periods of time.
- Ability to see and read printed matter with or without vision aids.
- Ability to hear and understand speech at normal room levels, and to hear and understand speech on the telephone.
- Manual dexterity to carry out the functions of the above essential responsibilities.
- Ability to speak in audible tones so that others may understand clearly.
- Ability to bend, reach and mobility sufficient to circulate freely around campus.
- The employment of the Elementary Counselor position is contingent fingerprint clearance from the Department of Justice

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

GENERAL CERTIFICATES, LICENSES, REGISTRATIONS:

- California Driver's License (by first day of service).
- Computer skills in Microsoft Office and Google platform.

SUBJECT TO BOARD APPROVAL: JUNE 2022

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

14. 21/22-3048 - APPROVAL OF UPDATED JOB DESCRIPTION, *DISTRICT HEALTH SERVICES COORDINATOR*

RECOMMENDATION

The Board of Education is requested to approve an updated job description, *District Health Services Coordinator*.

Motion by _____, seconded by _____ Vote _____
Board Member Travanti____, Board Member Hammond____, Board Member
Anderson____,
Board Member Gholar____, Board President Lockerbie_____

Rationale:

Serves the District Health Services Coordinator; supervises the activities of school health assistants assigned to schools; develops schedules and makes assignments of personnel to address student health care needs, serves as a resource person in matters affecting school and/or District nursing services. Subordinates are health assistants for administrative and technical direction; administrative direction shared; (1) with principals for health assistants assigned to schools.

Background:

The position of District Health Services Coordinator is central to a successfully coordinated and quality school health program. The District Health Services Coordinator provides leadership and guidance to promote effective school health policies, practices, and programs.

Additional Information:

A copy of the updated job description is attached.

ATTACHMENTS

- [District Health Services Coordinator 2022.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT

JOB TITLE: DISTRICT HEALTH COORDINATOR

DIVISION: Educational Services

REPORTS TO: Deputy Superintendent

The Monrovia Unified School District exists to provide all students with an exceptional education, ensuring all graduate fully prepared for college, career, and life. We are looking to add talented, dedicated people to help accomplish that mission at every level of education. Every position has an important role in our district family and we are excited to grow that family to better serve our students.

BRIEF DESCRIPTION OF POSITION

The job of Health Services Coordinator was established for the purpose/s of assessing the health needs of students; developing emergency care plans and individual health plans incorporating input from parents and/or physicians; complying with the laws relating to student health, including parental and guardian consent; providing appropriate care for ill, medically fragile and/or injured students; providing health information and serving as a resource to teachers, staff, and administrators; identifying health problems for referral for proper treatment; providing leadership and coordination of the comprehensive School Health Program; and supervision of all school nurses.

ESSENTIAL RESPONSIBILITIES:

- Evaluates programs and services within the school district, for the provision of comprehensive health services to students.
- Reviews and evaluates school district policies and procedures and updates policies and procedures based on laws, regulations, and best practices in student health.
- Knowledge of communicable or community-based diseases and develop a strategy for community communication and containment.
- Collaborates with community stakeholders in the provision of school health resources to students; including the monitoring of health services contracts with outside agencies, such as public health. Works in cooperation with all school personnel, the local board of education, the California Department of Education, the local health department, Family Resource, and Youth Services Centers, and parents, in planning, promoting and implementing school health policies and programs that align with California statutes and administrative regulations.
- Serves on or chairs the school district Wellness committee and facilitates collaboration among school health program personnel and other school staff in the development of a school culture that supports health, well-being, and educational achievement.

- Assists the superintendent, school principals, and other school staff to establish links between student achievement and health.
- Provides technical assistance and professional development opportunities for school district personnel that support the school district's health programs and address emergencies, including training and procedures in First Aid and CPR for school and district personnel, use and placement of AEDs, First Aid supplies, and Epi-Pen auto-injectors.
- Promote the appropriate use of screening techniques in vision, hearing, dental, and other tests; arrange for the training of teachers or volunteers in performing screenings; plan for the follow-up of suspected findings; assist teachers and volunteers in developing an awareness of signs of illness or other health problems.
- Maintain current standards of nursing, psychology, and/or social work in special program areas, and provide services according to agency policies and programs.
- Maintain and implement the requirements for physical examinations and immunizations required by law; coordinate activities with Pupil Personnel as needed.
- Encourage families to provide for periodic health examinations of their children by utilizing services of private physicians, dentists, and clinics; interpret the school health program to the family, consult with parents regarding the health of their children; notify parents and pupils of needed immunizations and tests as required.
- Observe and report to physicians, with parental approval, the pupil's health status and any reaction at school to drugs or treatments prescribed by the physician.
- Act as a resource person to school personnel, pupils, and parent/teacher organizations regarding the various aspects of health education; provide or recommend health education materials for classroom use.
- Participates as the health specialist on the child education evaluation team to develop Individual Education Plans (IEP), Individual Health Plans (IHP), Emergency Action Plans (EAP), and 504 Plans for students with health conditions. Ensure implementation of plans.
- Participate in formulating policies for the care of pupils who become ill or injured at school; arrange for the instruction of school personnel to give emergency care.
- Supervise the reporting of any known or suspected communicable disease cases to the local health department.
- Perform other related duties as assigned.

ABILITY:

- Established and coordinated school health screening programs for students and school staff in cooperation with the school district and community leaders.
- Establish and coordinate a school health referral protocol for students and school staff who are in need of medical, dental or mental health services.
- Evaluate all supportive educational services within the district's school health programs by establishing a reporting system to:
 - identify hazards;
 - track and monitor injuries;

- identify the number of students with chronic health conditions and the services and appropriate personnel required to provide health services in the school setting; and
 - identify the number of absences related to chronic health conditions.
- Ensure implementation of all school policies and procedures on school health services and wellness policies in the school.
 - Mobilize local resources for school health services, including by not limited to: the local health department, school nurses, and other school health staff and community professionals in the health services field.
 - Supervise and manage the entry of student health data in the AERIES.
 - Present monthly reports regarding the use of school health rooms and student data relevant to attendance and achievement to the local Board of Education.
 - Work independently with little direction.
 - Provide guidance in the interpretation and implementation of health and safety-related regulations and best practices per state and federal laws and the Monrovia Board of Education.
 - Plan, coordinate, implement and modify a comprehensive health services program for the district in accordance with state and district regulations, policies, and objectives.
 - Train others in proper screening techniques.
 - Communicate with others regarding a variety of health-related activities and concerns. Coordinate a variety of health-related activities.
 - Provide consultation to parents, students, teachers, and school authorities. Communicate effectively both orally and in writing.
 - Establish and maintain cooperative and effective working relationships with others.

KNOWLEDGE OF:

- California laws and regulations, local policies, objectives, and rules related to the school health programs.
- FERPA and HIPAA requirements as applied in the school setting.
- Oral and written communication skills are necessary for communication with school district personnel, parents, community health personnel, and the media.
- Interpersonal skills using tact, patience, and courtesy.
- Vision, hearing, dental, and other screening techniques.
- Universal safety precautions are required by the Occupational Safety and Health Administration (OSHA) guidelines.
- Record-keeping techniques.
- Conference and counseling techniques.
- Communicable diseases.

EDUCATION/EXPERIENCE:

- A minimum of a current nursing license with a minimum of three years of nursing experience.

- Graduation and licensure from a Registered Nursing program.
- Experience with the Student Information Systems (AERIES) student health tools and data standards is preferred.
- Possession of a Public Health Nursing credential (preferred).

SALARY AND BENEFITS

Initial placement on District Health Coordinator salary schedule is dependent on a combination of post baccalaureate units and qualifying years of previous service.

TERM OF ASSIGNMENT

- Full time, 215 - day work year.
- 8 hours per day

ABILITY TO

- Work collaboratively with the principal and staff to establish and reach clear goals and objectives.
- Work creatively to solve problems and effectively promote change.
- Work with and appreciate a diverse community, student population and staff.
- Assimilate and evaluate data and prepare sound recommendations.
- Develop and keep the trust and confidence of others; deal effectively with different personalities and styles.
- Establish and maintain effective working relationships.
- Understand and carry out oral and written directions with minimal professional direction.
- Establish and maintain effective and cooperative organizational, public and community relationships.

ENVIRONMENT: Office environment. Constant interruptions. Outside and office environment; driving a vehicle to District sites to conduct work. Occasional home visits.

PHYSICAL REQUIREMENTS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform functions of this job. Reasonable accommodation may be made to enable individuals with a disability to perform the essential functions.
- Mental ability and knowledge required to interpret and implement policies, rules and regulations, and make determinations relative to the effective performance of the essential responsibilities of the position.
- Ability to sit or stand for extended periods of time.
- Ability to see and read printed matter with or without vision aids.
- Ability to hear and understand speech at normal room levels, and to hear and understand speech on the telephone.
- Manual dexterity to carry out the functions of the above essential responsibilities.
- Ability to speak in audible tones so that others may understand clearly.
- Ability to bend, reach and mobility sufficient to circulate freely around campus.
- The employment of the Elementary Counselor position is contingent fingerprint clearance from the Department of Justice

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

GENERAL CERTIFICATES, LICENSES, REGISTRATIONS:

- California Driver's License (by first day of service).
- Computer skills in Microsoft Office and Google platform.

SUBJECT TO BOARD APPROVAL: JUNE 2022

**MONROVIA UNIFIED SCHOOL DISTRICT
DISTRICT HEALTH COORDINATOR (215 DAYS) SALARY SCHEDULE**

	A Bachelor Degree	B Bachelor Degree + 15 Semester Units	C Bachelor Degree + 30 Semester Units	D Bachelor Degree + 45 Semester Units	E Bachelor Degree + 60 Semester Units PLUS Masters <small>EL Authorization may be used in lieu of Masters</small>	F Bachelor Degree + 75 Semester Units PLUS Masters <small>Bilingual Authorization may be used in lieu of Masters</small>
Step						
1	\$79,813	\$82,986	\$86,167	\$89,337	\$93,668	\$97,595
2		\$86,167	\$89,337	\$92,516	\$96,874	\$100,838
3			\$92,516	\$95,680	\$100,090	\$104,073
4			\$95,680	\$98,853	\$103,303	\$107,291
5				\$102,024	\$106,494	\$110,556
6					\$109,734	\$113,799
7					\$112,184	\$117,033
8						\$119,482

Longevity

Longevity increments shall be granted for the following years of service:

15 years	\$801	25 years	\$4,336
20 years	\$2,496	30 years	\$6,571

Effective: 07/01/2021
(05/2022)

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

15. 21/22-5105- REVIEW AND DISCUSSION OF THE DISTRICT'S FACILITIES MASTER PLAN

RECOMMENDATION

The Board of Education will review and discuss the Monrovia Unified School District Facilities Master Plan last completed in June 2019.

Rationale:

Additional Information:

ATTACHMENTS

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

1. BOARD POLICY 4033, *LACTATION ACCOMMODATION*, AND ADMINISTRATIVE REGULATION 4032, *REASONABLE ACCOMMODATION*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 4033, *Lactation Accommodation*, and Administrative Regulation 4032, *Reasonable Accommodation*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, the Human Resources Department has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Additional Information:

A copy of the proposed policy and administrative regulation are attached.

ATTACHMENTS

- [BP 4033 Lactation Accommodation.pdf](#)
- [AR 4032 Reasonable Accommodation.pdf](#)

LACTATION ACCOMMODATION

The Governing Board recognizes the immediate and long-term health advantages of breastfeeding for infants and mothers and desires to provide a supportive environment for any district employee to express milk for her ~~her~~ **their** infant child upon her ~~her~~ **the employee's** return to work following the birth of the child. The Board prohibits discrimination, harassment, and/or retaliation against any district employee who chooses to express breast milk for her ~~her~~ **the employee's** infant child while at work.

(cf. 4030 - Nondiscrimination in Employment)

~~(cf. 4031 - Complaints Concerning Discrimination in Employment)~~

~~The district shall provide a reasonable amount of break time to accommodate an employee each time she has a need to express breast milk for her infant child. (Labor Code 1030)~~

~~To the extent possible, such break time shall run concurrently with the break time already provided to the employee. Any additional break time used by a non-exempt employee for this purpose shall be unpaid. (Labor Code 1030; 29 USC 207)~~

~~The employee shall be provided a private location, other than a restroom, which is in close proximity to her work area and meets the requirements of Labor Code 1031 and 29 USC 207, as applicable.~~

~~Employees are encouraged to notify their supervisor or other appropriate personnel in advance of their intent to make use of the accommodations offered for employees who are nursing mothers. As needed, the supervisor shall work with the employee to address arrangements and scheduling in order to ensure that the employees' essential job duties are covered during the break time~~

~~Lactation accommodations may be denied only in limited circumstances in accordance with law. (Labor Code 1032; 29 USC 207)~~

~~Before an employee's supervisor makes a determination to deny lactation accommodations, he/she shall consult the Superintendent or designee. In any case in which lactation accommodations are denied, the Superintendent or designee shall document the options that were considered and the reasons for denying the accommodations.~~

An employee shall notify the employee's supervisor or other appropriate personnel in advance of the intent to request an accommodation. The supervisor shall respond to the request and shall work with the employee to make arrangements. If needed, the supervisor shall address scheduling in order to ensure that the employee's essential job duties are covered during the break time.

Lactation accommodations shall be granted unless limited circumstances exist as specified in law. (Labor Code 1031, 1032; 29 USC 207)

Before a determination is made to deny lactation accommodations to an employee, the employee's supervisor shall consult with the Superintendent or designee. When lactation accommodations are denied, the Superintendent or designee shall document the options that were considered and the reasons for denying the accommodations.

The Superintendent or designee shall provide a written response to any employee who was denied the accommodation(s). (Labor Code 1034)

The district shall include this policy in its employee handbook or in any set of policies that the district makes available to employees. In addition, the Superintendent or designee shall distribute the policy to new employees upon hire and when an employee makes an inquiry about or requests parental leave. (Labor Code 1034)

Break Time and Location Requirements

The district shall provide a reasonable amount of break time to accommodate an employee each time the employee has a need to express breast milk for an infant child. (Labor Code 1030)

To the extent possible, any break time granted for lactation accommodation shall run concurrently with the break time already provided to the employee. Any additional break time used by a non-exempt employee for this purpose shall be unpaid. (Labor Code 1030; 29 USC 207)

The employee shall be provided the use of a private room or location, other than a bathroom, which may be the employee's work area or another location that is in close proximity to the employee's work area. The room or location provided shall meet the following requirements: (Labor Code 1031; 29 USC 207)

1. Is shielded from view and free from intrusion while the employee is expressing milk
2. Is safe, clean, and free of hazardous materials, as defined in Labor Code 6382
3. Contains a place to sit and a surface to place a breast pump and personal items
4. Has access to electricity or alternative devices, including, but not limited to, extension cords or charging stations, needed to operate an electric or battery-

powered breast pump

5. Has access to a sink with running water and a refrigerator or, if a refrigerator cannot be provided, another cooling device suitable for storing milk in close proximity to the employee's workspace

If a multipurpose room is used for lactation, among other uses, the use of the room for lactation shall take precedence over other uses for the time it is in use for lactation purposes. (Labor Code 1031)

Dispute Resolution

An employee may file a complaint with the Labor Commissioner at the California Department of Industrial Relations for any alleged violation of Labor Code 1030-1034. (Labor Code 1034)

(cf. 4144/4244/4344 - Complaints)

Revised: June 2022

~~Adopted: December 12, 2018~~

Legal Reference:

EDUCATION CODE

200-262.4 Educational equity; prohibition of discrimination on the basis of sex

CIVIL CODE

43.3 Right of mothers to breastfeed in any public or private location

GOVERNMENT CODE

12926 Definition of sex; breastfeeding

12940 Unlawful discriminatory employment practices

12945 Unlawful discrimination based on pregnancy, childbirth, or related medical conditions

LABOR CODE

1030-1034 Lactation accommodation

6382 Procedure for listing hazardous substances

CODE OF REGULATIONS, TITLE 2

11035-11051 Unlawful sex discrimination; pregnancy and related medical conditions

UNITED STATES CODE, TITLE 29

207 Fair Labor Standards Act; lactation accommodation

Management Resources:

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Rest Periods/Lactation Accommodation, Frequently Asked Questions

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Lactation Accommodation for Employers

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Lactation Support Program Toolkit

FEDERAL REGISTER

Reasonable Break Time for Nursing Mothers, December 21, 2010, Vol. 75, No. 244, pages 80073-80079

OFFICE OF THE SURGEON GENERAL PUBLICATIONS

The Surgeon General's Call to Action to Support Breastfeeding, 2011

HEALTH RESOURCES AND SERVICES ADMINISTRATION PUBLICATIONS

The Business Case for Breastfeeding: Steps for Creating a Breastfeeding Friendly Worksite, Toolkit, 2008

U.S. DEPARTMENT OF LABOR, WAGE AND HOUR DIVISION, PUBLICATIONS

Frequently Asked Questions- Break Time for Nursing Mothers

Fact Sheet #73: Break Time for Nursing Mothers under the FLSA, rev. April 2018

WEB SITES

California Department of Industrial Relations, Division of Labor and Standards

Enforcement: <http://www.dir.ca.gov/dlse> California Department of Public Health:

<http://www.cdph.ca.gov>

California Women, Infants and Children Program: <http://www.wicworks.ca.gov>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Health Resources and Services Administration: <http://www.hrsa.gov>

Office of the Surgeon General: <http://www.surgeongeneral.gov>

U.S. Department of Labor, Wage and Hour Division, Break Time for Nursing Mothers:

<http://www.dol.gov/whd/nursingmothers>

REASONABLE ACCOMMODATION**Definitions**

~~Disability, with respect to an individual, is defined as any of the following:-~~

- ~~1. A physical or mental impairment that limits one or more of the major life activities-~~
- ~~2. A record of such an impairment-~~
- ~~3. Being regarded as having such an impairment-~~

~~Limits shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics, or reasonable accommodations, unless the mitigating measure itself limits a major life activity.-~~

Except when undue hardship would result to the district, the Superintendent or designee shall provide reasonable accommodation:

1. In the job application process, to any qualified job applicant with a disability
2. To enable any qualified employee with a disability to perform the essential functions of the position they hold or desires to hold or to enjoy equal benefits or other terms, conditions, and privileges of employment as other similarly situated employees without disabilities

~~Essential functions are the fundamental job duties of the position the individual with a disability holds or desires. The term does not include the marginal functions of the position.~~

No employee or job applicant who requests an accommodation for their physical or mental disability shall be subjected to discrimination or to any punishment or sanction, regardless of whether the request for accommodation was granted. (Government Code 12940)

The district designates the position specified in AR 4030 - Nondiscrimination in Employment as the coordinator of its efforts to comply with the Americans with Disabilities Act (ADA) and to investigate any and all related complaints.

(cf. 4030 - Nondiscrimination in Employment)

Definitions

Disability, with respect to an individual, is defined as any of the following: (Government Code 12926; 29 CFR 1630.2)

1. A physical or mental impairment that limits one or more of the major life activities
2. A record of such an impairment
3. Being regarded as having such an impairment

Limits shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics or reasonable accommodations, unless the mitigating measure itself limits a major life activity. (Government Code 12926)

~~Reasonable accommodations that an employer may need to provide in connection with modifications to the work environment or adjustments in how and when a job is performed that enable an individual with a disability to enjoy equal employment opportunities include, but are not limited to:~~

- ~~1. Making existing facilities accessible and usable~~
- ~~2. Restructuring the job duties~~
- ~~3. Offering part-time or modified work schedules~~
- ~~4. Acquiring or modifying equipment or devices~~
- ~~5. Changing tests, training materials or policies~~
- ~~6. Providing qualified readers or interpreters~~
- ~~7. Reassigning the employee to a vacant position~~

Essential functions are the fundamental job duties of the position the individual with a disability holds or desires. The term does not include the marginal functions of the position. (Government Code 12926; 29 CFR 1630.2)

Reasonable accommodation means: (Government Code 12926; 29 CFR 1630.2)

1. For a qualified job applicant with a disability, modifications or adjustments to the job application process that enable them to be considered for the position they desire
2. For a qualified employee with a disability, modifications or adjustments to the work environment, or to the manner or circumstances under which the position the employee holds or desires is customarily performed, that will enable them to perform the essential functions of that position or to enjoy equal benefits and privileges of employment as are enjoyed by the district's other similarly situated employees without disabilities

~~Qualified individual with a disability means an individual with a disability who satisfies the requisite skill, experience, education and other job-related requirements of the employment position and who, with or without reasonable accommodation, can perform the essential functions of such position.~~

~~Undue hardship is a determination based on an individualized assessment of current circumstances that shows that a specific reasonable accommodation would cause significant difficulty or expense. A determination of undue hardship should be based on several factors, including:~~

- ~~1. The nature and net cost of the accommodation needed, taking into consideration the availability of tax credits and deductions and/or outside funding~~
- ~~2. The overall financial resources of the facility making the reasonable accommodation, the number of persons employed at this facility, the effect on expenses and resources of the facility, or the impact on the operations of the facility~~
- ~~3. The overall financial resources, size, number of employees, and the number, type and location of facilities of the district~~
- ~~4. The type of operation of the district, including the structure and functions of the workforce, the geographic separateness, and the administrative or fiscal relationship of the facility involved in making the accommodation~~
- ~~5. The impact of the accommodation on the operation of the facility, including the impact on the ability of other employees to perform their duties and the impact on the facility's ability to conduct business.~~

~~Qualified individual with a disability means a job applicant or employee with a disability who: (29 CFR 1630.15, 1630.2)~~

- ~~1. Satisfies the requisite skill, experience, education, and other job-related requirements of the employment position they hold or desires~~
- ~~2. Can perform the essential functions of the position with or without reasonable accommodation~~
- ~~3. Would not pose a significant risk of substantial harm, which cannot be eliminated or reduced by reasonable accommodation, to themselves or others in the job they hold or desires~~

Requests for Reasonable Accommodation

~~The district designates the position specified in BP 4030 – Nondiscrimination in~~

~~Employment as the coordinator of its efforts to comply with the Americans with Disabilities Act (ADA) and to investigate any and all related complaints.~~

~~When requesting reasonable accommodation, the employee or employee's representative shall inform the employee's supervisor that he/she needs a change at work for a reason related to a medical condition.~~

When requesting reasonable accommodation, an employee or their representative shall inform the employee's supervisor that they need a change at work for a reason related to a medical condition. The supervisor shall inform the coordinator of the employee's request as soon as practicable.

~~When requesting reasonable accommodation during the hiring process, a job applicant shall inform the coordinator that he/she will need a reasonable accommodation for the process.~~

When requesting reasonable accommodation for the hiring process, a job applicant shall inform the coordinator that they will need a reasonable accommodation during the process.

~~Employees' requests for reasonable accommodation may first be considered informally by the site administrator. The site administrator shall consult with the coordinator before any decision as to accommodation is made.~~

When the disability and/or the need for accommodation is not obvious, the coordinator may ask the employee to supply reasonable documentation about ~~his/her~~ **their** disability. In requesting this documentation, the coordinator shall specify the types of information that are being sought about the employee's condition, the employee's functional limitations and the need for reasonable accommodation. The employee may be asked to sign a limited release allowing the district to submit a list of specific questions to the health care or vocational professional.

~~If the documentation submitted by the employee does not specify the existence of a qualifying disability and explain the need for reasonable accommodation, the district may require the employee to submit to an examination by a health care professional selected and paid for by the district.~~

If the documentation submitted by the employee does not indicate the existence of a qualifying disability or explain the need for reasonable accommodation, the coordinator shall request additional documentation that specifies the missing information. If the employee does not submit such additional documentation in a timely manner, the coordinator may require them to submit to an examination by a health care professional selected and paid for by the district.

The district may make a medical or psychological inquiry of a job applicant or require them to submit to a medical or psychological examination after they have been given a

conditional offer of employment but before the commencement of their job duties, provided the inquiry or examination is job-related, consistent with business necessity, and required for all incoming employees in the same job classification. (Government Code 12940)

The coordinator shall not request any job applicant's or employee's genetic information except as authorized by law. (42 USC 2000ff-1, 42 USC 2000ff-5)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

In accordance with law, the coordinator shall take steps to ensure the confidentiality of information related to medical conditions or history. As applicable, they shall notify the supervisor or manager of the qualified individual of any reasonable accommodation granted the individual and may notify first aid and safety personnel when the disability of the qualified individual may require emergency treatment. (42 USC 12112)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Granting Reasonable Accommodation

Upon receiving a request to reasonably accommodate a qualified employee with a disability, the coordinator shall:

1. Determine the essential functions of the job
2. Engage in an informal, interactive process with the employee to review the request for accommodation, identify the precise limitations resulting from the disability, identify potential means for providing accommodation, and assess their effectiveness
- ~~3. Develop a plan for reasonable accommodation which is effective and allows the employee to perform the essential functions of the job or to gain equal access to a benefit or privilege of employment and does not impose undue hardship on the district~~

~~To qualify for a job, an individual shall not pose a significant risk of substantial harm to himself/herself or others in the workplace that cannot be eliminated or reduced by reasonable accommodation.~~

~~The determination of whether an individual poses a significant risk of substantial harm to himself/herself or others shall be made on a case-by-case basis and shall be based on objective, factual evidence, taking into consideration the duration of the risks, the nature and severity of the potential harm, the likelihood that the potential harm will occur and the imminence of potential harm.~~

~~The coordinator may confer with the site administrator, the district medical advisor and/or other district staff before making a final decision as to the accommodation.~~

- ~~3. Develop a plan for reasonable accommodation which will enable the individual to~~

perform the essential functions of the job or gain equal access to a benefit or privilege of employment without imposing undue hardship on the district

A determination of undue hardship should be based on several factors, including: (29 CFR 1630.2)

- a. The nature and net cost of the accommodation needed, taking into consideration the availability of tax credits and deductions and/or outside funding
- b. The overall financial resources of the facility making the accommodation, the number of persons employed at this facility, and the effect on expenses and resources of the facility
- c. The overall financial resources, number of employees, and the number, type, and location of facilities of the district
- d. The type of operation of the district, including the composition, structure, and functions of the workforce and the geographic separateness and administrative or fiscal relationship of the facility making the accommodation to other district facilities
- e. The impact of the accommodation on the operation of the facility, including the impact on the ability of other employees to perform their duties and the impact on the facility's ability to conduct business

The coordinator may confer with the site administrator, any medical advisor chosen by the district, and/or other district staff before making a final decision as to the accommodation.

Reasonable Accommodation Committee

The coordinator may appoint a committee to review or assist in the development of appropriate plans to reasonably accommodate qualified individuals who request modifications or adjustments in their work duties or environment because of known physical or mental disabilities.

Committee members shall be selected on the basis of their knowledge of the specific functions and duties required in the position, the physical work environment, available accommodations, and other relevant issues. The committee may include a district administrator, site administrator, medical advisor or rehabilitation specialist, and as necessary, a certificated and/or classified employee. Membership may change on a case-by-case basis.

At the coordinator's discretion, the employee or applicant requesting accommodation

may participate in the committee's meetings. If the employee or applicant is excluded from the committee's meetings, the coordinator shall communicate with them so that they have the opportunity to interact and contribute to planning the reasonable accommodation.

Appeal Process

~~If the employee or applicant is not satisfied with the decision of the coordinator, he/she may appeal in writing to the Superintendent or designee. This appeal shall be made within 10 working days of receiving the decision and shall include:~~

Any qualified individual with a disability who is not satisfied with the decision of the coordinator may appeal in writing to the Superintendent or designee. This appeal shall be made within 10 working days of receiving the decision and shall include:

1. A clear, concise statement of the reasons for the appeal
2. A statement of the specific remedy sought

The Superintendent or designee shall consult with the coordinator and review the appeal, together with any available supporting documents. The Superintendent or designee shall give the employee or applicant **their** his/her decision within 15 working days of receiving the appeal.

Any further appeal for reasonable accommodation shall be considered a complaint concerning discrimination in employment and may be taken to the Board of Education in accordance with the district's procedure for such complaints.

Revised: June 22, 2022

~~Adopted: May 9, 2007~~

Legal Reference:

CIVIL CODE

51 Unruh Civil Rights Act

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act

UNITED STATES CODE, TITLE 29

701-794e Vocational Rehabilitation Act

UNITED STATES CODE, TITLE 42

2000ff-1-2000ff-11 Genetic Information Nondiscrimination Act of 2008

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act, especially:

35.107 Designation of employee

36.101-36.608 Nondiscrimination on the basis of disability by public facilities

CODE OF FEDERAL REGULATIONS, TITLE 29

1630.2 Definitions

COURT DECISIONS

A.M. v. Albertsons, LLC, (2009) Cal.App.4th 455

Colmenares v. Braemar Country Club, Inc., (2003) 29 Cal.4th 1019

Chevron USA v. Echazabal, (2002) 536 U.S. 73, 122 S.Ct. 2045

US Airways, Inc. v. Barnett, (2002) 535 U.S. 391, 122 S.Ct. 1516

Management Resources:

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, October 2002

WEB SITES

Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr>

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

2. BOARD POLICY 4111, *RECRUITMENT AND SELECTION*, AND ADMINISTRATIVE REGULATION 4112, *APPOINTMENT AND CONDITIONS OF EMPLOYMENT*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 4111, *Recruitment and Selection*, and Administrative Regulation 4112, *Appointment and Conditions of Employment*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, the Human Resources Department has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Additional Information:

A copy of the proposed policy and administrative regulation are attached.

ATTACHMENTS

- [BP 4111 Recruitment and Selection.pdf](#)
- [AR 4112 Appointment and Conditions of Employment.pdf](#)

RECRUITMENT AND SELECTION

~~The Board of Education desires to employ the most highly qualified and appropriate person available for each open position in order to improve student achievement and efficiency in district operations.~~

~~The Superintendent or designee shall recruit candidates for open positions based on an assessment of the district's needs for specific skills, knowledge, and abilities. He/she shall develop job descriptions that accurately describe all essential and marginal functions and duties of each position, and shall disseminate job announcements to ensure a wide range of candidates.~~

The Governing Board is committed to employing suitable, qualified individuals to effectively carry out the district's vision, mission, and goals.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 4000 - Concepts and Roles)
(cf. 4100 - Certificated Personnel)
(cf. 4200 - Classified Personnel)
(cf. 4300 - Administrative and Supervisory Personnel)

The Superintendent or designee shall develop equitable, fair, and transparent recruitment and selection processes and procedures that ensure individuals are selected based on demonstrated knowledge, skills, and competence and not on any bias, personal preference, or unlawful discrimination.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4111.2/4211.2/4311.2 - Legal Status Requirement)

When a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position. ~~He/she~~ They shall also disseminate job announcements to ensure a wide range of candidates.

The district's selection procedures shall include screening processes, interviews, recommendations from previous employers, and observations when appropriate, as necessary to identify the best possible candidate for a position.

(cf. 4112.61/4212.61/4312.61 - Employment References)

~~The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based on screening processes, interviews, observations, and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.~~

~~During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law. For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.~~

The Superintendent or designee may establish an interview committee to rank candidates and recommend finalists. During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. All discussions and recommendations shall be confidential in accordance with law.

(cf. 2230 - Representative and Deliberative Groups)

No inquiry shall be made with regard to any information prohibited by state or federal nondiscrimination laws.

The Superintendent or designee shall not inquire, orally or in writing, in regard to an applicant's salary history information, including compensation and benefits. ~~He/she~~ They shall ~~also~~ not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. Upon request, the Superintendent or designee shall provide the applicant the pay scale for the position to which ~~he/she~~ they are ~~is~~ applying. (Labor Code 432.3)

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

(cf. 4112 - Appointment and Conditions of Employment)

(cf. 4112.2 - Certification)

(cf. 4112.22 - Staff Teaching English Learners)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

(cf. 4212 - Appointment and Conditions of Employment)

(cf. 4312.1 - Contracts)

Incentives

With Board approval and in accordance with district needs, the district may provide incentives to recruit teachers, administrators, or other employees, such as signing bonuses, assistance with beginning teacher induction and/or credential costs, mentoring, additional compensation, and/or subsidized housing.

Revised: June 22, 2022

~~Adopted: May 9, 2007~~

(Replaces: BP 4112 Recruitment and Selection)

(Amended: September 1975)

(Amended: September 1971)

(Adopted: August 1967)

(Replaces: AR 4112 Recruitment and Selection)

(Adopted: August 1977)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

35035 Responsibilities of superintendent

44066 Limitations on certification requirement

44259 Teaching credential; exception; designated subjects; minimum requirements

44750 Teacher recruitment resource center

44830-44831 Employment of certificated persons

44858 Age or marital status in certificated positions

44859 Prohibition against certain rules and regulations re: residency

45103-45139 Employment (classified employees)

49406 Examination for tuberculosis

GOVERNMENT CODE

815.2 Liability of public entities and public employees

6250-6276.48 Public Records Act

12900-12996 Fair Employment and Housing Act, including:

12940-12957 Discrimination prohibited; unlawful practices

HEALTH AND SAFETY CODE

53570-53574 Teacher Housing Act of 2016

LABOR CODE

432.3 Salary information

UNITED STATES CODE, TITLE 5

552 Freedom of Information Act

UNITED STATES CODE, TITLE 8

1324a Unlawful employment of aliens

1324b Unfair immigration related employment practices

UNITED STATES CODE, TITLE 20

1681-1688 Title IX prohibition against discrimination

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

106.51-106.61 Nondiscrimination on the basis of sex in employment in education program or activities

COURT DECISIONS

C.A. v William S. Hart Union High School District et al., (2012) 138 Cal.Rptr.3d 1

Management Resources:

CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES

ASSOCIATION PUBLICATIONS

Teacher Recruitment in California: An Analysis of Effective Strategies, Research Brief, Veritas Research and Evaluation Group, October 2017

WEB SITES

California County Superintendents Educational Services Association:

<http://ccsesa.org/recruit>

California Department of Education: <http://www.cde.ca.gov>

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Education Job Opportunities Information Network: <http://www.edjoin.org>

Teach USA: <http://culturalvistas.org/programs/us/teach-usa>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Upon recommendation from the Superintendent or designee, the Board of Education shall approve the appointment of all certificated personnel. The position and the salary classification shall be reported to the Board at a regular meeting.

Individuals appointed to the certificated staff shall:

1. Possess the appropriate certification qualifications and register the certification document in accordance with law and Board policy (Education Code 44250-44279, 44330)
(cf. 4112.2 - Certification)
(cf. 4112.21 - Interns)
2. Demonstrate proficiency in basic skills as required by law and Board policy (Education Code 44252.5, 44830)
3. ~~When required by the federal No Child Left Behind Act for teachers of core-academic subjects, possess the qualifications of "highly qualified" teachers as defined in law, Board policy and administrative regulations~~ Submit to fingerprinting as required by law (Education Code 44830.1)
4. ~~Submit to fingerprinting as required by law~~ Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 or 1192.7, unless the individual has received a certificate of rehabilitation and pardon (Education Code 44830.1)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
5. ~~Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 or 1192.7, unless the individual has received a certificate of rehabilitation and pardon~~ Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 44830.1)
6. ~~Not have been convicted of any sex offense as defined in Education Code 44010~~ Not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)
(cf. 3515.5 - Sex Offender Notification)
7. ~~Not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16~~ Not have been determined to be a sexual psychopath pursuant to

Welfare and Institutions Code 6300-6332 (Education Code 44837)

~~8. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332~~ Not have been convicted of any controlled substance offense as defined in Education Code 44011 (Education Code 44836)

~~9. Not have been convicted of any controlled substance offense as defined in Education Code 44011~~ Submit to a physical examination, tuberculosis testing and/or provide a medical certificate as required by law and Board policy (Education Code 44839, 49406)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

~~10. Submit to a physical examination, tuberculosis testing and/or provide a medical certificate as required by law and Board policy~~ Submit to drug and alcohol testing as required by Board policy

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

11. Furnish a statement of military service and, if any was rendered, a copy of the discharge or release from service or, if no such document is available, other suitable evidence of the termination of service (Education Code 44838)

12. File the oath or affirmation of allegiance required by Government Code 3100-3109
(cf. 4112.3/4212.3/4312.3 - Oath or Affirmation)

13. Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy or administrative regulation

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Revised: June 22, 2022

~~Adopted: May 9, 2007~~

Legal Reference:

EDUCATION CODE

35161 Powers and duties

44008 Effect of termination of probation

44009 Conviction of specified crimes; definitions

44010 Sex offense

44011 Controlled substance offense
44066 Limitation on certification requirements
44250-44277 Credential types
44330 Effect of registration of certification document
44830.1 Felons; certificated positions; criminal record summary; fingerprints
44836 Employment of person convicted of sex offenses or controlled substance offenses
44837 Employment of sexual sociopath
44838 Statement of military service
44839 Medical certificate
44839.5 Medical certificate for retirant
49406 Examination for tuberculosis
GOVERNMENT CODE
3100-3109 Oaths or affirmations of allegiance for disaster service workers and public employees
12940-12950 Unlawful employment practices
HEALTH AND SAFETY CODE
1596.7995 Immunization requirements for employees in child care center or preschool
1597.055 Teachers in day care centers
PENAL CODE
290 Registration of sex offenders
290.95 Disclosure by persons required to register as sex offenders
667.5 Prior prison terms, enhancement of prison terms
1192.7 Plea bargaining limitation
WELFARE AND INSTITUTIONS CODE
6300-6332 Sexual psychopaths

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

3. BOARD POLICY 4112.42, *DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 4112.42, *Drug and Alcohol Testing for School Bus Drivers*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, the Human Resources Department has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Additional Information:

A copy of the proposed policy is attached.

ATTACHMENTS

- [BP 4112.42 Drug and Alcohol Testing For School Bus Drivers.pdf](#)

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS

Upon recommendation from the Superintendent or designee, the Board of Education shall approve the appointment of all certificated personnel. The position and the salary classification shall be reported to the Board at a regular meeting.

The Governing Board desires to ensure that district-provided transportation is safe for students, staff, and the public. To that end, the Superintendent or designee shall establish a drug and alcohol testing program designed to prevent the operation of buses or the performance of other safety-sensitive functions by a driver who is under the influence of drugs or alcohol, including a driver of a school bus, student activity bus, or other school transportation vehicle or any other employee who holds a commercial driver's license which is necessary to perform duties related to district employment.

(cf. 3540 - Transportation)

(cf. 3542 - School Bus Drivers)

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 4020 - Drug and Alcohol-Free Workplace)

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

A driver shall not report for duty or remain on duty when they ~~he/she~~ has used any drug listed in 21 CFR 1308.11. A driver is also prohibited from reporting for duty or remaining on duty when ~~he/she~~ they ~~has~~ have used any drug listed in 21 CFR 1308.12-1308.15, unless ~~he/she~~ is they are using the drug under the direction of a physician who ~~has~~ have advised ~~him/her~~ them that the substance will not adversely affect the driver's ability to safely operate a bus. In addition, a driver shall not consume alcohol while on duty or for four hours prior to on-duty time. (49 CFR 382.201-382.209, 382.213)

The district's testing program for drivers shall include pre-employment drug testing and reasonable suspicion, random, post-accident, return-to-duty, and follow-up drug and alcohol testing of drivers. (49 USC 31306; 49 CFR 382.301-382.311)

The Board shall contract for testing services upon verifying that the personnel are appropriately qualified and/or certified and that testing procedures conform to federal regulations.

Except as otherwise provided by law, the Superintendent or designee shall not release individual test results or medical information about a driver to a third party without the driver's specific written consent. (49 CFR 40.321)

Consequences Based on Test Results

Any driver who refuses to take a required drug or alcohol test, tests positive for drugs, or is found to have a blood alcohol concentration level that exceeds the levels specified

in law shall be removed from performing safety-sensitive functions in accordance with 49 CFR 40.23 and 382.211.

No driver shall be temporarily removed from the performance of safety-sensitive functions based only on a laboratory report of a confirmed positive test before the certified medical review officer has completed verification of the test results, unless the district has obtained a waiver. (49 CFR 40.21, 382.107, 382.119)

Not later than five days after receiving notification of the test result or refusal to comply, the Superintendent or designee shall report any refusal, failure to comply, or positive test result to the California Department of Motor Vehicles (DMV) using a form approved by the DMV. (Vehicle Code 13376)

Any driver who refuses, fails to comply, or has a positive test result may be referred to an education and treatment program that meets the requirements of 49 CFR 40.281-40.313. If the substance abuse professional recommends that ongoing services are needed to assist the driver to maintain sobriety or abstinence from drug use, the Superintendent or designee shall require the driver to participate in the recommended services as part of a return-to-duty agreement and shall monitor his/her their compliance. Any drop from a rehabilitation or return-to-duty program or a subsequent positive test result shall be reported to the DMV. (Vehicle Code 13376; 49 CFR 40.285, 40.287, 40.303, 382.605)

(cf. 4159/4259/4359 - Employee Assistance Programs)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4161.9/4261.9/4361.9 - Catastrophic Leave Program)

(cf. 4261.1 - Personal Illness/Injury Leave)

A driver who has violated federal drug and alcohol regulations may be subject to disciplinary action up to and including dismissal in accordance with law, administrative regulations, and the district's collective bargaining agreement.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Voluntary Self-Identification

Whenever a driver admits to alcohol or drug misuse under the district's voluntary self-identification program, the Superintendent or designee shall ensure all of the following: (49 CFR 382.121)

1. No adverse action shall be taken against the driver by the district.

2. The driver shall be allowed sufficient opportunity to seek evaluation, education, or treatment to establish control over ~~his/her~~ their drug or alcohol problem.

3. The driver shall be permitted to participate in safety-sensitive functions only after:

a. Successfully completing an education or treatment program, as determined by a drug and alcohol abuse evaluation expert, such as an employee assistance professional, substance abuse professional, or qualified drug and alcohol counselor

b. Undergoing a return-to-duty test with a result indicating an alcohol concentration of less than 0.02 and/or a verified negative result for drug use

A driver who admits to alcohol or drug misuse shall not be subject to federal requirements related to referral, evaluation, and treatment, provided that ~~he/she~~ they does not self-identify in order to avoid drug or alcohol testing, makes the admission prior to performing a safety-sensitive function, and does not perform a safety-sensitive function until ~~he/she has~~ they have been evaluated and ~~has~~ have successfully completed education or treatment requirements in accordance with program guidelines. (49 CFR 382.121)

Reviewed: June 22, 2022

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

GOVERNMENT CODE

8355 Drug-free workplace; employee notification

VEHICLE CODE

13376 Driver certificates; revocation or suspension

34500-34520.5 Safety regulations

CODE OF REGULATIONS, TITLE 13

1200-1293 Motor carrier safety, especially:

1213.1 Placing drivers out-of-service

UNITED STATES CODE, TITLE 41

8101-8106 Drug-Free Workplace Act

UNITED STATES CODE, TITLE 49

31306 Alcohol and drug testing

CODE OF FEDERAL REGULATIONS, TITLE 21

1308.11-1308.15 Controlled substances

CODE OF FEDERAL REGULATIONS, TITLE 49

40.1-40.413 Procedures for transportation workplace drug and alcohol testing programs

382.101-382.605 Drug and alcohol use and testing; especially:

382.205 On-duty use

382.207 Pre-duty use

382.209 Use following an accident

Management Resources:

CALIFORNIA HIGHWAY PATROL PUBLICATIONS

Controlled Substances and Alcohol Testing Compliance Checklist, 2007

What is CSAT? Controlled Substances and Alcohol Testing, 2005

WEB SITES

California Highway Patrol: <http://www.chp.ca.gov>

Federal Motor Carrier Safety Administration: <http://www.fmcsa.dot.gov>

U.S. Department of Transportation, Office of Drug and Alcohol Policy and Compliance:

<http://www.dot.gov/ost/dapc>

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

4. BOARD POLICY 5022, *STUDENT AND PARENT PRIVACY RIGHTS*, AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 5022, *Student and Parent Privacy Rights*, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

Policy updated to clarify why and how the Superintendent or designee may collect, disclose, or use a student's personal information. Administrative regulation eliminates the exceptions to the collection of personal information. Health examinations are now included in AR. Last Updated: 2008

Additional Information:

A copy of the proposed policy and administrative regulation are attached.

ATTACHMENTS

- [BP 5022 STUDENT AND FAMILY PRIVACY RIGHTS.pdf](#)
- [AR 5022 STUDENT AND FAMILY PRIVACY RIGHTS.pdf](#)

STUDENT AND FAMILY PRIVACY RIGHTS

The Governing Board ~~believes that personal information concerning district students and their families should be kept private in accordance with law.~~ respects the rights of district students and their parents/guardians with regard to the privacy of their personal beliefs and the confidentiality of their personal information.

The Superintendent or designee may collect, disclose, or use students' personal information for the exclusive purpose of developing, evaluating, or providing educational products or services for or to students or educational institutions, such as the following: (20 USC 1232h)

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 5021 - Noncustodial Parents)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)
(cf. 6162.8 - Research)

1. College or other postsecondary education recruitment or military recruitment
2. Book clubs, magazines, and programs providing access to low-cost literary products
3. Curriculum and instructional materials used by elementary and secondary schools
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments
5. The sale by students of products or services to raise funds for school-related or education-related activities
6. Student recognition programs

Collection of Personal Information for Marketing Purposes

~~The Board~~ The Superintendent or designee is ~~prohibits~~ prohibited from collecting, disclosing, or using ~~district staff from administering or distributing to students survey instruments that are designed for the purpose of collecting personal information for marketing or for selling that information.~~ A student's individually identifiable information, including their name, parent/guardian's name, home or other physical address, telephone number, or social security number, for the purpose of making or selling that information or providing the information to others for that purpose.

The Superintendent or designee shall consult with parents/guardians regarding the development of regulations pertaining to other uses of personal information, which shall, at a minimum, address the following: (20 USC 1232h)

1. Arrangements for protecting student privacy when collecting, disclosing, or using students' individually identifiable information for any purpose
2. Arrangements to protect student privacy in the administration of surveys that may request information about the personal beliefs and practices of students and their families
3. The rights of parents/guardians to inspect the following, and any applicable procedures for granting reasonable access to the following in a reasonable period of time:
 - a. Survey instruments requesting information about their personal beliefs and practices or those of their children
 - b. Instructional materials used as part of their children's educational curriculum
 - c. Instruments used in the collection of personal information for the purpose of marketing or sale
4. Any nonemergency physical examinations or screenings that the school may administer

The Superintendent or designee shall notify parents/guardians of the adoption or continued use of the district's policy pertaining to the rights specified in items #1-4 above. (20 USC 1232h)

Legal reference:

EDUCATION CODE

49450-49458 Physical examinations

49602 Confidentiality of personal information received during counseling

51101 Parents Rights Act of 2002

51513 Test, questionnaire, survey, or examination concerning personal beliefs

51514 Non-removal of survey questions pertaining to sexual orientation or gender identity

51938 Sexual Health and HIV/AIDS Prevention Education Act; notice and parental excuse.

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of pupil rights

Management Resources:

WEBSITES

California School Boards Association: www.csba.org

California Department of Education: www.cde.ca.gov

U.S. Department of Education, Family Policy Compliance Office:
www.ed.gov/offices/OM/fpco

Revised: June 22, 2022

~~Adopted: August 27, 2008~~

STUDENT AND FAMILY PRIVACY RIGHTS

Definition

~~Personal information means individually identifiable information including a student's or parent/guardian's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a social security identification number.~~

Surveys Requesting Information about Beliefs and Practices

A student's parent/guardian, or a student who is an adult or emancipated minor, shall provide prior written consent before the student is required to participate in a survey ~~containing inquiring about~~ one or more of the following items: (Education Code 51513; 20 USC1232h)

1. Political affiliations or beliefs of the student or ~~his/her their family.~~ parent/guardian.
2. Mental or psychological problems of the student or ~~his/her their~~ family.
3. ~~Sexual behavior or attitudes or personal beliefs and practices in family life or morality.~~
4. Illegal, anti-social, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom students ~~has~~ close family relationships.
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians or ministers.
7. Religious practices, affiliations or beliefs of the student or ~~his/her their~~ parent/guardian.
8. Income, except to the extent that income is required to be disclosed by law for participation in a program or for receiving financial assistance under such a program.

(cf. 3553 – Free and Reduced Price Meals)
(cf. 5148 – Child Care and Development)

If a student participates in a survey ~~regarding requesting~~ information about ~~personal~~

beliefs and practices ~~as identified above~~, school officials and staff members shall not request or disclose the student's identity.

(cf. 6162.8 - Research)

Notwithstanding the above requirements ~~for prior written consent~~, the district may administer to students in grades 7-12, anonymous, voluntary, and confidential research and evaluation tools to measure student health risks and behaviors, including tests and surveys about the student's attitudes or practices related to sex as long as parents/guardians are provided written notice and given an opportunity to request, ~~in writing~~, that their child not participate. (Education Code 51938)

If the district administers a voluntary survey that already includes questions pertaining to sexual orientation and/or gender identity, the Superintendent or designee shall not remove such questions. (Education Code 51514)

~~Exceptions to Collection of Personal Information~~

~~Any district restriction regarding collection of personal information shall not apply to the collection, disclosure, or use of personal information collected from students for the purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:~~

- ~~1. College or other postsecondary education recruitment or military recruitment~~
- ~~2. Book clubs, magazines, and programs providing access to low-cost literary products.~~
- ~~3. Curriculum and instructional materials used by elementary and secondary schools.~~
- ~~4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.~~
- ~~5. The sale by students of products or services to raise funds for school-related or education-related activities.~~
- ~~6. Student recognition programs.~~

Parent/Guardian Access to Surveys and Instructional Materials

~~1. Upon request, The parent/guardian of any district student, upon their request, shall have the right to inspect: that survey or instrument before it is administered or distributed to his/her child or any instructional material used as part of his/her child's educational curriculum. (Education Code 51938; 20 USC 1232h)~~

1. A survey or other instrument to be administered or distributed to their child that either collects personal information for marketing or sale or requests information about beliefs and practices.

2. Any instructional material to be used as part of their child's educational curriculum

Within a reasonable period of time of receiving a parent/guardian's request, the principal or designee shall permit a the parent/guardian to view a the survey, instrument or instructional material, or other document he/she requested. A parent/guardian may view the document any time during normal business hours.

~~2. Upon inspection of the document, a parent may refuse to allow his/her child to participate in the activity. Students whose parents/guardians exercise this option shall not be penalized by the district.~~

No student shall be subject to penalty for their parent/guardian/s exercise of any of the rights stated above.

Health Examinations

Authorized school officials may administer to any student any physical examination or screening permitted under California law. However, ~~Nno school official or staff member student shall be subjected a student~~ to a non-emergency, invasive physical examination ~~as a condition for school attendance, except as permitted or required under California law.~~ without prior written notice to their parent/guardian, unless an applicable state law authorizes the student to provide consent without parent/guardian notification. (20 USC 1232h)

Invasive physical examination means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion or injection into the body, but does not include a properly authorized hearing, vision or scoliosis screening. (20 USC 1232h)

(cf. 5131.61 - Drug Testing)
(cf. 5141.3 - Health Examinations)

Notifications

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians of: (20 USC 1232h)

1. The district's policy regarding student privacy
2. The process to opt their children out of participation in any activity described in this ~~policy and~~ administrative regulation ~~and the accompanying Board policy~~
3. The specific or approximate dates during the school year when the following activities are scheduled:
 - a. Survey requesting personal information
 - b. Physical exams or screenings
 - c. Collection of personal information from students for marketing or sale

Prior to administering anonymous and voluntary surveys regarding health risks and behaviors to students in grades 7-12, the district shall provide parents/guardians with written notice that the survey is to be administered.

Parents/guardians shall also be notified of any substantive change in this policy and administrative regulation within a reasonable period of time after adoption of the change.

(cf. 5145.6 - Parental Notification)

Revised: June 22, 2022

~~Adopted: August 27, 2008~~

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

5. BOARD POLICY 5119, *STUDENTS EXPELLED FROM OTHER DISTRICTS*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 5119, *Students Expelled From Other Districts*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

Policy is needed to establish procedures and policy for a student who may be granted admission while under expulsion from another district for any acts listed other than violations of Education Code 48915 (a) or (c).

Additional Information:

A copy of the proposed policy is attached.

ATTACHMENTS

- [BP 5119 STUDENTS EXPELLED FROM OTHER DISTRICTS.pdf](#)

STUDENTS EXPELLED FROM OTHER DISTRICTS

The Governing Board may grant admission to students expelled from other districts in accordance with law and when consistent with the Board's goal to provide a safe and secure environment for students and staff.

If a student expelled from another district is granted enrollment, in accordance with the procedures specified below, they shall either establish legal residence in this district or enroll pursuant to an interdistrict attendance agreement. (Education Code 48915.1, 48915.2)

(cf. 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. 5117 - Interdistrict Attendance)

Enrollment During the Term of the Expulsion

The district shall not enroll a student expelled by another district for any of the offenses listed in Education Code 48915(a) or (c) (mandatory expulsion offenses) during the term of the student's expulsion, unless the enrollment is at a community day school. (Education Code 48915.2)

Upon receiving a request for enrollment from a student expelled from another district for acts other than those specified in Education Code 48915(a) or (c), the Board shall hold a hearing to determine whether the student poses a continuing danger to students or staff. The hearing shall be conducted and notice shall be provided in accordance with procedures governing expulsion of students described in Education Code 48918. (Education Code 48915.1)

(cf. 9000 - Role of the Board)

(cf. 9321 - Closed Session)

If the student or parent/guardian neglects to inform the district that the student was expelled from their previous district for an act other than those listed in Education Code 48915(a) or (c), the Board shall record and discuss this lack of compliance during the hearing. (Education Code 48915.1)

If the Board finds that a student expelled for acts other than those specified in Education Code 48915(a) or (c) does not pose a continuing danger to students or staff, the student may be admitted or conditionally admitted during the term of expulsion. If the Board determines that the student does pose a continuing danger to students or staff, the student shall not be admitted. (Education Code 48915.1)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Enrollment After the Term of the Expulsion

A student expelled for an act specified in Education Code 48915(a) or (c) may enroll in the district after the term of their expulsion if the Board finds, at a hearing, that the student does not pose a continuing danger to students or staff. The hearing shall be conducted and notice shall be provided in accordance with procedures governing expulsion of students described in Education Code 48918. (Education Code 48915.2)

A student expelled for any act other than those specified in Education Code 48915(a) or (c) may request enrollment after the term of their expulsion in accordance with the district's procedures for establishing residency or interdistrict transfer.

Legal References:

EDUCATION CODE

- 46601 Failure to approve interdistrict attendance; expulsion prohibiting appeal
- 48200 Compulsory attendance
- 48645.1 Juvenile court school
- 48660-48666 Community day schools
- 48915 Expulsion; particular circumstances
- 48915.1 Expelled individuals; enrollment in another district
- 48915.2 Expelled student; enrollment during and after period of expulsion
- 48918 Rules governing expulsion procedures

Management Resources:

- Website [U.S. Department of Education, Office of Safe and Healthy Schools](#)
- Website [California Attorney General's Office](#)
- Website [California Department of Education](#)
- Website [CSBA](#)

Reviewed: June 22, 2022

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

6. BOARD POLICY 5131, *STUDENT CONDUCT*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 5131, *Student Conduct*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Additional Information:

A copy of the proposed policy is attached.

ATTACHMENTS

- [BP 5131 STUDENT CONDUCT.pdf](#)

STUDENT CONDUCT

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation.

- (cf. 5000 - Concepts and Roles)
- (cf. 6145 - Extracurricular and Cocurricular Activities)
- (cf. 6145.2 Athletic Competition)
- (cf. 6145.5 - Student Organizations and Equal Access)
- (cf. 6145.8 - Assemblies and Special Events)
- (cf. 6153 - School-sponsored trips)

The Superintendent or designee shall ensure that each school develops standards of conduct and discipline consistent with Board policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

- (cf. 5020 - Parent Rights and Responsibilities)
- (cf. 6159.4 Behavioral Interventions for Special Education Students)

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others, including but not limited to, physical violence, possession of a firearm or other weapon, and terrorist threats.

(cf. 5131.7 - Weapons and Dangerous instruments)

2. Discrimination, harassment, intimidation, or bullying of students or staff, including sexual harassment, hate-motivated behavior, cyberbullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption to the school program.

- (cf. 5131.2 - Bullying)
- (cf. 5145.3 - Nondiscrimination/Harassment)
- (cf. 5145.7 - Sexual Harassment)
- (cf. 5145.9 - Hate-Motivated Behavior)

3. Conduct that disrupts the orderly classroom or school environment.

(cf. 5131.1 - Bus conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 6116 - Classroom interruptions)

4. Willful defiance of staff's authority.

5. Damage to or theft of property belonging to students, staff, or the district. The district shall not be responsible for students' personal belongings which are brought on campus or to a school activity and are lost, stolen, or damaged.

(cf. 3515.4 - Recovery for Property Loss or Damage)

6. Obscene acts of use of profane, vulgar, or abusive language.

7. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs.

(cf. 3513.4 - Drug and Alcohol Free Schools)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)

8. Possession or use of a laser pointer, unless for a valid instructional or other school-related purpose with prior permission of the principal or designee (Penal Code 417.27). ~~Prior to bringing a laser pointer on school premises for a valid instructional or school-related purpose, a student shall obtain permission from the principal or designee.~~

9. Use of a ~~cellular/digital telephone~~ cell phone, smart watch, pager, or other mobile communications device during instructional time or in an unauthorized manner in violation of district policy.

(cf. 5131.8 - Mobile Communication Devices)
(cf. - 6163.4 - Student Use of Technology)

~~Such devices shall be turned off in class, except when being used for a valid instructional or other school-related purpose as determined by the teacher or other district employee, and at any other time directed by a district employee. Any device with camera, video, or voice recording function shall not be used in any manner which infringes on the privacy rights of any other person.~~

~~No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the~~

~~student's health and the use of which is limited to purposes related to the student's health.~~

10. Plagiarism or dishonesty in school work or tests.

(cf. 5131.9 - Academic Honesty)

11. ~~Inappropriate~~ Wearing of any attire that violates district or school dress codes, including gang-related apparel.

(cf. 5132 - Dress and Grooming)

(cf. 5136 - Gangs)

(cf. 5145.2 - Freedom of Speech/Expression)

12. Tardiness or unexcused absence from school.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5113.11 Attendance Supervision)

(cf. 5113.12 - District School attendance Review Board)

13. Failure to remain on school premises in accordance with school rules.

(cf. 5112.5 - Open/Closed Campus)

Employees are expected to ~~provide appropriate supervision to~~ enforce standards of conduct and, ~~if when~~ they observe or receive a report of a violation of these standards, to ~~immediately~~ appropriately intervene or ~~call for~~ seek assistance. ~~As necessary, if an~~ the employee ~~believes a matter has not been resolved, he/she~~ shall refer the matter to ~~his/her~~ a supervisor or ~~administrator for further investigation the~~ principal or designee.

(cf. 5138 - Positive School climate)

When a school ~~official~~ employee suspects that a search of a student or ~~his/her~~ a student's belongings will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12 - Search and Seizure.

When a student uses any prohibited device, or uses a permitted device in ~~any unethical or illegal activity~~ an unauthorized manner, a district employee may confiscate the device. The employee shall store the ~~item in a secure manner~~ device securely until ~~an~~ it is returned to the student or turned over to the principal or designee, as appropriate time.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, referral to a Student Success Team or counseling services, or denial of participation in extra-curricular or co-curricular activities, or other privileges in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

(cf. 5144.1 Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Students also may be subject to discipline in accordance with law, Board policy, and administrative regulation for any off-campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5142 - Safety)

(cf. 5144 - Discipline)

Bullying/Cyberbullying

~~The Board desires to prevent bullying, including cyberbullying, by establishing a positive, collaborative school climate and clear rules for student conduct.~~

~~Cyberbullying includes the transmission of harassing communications, direct threats, social cruelty, or other harmful text, sounds, or images on the Internet, social media, or other digital technologies. Cyberbullying also includes breaking into another person's account and assuming that person's identity in order to damage that person's reputation or friendships.~~

~~The district may provide students instruction in the classroom or other school settings that promotes communication, social skills, and assertiveness skills and may involve parents/guardians, staff, and community members in the development of strategies to prevent and respond to bullying.~~

~~School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians and students also may be provided with similar information.~~

~~Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator and may also request that their name be kept in confidence. The Superintendent or designee may establish other processes whereby~~

~~students may submit anonymous reports of bullying. Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures.~~

~~When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and a determination of the impact or potential impact on school activity or school attendance. Students shall be encouraged to save and print any messages sent to them that they feel constitutes cyberbullying and to notify a teacher, principal, or other employee so that the matter may be investigated.~~

~~Cyberbullying conducted using district-owned equipment or on school premises, as well as off-campus cyberbullying that impacts school activity or school attendance, may be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.~~

Parent Liability Obligations for Damages Due to Willful Pupil Misconduct

~~California Education Code 48904 (a) (1) provides that the parent or guardian of a minor is liable for all damages caused by the willful misconduct of the minor that results in the injury or death of any pupil, school district employee or school volunteer. The parent is also liable for damages to real or personal property belonging to the school district, or personal property belonging to a school employee, resulting from the willful misconduct of a minor. The liability limit shall not exceed the current adjusted liability limit pursuant to Government Code Section 53069.5.~~

Violations and Disciplinary Actions

~~Students displaying unacceptable behavior at any time, including but not limited to:~~

- ~~1. While on school grounds~~
- ~~2. While going to or coming from school~~
- ~~3. During the lunch period~~
- ~~4. During, or while going to or coming from a school-sponsored activity, will be accorded appropriate corrective action~~
- ~~5. Activities in non-school hours which poses a threat or danger to the safety of students, staff, or district property or disrupts the orderly delivery of the education program.~~

- ~~a. The violations for which pupils will receive appropriate disciplinary action are:~~

- ~~i. Violations against persons;~~
- ~~ii. Violations against property;~~
- ~~iii. Violations against public decency and good morals;~~
- ~~iv. Violations against public health and safety;~~
- ~~v. Violations against traffic regulations; and~~
- ~~vi. Violations against school administrative procedures.~~

~~b. The State of California clearly spells out the grounds for suspension and expulsion. Education Code 48900 lists specific types of behaviors as serious offenses warranting severe consequences.~~

~~c. The corrective action for violations may take many forms. These corrective action options serve to bring about consistency of discipline in the district. The corrective action will depend upon the severity of the behavior and/or pupil's history.~~

~~Violations and Corrective Actions~~

~~The corrective action for violation may include some or all of the following:-~~

- ~~1. Conference with the student, explaining the district's behavior policy and warning of possible consequences of repeated offenses~~
- ~~2. Contacting parents so that concerted action can be taken to mutually correct the unacceptable behavior of the student~~
- ~~3. Counseling~~
- ~~4. Assigning student detention~~
- ~~5. Restitution~~
- ~~6. Temporary confiscation of objects~~
- ~~7. Withholding grades, diploma or transcripts for students who owe money to the district because they willfully destroyed district property~~
- ~~8. Lowering a student's citizenship grade~~
- ~~9. Assigning special tasks which may be completed at a specific time, such as campus beautification~~
10. Suspension in or out of school

~~11. Notification to Monrovia Police Department, which could include citations that may require student and parent appearance in court, and financial and/or community service responsibility-~~

~~12. Involuntary transfer to another school in the district-~~

~~13. Expulsion-~~

~~14. Combinations of actions-~~

Legal References:

CALIFORNIA CODE OF REGULATIONS, TITLE 5

300-307 Duties of students

CIVIL CODE

1714.1 Liability of parent or guardian for act of willful misconduct by a minor

EDUCATION CODE

200-262.4 Educational equity; prohibition of discrimination on the basis of sex

32280-32289 School Safety Plans

35181 Governing board authority to set policy on responsibilities of students

35291-35291.5 Rules

44807 Teachers' duty concerning conduct of students

48900-48925 Suspension and expulsion

51512 Prohibition against electronic listening or recording device in classroom without permission

PENAL CODE

288.2 Harmful matter with intent to seduce

313 Harmful matter

471.25-471.27 Laser scope or laser pointer

647 Use of camera or other instrument to invade person's privacy; misdemeanor

653.2 Electronic communication devices, threats to safety

VEHICLE CODE

23123-23124 Prohibitions against use of electronic devices while driving

UNITED STATES CODE, TITLE 20

1681-1688 title IX, 1972 Education Act Amendments

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION

Bullying at School, 2003

COURT DECISION

Lavine v. Blaine School District, (2001, 9th Cir.)257 F.3d 981
New Jersey v. T.L.O., (1985) 469 U.S. 325
Tinder v. Des Moines Independent Community School district, (1969) 393 U.S. 503
Bethel School district No. 403 v. Fraser, (1986) 478 U.S. 675
Emmett v. Kent School District no. 415, (2000) 92 F.Supp. 1088
J.C. v. Beverly Hills Unified School District, (2010) 711F.Supp.2d 1094
LaVine v. Blaine School district, (2000, 9th Cir.)257 F.3d 98

CSBA PUBLICATION

Cyberbullying: Policy considerations for Boards, Policy Brief, July 2007
Providing a Safe, Nondiscriminatory School Environment for All students, Policy Brief,
April 2010
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

WEBSITE

National School Safety Center
Center for Safe and Responsible Internet Use
California Department of Education, Safe Schools
CSBA
U.S. Department of Education

Revised: June 22, 2022

~~Revised: June 26, 2013~~

(Incorporates CSBA 5131.2, *Bullying*)
Adopted: August 27, 2008
(Replaces BP 5130 Student Conduct)
(Revised: November 1987)
(Revised: January 1982)
(Adopted: October 1980)
(Replaces AR 5130 Violations and Corrective Actions)
(Revised: November 1987)
(Revised: January 1982)
(Adopted: October 1980)
(Replaces BP 5130.1 Participation in Extra-Curricular Activities)
(Revised: April 1987)
(Revised: September 1986)
(Revised: June 12, 1985)
(Replaces AR 5130.1 Participation in Extra-Curricular Activities)
(Revised: October 1988)
(Revised: October 1987)
(Revised: April 1987)
(Revised: October 1, 1986)

(Revised: June 12, 1985)

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

7. BOARD POLICY 5131.8, *MOBILE COMMUNICATION DEVICES*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 5131.8, *Mobile Communication Devices*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

Policy updated to reflect student use of personal technology devices and the parameters of use on a school campus. This policy replaces BP 5131.3 Possession of Cellular Phones/Mobile Communication Devices.

Additional Information:

A copy of the proposed policy is attached.

ATTACHMENTS

- [BP 5131.8 MOBILE COMMUNICATION DEVICES.pdf](#)

MOBILE COMMUNICATION DEVICES

The Governing Board recognizes that the use of smartphones and other mobile communication devices on campus may be beneficial to student learning and well-being, but could be disruptive of the instructional program in some circumstances. The Board permits limited use of mobile communication devices on campus in accordance with law and the following policy.

Students may use cell phones, smart watches, pagers, or other mobile communication devices on campus during noninstructional time as long as the device is utilized in accordance with law and any rules that individual school sites may impose.

(cf. 6163.4 - Student use of Technology)

Mobile communication devices shall be turned off during instructional time. However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

1. In the case of an emergency, or in response to a perceived threat of danger
2. When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator
3. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being
4. When the possession or use is required by the student's individualized education program

(cf. 6159 - Individualized Education Program)

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

When a school official reasonably suspects that a search of a student's mobile communication device will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12 -

Search and Seizure.

(cf. 5145.12 - Search and Seizure)

When a student uses a mobile communication device in an unauthorized manner, the student may be disciplined and a district employee may confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5131.4 - Student Disturbances)
(cf. 5131.9 - Academic Honesty)

A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 5137 - Positive School Climate)
(cf. 5145.52 - Suicide Prevention)

The Superintendent or designee shall inform students that the district will not be responsible for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

Legal References:

STATE

CALIFORNIA CODE OF REGULATIONS, TITLE 5

300-307 Duties of students

CIVIL CODE

1714.1 Liability of parent or guardian for act of willful misconduct by a minor

EDUCATION CODE

200-262.4 Educational equity; prohibition of discrimination on the basis of sex

32280-32289 School safety plans

35181 Governing board authority to set policy on responsibilities of students

35291-35291.5 Rules

44807 Teachers' duty concerning conduct of students

48900-48925 Suspension and expulsion

48901.5 Prohibition of electronic signaling devices
48901.7 Limitation or prohibition of students use of cell phones
51512 Prohibited use of electronic listening or recording device

PENAL CODE

288.2 Harmful matter with intent to seduce
313 Harmful matter
647 Use of camera or other instrument to invade person's privacy; misdemeanor
653.2 Electronic communication devices, threats to safety
23123-23124 Prohibitions against use of electronic devices while driving

FEDERAL

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, 1972 Education Act Amendments

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATION

Bullying at School, 2003

COURT DECISION

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094
New Jersey v. T.L.O., (1985) 469 U.S. 325
Tinker v. Des Moines Independent Community School District, (1969) 393 U.S. 503

CSBA PUBLICATION

Cyberbullying: Policy considerations for Boards, policy Brief, rev. July 2010
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

WEBSITE

National School Safety Center
Center for Safe and Responsible Internet Use
California Department of Education, Safe Schools

CSBA

U.S. Department of Education

Revised: June 22, 2022

~~(Replaces BP 5131.3 Possession of Cellular Phones/Mobile
Communication Devices)~~

~~(Adopted August 7, 2008)~~

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

8. BOARD POLICY 5141.33, *HEAD LICE*

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 5141.33, *Head Lice*, as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

BP is updated to comply with new Health Department policies governing protocols that will allow students to remain in school, notification to parents, and guidance for the intervention of a multi-disciplinary team. Last Updated: August 2008

Additional Information:

A copy of the proposed policy is attached.

ATTACHMENTS

- [BP 5141.33 Head Lice.pdf](#)

HEAD LICE

~~The Governing Board believes that the district's head lice management program should emphasize the correct diagnosis and treatment of head lice in order to minimize disruption of the education process and to reduce the number of student absences resulting from infestation. In consultation with the school nurse, the Superintendent or designee may establish a routine screening program to help prevent the spread of head lice.~~

The Governing Board recognizes that head lice infestations among students require treatment but do not pose a risk of transmitting disease. The Superintendent or designee shall encourage early detection and treatment in a manner that minimizes disruption to the educational program and reduces student absences.

The Superintendent or designee may distribute information to parents/guardians of preschool and elementary students regarding routine screening, symptoms, accurate diagnosis, and proper treatment of head lice infestations. The Superintendent or designee also may provide related information to school staff.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

School employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible. ~~The nurse or designee shall examine the student and other students who are siblings of the affected student or members of the same household.~~

If a student is found with ~~active, adult head lice~~ ~~live head lice~~, he/she ~~they~~ shall be ~~excluded from attendance~~ ~~allowed to stay in school until the end of the school day~~. The parent/guardian of an ~~excluded~~ ~~any such~~ student shall receive information about ~~recommended~~ ~~the~~ ~~treatment procedures and sources of further information~~ ~~of head lice~~ and encouraged to begin treatment of the student immediately and to check all members of the household. The parent/guardian also shall be informed that the student shall be checked upon return to school the next day and allowed to remain in school if no active head lice are detected.

~~Following treatment, the student shall be allowed to return to school the next day and shall be checked by the nurse or designee before returning to class. Once he/she is determined to be free of lice, the student shall be rechecked weekly for up to six weeks.~~

Upon the student's return to school, the school nurse or designee shall check the student for active head lice. If it is determined that the student remains infected with head lice, the school nurse or designee shall contact the student's parent/guardian to discuss treatment. When needed, they may provide additional resources and/or referral

to the local health department, health care providers, or other agencies.

(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)

If a student is found consistently infested with head lice, they may be referred to a multidisciplinary team, which may consist of the school nurse, representatives from the local health department and social services, and other appropriate individuals, to determine the best approach for identifying and resolving problems contributing to the student's head lice infestations.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)

~~The Superintendent or designee shall send home the notification required by law for excluded students.~~

~~When it is determined that one~~ **two** or more students in any ~~a class or school~~ **have been identified as having a head lice infestation** **are infested with head lice**, ~~all students in the class shall be examined. In consultation with the school nurse, the principal may also send information about head lice home to all parents/guardians of the students in that class~~ **or designee may, at their discretion, notify and provide information to parents/guardians of students in that class or school about the detection and treatment of head lice.**

~~Staff shall maintain the privacy of students identified as having head lice and excluded from attendance.~~

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE

48320-48325 School attendance review boards

49451 Physical examinations: parent's refusal to consent

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Guidelines on Head Lice Prevention and Control for School Districts and Child Care Facilities, rev. March 2012

A Parent's Guide to Head Lice, 2008

CALIFORNIA SCHOOL NURSES ORGANIZATION

Pediculosis Management, Position Statement, rev. 2011

WEB SITES

American Academy of Pediatrics: <http://www.aap.org>

California Department of Public Health: <http://www.cdph.ca.gov>

California School Nurses Organization: <http://www.csno.org>

Centers for Disease Control and Prevention, Parasitic Disease Information, Head Lice:
<http://www.cdc.gov/parasites/lice/head>

Revised: June 22, 2022

~~Adopted: August 27, 2008~~

~~(7/99-7/06) 7/12~~

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

9. BOARD POLICY 6164.5, *STUDENT SUCCESS TEAMS*, AND ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board Policy 6164.5, *Student Success Teams*, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, Student Support Services has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

Policy updated to reference that the student success team (SST) process is not required by law and that the policy reflects best practices, clarify those who are encouraged to collaborate in SSTs.

Additional Information:

A copy of the proposed policy and administrative regulation are attached.

ATTACHMENTS

- [BP 6164.5 STUDENT SUCCESS TEAMS.pdf](#)
- [AR 6164.5 STUDENT SUCCESS TEAMS.pdf](#)

STUDENT SUCCESS TEAMS

The Governing Board encourages the collaboration of parents/guardians, ~~teachers, resource personnel certificated and classified staff~~, administrators, and/or the students, ~~as appropriate~~, in evaluating the strengths and needs of students having academic, attendance, ~~social, emotional~~, or behavioral difficulties and in identifying strategies and programs that may assist ~~the such~~ students in maximizing their potential. The Superintendent or designee shall establish Student Success Teams (SST) as needed to address individual students' needs.

The Superintendent or designee shall establish and maintain a process for initiating referrals of students to ~~the student success team~~ SSTs, which may include referral by district staff, parents/guardians, and/or agency representatives. The Superintendent or designee may also establish and maintain a process for responding to SST referrals, which may include a determination by the district as to whether an SST shall be convened for an individual student.

Each SST may collect and analyze relevant student data, as appropriate. The SST may also review the student's educational history, work samples, strengths and areas for growth, and identify available resources and strategies

Each ~~student success team~~ SST shall develop a plan to support the student which incorporates intervention strategies ~~to assist the student~~. Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, ~~social, emotional and/or~~ behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

The ~~student success team~~ SST shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, ~~make adjustments to the plan~~, and develop additional interventions as needed.

The SST process shall not delay or deny a referral for evaluation for eligibility for special education, as may be required under state or federal law.

The Superintendent or designee may integrate SSTs into the district's multi-tiered system of support, including identification of students who need additional support, the level(s) of support, appropriate interventions, monitoring of progress, and whether the goal of intervention has been met.

To strengthen the effectiveness of SSTs, the Superintendent or designee may

provide staff development in the identification of students who may need additional support, implementation of measurable and targeted interventions, and monitoring of progress and goal attainment.

Revised: June 22, 2022
~~Adopted: December 10, 2008~~

STUDENT SUCCESS TEAMS

Team Membership

Members of individual **Student Success Teams (SST)** may include:

1. The principal or designee;
2. One or more of the student's classroom teachers or former teachers;
3. The student's parents/guardians; and/or
4. The student if appropriate

5. School Counselor

~~5-6.~~ Resource personnel or specialists, such as a ~~school counselor, school~~ psychologist, nurse, outreach consultant, special education resource person, ~~categorically funded staff person,~~ department chairperson, speech and language specialist, reading specialist, social worker, probation officer, community resource representative, mental health worker or other person relevant to the student's situation.

The makeup of each individual SST is at the district's discretion, and may not include participation from individuals in each of the categories listed above.

Team Responsibilities

The principal or designee shall:

1. Schedule meetings and establish meeting procedures;
2. Contact parents/guardians and other team members regarding team meetings;
3. Consult with appropriate school **staff, including teachers and/or** district resource personnel;
4. Arrange for observation of the student in the problem situation as needed;
5. Collect any additional background information necessary to inform team members about the student's strengths and needs, **such as relevant student**

data, educational history, and work samples, as appropriate;

6. Help the student and parents/guardians prepare for the meeting;

7. Facilitate the team meetings; ~~and~~

8. Develop a plan to support the student which incorporates intervention strategies

89. Ensure that the student's progress is monitored ~~and~~, that follow-up meetings are regularly scheduled, ~~and that adjustments are made to the plan and related interventions as necessary.~~

Revised: June 22, 2022

~~Adopted: December 10, 2008~~

Agenda Item Details

Meeting Date: 2022-06-22 18:30:00

AGENDA ITEM TITLE:

10. BOARD POLICY 7214, *GENERAL OBLIGATION BONDS* & ITS ACCOMPANYING ADMINISTRATIVE REGULATION

RECOMMENDATION

The Board of Education is requested to receive for first reading Board policy 7214, *General Obligation Bonds*, and its accompanying administrative regulation as recommended by the California School Boards Association (CSBA).

Rationale:

As part of the Board of Education's commitment to review and update all MUSD Board Policies and Administrative Regulations, the Business Services department has conducted its annual review of Board Policies and Administrative Regulations and is presenting updates to these policies for review and approval.

Background:

Additional Information:

A copy of the proposed policy and administrative regulation are attached.

ATTACHMENTS

- [BP 7214 General Obligation Bonds.pdf](#)
- [AR 7214 General Obligation Bonds.pdf](#)

GENERAL OBLIGATION BONDS

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. ~~The Governing Board desires to provide adequate facilities in order to enhance student learning and to help the district achieve its vision for educating district students.~~ When the Board determines that it is in the best interest of district students, it may ~~To that end, the Board may~~ order an election on the question of whether bonds shall be issued to pay for school facilities. ~~when, in the Board's judgment, it is advisable and in the best interest of district students.~~

The Board's decision to order a bond election, as well as its determinations regarding the appropriate amount, timing, and structure of the bond issuance, shall be consistent with law and the district's debt management policy.

Before ordering a bond election, the Board shall obtain reasonable and informed projections of assessed valuations that take into consideration projections of assessed property valuations made by the county assessor. (Education Code 15100)

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed.

~~The Board shall determine the appropriate size of the bond in accordance with law.~~

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agree to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters.

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the school district are entitled to vote.

Bonded indebtedness incurred by the district shall be used only for the following purposes: ~~construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.~~ (California Constitution Article 13A, Section 1(b)(3) and

1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

- ~~1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified above, as detailed in California Constitution Article 13A, Section 1(b)(3), and not for any other purposes including teacher and administrative salaries and other school operating expenses~~
1. Certification that proceeds from the sale of the bonds will be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facility projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects
- ~~5. A requirement that the Board appoint a Citizens Oversight Committee in compliance with Education Code 15278.~~

~~If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)~~

~~The Superintendent or designee shall ensure that the annual, independent performance and financial audits required pursuant to items #3-4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards and submitted to the citizens' oversight committee at the same time they are submitted to him/her and no later than March 31 of each year. (Education Code 15286)~~

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits. (Education Code 15280)

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Subject to limits specified in Article 13A, Section 1 of the California Constitution, bonds shall be sold to raise money for the following purposes:

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs
4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years

10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes.

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. In accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable. (Education Code 15140; Government Code 53508.6)

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall place an agenda item at a public meeting and adopt as part of the bond issuance resolution, or in a separate resolution, disclosures of the available funding instruments, the costs and sustainability of each, and all of the following information: (Education Code 15146; Government Code 53508.9)

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected

4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), the resolution to be adopted by the Board shall include items #1-4 above as well as the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed. (Education Code 15146)

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following: (Education Code 15146)

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). (Government Code 8855)

After the sale, the Board shall be presented with the actual issuance cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the CDAIC. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully

available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

1. A resolution of the Board authorizes the property tax for that purpose.
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Deposit of Bond Proceeds

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

Revised: June 22, 2022
~~Adopted: October 24, 2007~~

GENERAL OBLIGATION BONDS

Election Notice

Whenever the Governing Board orders an election on the question of whether general obligation bonds shall be issued to pay for school facilities, ~~the Superintendent or designee shall ensure that election notice and ballot requirements are satisfied in accordance with Education Code 15120-15126 and 15272.~~

Certificate of Results

~~If it appears from the certificate of election results that the appropriate majority of the voters are in favor of issuing the bonds, the Governing Board shall cause an entry of that fact to be made in its minutes. The Board shall then certify to the board of supervisors of the county whose superintendent of schools has jurisdiction over the district all proceedings had in connection with the election results.~~

Resolution Regarding Sale of Bonds

~~Following passage of the bond measure, the Board shall pass a resolution to issue the sale of bonds. The resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable, which shall not be more than 25 years from the date of the bonds.~~

~~Prior to the sale of bonds, the Board shall adopt, as an agenda item at a public meeting, another resolution, which includes all of the following items:~~

- ~~1. Express approval of the method of sale~~
- ~~2. Statement of the reasons for the method of sale selected~~
- ~~3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected~~
- ~~4. Estimates of the costs associated with the bond issuance~~

~~After the sale, the Board shall be presented with the actual cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission.~~

Citizens' Oversight Committee

~~If a district general obligation bond requiring a 55 percent majority is approved under the 55 percent majority threshold pursuant to Proposition 39 (Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution), then the district's citizens' oversight committee shall consist of at least seven members, including, but not limited to: (Education Code 15282) by the voters, the Board shall appoint an independent citizens' advisory oversight committee. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274.~~

~~The citizens' oversight committee shall consist of at least seven members including, but not limited to:~~

- ~~1. One member active in a business organization representing the business community located within the district~~
- ~~2. One member active in a senior citizens organization~~
- ~~3. One member active in a bona fide taxpayers' organization~~
- ~~4. One member who is a parent/guardian of a ~~child enrolled in the~~ district student~~
- ~~5. One member who is a parent/guardian of a ~~child enrolled in the~~ district student and is active in a parent-teacher organization, such as the Parent Teacher Association or school site council~~

~~No employee, official, vendor, contractor, or consultant of the district shall be appointed to the citizens' oversight committee.~~

~~Members of the citizens' oversight committee shall be subject to the conflict of interest prohibitions regarding incompatibility of office pursuant to Government Code 1125-1129 and financial interest in contracts pursuant to Government Code 1090-1099. (Education Code 15282)~~

~~No employee, Board member, vendor, contractor, or consultant of the district shall be appointed to the citizens' oversight committee. (Education Code 15282)~~

~~Members of the citizens' oversight committee may serve for no more than three consecutive terms of two years each. They shall serve without compensation.~~

~~(Education Code 15282) serve for a term of two years without compensation and for no more than two consecutive terms.~~

The purpose of the citizens' oversight committee shall be to inform the public concerning the expenditure of bond revenues. The committee shall actively review and report on the proper expenditure of taxpayers' money for school construction and shall convene to provide oversight for, but not limited to, the following:

1. Ensuring that bond revenues are expended only for the purposes described in Article 13A, Section 1(b)(3) of the California Constitution including the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities
2. Ensuring that, as prohibited by Article 13A, Section 1(b)(3)(A) of the California Constitution, no funds are used for any teacher and administrative salaries or other school operating expenses

In furtherance of its purpose, the committee may engage in any of the following activities:

1. Receiving and reviewing copies of the annual, independent performance **and financial** audits required by Article 13A, Section 1(b)(3)(C) **and (D)** of the California Constitution
- ~~2. Receiving and reviewing copies of the annual, independent financial audit required by Article 13A, Section 1(b)(3)(D) of the California Constitution~~
2. Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of Article 13(A), Section 1(b)(3) of the California Constitution
3. **Receiving and reviewing copies of any deferred maintenance proposals or plans developed by the district**
4. Reviewing efforts by the district to maximize bond revenues by implementing cost-saving measures including, but not limited to, the following:
 - a. Mechanisms designed to reduce the costs of professional fees
 - b. Mechanisms designed to reduce the costs of site preparation
 - c. Recommendations regarding the joint use of core facilities
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design

- e. Recommendations regarding the use of cost-effective and efficient reusable facility plans

The ~~district Board~~ shall, without expending bond funds, provide the citizens' oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of the committee's purpose and sufficient resources to publicize the committee's conclusions.

All ~~citizens'~~ oversight committee proceedings shall be open to the public and noticed in the same manner as proceedings of the Board. Committee meetings shall be subject to the provisions of the Ralph M. Brown Act.

The oversight committee shall issue regular reports, at least once a year, on the results of its activities. Minutes of the proceedings and all documents received and reports issued shall be a matter of public record and shall be made available on the district's web site.

~~Members of the oversight committee shall be subject to prohibitions regarding incompatibility of office pursuant to Government Code 1125-1129 and financial interest in contracts pursuant to Government Code 1090-1098.~~

Reports

Within 30 days after the end of each fiscal year, the ~~district Board~~ shall submit to the County Superintendent of Schools a report concerning any bond election(s) containing the following information:

1. The total amount of the bond issue, bonded indebtedness, or other indebtedness involved
2. The percentage of registered electors who voted at the election
3. The results of the election, with the percentage of votes cast for and against the proposition

Revised: June 22, 2022

~~Adopted: October 24, 2007~~

Subject: PENDING BOARD ISSUES

Prepared by: Ryan Smith, Ed. D., Superintendent

Action desired:

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

Rationale:

This agenda item affords an opportunity for the Board of Education to review the status of items that have been scheduled for Board consideration, raise issues or questions that have not been scheduled for discussion, and place issues in priority order for attention, consistent with the Board Vision.

Issue/Question/Request	Status	Next steps
Cyclical Reports		
Supt. Performance Objectives	Establish performance objectives for Superintendent Evaluation.	To be conducted annually by September 30
Superintendent Evaluation	Review Superintendent performance objectives for formal evaluation	To be conducted annually by June 30, 2022
Review of Vision & Goals	Review Vision & Goals and progress on the Strategic Plan.	Prior year goals to continue as assumed
Inter-district transfers	Report on number of transfers in and out of the district at Board Meeting and, if needed, in a Study Session.	Next update Oct/Nov 2022

Issue/Question/Request	Status	Next steps
Cyclical Reports (continued)		
CGI Math Update	Provide a program update to the Board of Education	Annually in September; Next report 2022
Technology Projects	Staff technology standards & teaching plan; working with Educational Services.	Next update 2022-23 SY
E-Rate	E-rate funding approval annually in Jan/Feb/Mar.	Next update in 2023
Safety, Emergency Prep, & Discipline	Update information: Safety, Emergency Preparedness	Annually in Oct/Nov/Dec.
Athletic Coach Certification & Training	Athletic coach certification and concussion training annually. Annually in August.	Next training in 2022

Issue/Question/Request	Status	Next steps
Cyclical Reports (Continued)		
Board Walks (Board site visits)	Board will visit school sites to meet with principal and receive an overview of site-specific data	Elementary schools will be visited in the 2022-23 SY; MHS annually
Adult Ed Update	Update on status of Adult Education program. Next report Fall 2022	Annually in fall; Next report 2022
Redevelopment/Pass-Through Funds	Board update after District receives information from the County.	Upon receipt of funds
Village Extended Day Program	Board Report on Village Program – Even years in Spring.	Next report Spring 2024
Class Size Report / Staffing	Report on Class Size/Staffing annually in Spring.	Next report Spring 2023
Visual and Performing Arts Update	Receive an informational report on the district arts program throughout the 2021-22 SY.	Report on July 27 Board meeting

Issue/Question/Request	Status	Next steps
	Long Range Plans	
Legislative Policy	<ul style="list-style-type: none"> Review legislative policy changes/updates Special Education funding 	2021-22
MUSD Marketing	<ul style="list-style-type: none"> Receive guidelines on how to focus marketing efforts 	2021-22
Facilities Needs Assessment Prioritized List	<ul style="list-style-type: none"> Receive recommendations about the Facilities Master Plan needs assessment 	Facilities Advisory Committee meetings TBD
Solar Panel Options	<ul style="list-style-type: none"> Revisit solar panel options throughout the District 	Seeking funding options
State of the Schools	<ul style="list-style-type: none"> Plans in progress 	Date for 2022-23 SY State of the Schools Address TBD
Amigos de los Rios	<ul style="list-style-type: none"> Status report on the results of the Prop 68 grant 	Progress reports continuously throughout the SY
Lobbyist Efforts for MUSD	<ul style="list-style-type: none"> Discuss efforts of lobbyist group on behalf of the District 	Continue to seek grant opportunities
Safety Corridor Plans for MUSD schools	<ul style="list-style-type: none"> Plans to create a “safety corridor” in and around school sites with the assistance of MPD 	Plan has been developed and is posted on District & City website
Positive Behavior Intervention & Supports (PBIS) implementation	<ul style="list-style-type: none"> Update on the implementation of PBIS at school sites; including how planning and restorative practices are woven into implementation 	Status update to be provided throughout the year

Issue/Question/Request	Status	Next steps
	Long Range Plans	
Regular Policy Review	District Vision – 0000; Community Relations – 1000; Administration – 2000; Board Operations – 8000; Board Bylaws – 9000	2021-22
	Business Policies	2021-22
	Human Resources Policies	2021-22
	Educational Services Policies	2021-22
	Pupil Personnel Services	2021-22