



Ronald Reagan Charter School Alliance

Board Meeting Agenda
23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

Board Members
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

May 8, 2017 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at _____.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

Other guests present:
John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

5.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

6.0 CLOSED SESSION:

Adjourn to closed session at _____.

7.0 THE GOVERNING BOARD WILL MEET IN CLOSED SESSION TO CONSIDER MATTERS OF STUDENT DISCIPLINE, PERSONNEL MATTERS, LABOR NEGOTIATIONS, LITIGATION AND FACILITIES AND/OR LAND ACQUISITION.

7.1 PUBLIC EMPLOYMENT PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54945.5

7.2 PUBLIC EMPLOYEE EVALUATION – Assistant Principal

7.3 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 15342 El Prado Road, Chino, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.4 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 14351-14355 Pipeline Avenue, BLDG 25, Chino, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.5 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 13620 Benson Avenue, Chino, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.6 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 14401 Monte Vista Avenue, Chino, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.7 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 5444-5555 Philadelphia Street, Chino, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.8 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 870 North Mountain, Upland, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.9 CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property: 1425 West Foothill Boulevard, Upland, CA
Agency Negotiator: Barbara Hale and Laura Girard
Negotiating Parties: Barbara Hale and Laura Girard
Under Negotiation: Price and terms

7.10 LEASE NEGOTIONS PURSUANT TO CALIFORNIA GOVERNMENT CODE 54956.8

Property: 23151 Palomar Street, Wildomar, CA 92595
Agency Negotiator: Barbara Hale
Negotiating Parties: Kathy Everhart, Ortega Trails Youth Center
Under Negotiation: Instructions to agency negotiator regarding price and terms of payment.

8.0 RECONVENE OPEN GENERAL SESSION:

The board reconvened to Open General Session at _____.

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

9.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:

10.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

11.0 INFORMATION SESSION:

11.1 Teacher' s Report

Report on classroom activities and events.

Presented by: Sycamore Academy Teachers

11.2 Special Education Report

Report on Sycamore Academy's Special Education Program including current data, services and needs.

Presented by: Jennifer Smith, Education Specialist

11.3 Financial Report (Attachment 11.3)

Presentation of the status of Sycamore Academy finances.

Presented by: John Arndt, SavantCo Education

11.4 Operations Report

Sycamore Academy - New parking lot, Solar, Board Docs.

Sycamore Preparatory - Facilities

Presented by: Laura Girard, Operations Coordinator

11.5 LCAP Presentation

Presentation on the progress towards Sycamore Academy's Local Control and Accountability Plan (LCAP) goals.

Presented by: Jeff Morabito, Assistant Principal

11.6 School Report

Update on Sycamore's education program, assessments, and professional development.

Presented by: Jeff Morabito, Assistant Principal

11.7 Director's Report

Sycamore Academy – Update on current legislation that may impact the school.

Sycamore Preparatory – Appeal to SBCOE.

Presented by: Barbara Hale, Executive Director/Principal

12.0 DISCUSSION ITEMS:

12.1 LCAP (Attachment 12.1)

Discussion on the progress towards Sycamore Academy's Local Control and Accountability Plan (LCAP).

Presented by: Jeff Morabito, Assistant Principal

13.0 ACTION ITEMS:

13.1 LCAP

The board will review and consider the Local Control and Accountability Plan (LCAP).

Staff recommendation: Staff recommends approval of the LCAP.

Presented by: Jeff Morabito, Assistant Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

13.2 Commercial Sub-Lease Agreement (Attachment 13.2)

The board will review and consider the Commercial Sub-Lease with Ortega Trails Youth Centers.

Staff recommendation: The Commercial Sub-Lease with Ortega Trails Youth Center allow Sycamore families access to a much needed resource on our campus. Staff recommends approval.
Presented by: Barbara Hale, Executive Director/Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

14.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

14.1 Approval of the Minutes: April 3, 2017 (Attachment 14.1)

14.2 Check Register for March 2017 (Attachment 14.2)

14.3 Check Register for April 2017 (Attachment 14.3)

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

15.0 BOARD COMMENTS:

16.0 ADJOURNMENT

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

The meeting was adjourned at _____.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE
 Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY
 The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE
 Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.


REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY
 Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Sycamore Academy of Science and Cultural Arts
 Telephone, (951) 678-5217;
FOR MORE INFORMATION
 For more information concerning this agenda, please contact Sycamore Academy of Science and Cultural Arts
 Telephone (951) 678-5217.



Sycamore Academy of Science
and Cultural Arts

Financial Report as of March & April, 2017


fppt.com



Balance Sheet

- 2016 to 2017 Assets increased over 52%
 - Cash fiscal management (increased by over \$319K)
 - Increase in fixed assets (Solar Panels)
 - Increase in A/R from LLC
- 2016 to 2017 Liabilities had little change
 - Current Loans from 2015 paid off in 2016
 - The negative amount in Due to Grantor Governments in 2016 was a PPA on 2016 Audit Report

fppt.com



Profit & Loss

- Due to increase ADA, LCFF Revenue higher
- 2nd Year of SELPA, receiving money sooner
- Federal funds starting to come in
- 1st Apportionment of Facilities Grant money received
- Prop 39 (Energy Efficiency) money is starting to come in.

fppt.com



Check Register

Noted Items

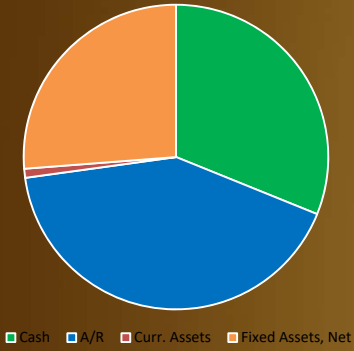
- March 2017
 - CalSTRS – Paying February’s STRS EE & ER Contribution
 - US Bank, N.A – Paying off Loan (Continuous)
 - CalSTRS – Paying March’s STRS EE & ER Contribution
- April 2017
 - Skybridge Renewables – Solar Panel System (paid with Prop 39)
 - US Bank, N.A – Paying off Loan (Continuous)

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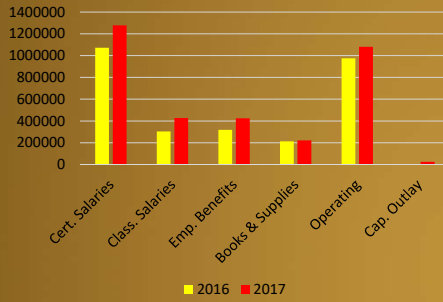


Charts & Graphs

Assets



Expenses YTD



fppt.com

Sycamore Academy of Science and Cultural Arts
Balance Sheet
Year-to-date Comparison
April 2017

		Actual April 2017	Prior April 2016
Assets			
9120	General Operating Account	841,502.34	522,720.93
9122	BofA Petty Cash	6,551.84	11,814.89
9123	Paypal Account	-	-
9200	Accounts Receivable	867,963.17	633,126.67
9290	Due from Grantor Governments	268,933.00	364,970.16
9299	Inter-Resource Receivable	369,326.11	51,284.67
9330	Prepaid Expenditures (Expenses)	26,035.31	32,574.07
9340	Other Current Assets	-	-
9341	Deposits	-	62,216.78
9420	Land Improvements	736,314.38	547,698.93
9425	Accumulated Depreciation - Land Improvements	(229,904.66)	(201,013.50)
9440	Equipment	10,378.04	10,378.04
9445	Accumulated Depreciation - Equipment	(3,286.43)	(1,210.79)
9460	Building Improvements	201,600.00	-
	Total Assets	3,095,413.10	2,034,560.85
Liabilities & Fund Balance			
9500	Accounts Payable (Current Liabilities)	218,731.51	320,577.26
9501	Accrued Liabilities	-	10,837.22
9502	Accrued Payroll	118.32	-
9503	Accrued Payroll Taxes	-	-
9504	PERS Payable	4,194.15	3,417.16
9505	STRS Payable	31,145.44	23,099.50
9506	403(b) Payable	-	91.40
9507	Garnishment Payable	-	-
9508	Summer Holdback	64,839.55	60,203.52
9510	Credit Card Payable	(3,290.90)	14,756.80
9590	Due to Grantor Governments	-	(267,903.52)
9599	Inter-Resource Payable	369,326.12	51,284.67
9640	Current Loans	-	193,038.88
9669	Other General Long-Term Debt	-	-
	Total Liabilities	685,064.19	409,402.89
9791	Beginning Fund Balance	2,410,348.91	1,625,157.96
	Total Fund Balance	2,410,348.91	1,625,157.96
	Total Liabilities and Fund Balance	3,095,413.10	2,034,560.85

Sycamore Academy of Science and Cultural Arts
Profit and Loss Statement
Year-to-date Comparison
March & April 2017

Object Description	Prior Mar & Apr 2016	Actual Mar & Apr 2016	Actual YTD Jul - Apr 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
8011 LCFF State Aid - Current Year	408,790	488,052	2,026,966	2,586,751	78.36%	Higher due to ADA growth 2 of 4 payments received
8012 Education Protection Account State Aid - Current Year	225,898	215,216	514,621	669,273	76.89%	
8096 Transfers to Charter Schools in Lieu of Property Taxes	192,934	135,255	548,748	785,079	69.90%	
8000-8099 Revenue Limit Sources	827,622	838,523	3,090,335	4,041,103	76.47%	
8181 Special Education Entitlements	-	-	-	61,625	0.00%	Title I Funds
8290 All Other Federal Revenue	-	-	50,276	51,231	98.14%	
8100-8299 Federal Revenue	-	-	50,276	112,856	44.55%	
8311 Other State Apportionments - Current Year	82,470	49,814	210,065	274,286	76.59%	2nd Year
8545 School Facilities Apportionments	-	-	177,547	355,095	50.00%	2nd One-Time
8550 Mandated Cost Reimbursements	29,158	17,236	108,311	108,311	100.00%	2nd One-Time
8560 State Lottery Revenue	26,895	26,475	67,221	93,744	71.71%	
8590 All Other State Revenue	41,000	165,167	321,754	2,322	13856.76%	
8300-8599 Other State Revenue	179,523	258,692	884,898	833,758	106.13%	
8640 Donations - Private	5,697	-	200	200	100.00%	
8641 Fundraising Revenue	-	-	9,242	16,000	57.76%	
8699 All Other Local Revenue	3,602	5,919	25,371	37,800	67.12%	
8600-8799 Other Local Revenue	9,298	5,919	34,813	54,000	64.47%	
Total Revenue	1,016,443	1,103,134	4,060,322	5,041,717	80.53%	
1100 Certificated Teachers' Salaries	202,304	241,373	1,042,586	1,340,000	77.80%	
1200 Certificated Pupil Support Salaries	7,704	15,076	64,105	81,000	79.14%	
1300 Certificated Supervisors' and Administrators' Salaries	27,273	41,182	171,131	205,000	83.48%	
1000 Certificated Salaries	237,281	297,631	1,277,822	1,626,000	78.59%	
2100 Classified Instructional Salaries	21,954	39,579	131,094	154,000	85.13%	
2200 Classified Support Salaries	18,949	2,599	129,272	235,000	55.01%	
2300 Classified Supervisors' and Administrators' Salaries	17,182	19,678	89,921	115,000	78.19%	
2400 Clerical, Technical, and Office Staff Salaries	8,987	16,797	64,658	78,000	82.89%	

	Prior Mar & Apr 2016	Actual Mar & Apr 2016	Actual YTD Jul - Apr 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
2900 Other Classified Salaries	2,936	5,225	11,725	13,000	90.19%	
2000 Classified Salaries	70,009	83,879	426,670	595,000	71.71%	
3101 State Teachers' Retirement System, certificated positions	23,365	35,582	153,497	197,000	77.92%	
3102 State Teachers' Retirement System, classified positions	760	-	5,772	12,500	46.18%	
3202 Public Employees' Retirement System, classified positions	2,278	5,224	26,203	38,000	68.95%	
3301 OASDI/Medicare/Alternative, certificated positions	4,661	4,424	18,554	23,000	80.67%	
3302 OASDI/Medicare/Alternative, classified positions	5,261	6,384	29,779	36,000	82.72%	
3401 Health & Welfare Benefits, certificated positions	20,157	25,513	101,331	175,000	57.90%	
3402 Health & Welfare Benefits, classified positions	6,204	7,234	40,614	55,000	73.84%	
3502 State Unemployment Insurance, classified positions	-	279	1,551	3,000	51.71%	
3601 Workers' Compensation Insurance, certificated positions	4,140	5,995	33,122	45,000	73.60%	
3602 Workers' Compensation Insurance, classified positions	1,220	1,618	13,897	21,000	66.18%	
3902 Other Benefits, classified positions	-	-	(91)	-	#DIV/0!	
3000 Employee Benefits	68,047	92,251	424,229	605,500	70.06%	
4000 Books and Supplies	-	-	1,309	1,575	83.13%	
4200 Books and Other Reference Materials	-	331	13,852	3,575	387.46%	
4300 Materials and Supplies	5,417	7,490	39,886	50,000	79.77%	
4301 Office Supplies	1,053	78	27,620	29,250	94.43%	
4302 Classroom Supplies	281	14,631	52,817	9,000	586.85%	
4303 Janitorial Supplies	883	304	894	2,500	35.75%	
4305 Instructional Materials and Supplies	-	(146)	17,613	35,750	49.27%	
4306 PE Supplies	-	207	1,398	3,900	35.85%	
4307 Non-Instructional Materials and Supplies	2,455	4,674	43,368	50,500	85.88%	
4310 Uniforms	329	1,218	4,587	5,100	89.95%	
4400 Noncapitalized Equipment	-	1,140	10,163	25,000	40.65%	
4410 Classroom Furniture and Equipment	-	-	2,382	6,500	36.65%	
4420 Computers and Computer Equipment	-	20	2,087	130,000	1.61%	
4700 Food	74	15	4,277	8,000	53.47%	
4000 Books and Supplies	10,491	29,962	222,252	360,650	61.63%	
5000 Services and Other Operating Expenditure	-	3,433	3,000	3,000	100.00%	
5110 District Oversight Fee	7,560	2,376	30,897	40,412	76.46%	
5200 Travel and Conferences	-	669	2,607	4,300	60.62%	
5210 Travel	2,081	696	8,201	10,000	82.01%	
5212 Travel - Lodging	2,052	600	2,199	3,500	62.83%	
5213 Travel - Meals & Entertainment	-	1,895	696	-	#DIV/0!	
5220 Conferences, Conventions and Meetings	-	-	6,001	11,750	51.08%	
5300 Dues and Memberships	495	335	7,275	10,500	69.28%	
5301 Dues and Memberships - Professionals	-	(5,598)	1,047	2,750	38.07%	

	Prior Mar & Apr 2016	Actual Mar & Apr 2016	Actual YTD Jul - Apr 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5302 Subscriptions	4,394	-	16,272	29,000	56.11%	
5310 Licenses and Fees	1,102	4,947	38,318	41,500	92.33%	
5400 Insurance	-	5,875	8,285	26,000	31.87%	
5450 Other Insurance	1,558	88	28,325	37,000	76.55%	
5500 Operations and Housekeeping Services	654	-	15,636	16,750	93.35%	
5510 Janitorial & Gardening Services	-	-	249	500	49.78%	
5520 Security	50	4,073	613	3,750	16.33%	
5530 Technology Services	204	-	5,400	8,000	67.50%	
5600 Rentals, Leases, Repairs, and Noncapitalized Improvements	1,777	109,360	11,248	12,500	89.99%	
5605 Equipment Lease	-	5,667	1	1	100.00%	
5610 Rent, Parking, & Other Occupancy	64,880	-	545,436	655,000	83.27%	
5620 Utilities	7,975	2,303	45,977	69,000	66.63%	
5630 Real Estate Taxes	1,748	-	343	350	98.12%	
5640 Repairs & Maintenance - Buildings	375	43,328	4,946	5,000	98.91%	
5641 Repairs & Maintenance - Equipment	-	(7,120)	43	350	12.34%	
5800 Professional/Consulting Services and Operating Expenditures	30,254	-	91,096	71,250	127.85%	
5810 Accounting	-	20,000	12,445	36,000	34.57%	
5812 Accreditation/Third Party Review	300	170	-	-	#DIV/0!	
5813 Business Services	20,029	1,956	98,196	120,000	81.83%	
5815 Bank Charges	216	-	3,511	4,000	87.77%	
5816 Payroll Fees	1,505	-	11,604	16,000	72.52%	
5820 Computer Services	-	-	-	-	#DIV/0!	
5830 Legal	7,788	-	29,000	40,000	72.50%	
5836 Fingerprinting	-	-	1,252	5,000	25.04%	
5840 Professional Development	141	2,594	8,815	47,000	18.76%	
5843 Student Field Trips	-	-	12,778	24,000	53.24%	
5852 Contract Labor	2,723	-	15,317	73,900	20.73%	
5870 Special Education Encroachment	92	-	1,014	1,100	92.22%	
5900 Communications	-	-	331	1,300	25.48%	
5910 Outreach & Communications	-	-	100	600	16.67%	
5920 Postage, Shipping, and Delivery	140	1,550	1,494	4,000	37.35%	
5940 Telephone & Telecommunications	636	-	8,554	10,000	85.54%	
5950 Fundraising	5,643	-	3,007	8,500	35.38%	
5000 Other Services and Operations	166,371	214,517	1,081,525	1,453,563	74.41%	
6200 Buildings and Improvements of Buildings	75	-	-	-	#DIV/0!	
6900 Depreciation Expense	3,828	4,882	24,408	29,500	82.74%	
6000 Capital Outlay	3,903	4,882	24,408	29,500	82.74%	
Total Expenditures	556,102	723,122	3,456,905	4,670,213	74.02%	
NET INCOME (LOSS)	460,341	380,012	603,417	371,504	162.43%	

Local Control Accountability Plan and Annual Update (LCAP) Template

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

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

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

[LCFF Evaluation Rubrics](#) [Note: this text will be hyperlinked to the LCFF Evaluation Rubric web page when it becomes available.]: Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

LEA Name	Sycamore Academy of Science and Cultural Arts		
Contact Name and Title	Barbara Hale	Email and Phone	b.hale@sycamoreacademycharter.org 951-678-5217

2017-20 Plan Summary

THE STORY

Briefly describe the students and community and how the LEA serves them.

Sycamore Academy of Science and Cultural Arts is a highly collaborative environment creating the highest quality learning community for our students. Our focus is always on meeting the individual needs of each and every child; socially, emotionally and academically. In doing so, we develop strong relationships with our families.

As a California Public Charter school, we operate independently of any district, however, we have a strong relationship with our authorizing district, Lake Elsinore Unified School District. LEUSD honors parent choice in education and supports our innovative option for the community.

The faculty of Sycamore Academy have been immersed in the Common Core Standards and Next Generation Science Standards and developed a student-centered, problem-based, experiential, collaborative curriculum plan aligned to Common Core and Next Generation expectations. Additionally, we have continued to increase the technology available to students and the necessary technology training throughout our school to ensure that every child has the opportunity to grow his/her skills in preparation for academics and careers in the 21st Century.

The Ronald Reagan Charter School Alliance, governing board to Sycamore Academy, has emphasized the need to obtain real property for the students we serve. During the 2013-2014 school year, the board and administration worked diligently to secure funding and locate property with the intent on building a new school site. In September of 2015, we moved into our beautiful new site in Wildomar, CA., in time for the 2015-16 school year.

Service Learning projects are as important to the provider as they are to the recipient. Through Service Learning, students learn important organization, leadership, management and interpersonal skills, in addition to learning about the community and population that they are serving. Sycamore Academy consistently supports several outreach and charity organizations, however, we also support student generated and student led projects. Over our brief history

students have initiated disaster relief support, animal shelter drives, community food and clothing collections and several other community benefit events.

Each Friday we gather as a school to recognize successes within our learning community and enjoy student performances. Our students develop personal and academic goals at the beginning of each year and receive recognition as each goal is achieved. Students are provided the opportunity to perform in front of the school and celebrate each other's unique talents.

LCAP HIGHLIGHTS

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

The Sycamore Academy LCAP was designed with increased student academic achievement as the guiding premise behind each of the three goals. The goals are also aligned with the mission and vision of the school and are goals for the state, county and local school district as well. One of the fundamental goals is to increase parent understanding of Common Core State Standards, school accountability and the overall purpose and function of charter schools and the vital role they play in the public-school education system. Another goal is promoting student engagement and academic achievement through regular school attendance. These two goals are supports to the final goal for all students to demonstrate progress toward mastery of Common Core State Standards as demonstrated on multiple measures of student achievement.

REVIEW OF PERFORMANCE

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

GREATEST PROGRESS

Performance on the 2016 SBAC test indicate that students did progress toward mastery of the Common Core State Standards in literacy as 43% of the students met or exceeded standards as compared to 26% in 2015. According to the California School Dashboard, all significant subgroups "Increased Significantly" in ELA.

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

GREATEST NEEDS

After analyzing the data provided by the California School Dashboard, the group of students that are in the greatest need is the Students with Disabilities in the area of math. According to the California School Dashboard, the Students with Disabilities “Increased Significantly” by 55 points in math but are still 99 points away from achieving level 3. The 99-point gap to achieve level 3 is the largest gap by any sub group in any content area according to the dashboard.

To address this deficit the school has done the following:

Increased the amount of in class support the students with disabilities receive with mentors.

Increased the ratio of computers to students for students in grades 3-8, to reach 1:1

Added optional after school tutoring with a credentialed Education Specialist

Held additional training on the SBAC toolbar accommodations so that the students would be more familiar with the accommodations during the assessment.

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

PERFORMANCE GAPS

According to the California School Dashboard, all subgroups in all academic areas score in level 2. Therefore, there is not a student group that was two or more performance levels below the “all student” performance in any content area or in the area of Suspension Rate.

In light of the dashboard data, and recognizing the importance of identifying performance gaps as a first step in making academic progress in an area of weakness, Sycamore Academy has decided to recognize the performance gap for all students in math as compared to ELA.

To address this performance gap, the school has done the following:

Increased the amount of in class support the students receive with mentors.

Increased the ratio of computers to students for students in grades 3-8, to reach 1:1

Arranged math proficiency blocks to be four times a week, ability

based and with a student to teacher ratio of 15:1.

Added Jump Math as the approved math curriculum.

Administer end of unit Jump Math assessments on EADMS to give the students practice with an on-line assessment program that is similar to the SBAC assessments.

Added IXL as the approved on-line math intervention and enrichment support system.

DRAFT

INCREASED OR IMPROVED SERVICES

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

By the end of the 2016/17 school year, and for all subsequent school years, all students in grades 2-8 will have access to a computer at all times throughout the school day. Not only has the school achieved a 1:1 student to computer ratio in grades 2-8, the school has invested in state of the art computer based educational curriculum to support student academic achievement. The consistent access to computers and computer based learning will help the low-income and foster youth that may not have consistent access to computers away from the school. Much of the computer based curriculum used by Sycamore Academy is specifically designed to encourage English language acquisition for English learners.

BUDGET SUMMARY

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

DESCRIPTION

AMOUNT

Total General Fund Budget Expenditures for LCAP Year	\$ 4,331,727
--	--------------

Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for LCAP Year	\$205,000
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The LCAP is intended to be a comprehensive planning tool but may not describe all General Fund Budget Expenditures. Briefly describe any of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP.

\$ 4,358,203

Total Projected LCFF Revenues for LCAP Year

Annual Update

LCAP Year Reviewed: 2016–17

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

<h2 style="margin: 0;">Goal 1</h2>	<p>GOAL #1 All students will demonstrate progress toward mastery of Common Core State Standards as demonstrated on multiple measures of student achievement.</p>
--	---

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL Charter Specific

ANNUAL MEASURABLE OUTCOMES

EXPECTED

All students will demonstrate progress toward mastery of the Common Core State Standards in literacy and mathematics as evidenced by multiple measures of student achievement including local and/or state assessments.

ACTUAL

- Performance on the 2016 SBAC test indicate that students did progress toward mastery of the Common Core State Standards in literacy as 43% of the students met or exceeded standards as compared to 26% in 2015.
- Performance on the 2016 SBAC test indicate that students also progressed toward mastery of the Common Core State Standards in math as 29% of the students met or exceeded standards as compared to 18% in 2015.

Subject	15/16	14/15	Result
ELA	43%	26%	Met

MATH	29%	18%	Met
------	-----	-----	-----

- The data cited is the most current.

Action **1**

Actions/Services

PLANNED
Administration of common assessments, vertically articulated and aligned to SBAC assessments. These will be administered throughout the year in addition to local formative assessments for progress monitoring and remediation as appropriate.

ACTUAL
An assessment and analysis schedule was created and implemented.
Teachers participated in PLC's to analyze student data in order to determine appropriate strategies for remediation including additional small group instruction, one on one intervention with a teacher and tutoring.

Expenditures

BUDGETED
\$20,000 GP/LC

ESTIMATED ACTUAL
\$3,000 To IO Education for Jump Math Unit test conversion.
\$4,300 Subscription for Education Assessment Data Management System
\$13,500 Personnel

Actions/Services

PLANNED
Provide training for faculty and support staff in the understanding and implementation of instructional strategies in order to help students in all academic areas including math and ELA and to support academic development according to the range of rigor and format found in the SBAC testing.

ACTUAL
Ongoing training during professional development for faculty and support staff in the understanding and implementation of instructional strategies included Visible Learning, Jump Math and IXL for math and ELA. Training and the use of EADMS was used to support academic development according to the range of rigor and format found in the SBAC testing.

Expenditures	BUDGETED \$20,000 GP/LC	ESTIMATED ACTUAL \$8,000 for PLC \$5,000 for outside training
Actions/Services	PLANNED Education specialist and general education teachers will collaborate to provide accommodations, modifications and support services for students with special needs.	ACTUAL Education specialists and general education teachers collaborate to provide accommodations, modifications and support services for students with special needs during Tuesday morning team planning sessions and Friday afternoon professional development and team planning sessions.
Expenditures	BUDGETED \$10,000 GP/LC	ESTIMATED ACTUAL \$10,000 Ongoing training, collaboration, assessment, review and meeting time.
Actions/Services	PLANNED Acquire database service for the collection, organization and reporting of assessment data for all students.	ACTUAL Administration, faculty and staff received training in order to facilitate reporting of assessment data several ways, including: <ul style="list-style-type: none"> • PowerSchool • CAASP Training, • ETS Training, • LCAP creation and reporting training • EADMS consultations and user conference
Expenditures	BUDGETED \$15,000 GP/LC	ESTIMATED ACTUAL \$15,200 For training

Actions/Services	<p>PLANNED</p> <p>Provide Teacher Induction program for faculty possessing a preliminary credential</p>	<p>ACTUAL</p> <p>All teachers that have not yet received a cleared credential were part of an induction program (CTIP).</p>
Expenditures	<p>BUDGETED</p> <p>\$40,000 GP/LC</p>	<p>ESTIMATED ACTUAL</p> <p>\$8,000 RCOE for CTIP program \$6,500 Stipends for CTIP mentors</p>
Actions/Services	<p>PLANNED</p> <p>Faculty professional development in the organization, review and analysis of assessment data to determine adjustments to instruction and addition of support services for under-achieving students</p>	<p>ACTUAL</p> <p>Ongoing training of faculty during professional development in the organization, review and analysis of assessment data to determine adjustments to instruction and addition of support services for under-achieving students. IXL and EADMS were used to help determine which students were underachieving in both math and ELA.</p>
Expenditures	<p>BUDGETED</p> <p>\$20,000 GP/LC</p>	<p>ESTIMATED ACTUAL</p> <p>\$20,000 Ongoing training, collaboration, assessment, review and meeting time.</p>

ANALYSIS

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

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

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

Goal #1 was for all students to demonstrate progress toward mastery of Common Core State Standards as demonstrated on multiple measures of student achievement. To achieve this goal, the faculty and staff was provided training and support in the understanding and implementation of instructional strategies in order to help students in all academic areas including math and ELA and to support academic development according to the range of rigor and format found in the SBAC testing.

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

Performance on the 2016 SBAC test indicate that students did progress toward mastery of the Common Core State Standards in literacy as 43% of the students met or exceeded standards as compared to 26% in 2015. Performance on the 2016 SBAC test indicate that students also progressed toward mastery of the Common Core State Standards in math as 29% of the students met or exceeded standards as compared to 18% in 2015.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

During the budget process, Sycamore Academy budgets expenses high, in order not to be surprised or run over budget. During the academic and fiscal year, Sycamore Academy is constantly striving to give a better education experience at a lower cost. We try and find ways to maximize the budget so that the students can have a well-rounded experience in the classroom.

When budgeting for goal #1, the school estimated a higher number of teachers that would be in the CTIP program. For the 2016/17 school year several of the teacher positions that were filled, were filled with teachers that had a California Cleared Credential and did not need to participate in the CTIP program, thus saving the school money.

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

The students of Sycamore Academy are making progress and academic success in the areas of ELA and math as measured by the SBAC testing. The SBAC assessment results from the students of Sycamore Academy compare well to the surrounding schools, authorizing school district and the state of California although the majority of students participating in the SBAC assessment still need to demonstrate progress toward mastery of the Common Core State Standards, making goal #1 still relevant and necessary without any changes. There have not been changes made to this goal.

Goal 2

GOAL #2

Improve the attendance rate for all students with below average attendance rates.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL Charter Specific

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Achieve a school wide attendance rate greater than 97% as reported on P1, P2 and P-annual

ACTUAL

According to the P1, P2 and P-annual reports

Year	16/17	15/16	Result
P1	95.4%	95.63%	Not Met
P2	96.67%	94.95%	Not Met
PA	N/A		UNK

- The data cited is the most current.
- Results for P-annual is part of the goal. The 2016/17 P-annual data is not available at the time of publishing. Internal attendance data indicates that the P-annual will be greater than the goal of 97%.

Action

1

Actions/Services	<p>PLANNED</p> <p>Review and edit Attendance Policy, Parent-Student Handbook and Safe School Plan to align in support of improved student attendance.</p>	<p>ACTUAL</p> <p>The attendance Policy, Parent-Student Handbook and Safe School Plan were aligned in order to support improved student attendance. School Site Council was included in the development and alignment of the attendance policy.</p>
Expenditures	<p>BUDGETED</p> <p>\$25,000 GP/LC</p>	<p>ESTIMATED ACTUAL</p> <p>\$25,000 For training, meetings, personnel related costs and legal consultation,</p>
Actions/Services	<p>PLANNED</p> <p>Establish procedures for intervention for students with lower than allowable rates of attendance and assign specific staff to monitor.</p>	<p>ACTUAL</p> <p>Call parents when students have been absent for consecutive days. Ensuring attendance in the class is taken on time and is accurate. Send weekly attendance letters to students that are frequently tardy and absent. Hold meetings with parents and students that are frequently tardy and absent.</p>
Expenditures	<p>BUDGETED</p> <p>\$30,000 GP/LC</p>	<p>ESTIMATED ACTUAL</p> <p>\$30,000 For personnel related costs, meetings, school messenger communication system</p>
Actions/Services	<p>PLANNED</p> <p>Provide ongoing communication and education for all parents regarding the law and importance of school attendance including explanation of the school attendance policy</p>	<p>ACTUAL</p> <p>Attended the “Reducing Chronic Absenteeism” workshop at the RCOE. Updated the school’s attendance policy. Called parents that are in violation of the attendance policy and explain to them the harmful effects of chronic absenteeism. Spoke to the students that were chronically absent or</p>

Expenditures

	tardy to let them know the importance of regular school attendance. Held SART meetings for students that are in violation of the attendance policy.
BUDGETED \$10,000 GP/LC	ESTIMATED ACTUAL \$10,000 For personnel related costs, meetings, school messenger communication system

DRAFT

ANALYSIS

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

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

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

Goal #2 was to improve the attendance rate for all students with below average attendance rates. In an effort to achieve this goal, the attendance policy was updated with the goal of improving attendance for those with below average attendance. Administration and staff received training at the "Reducing Chronic Absenteeism" workshop at the RCOE. Administration and staff communicated with families and students with below average attendance by mail, email, phone calls and conferences.

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

As reported on P1, P2, the school wide attendance rate is less than the goal of 97%. *results for P-annual is part of the goal. The 2016/17 P-annual data is not available at the time of publishing. Internal attendance data indicates that the P-annual will likely be greater than the goal of 97%.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

During the budget process, Sycamore Academy budgets expenses high, in order not to be surprised or run over budget. During the academic and fiscal year, Sycamore Academy is constantly striving to give a better education experience at a lower cost. We try and find ways to maximize the budget so that the students can have a well-rounded experience in the classroom. In the case of goal #2, we were able to stay on budget for the 2016/17 school year.

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

There have not been changes made to this goal. It is consistent with the goal of overall academic success for students to have an attendance rate of at least 97%, making goal #2 still relevant and necessary without any changes.

Goal 3

GOAL #3

Increase parent understanding of CCSS, accountability and charter schools.

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL Charter Specific

State and/or Local Priorities Addressed by this goal:

ANNUAL MEASURABLE OUTCOMES

EXPECTED

Parent Survey results will demonstrate parents will increase their knowledge of CCSS, SBAC and charter schools.

ACTUAL

According to the qualitative data, results received from feedback and surveys at the three PIE nights held to disseminate information and increase parent knowledge of the CCSS, SBAC and charter schools, Sycamore parents have in fact increased their knowledge in all three areas. The 2016/17 PIE Night summary indicates that parents want the meeting to continue to be held and increase in frequency. Parents have voiced that they would like to be included in the process of training other parents in the three key areas identified in the LCAP and would do so in future PIE Nights. A summary of the three PIE Nights is included with the WASC binder.

ACTIONS / SERVICES

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

Action

1

Actions/Services

PLANNED
 Provide information sessions for parents to learn about California Common Core State Standards, Smarter Balanced assessments, and California Assessment of Student Performance and Progress.

ACTUAL
 In September, two teacher work days were dedicated to conferencing with the parents of every student to discuss Common Core State Standards, Smarter Balanced assessments, the California Assessment of Student Performance and Progress and information regarding Charter Schools.
 On November 7, 2016 and November 16, 2016 and April 27, 2017, Sycamore Academy held a Parent Information Exchange (P.I.E.) discussing Common Core State Standards, Smarter Balanced assessments, and California Assessment of Student Performance and Progress and information regarding public Charter Schools.

Expenditures

BUDGETED
 \$10,000

ESTIMATED ACTUAL
 \$4,300 For Education Assessment Data Management

Actions/Services

PLANNED
 Provide resources to parents for self-review of information about California Common Core State Standards, Smarter Balanced assessments, and California Assessment of Student Performance and Progress.

ACTUAL
 The school staff provided informational resources to the participants of the Parent Information Exchange meetings. At each of those nights, parent feedback was solicited and received. The information garnered from these meetings was used to guide the schoolwide focus.

Expenditures

BUDGETED
 \$5,000

ESTIMATED ACTUAL
 \$5,000 For materials and costs related to Parent Information Events.

ANALYSIS

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

Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

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

Goal #3 was to increase parent understanding of Common Core State Standards, school accountability and the overall purpose and function of charter schools and the vital role they play in the public school education system. In an effort to achieve this goal, faculty and staff has received training and ongoing support in the Common Core State Standards, school accountability and the overall purpose and function of charter schools and the vital role they play in the public-school education system and how to support families with this information.

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

According to the parent Survey results, parents have increased their knowledge of Common Core State Standards, school accountability and the overall purpose and function of charter schools and the vital role they play in the public-school education system.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

During the budget process, Sycamore Academy budgets expenses high, in order not to be surprised or run over budget. During the academic and fiscal year, Sycamore Academy is constantly striving to give a better education experience at a lower cost. We try and find ways to maximize the budget so that the students can have a well-rounded experience in the classroom.

When budgeting for goal #3, the school estimated higher costs related to the potential expenses for the Parent Information nights. The school held 3 PIE nights, the first on November 7, 2016 then November 16, 20016 and finally on April 27, 2017. The school was able to hold these informative meetings while keeping the expenses under budget.

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

It is consistent with the goal of overall academic success for parents to be active participants in their child's education. Understanding the Common Core State Standards, school accountability and the vital role that their student's charter school plays in the student's education, will contribute to the parent's ability to assist their child in academic progress. It was discussed at each PIE night the relevance of the meetings. At each night, the parents overwhelmingly asked to continue to have the meetings as they are the best way for parents to learn about Charter Schools, accountability and CCSS making goal #3 still relevant and necessary without any changes. There have not been changes made to this goal

Stakeholder Engagement

LCAP Year 2017–18 2018–19 2019–20

INVOLVEMENT PROCESS FOR LCAP AND ANNUAL UPDATE

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

In September of 2016, the faculty and staff analyzed student performance data and compared it to the goals outlined in the 2016-17 year LCAP and the school's charter. The information was aligned to the State goals and a framework for stakeholder discussion was created.

The School Site Council (SSC) was engaged in the winter. The SSC maintains a 50—50 parent to staff participation. The council reviewed the beginning data as well as the end of first trimester data to determine any changes to the plan necessary to meet the LCAP goals.

Survey information collected at the end of the 2014-15 school year was reviewed and plans to address areas identified as areas of weakness were made.

SSC began discussion around changes to the 2015-16 survey.

Multiple parent information nights were held throughout the year to explain the CCSS, SBAC, LCAP, and LCFF. Parents were notified of these events via social media, School Messenger emails, phone calls and written notices. At the events, faculty and administration presented information, examples and resources to the participants. Question and answer periods were facilitated.

The school staff provided informational resources to the participants.

At each of those nights, parent feedback was solicited and received. The information garnered from these meetings was used to guide the schoolwide focus.

IMPACT ON LCAP AND ANNUAL UPDATE

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

Sycamore Academy engaged multiple groups in order to obtain feedback and collaborate with a diverse array of stakeholders within our learning community. Priority was made to meet with representatives of unduplicated pupils and other special populations beginning in September and Continuing throughout the year.

The final LCAP parent meeting was held on April 27, 2017 and well attended by stakeholders including students, parents and staff. The meeting was held in a “Town Hall” format that was moderated by the Assistant Principal and all stakeholder groups, including students, participated in the meeting.

At this meeting the 2017/18 LCAP in progress was discussed as well as the current California School Dashboard. At the town hall, the areas of greatest progress, greatest need and performance gaps were discussed in detail with recommendations on how to report the areas on the LCAP.

DRAFT

Goals, Actions, & Services

Strategic Planning Details and Accountability

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

New Modified Unchanged

Goal 1

GOAL #1

All students will demonstrate progress toward mastery of Common Core State Standards as demonstrated on multiple measures of student achievement.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8
 COE 9 10
 LOCAL Charter Specific

Identified Need

As in the case throughout California, Sycamore Academy students need to show growth in the areas measured by CCSS.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Schoolwide CAASP results	43% of student's standard met or exceeded in ELA and 29% of student's standard met or exceeded in math.			

PLANNED ACTIONS / SERVICES

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

Action **1**

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

<u>Students to be Served</u>	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities	<input type="checkbox"/> [Specific Student Group(s)] _____
<u>Location(s)</u>	<input checked="" type="checkbox"/> All schools	<input type="checkbox"/> Specific Schools: _____	<input type="checkbox"/> Specific Grade spans: _____

OR

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

<u>Students to be Served</u>	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth	<input type="checkbox"/> Low Income
<u>Scope of Services</u>	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide	OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
<u>Location(s)</u>	<input type="checkbox"/> All schools	<input type="checkbox"/> Specific Schools: _____	<input type="checkbox"/> Specific Grade spans: _____

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged

BUDGETED EXPENDITURES

2017-18	2018-19	2019-20
Amount <input type="text" value="\$20,000"/>	Amount <input type="text"/>	Amount <input type="text"/>
Source <input type="text"/>	Source <input type="text"/>	Source <input type="text"/>
Budget Reference <input type="text"/>	Budget Reference <input type="text"/>	Budget Reference <input type="text"/>

Action **2**

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

Students to be Served	<input checked="" type="checkbox"/> All <input type="checkbox"/> Students with Disabilities <input type="checkbox"/> [Specific Student Group(s)] _____
Location(s)	<input checked="" type="checkbox"/> All schools <input type="checkbox"/> Specific Schools: _____ <input type="checkbox"/> Specific Grade spans: _____

OR

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

Students to be Served	<input type="checkbox"/> English Learners <input type="checkbox"/> Foster Youth <input type="checkbox"/> Low Income
Location(s)	<input type="checkbox"/> All schools <input type="checkbox"/> Specific Schools: _____ <input type="checkbox"/> Specific Grade spans: _____

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount	\$20,000
Source	
Budget Reference	

Action **3**

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

Students to be Served

All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade _____

OR

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

Students to be Served

English Learners Foster Youth Low Income

Scope of Services

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade _____

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$10,000

Source

Budget Reference

Action **4**

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

Students to be Served

All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade

OR

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

Students to be Served

English Learners Foster Youth Low Income

Scope of Services

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$15,000

Source

Budget Reference

Action **5**

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

Students to be Served

All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade

OR

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

Students to be Served

- English Learners Foster Youth Low Income

Scope of Services

Location(s)

- All schools spans: _____ Specific Schools: _____ Specific Grade

ACTIONS/SERVICES

2017-18

- New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$40,000

Source

Budget Reference

Action **6**

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

Students to be Served

- All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

- All schools spans: _____ Specific Schools: _____ Specific Grade

OR

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

Students to be Served

- English Learners Foster Youth Low Income

Scope of Services

Location(s)

All schools spans: _____ Specific Schools: _____ Specific Grade

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$20,000

Source

Budget Reference

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

New Modified Unchanged

Goal 2

GOAL #2

Improve the attendance rate for all students with below average attendance rates.

State and/or Local Priorities Addressed by this goal:

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL Charter Specific _____

Identified Need

Chronic absenteeism hinders student's ability to master the CCS, our attendance rate in 2015-16 was less than 97%.

EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Achieve a school wide attendance rate greater than 97% as reported on P1, P2 and P-annual	2016/17 P1 95.4% 2016/17 P2 96.67% P-Annual is not recorded at time of submission.	2016/17 P1 96% 2016/17 P2 97% 16/17 P-Annual 97%		

DRAFT

PLANNED ACTIONS / SERVICES

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

Action **1**

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

Students to be Served All Students with Disabilities [Specific Student Group(s)] _____

Location(s) All schools Specific Schools: _____ Specific Grade spans: _____

OR

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

Students to be Served English Learners Foster Youth Low Income

Scope of Services

Location(s) All schools Specific Schools: _____ Specific Grade spans: _____

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$25,000

Source

Budget Reference

Action **2**

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

Students to be Served

All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

All schools Specific Schools: _____ Specific Grade spans: _____

OR

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

Students to be Served

English Learners Foster Youth Low Income

Scope of Services

Location(s)

All schools Specific Schools: _____ Specific Grade spans: _____

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$30,000

Source

Budget Reference

Action **3**

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

Students to be Served

All Students with Disabilities [Specific Student Group(s)] _____

Location(s)

All schools Specific Schools: _____ Specific Grade spans: _____

OR

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

Students to be Served

English Learners Foster Youth Low Income

Scope of Services

LEA-wide Schoolwide **OR** Limited to Unduplicated Student Group(s)

Location(s)

All schools Specific Schools: _____ Specific Grade spans: _____

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged

BUDGETED EXPENDITURES

2017-18	2018-19	2019-20
Amount \$10,000	Amount	Amount
Source	Source	Source
Budget Reference	Budget Reference	Budget Reference

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

New Modified Unchanged

Goal 3

GOAL #3

Increase parent understanding of CCSS, accountability and charter schools.

[State and/or Local Priorities Addressed by this goal:](#)

STATE 1 2 3 4 5 6 7 8

COE 9 10

LOCAL _____

[Identified Need](#)

[EXPECTED ANNUAL MEASURABLE OUTCOMES](#)

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Parent Survey results will demonstrate parents will increase their knowledge of CCSS, SBAC and charter schools.	According to the qualitative data, results received from feedback and surveys at the three PIE nights held to disseminate information and increase parent knowledge of the CCSS, SBAC and charter schools, Sycamore parents have in fact increased their knowledge in all three areas, but still 1 in 3 parents doesn't fully understand CCSS,			

	SBAC or charter schools			

DRAFT

PLANNED ACTIONS / SERVICES

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

Action **1**

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

<u>Students to be Served</u>	<input checked="" type="checkbox"/> All	<input type="checkbox"/> Students with Disabilities	<input type="checkbox"/> [Specific Student Group(s)] _____
<u>Location(s)</u>	<input type="checkbox"/> All schools	<input type="checkbox"/> Specific Schools: _____	<input type="checkbox"/> Specific Grade spans: _____

OR

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

<u>Students to be Served</u>	<input type="checkbox"/> English Learners	<input type="checkbox"/> Foster Youth	<input type="checkbox"/> Low Income
<u>Scope of Services</u>	<input type="checkbox"/> LEA-wide	<input type="checkbox"/> Schoolwide	OR <input type="checkbox"/> Limited to Unduplicated Student Group(s)
<u>Location(s)</u>	<input type="checkbox"/> All schools	<input type="checkbox"/> Specific Schools: _____	<input type="checkbox"/> Specific Grade spans: _____

ACTIONS/SERVICES

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged	<input type="checkbox"/> New <input type="checkbox"/> Modified <input type="checkbox"/> Unchanged

BUDGETED EXPENDITURES

2017-18	2018-19	2019-20
Amount <input type="text" value="\$10,000"/>	Amount <input type="text"/>	Amount <input type="text"/>
Source <input type="text"/>	Source <input type="text"/>	Source <input type="text"/>
Budget Reference <input type="text"/>	Budget Reference <input type="text"/>	Budget Reference <input type="text"/>

Action **2**

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

Students to be Served All Students with Disabilities [Specific Student Group(s)] _____

Location(s) All schools Specific Schools: _____ Specific Grade spans: _____

OR

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

Students to be Served English Learners Foster Youth Low Income

Scope of Services

Location(s) All schools Specific Schools: _____ Specific Grade spans: _____

ACTIONS/SERVICES

2017-18

New Modified Unchanged

BUDGETED EXPENDITURES

2017-18

Amount \$5,000

Source

Budget Reference

Demonstration of Increased or Improved Services for Unduplicated Pupils

LCAP Year

2017–18 2018–19 2019–20

[Estimated Supplemental and Concentration Grant Funds:](#)

\$ 227,639.00

[Percentage to Increase or Improve Services:](#)

5.28 %

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

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

[Empty text area for describing actions/services]

Local Control and Accountability Plan and Annual Update Template Instructions

Addendum

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

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

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

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

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

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

Instructions: Linked Table of Contents

[Plan Summary](#)

[Annual Update](#)

[Stakeholder Engagement](#)

[Goals, Actions, and Services](#)

[Planned Actions/Services](#)

[Demonstration of Increased or Improved Services for Unduplicated Students](#)

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

Plan Summary

The LCAP is intended to reflect an LEA's annual goals, actions, services and expenditures within a fixed three-year planning cycle. LEAs must include a plan summary for the LCAP each year.

When developing the LCAP, mark the appropriate LCAP year, and address the prompts provided in these sections. When developing the LCAP in year 2 or year 3, mark the appropriate LCAP year and replace the previous summary information with information relevant to the current year LCAP.

In this section, briefly address the prompts provided. These prompts are not limits. LEAs may include information regarding local program(s), community demographics, and the overall vision of the LEA. LEAs may also attach documents (e.g., the LCFF Evaluation Rubrics data reports) if desired and/or include charts illustrating goals, planned outcomes, actual outcomes, or related planned and actual expenditures.

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

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

Budget Summary

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

- **Total LEA General Fund Budget Expenditures for the LCAP Year:** This amount is the LEA's total budgeted General Fund expenditures for the LCAP year. The LCAP year means the fiscal year for which an LCAP is adopted or updated by July 1. The General Fund is the main operating fund of the LEA and accounts for all activities not accounted for in another fund. All activities are reported in the General Fund unless there is a compelling reason to account for an activity in another fund. For further information please refer to the *California School Accounting Manual* (<http://www.cde.ca.gov/fg/ac/sa/>). (Note: For some charter schools that follow governmental fund accounting, this amount is the total budgeted expenditures in the Charter Schools Special Revenue Fund. For charter schools that follow the not-for-profit accounting model, this amount is total budgeted expenses, such as those budgeted in the Charter Schools Enterprise Fund.)
- **Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for the LCAP Year:** This amount is the total of the budgeted expenditures associated with the actions/services included for the LCAP year from all sources of funds, as reflected in the LCAP. To the extent actions/services and/or expenditures are listed in the LCAP under more than one goal, the expenditures should be counted only once.
- **Description of any use(s) of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP:** Briefly describe expenditures included in total General Fund Expenditures that are not included in the total funds budgeted for planned actions/services for the LCAP year. (Note: The total funds budgeted for planned actions/services may include funds other than general fund expenditures.)

- **Total Projected LCFF Revenues for LCAP Year:** This amount is the total amount of LCFF funding the LEA estimates it will receive pursuant to *EC* sections 42238.02 (for school districts and charter schools) and 2574 (for county offices of education), as implemented by *EC* sections 42238.03 and 2575 for the LCAP year respectively.

Annual Update

The planned goals, expected outcomes, actions/services, and budgeted expenditures must be copied verbatim from the previous year's* approved LCAP. Minor typographical errors may be corrected.

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

Annual Measurable Outcomes

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

Actions/Services

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

Analysis

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

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

Stakeholder Engagement

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

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

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

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

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

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

Goals, Actions, and Services

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

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

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

New, Modified, Unchanged

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

Goal

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

Related State and/or Local Priorities

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

Identified Need

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

Expected Annual Measurable Outcomes

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

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

Planned Actions/Services

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

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

Students to be Served

The “Students to be Served” box is to be completed for all actions/services except for those which are included by the LEA as contributing to meeting the requirement to increase or improve services for unduplicated students. Indicate in this box which students will benefit from the actions/services by checking “All”, “Students with Disabilities”, or “Specific Student Group(s)”. If “Specific Student Group(s)” is checked, identify the specific student group(s) as appropriate.

Location(s)

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

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

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

Students to be Served

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

Scope of Service

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

- If the action/service is being funded and provided to upgrade the entire educational program of the LEA, place a check mark next to “LEA-wide.”
- If the action/service is being funded and provided to upgrade the entire educational program of a particular school or schools, place a check mark next to “schoolwide”.
- If the action/service being funded and provided is limited to the unduplicated students identified in “Students to be Served”, place a check mark next to “Limited to Student Groups”.

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

Location(s)

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

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

Actions/Services

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

New/Modified/Unchanged:

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

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

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

Budgeted Expenditures

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

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

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

Demonstration of Increased or Improved Services for Unduplicated Students

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

Estimated Supplemental and Concentration Grant Funds

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

Percentage to Increase or Improve Services

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

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

If the overall increased or improved services include any actions/services being funded and provided on a schoolwide or districtwide basis, identify each action/service and include the required descriptions supporting each action/service as follows.

For those services being provided on an LEA-wide basis:

- For school districts with an unduplicated pupil percentage of 55% or more, and for charter schools and county offices of education: Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities.
- For school districts with an unduplicated pupil percentage of less than 55%: Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the services are **the most effective use of the funds to** meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience or educational theory.

For school districts only, identify in the description those services being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis:

- For schools with 40% or more enrollment of unduplicated pupils: Describe how these services are **principally directed to** and **effective in** meeting its goals for its unduplicated pupils in the state and any local priorities.
- For school districts expending funds on a schoolwide basis at a school with less than 40% enrollment of unduplicated pupils: Describe how these services are **principally directed to** and how the services are **the most effective use of the funds to** meet its goals for English learners, low income students and foster youth, in the state and any local priorities.

State Priorities

Priority 1: Basic Services addresses the degree to which:

- A. Teachers in the LEA are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- B. Pupils in the school district have sufficient access to the standards-aligned instructional materials; and
- C. School facilities are maintained in good repair.

Priority 2: Implementation of State Standards addresses:

- A. The implementation of state board adopted academic content and performance standards for all students, which are:
 - a. English Language Arts – Common Core State Standards (CCSS) for English Language Arts
 - b. Mathematics – CCSS for Mathematics
 - c. English Language Development (ELD)
 - d. Career Technical Education
 - e. Health Education Content Standards
 - f. History-Social Science
 - g. Model School Library Standards
 - h. Physical Education Model Content Standards
 - i. Next Generation Science Standards
 - j. Visual and Performing Arts
 - k. World Language; and
- B. How the programs and services will enable English learners to access the CCSS and the ELD standards for purposes of gaining academic content knowledge and English language proficiency.

Priority 3: Parental Involvement addresses:

- A. The efforts the school district makes to seek parent input in making decisions for the school district and each individual school site;
- B. How the school district will promote parental participation in programs for unduplicated pupils; and
- C. How the school district will promote parental participation in programs for individuals with exceptional needs.

Priority 4: Pupil Achievement as measured by all of the following, as applicable:

- A. Statewide assessments;
- B. The Academic Performance Index;
- C. The percentage of pupils who have successfully completed courses that satisfy University of California (UC) or California State University (CSU) entrance requirements, or programs of study that align with state board approved career technical educational standards and framework;
- D. The percentage of English learner pupils who make progress toward English proficiency as measured by the California English Language Development Test (CELDT);
- E. The English learner reclassification rate;
- F. The percentage of pupils who have passed an advanced placement examination with a score of 3 or higher; and
- G. The percentage of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness.

Priority 5: Pupil Engagement as measured by all of the following, as applicable:

- A. School attendance rates;
- B. Chronic absenteeism rates;
- C. Middle school dropout rates;
- D. High school dropout rates; and
- E. High school graduation rates;

Priority 6: School Climate as measured by all of the following, as applicable:

- A. Pupil suspension rates;
- B. Pupil expulsion rates; and
- C. Other local measures, including surveys of pupils, parents, and teachers on the sense of safety and school connectedness.

Priority 7: Course Access addresses the extent to which pupils have access to and are enrolled in:

- A. A broad course of study including courses described under *EC* sections 51210 and 51220(a)-(i), as applicable;
- B. Programs and services developed and provided to unduplicated pupils; and
- C. Programs and services developed and provided to individuals with exceptional needs.

Priority 8: Pupil Outcomes addresses pupil outcomes, if available, for courses described under *EC* sections 51210 and 51220(a)-(i), as applicable.

Priority 9: Coordination of Instruction of Expelled Pupils (COE Only) addresses how the county superintendent of schools will coordinate instruction of expelled pupils.

Priority 10. Coordination of Services for Foster Youth (COE Only) addresses how the county superintendent of schools will coordinate services for foster children, including:

- A. Working with the county child welfare agency to minimize changes in school placement
- B. Providing education-related information to the county child welfare agency to assist in the delivery of services to foster children, including educational status and progress information that is required to be included in court reports;
- C. Responding to requests from the juvenile court for information and working with the juvenile court to ensure the delivery and coordination of necessary educational services; and
- D. Establishing a mechanism for the efficient expeditious transfer of health and education records and the health and education passport.

Local Priorities address:

- A. Local priority goals; and
- B. Methods for measuring progress toward local goals.

APPENDIX A: PRIORITIES 5 AND 6 RATE CALCULATION INSTRUCTIONS

For the purposes of completing the LCAP in reference to the state priorities under *EC* sections 52060 and 52066, as applicable to type of LEA, the following shall apply:

(a) "Chronic absenteeism rate" shall be calculated as follows:

- (1) The number of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30) who are chronically absent where "chronic absentee" means a pupil who is absent 10 percent or more of the schooldays in the school year when the total number of days a pupil is absent is divided by the total number of days the pupil is enrolled and school was actually taught in the total number of days the pupil is enrolled and school was actually taught in the regular day schools of the district, exclusive of Saturdays and Sundays.
- (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).
- (3) Divide (1) by (2).

(b) "Middle School dropout rate" shall be calculated as set forth in 5 *CCR* Section 1039.1.

(c) "High school dropout rate" shall be calculated as follows:

- (1) The number of cohort members who dropout by the end of year 4 in the cohort where "cohort" is defined as the number of first-time grade 9 pupils in year 1 (starting cohort) plus pupils who transfer in, minus pupils who transfer out, emigrate, or die during school years 1, 2, 3, and 4.
- (2) The total number of cohort members.
- (3) Divide (1) by (2).

(d) "High school graduation rate" shall be calculated as follows:

- (1) The number of cohort members who earned a regular high school diploma [or earned an adult education high school diploma or passed the California High School Proficiency Exam] by the end of year 4 in the cohort where "cohort" is defined as the number of first-time grade 9 pupils in year 1 (starting cohort) plus pupils who transfer in, minus pupils who transfer out, emigrate, or die during school years 1, 2, 3, and 4.
- (2) The total number of cohort members.
- (3) Divide (1) by (2).

(e) "Suspension rate" shall be calculated as follows:

- (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was suspended during the academic year (July 1 – June 30).
- (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).
- (3) Divide (1) by (2).

(f) "Expulsion rate" shall be calculated as follows:

- (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was expelled during the academic year (July 1 – June 30).

(2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30).

(3) Divide (1) by (2).

NOTE: Authority cited: Sections 42238.07 and 52064, *Education Code*. Reference: Sections 2574, 2575, 42238.01, 42238.02, 42238.03, 42238.07, 47605, 47605.6, 47606.5, 48926, 52052, 52060, 52061, 52062, 52063, 52064, 52066, 52067, 52068, 52069, 52070, 52070.5, and 64001,; 20 U.S.C. Sections 6312 and 6314.

APPENDIX B: GUIDING QUESTIONS

Guiding Questions: Annual Review and Analysis

- 1) How have the actions/services addressed the needs of all pupils and did the provisions of those services result in the desired outcomes?
- 2) How have the actions/services addressed the needs of all subgroups of pupils identified pursuant to *EC* Section 52052, including, but not limited to, English learners, low-income pupils, and foster youth; and did the provision of those actions/services result in the desired outcomes?
- 3) How have the actions/services addressed the identified needs and goals of specific school sites and were these actions/services effective in achieving the desired outcomes?
- 4) What information (e.g., quantitative and qualitative data/metrics) was examined to review progress toward goals in the annual update?
- 5) What progress has been achieved toward the goal and expected measurable outcome(s)? How effective were the actions and services in making progress toward the goal? What changes to goals, actions, services, and expenditures are being made in the LCAP as a result of the review of progress and assessment of the effectiveness of the actions and services?
- 6) What differences are there between budgeted expenditures and estimated actual annual expenditures? What were the reasons for any differences?

Guiding Questions: Stakeholder Engagement

- 1) How have applicable stakeholders (e.g., parents and pupils, including parents of unduplicated pupils and unduplicated pupils identified in *EC* Section 42238.01; community members; local bargaining units; LEA personnel; county child welfare agencies; county office of education foster youth services programs, court-appointed special advocates, and other foster youth stakeholders; community organizations representing English learners; and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?
- 2) How have stakeholders been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP?
- 3) What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process? How was the information made available?
- 4) What changes, if any, were made in the LCAP prior to adoption as a result of written comments or other feedback received by the LEA through any of the LEA's engagement processes?
- 5) What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to *EC* sections 52062, 52068, or 47606.5, as applicable, including engagement with representatives of parents and guardians of pupils identified in *EC* Section 42238.01?
- 6) What specific actions were taken to consult with pupils to meet the requirements 5 *CCR* Section 15495(a)?
- 7) How has stakeholder involvement been continued and supported? How has the involvement of these stakeholders supported improved outcomes for pupils, including unduplicated pupils, related to the state priorities?

Guiding Questions: Goals, Actions, and Services

- 1) What are the LEA's goal(s) to address state priorities related to "Conditions of Learning": Basic Services (Priority 1), the Implementation of State Standards (Priority 2), and Course Access (Priority 7)?
- 2) What are the LEA's goal(s) to address state priorities related to "Pupil Outcomes": Pupil Achievement (Priority 4), Pupil Outcomes (Priority 8), Coordination of Instruction of Expelled Pupils (Priority 9 – COE Only), and Coordination of Services for Foster Youth (Priority 10 – COE Only)?
- 3) What are the LEA's goal(s) to address state priorities related to parent and pupil "Engagement": Parental Involvement (Priority 3), Pupil Engagement (Priority 5), and School Climate (Priority 6)?
- 4) What are the LEA's goal(s) to address any locally-identified priorities?
- 5) How have the unique needs of individual school sites been evaluated to inform the development of meaningful district and/or individual school site goals (e.g., input from site level advisory groups, staff, parents, community, pupils; review of school level plans; in-depth school level data analysis, etc.)?
- 6) What are the unique goals for unduplicated pupils as defined in *EC* Section 42238.01 and groups as defined in *EC* Section 52052 that are different from the LEA's goals for all pupils?
- 7) What are the specific expected measurable outcomes associated with each of the goals annually and over the term of the LCAP?
- 8) What information (e.g., quantitative and qualitative data/metrics) was considered/reviewed to develop goals to address each state or local priority?
- 9) What information was considered/reviewed for individual school sites?
- 10) What information was considered/reviewed for subgroups identified in *EC* Section 52052?
- 11) What actions/services will be provided to all pupils, to subgroups of pupils identified pursuant to *EC* Section 52052, to specific school sites, to English learners, to low-income pupils, and/or to foster youth to achieve goals identified in the LCAP?
- 12) How do these actions/services link to identified goals and expected measurable outcomes?
- 13) What expenditures support changes to actions/services as a result of the goal identified? Where can these expenditures be found in the LEA's budget?

Commercial Sub-Lease Agreement

This Commercial Sub-Lease Agreement ("Lease") is made and effective, by and between made by and between RONALD REAGAN CHARTER SCHOOL ALLIANCE dba SYCAMORE ACADEMY OF SCIENCE AND CULTURAL ARTS ("Landlord") and ORTEGA TRAILS YOUTH CENTERS ("Tenant"). Landlord is the Lessor of that certain property commonly known as follows: 23151 Palomar Street, located in the City of Wildomar, County of Riverside , State of California, with zip code 92595 ("the Property").

Ortega Trails owns and operates a child care service that provides before and after school care of students of RRCSA and other schools, Monday through Friday 6:00am to 6:00pm.

Ortega Trails desires to use a portion of the Property as follows (the "Leased Premises"):

1. Use of a classroom or the Student Center is determined by the needs of RRCSA. Ortega Trails will use the classroom or the Student Center from 6:00am – 8:00am and 1:00pm - 6:00pm Monday through Thursday and from 6:00am – 8:00am and 12:00pm – 6:00pm on Friday. All times and locations will be determined by the needs of RRCSA.
2. Ortega Trails will work cooperatively with the RRCSA with regard to room environment elements.
3. Tenant may have shared use of the playground areas during non-school hours of operations.
4. During non school hours and with advance notice to Tenant, Landlord reserves the right to exclusive use of the playground and any other "common area".

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

1. Term.

Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord, for an "Initial Term" beginning July 1, 2017 and ending June 30, 2018.

2. Rental.

Tenant shall pay to Landlord during the rental of \$_____ per month. Each installment payment shall be due on the first day of each calendar month during the lease term to Landlord. The rental payment amount for any partial calendar months included in the lease term shall be prorated on a daily basis.

3. Prohibited Use

Notwithstanding the forgoing, Tenant shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, illegal substances or materials, flammables or other inherently dangerous substance, chemical, thing or device.

4. Sublease and Assignment.

Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without Landlord's written consent.

5. Repairs.

During the Lease term, Tenant shall not make any repairs to the Leased Premises without Landlord's express written consent. Repairs shall include such items as routine repairs of floors, walls, ceilings, and other parts of the Leased Premises damaged or worn through normal occupancy, subject to the obligations of the parties otherwise set forth in this Lease.

6. Alterations and Improvements.

During the Lease term, Tenant shall not make any alterations or improvements to the Leased Premises without Landlord's express written consent.

7. Termination.

At any time during the course of the shared use agreement, either party may terminate the agreement with fifteen (15) days written notice to the other party.

8. Property Taxes.

Landlord shall pay, prior to delinquency, all general real estate taxes and installments of special assessments coming due during the Lease term on the Leased Premises, and all personal property taxes with respect to Landlord's personal property, if any, on the Leased Premises. Tenant shall be responsible for paying all personal property taxes with respect to Tenant's personal property at the Leased Premises.

9. Insurance.

A. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Tenant or any of Tenant's agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and Tenant shall be responsible for the costs of repair not covered by insurance.

B. Landlord shall maintain fire and extended coverage insurance on the Building and the Leased Premises in such amounts as Landlord shall deem appropriate. Tenant shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

C. Tenant and Landlord shall, each at its own expense, maintain a policy or policies of comprehensive general liability insurance with respect to the respective activities of each in the Building with the premiums thereon fully paid on or before due date, issued by and binding upon some insurance company approved by Landlord, such insurance to afford minimum protection of not less than \$1,000,000 combined single limit coverage of bodily injury, property damage or combination thereof. Landlord shall be listed as an additional insured on Tenant's policy or policies of comprehensive general liability insurance, and Tenant shall provide Landlord with current Certificates of Insurance evidencing Tenant's compliance with this Paragraph. Tenant shall obtain the agreement of Tenant's insurers to notify Landlord that a policy is due to expire at east (10) days prior to such expiration. Landlord shall not be required to maintain insurance against thefts within the Leased Premises or the Building.

10. Utilities.

Landlord shall pay all utilities for the use of the facility.

11. Entry.

Landlord shall have the right to enter upon the Leased Premises at any time to inspect the same, provided Landlord shall not thereby unreasonably interfere with Tenant's business on the Leased Premises.

12. Parking.

During the term of this Lease, Tenant shall have the non-exclusive use in common with Landlord, subject to rules and regulations for the use thereof as prescribed from time to time by Landlord. Landlord reserves the right to designate parking areas within the Building or in reasonable proximity thereto, for Tenant and Tenant's agents and employees.

13. Building Rules.

Tenant will comply with the rules of the Building adopted and altered by Landlord from time to time and will cause all of its agents, employees, invitees and visitors to do so; all changes to such rules will be sent by Landlord to Tenant in writing.

14. Damage and Destruction.

If the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for Tenant's purposes, then Tenant shall have the right within fifteen (15) days following damage to elect by notice to Landlord to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for Tenant's purposes, Landlord shall promptly repair such damage at the cost of the Landlord. In making the repairs called for in this paragraph,

Landlord shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of Landlord. Tenant shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for Tenant's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to Tenant. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond Tenant's reasonable control and which renders the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for Tenant's purposes.

15. Default.

If default shall at any time be made by Tenant in the payment of rent when due to Landlord as herein provided, and if said default shall continue for fifteen (15) days after written notice thereof shall have been given to Tenant by Landlord, or if default shall be made in any of the other covenants or conditions to be kept, observed and performed by Tenant, Landlord may declare the term of this Lease ended and terminated by giving Tenant written notice of such intention, and if possession of the Leased Premises is not surrendered, Landlord may reenter said premises. Landlord shall have, in addition to the remedy above provided, any other right or remedy available to Landlord on account of any Tenant default, either in law or equity. Landlord shall use reasonable efforts to mitigate its damages.

16. Quiet Possession.

Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord will keep and maintain Tenant in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease.

17. Condemnation.

If any legally, constituted authority condemns the Building or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and Landlord and Tenant shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

18. Notice.

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord to: Barbara Hale, Executive Director/Principal
 23151 Palomar Street
 Wildomar, CA 92595

If to Tenant to: Kathy Everhart, Director

Landlord and Tenant shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

19. Brokers.

Tenant represents that Tenant was not shown the Premises by any real estate broker or agent and that Tenant has not otherwise engaged in, any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this Lease.

20. Waiver.

No waiver of any default of Landlord or Tenant hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord or Tenant shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

21. Memorandum of Lease.

The parties hereto contemplate that this Lease should not and shall not be filed for record.

22. Headings.

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

23. Successors.

The provisions of this Lease shall extend to and be binding upon Landlord and Tenant and their respective legal representatives, successors and assigns.

24. Consent.

Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which Landlord's consent is required or desirable under this Lease.

25. Performance.

If there is a default with respect to any of Landlord's covenants, warranties or representations under this Lease, and if the default continues more than fifteen (15) days after notice in writing from Tenant to Landlord specifying the default, Tenant may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from the next accruing installment or installments of rent payable hereunder until Tenant shall have been fully reimbursed for such expenditures, together with interest thereon at a rate equal to the lessor of twelve percent (12%) per annum or the then highest lawful rate. If this Lease terminates prior to Tenant's receiving full reimbursement, Landlord shall pay the unreimbursed balance plus accrued interest to Tenant on demand.

26. Compliance with Law.

Tenant shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to Tenant's use of the Leased Premises. Landlord shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

27. Final Agreement.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

28. Governing Law.

This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

RRCSA (Landlord), **President** **Date**

Ortega Trails (Tenant), **President** **Date**



Ronald Reagan Charter School Alliance

Special Board Meeting Agenda

23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

<u>Board Members</u>
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

April 3, 2017 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at 6:13 p.m.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

Other guests present: None.

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: Mr. Roberson Second: Dr. Flores Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

5.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:

No comments.

6.0 CLOSED SESSION: Adjourn to closed session at 6:14 p.m..

The Governing Board will meet in Closed Session to consider matters of student discipline, personnel matters, labor negotiations, litigation and facilities and/or land acquisition.

6.1 Pupil Matters - Student Suspensions/Expulsions

7.0 RECONVENE OPEN GENERAL SESSION

The board reconvened to Open General Session at 6:25 p.m.

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

8.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:

No report.

9.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

No comments

10.0 INFORMATION SESSION:

10.1 Operations Report

Sycamore Academy - New parking lot, Solar, Board Docs.

The staff are currently working with a civil engineer on the plans for the new parking lot. Solar will be installed over spring break on buildings 2 and 3 to generate enough electricity for the entire school. There are two choices with the Board Docs program LT and Pro with the LT more cost effective.

Sycamore Preparatory – Facilities

The staff has been working with two leasing agents to view available properties within the Chino Unified School District.

Presented by: Laura Girard, Operations Coordinator

10.2 Director’s Report

Sycamore Academy – Class configuration 2017/18, update on current legislation that may impact the school.

The staff are reviewing the class configurations for the 2017/18 school year and are discussing looping instead of the current multi age configuration that has been followed in the past.

Sycamore Preparatory – Appeal to SBCOE.

The appeal was delivered to SBCOE and will be on the agenda May 8th.

Presented by: Barbara Hale, Executive Director/Principal

11.0 ACTION ITEMS:

11.1 SavantCo Education Contract (Attachment 11.1)

The board reviewed and approved the SavantCo Education contract with Sycamore Academy for back office support.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Mr. Roberson Second: Dr. Flores Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.2 Sycamore Preparatory Academy Petition Appeal

The board ratified the Sycamore Preparatory Academy petition appeal submitted to the San Bernardino Board of Education.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Dr. Flores Second: Mr. Roberson Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.3 Community Bank Line of Credit change in terms

The board reviewed and approved the change in terms for the Community Bank Line of Credit.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Dr. Flores Second: Mr. Skumawitz Vote: 2 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	Abstained	<u> </u>

11.4 2017/18 School Calendar (Attachment 11.4)

The board reviewed and approved the 2017/18 School Calendar.

Staff recommendation: Staff recommends approval of the calendar.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Dr. Flores Second: Mr. Roberson Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.5 Safe School Plan (Attachment 11.5)

The board reviewed and approved the updated Safe School Plan.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Dr. Flores Second: Mr. Roberson Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.6 Technology Plan (Attachment 11.6)

The board reviewed and approved the updated Technology Plan.

Presented by: Barbara Hale, Executive Director/Principal

Motion: Dr. Flores Second: Mr. Roberson Vote:3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

12.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

12.1 Approval of the Minutes: March 13, 2017 (Attachment 12.1)

Motion: Dr. Flores Second: Mr. Roberson Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

13.0 BOARD COMMENTS:

No comments.

14.0 ADJOURNMENT

Motion: Mr. Skumawitz Second: Mr. Roberson Vote: 3 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> </u>	<u> X </u>
Mr. Daniel Leavitt	<u> </u>	<u> X </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

The meeting was adjourned at 6:43 p.m.

Sycamore Academy
Check Listing

For Checks Dated 03/01/2017 through 03/31/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/01/2017	4937	R370	000071	CalPERS		\$4,557.59
	62-0000-0-0000-0000-9504-00			PERS Payable	CalPERS	4,557.59
03/02/2017	4938	R371	000107	CalSTRS		\$31,156.09
	62-0000-0-0000-0000-9505-00			STRS Payable	February 2017 - CalSTRS	31,156.09
03/03/2017	4939	R372	000186	Great American Insurance Co.		\$2,751.48
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Employee Insurance - Feb 2017	2,751.48
03/03/2017	4940	R373	000093	GREAT AMERICAN INSURANCE CO.		\$544.66
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Umbrella Insurance - Feb 2017	544.66
03/03/2017	4941	R374	000033	Aflac		\$807.40
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - Feb 2017	807.40
03/03/2017	4942	R375	000253	Xerox Financial Services		\$834.69
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Copier Lease /Services	834.69
03/07/2017	4943	R376	000083	SavantCo Education		\$10,000.00
	62-0000-0-0000-0000-5813-00			Business Services	March 2017 Monthly Contract Fee	10,000.00
03/07/2017	4944	R377	000244	Total Education Solutions		\$945.00
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Services	945.00
03/07/2017	4945	R378	000097	Laura Girard		\$147.48
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimb	147.48
03/07/2017	4946	R379	000248	JD Promotions		\$658.10
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Flags	658.10
03/08/2017	4947	R380	000175	Southern California Edison		\$2,134.93
	62-0000-0-0000-0000-5620-00			Utilities	Period - 01-18-17 - 02-16-17	2,134.93
03/10/2017	4948	R381	000181	Frontier		\$276.24
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Period - 02-16-17 - 03-15-17	276.24
03/13/2017	4949	R382	000006	Staples Advantage		\$316.52
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	316.52
03/15/2017	4950	R383	000254	Sara Lease		\$47.58
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	47.58

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For Checks Dated 03/01/2017 through 03/31/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/15/2017	4951	R385	000225	Nichole Amies		\$115.59
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	115.59
03/15/2017	4952	R384	000255	Gustavo Checa		\$108.81
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	108.81
03/17/2017	4953	R386	000256	Xerox Corporation		\$422.89
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Period - 12-21-16 - 01-30-17	422.89
03/20/2017	4954	R387	000006	Staples Advantage		\$7.85
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	7.85
03/22/2017	4955	R388	000072	U.S. Bank National Association		\$60,856.08
	62-0000-0-0000-0000-9200-00			Accounts Receivable	April 2017 Bond Payment	60,856.08
03/22/2017	4956	R392	000130	Charter Schools Development Center		\$1,485.00
	62-0000-0-0000-0000-5300-00			Dues and Memberships	Registration Fee 2017 Leadership Intensive	1,485.00
03/22/2017	4957	R391	000056	Julie Miranda		\$88.85
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	88.85
03/22/2017	4958	R395	000203	ACME ScreenPrinting		\$550.80
	62-0000-0-0000-0000-4310-00			Uniforms	Shirts	550.80
03/22/2017	4959	R389	000194	Jeff Morabito		\$110.85
	62-0000-0-0000-0000-5213-00			Travel - Meals & Entertainment	Food/Parking - Reimbursement	80.85
	62-0000-0-0000-0000-5210-00			Travel		30.00
03/22/2017	4960	R390	000121	Contessa Brown		\$1,669.20
	62-0000-0-0000-0000-5210-00			Travel	Car Rental/Fuel/Hotel/Flight/Parking/Mil - Reimb	1,527.91
	62-0000-0-0000-0000-5212-00			Travel - Lodging		141.29
03/22/2017	4961	R393	000011	Lake Elsinore Unified School District		\$3,570.50
	62-0000-0-0000-0000-5110-00			District Oversight Fee	Oversight Fee March 2017	3,433.00
	62-0000-0-0000-0000-5610-00			Rent, Parking, & Other Occupancy	Gym Fee /Services	25.00
	62-0000-0-0000-0000-5510-00			Janitorial & Gardening Services		43.75
	62-0000-0-0000-0000-5610-00			Rent, Parking, & Other Occupancy	Gym Fee	25.00
	62-0000-0-0000-0000-5510-00			Janitorial & Gardening Services		43.75
03/22/2017	4962	R394	000219	Denise Stearns		\$465.69
	62-0000-0-0000-0000-5852-00			Contract Labor	Services - Feb/Mar 2017	465.69

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/22/2017	4963	R396	000074	Berkshire Hathaway Homestate Companies		\$3,806.02
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Workers Comp Ins - March 2017	3,806.02
03/22/2017	4964	R397	000007	AT&T Mobility		\$307.31
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Period - 02-01-17 - 02-28-17	307.31
03/22/2017	4965	R398	000001	Kaiser Foundation Health Plan		\$14,853.82
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - April 2017	14,853.82
03/22/2017	4966	R399	000061	U.S. Healthworks Medical Group, PC		\$50.00
	62-0000-0-0000-0000-5310-00			Licenses and Fees	Drug Testing	50.00
03/22/2017	4967	R400	000006	Staples Advantage		\$626.72
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	626.72
03/22/2017	4968	R401	000147	Computer Alert Systems, Inc.		\$375.00
	62-0000-0-0000-0000-5640-00			Repairs & Maintenance - Buildings	Fire Alarm Monitoring	375.00
03/22/2017	4969	R402	000012	Hansberger & Klein, PLC		\$3,500.00
	62-0000-0-0000-0000-5830-00			Legal	Legal Services	3,500.00
03/22/2017	4970	R403	000195	Mathews Termite and Pest Service		\$250.00
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Termite & Pest Service	250.00
03/22/2017	4971	R404	000129	CR&R Incorporated		\$330.64
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Service Period - 03-01-17 - 03-31-17	330.64
03/22/2017	4972	R405	000169	Oxford Consulting Services, Inc		\$5,802.95
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Direct Services - Feb 2017	5,802.95
03/22/2017	4973	R406	000257	COSTCO MEMBERSHIP		\$110.00
	62-0000-0-0000-0000-5300-00			Dues and Memberships	Membershipp fee	110.00
03/22/2017	4974	R407	000099	Inland Valley Mechanical, Inc.		\$786.04
	62-0000-0-0000-0000-5640-00			Repairs & Maintenance - Buildings	Repair/Service	786.04
03/22/2017	4975	R408	000186	Great American Insurance Co.		\$1,377.24
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Employee Insurance - March 2017	1,377.24
03/23/2017	4976	R409	000245	FHP Corporation		\$253.32
	62-0000-0-0000-0000-4300-00			Materials and Supplies	8 Cases of paper	253.32

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/23/2017	4977	R410	000099	Inland Valley Mechanical, Inc.		\$260.00
	62-0000-0-0000-0000-5640-00			Repairs & Maintenance - Buildings	Repairs/Service	260.00
03/24/2017	4978	R411	000006	Staples Advantage		\$991.50
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	991.50
03/24/2017	4979	R412	000097	Laura Girard		\$61.70
	62-0000-0-0000-0000-5210-00			Travel	Mileage/Supplies - Reimbursement	55.69
	62-0000-0-0000-0000-4300-00			Materials and Supplies		6.01
03/24/2017	4980	R413	000258	Gabrielle Crouch		\$11.12
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimbursement	11.12
03/24/2017	4981	R416	000190	Daniel Landscape Service		\$1,700.00
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Landscape Service - Jan/Feb 2017	850.00
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Landscape Services	850.00
03/24/2017	4982	R419	000195	Mathews Termite and Pest Service		\$250.00
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Termite & Pest Service	250.00
03/24/2017	4983	R420	000093	GREAT AMERICAN INSURANCE CO.		\$273.83
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Umbrella Insurance - March 2017	273.83
03/24/2017	4984	R421	000252	little tot moppet		\$1,725.00
	62-0000-0-0000-0000-5852-00			Contract Labor	One-third payment for third trimester (16-17)	1,725.00
03/24/2017	4985	R417	000260	EcoMotion		\$12,207.00
	62-6230-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Professional Services Jan 2017	12,207.00
03/24/2017	4986	R415	000259	Lindsay Dalesio		\$18.38
	62-0000-0-0000-0000-4307-00			Non-Instructional Materials and Supplies	Food Supplies - Reimbursement	4.07
	62-0000-0-0000-0000-5210-00			Travel		14.31
03/24/2017	4987	R414	000255	Gustavo Checa		\$18.51
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimbursement	18.51
03/24/2017	4988	R418	000114	Houghton Mifflin Harcourt Publishing Co.		\$803.68
	62-6500-0-0000-0000-4300-00			Materials and Supplies	Supplies	803.68
03/27/2017	4989	R422	000003	Southwest School and Office Supply		\$77.00
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	77.00

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For Checks Dated 03/01/2017 through 03/31/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/27/2017	4990	R423	000261	Safe and Secure Locksmith Service		\$677.20
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Lock Set 087270/Install - Service	677.20
03/27/2017	4991	R424	000253	Xerox Financial Services		\$350.00
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Period - 03-06-17 - 04-05-17	350.00
03/29/2017	4992	R425	000188	Midland National Life Insurance Company		\$1,000.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Nona Jones POL#8500592405 SS#0183	1,000.00
03/29/2017	4993	R426	000210	Midland National Life Insurance		\$1,090.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Barbara Hale Pol#8500592563, SS#5156	1,090.00
03/29/2017	4994	R427	000212	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Contessa Brown POL# 8500605693 SS#2422	100.00
03/29/2017	4995	R428	000213	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Laura Girard Pol# 8500605690 SS#3712	100.00
03/29/2017	4996	R429	000220	Midland National Life Insurance Company		\$250.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Sadie Mata Pol#8500610527 SS#9084	250.00
03/29/2017	4997	R430	000211	Midland National Life Insurance Company		\$500.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Katherine Olson POL#8500605689 SS#7004	500.00
03/30/2017	4998	R432	000020	Guardian		\$1,431.53
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Period - 04-01-17 - 04-30-17	1,431.53
03/30/2017	4999	R435	000264	Tailored Custom Products		\$397.01
	62-0000-0-0000-0000-4310-00			Uniforms	Embroidery	397.01
03/30/2017	5000	R431	000095	RIVERSIDE COUNTY OFFICE OF EDUCATION		\$8,000.00
	62-0000-0-0000-0000-5840-00			Professional Development	CTI Induction Program	8,000.00
03/30/2017	5001	R433	000262	Hess Development Inc.		\$1,500.00
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Perform Field Topography	1,500.00
03/30/2017	5002	R434	000263	Image Source		\$1,044.49
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Copier - Period - 01-06-17 - 02-05-17	580.04
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Copier - Period - 02-06-17 - 03-05-17	464.45
03/31/2017	5003	R436	000181	Frontier		\$276.24
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Period - 03-16-17 - 04-15-17	276.24

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
03/31/2017	5004	R437	000006	Staples Advantage		\$311.70
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	311.70
03/31/2017	5005	R438	000107	CalSTRS		\$32,297.29
	62-0000-0-0000-0000-9505-00			STRS Payable	March 2017 - CalSTRS	32,297.29
03/31/2017	5006	R439	000071	CalPERS		\$3,783.08
	62-0000-0-0000-0000-9504-00			PERS Payable	CalPERS	3,783.08
70 Checks						\$228,565.19

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
04/03/2017	5007	R440	000083	SavantCo Education		\$10,000.00
	62-0000-0-0000-0000-5813-00			Business Services	April 2017 Monthly Contract Fee	10,000.00
04/05/2017	5008	R441	000033	Aflac		\$807.40
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - March 2017	807.40
04/05/2017	5017	R443	000134	Stephanie Solorio		\$40.75
	62-0000-0-0000-0000-5210-00			Travel	Mileage - Reimbursement	40.75
04/05/2017	5018	R445	000243	Wendy Lizardi		\$76.05
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	76.05
04/05/2017	5019	R446	000001	Kaiser Foundation Health Plan		\$14,853.82
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - May 2017	14,853.82
04/05/2017	5020	R448	000061	U.S. Healthworks Medical Group, PC		\$50.00
	62-0000-0-0000-0000-5310-00			Licenses and Fees	Drug Testing	50.00
04/05/2017	5021	R449	000203	ACME ScreenPrinting		\$270.00
	62-0000-0-0000-0000-4310-00			Uniforms	Shirts	270.00
04/05/2017	5022	R442	000227	Nona Jones		\$651.72
	62-0000-0-0000-0000-4307-00			Non-Instructional Materials and Supplies	Supplies - Reimbursement	423.01
	62-0000-0-0000-0000-4307-00			Non-Instructional Materials and Supplies	Caterpillars - Reimbursement	48.51
	62-0000-0-0000-0000-4301-00			Office Supplies	Supplies - Reimbursement	78.06
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp		93.00
	62-0000-0-0000-0000-4300-00			Materials and Supplies		9.14
04/05/2017	5023	R444	000254	Sara Lease		\$19.86
	62-0000-0-0000-0000-4307-00			Non-Instructional Materials and Supplies	Supplies - Reimbursement	19.86
04/06/2017	5009	R451	000259	Lindsay Dalesio		\$15.16
	62-0000-0-0000-0000-4700-00			Food	Nutrtion Supplies - Reimbursement	15.16
04/06/2017	5010	R452	000265	Janet Scott		\$60.00
	62-0000-0-0000-0000-4400-00			Noncapitalized Equipment	Table	60.00
04/06/2017	5024	R450	000255	Gustavo Checa		\$69.47
	62-0000-0-0000-0000-4307-00			Non-Instructional Materials and Supplies	Lumber - Reimbursement	69.47

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount	
PO #	Account #			Account Title			
04/07/2017	5025	R453	000006	Staples Advantage		\$377.89	
				62-0000-0-0000-0000-4300-00	Materials and Supplies	Supplies	377.89
04/07/2017	5027	R454	000266	Skybridge Renewables, Corp		\$156,800.00	
				62-0000-0-0000-0000-9450-00	Work in Progress	DownPay/Design,Engi/Permit/Materi/Mobilizatio	156,800.00
04/11/2017	5026	R455	000072	U.S. Bank National Association		\$60,856.08	
				62-0000-0-0000-0000-9200-00	Accounts Receivable	May 2017 Bond Payment	60,856.08
04/12/2017	5028	R447	000141	Specialized Therapy Services		\$8,871.25	
				62-0000-0-0000-0000-5800-00	Professional/Consulting Services and Operating Exp	Nursing/Audiology Services	8,871.25
04/13/2017	5029	R456	000245	FHP Corporation		\$253.32	
				62-0000-0-0000-0000-4300-00	Materials and Supplies	8 Cases of paper	253.32
04/14/2017	5031	R457	000006	Staples Advantage		\$602.30	
				62-0000-0-0000-0000-4300-00	Materials and Supplies	Supplies	602.30
04/17/2017	5032	R458	000099	Inland Valley Mechanical, Inc.		\$285.00	
				62-0000-0-0000-0000-5640-00	Repairs & Maintenance - Buildings	Repair/ Service	285.00
04/18/2017	5033	R459	000261	Safe and Secure Locksmith Service		\$336.94	
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	Repair	100.00
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	Repair	236.94
04/19/2017	5035	R460	000190	Daniel Landscape Service		\$850.00	
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	Remaining Balance - Jan/Feb Landscape	850.00
04/20/2017	5036	R461	000097	Laura Girard		\$185.20	
				62-0000-0-0000-0000-4300-00	Materials and Supplies	Paint - Reimbursement	185.20
04/20/2017	5037	R462	000266	Skybridge Renewables, Corp		\$44,800.00	
				62-0000-0-0000-0000-9450-00	Work in Progress	Racking / Modules Installed	44,800.00
04/20/2017	5038	R463	000148	Original Works Yours, Inc.		\$14.31	
				62-0000-0-0000-0000-4300-00	Materials and Supplies	Magnet	14.31
04/20/2017	5039	R465	000190	Daniel Landscape Service		\$850.00	
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	March Service	850.00
04/20/2017	5040	R467	000267	Esteban Cavlon		\$300.00	
				62-0000-0-0000-0000-5500-00	Operations and Housekeeping Services	Services - 04-07-17 / 04-10-17 / 04-13-17	300.00

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Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
04/20/2017	5041	R468	000007	AT&T Mobility		\$312.37
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Wireless Service - 03-01-17 - 03-31-17	312.37
04/20/2017	5042	R469	000074	Berkshire Hathaway Homestate Companies		\$3,805.99
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Workers Comp Insurance	3,805.99
04/20/2017	5043	R464	000219	Denise Stearns		\$328.50
	62-0000-0-0000-0000-5852-00			Contract Labor	Services	328.50
04/20/2017	5044	R466	000153	Casi Lewis		\$75.00
	62-0000-0-0000-0000-5852-00			Contract Labor	Jan/Feb/March Towel Service	75.00
04/20/2017	5045	R470	000188	Midland National Life Insurance Company		\$1,000.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Nona Jones Pol#8500592405, SS#0183	1,000.00
04/20/2017	5046	R471	000210	Midland National Life Insurance		\$1,090.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Barbara Hale Pol#8500592563, SS#5156	1,090.00
04/20/2017	5047	R472	000211	Midland National Life Insurance Company		\$500.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Katherine Olson Pol #8500605689, SS#7004	500.00
04/20/2017	5048	R473	000212	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Contessa Brown Pol#8500605693, SS#2422	100.00
04/20/2017	5049	R474	000213	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Laura Girard Pol#8500605690, SS#3712	100.00
04/20/2017	5050	R475	000220	Midland National Life Insurance Company		\$250.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Sadie Mata Pol#8500610524, SS#9084	250.00
04/20/2017	5051	R477	000129	CR&R Incorporated		\$330.64
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Service Period - 04-01-17 - 04-30-17	330.64
04/20/2017	5052	R478	000012	Hansberger & Klein, PLC		\$3,500.00
	62-0000-0-0000-0000-5830-00			Legal	Leagal Services - March 2017	3,500.00
04/20/2017	5053	R479	000006	Staples Advantage		\$123.70
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	123.70
04/20/2017	5054	R476	000172	U.S. Postal Service		\$198.00
	62-0000-0-0000-0000-5310-00			Licenses and Fees	PO Box Fee	198.00

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For Checks Dated 04/01/2017 through 04/30/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
04/26/2017	5055	R480	000263	Image Source		\$1,071.08
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Period - 04-06-17 - 04-05-17	1,071.08
04/27/2017	5056	R481	000071	CalPERS		\$5,573.46
	62-0000-0-0000-0000-9504-00			PERS Payable	CalPERS	5,573.46
04/27/2017	5057	R482	000243	Wendy Lizardi		\$75.41
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Incubator - Reimbursement	75.41
04/27/2017	5058	R483	000095	RIVERSIDE COUNTY OFFICE OF EDUCATION		\$480.00
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Support Services	480.00
04/27/2017	5059	R484	000141	Specialized Therapy Services		\$13,428.75
	62-6500-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Services	13,428.75
04/27/2017	5060	R485	000268	ICCAOSA		\$300.00
	62-0000-0-0000-0000-5300-00			Dues and Memberships	Membership	300.00
04/27/2017	5061	R486	000020	Guardian		\$1,431.53
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Period - 05-01-17 - 05-31-17	1,431.53
04/27/2017	5062	R487	000253	Xerox Financial Services		\$350.00
	62-0000-0-0000-0000-5600-00			Rentals, Leases, Repairs, and Noncapitalized Impro	Lease Payment - 04-06-17 - 05-05-17	350.00
04/28/2017	5063	R488	000006	Staples Advantage		\$618.15
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	618.15
04/28/2017	5064	R489	000175	Southern California Edison		\$1,739.56
	62-0000-0-0000-0000-5620-00			Utilities	Period - 04-20-17 - 04-19-17	1,739.56
04/28/2017	5065	R490	000181	Frontier		\$276.50
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Period - 04-16-17 - 05-15-17	276.50
04/28/2017	5066	R491	000160	Employment Development Department		\$278.66
	62-0000-0-0000-0000-3502-00			State Unemployment Insurance, classified positions	Employment tax fees - 03-31-17 - 04-01-17	278.66
52 Checks						\$339,633.82