



Ronald Reagan Charter School Alliance

**Regular 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

**March 13, 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

<b>ROLL CALL</b>	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 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.

**4.0 CLOSED SESSION:** Adjourn to closed session at \_\_\_\_\_.

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.

**4.1 Public Employee Performance Evaluation (Govt. Code 54957)**

**Title: Executive Director/Principal**

**5.0 RECONVENE OPEN GENERAL SESSION**

The board reconvened to Open General Session at \_\_\_\_\_.

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

**6.0 PLEDGE OF ALLEGIANCE**

**7.0 APPROVAL OF THE AGENDA**

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

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

**8.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:**

**9.0 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.

**10.0 INFORMATION SESSION:**

**10.1 Teacher’s Report**

Report on classroom activities and events.

*Presented by: Dan Steele and Mary Bedley, Sycamore Academy Teachers*

**10.2 Special Education Report**

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

*Presented by: Jennifer Smith, Education Specialist and Tess Brown, Student Support Services Coordinator*

**10.3 Financial Report (Attachment 10.3)**

Presentation of the status of Sycamore Academy finances.

*Presented by: John Arndt, SavantCo Education*

**10.4 Operations Report**

Presentation on progression of new parking lot, Board Docs program and WatchD.O.G.S. Program at Sycamore Academy.

*Presented by: Laura Girard, Operations Coordinator*

**10.5 LCAP Presentation (Attachment 10.5)**

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

*Presented by: Jeff Morabito, Assistant Principal*

**10.6 Director’s Report**

Presentation regarding school administration, current legislation that may impact the school, update on the status of Sycamore Preparatory Academy petition submission to Chino Valley Unified School District.

*Presented by: Barbara Hale, Executive Director/Principal*

**10.7 California Academic Indicator (Attachment 10.7)**

Presentation regarding the California Academic Indicator Model.

*Presented by: Barbara Hale, Executive Director/Principal*

**11.0 ACTION ITEMS:**

**11.1 Participation Agreement with El Dorado Charter SELPA (Attachment 11.1)**

The board will review and consider the El Dorado Charter SELPA participation agreement for

Sycamore Preparatory Academy.

Staff recommendation: Staff recommends approval of the participation agreement.

*Presented by: Barbara Hale, Executive Director/Principal*

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

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

**11.2 Special Education Local Plan Education Agency Assurances (Attachment 11.2)**

The board will review and consider the Special Education Local Plan Education Agency Assurances with El Dorado Charter SELPA for Sycamore Preparatory Academy.

Staff recommendation: Staff recommends approval of the assurances.

*Presented by: Barbara Hale, Executive Director/Principal*

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

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

**12.0 CONSENT CALENDAR**

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

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

**12.2 Check Register for February 2017 (Attachment 12.2)**

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

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

**13.0 BOARD COMMENTS:**

**14.0 ADJOURNMENT**

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

<b>ROLL CALL</b>	<b>Present</b>	<b>Absent</b>
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 February 28, 2017


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**Balance Sheet**

- 2016 to 2017 Assets increased over 53%
  - Cash fiscal management
  - Increase in fixed assets
  - 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
- 2<sup>nd</sup> Year of SELPA, receiving money sooner
- Federal funds starting to come in
- 1<sup>st</sup> Apportionment of Facilities Grant money received
- Prop 39 (Energy Efficiency) money is starting to come in.

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## Check Register

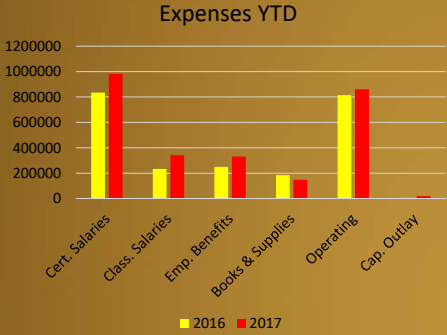
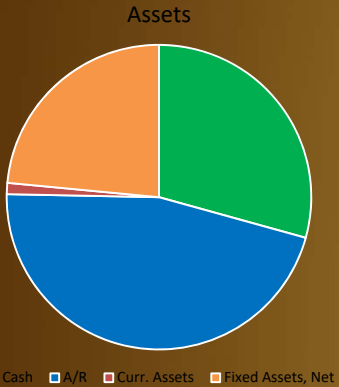
### Noted Items

- February 2017
  - CalSTRS – Paying January’s STRS EE & ER Contribution
  - US National Bank – Paying off Loan (Continuous)
  - Community Bank – Paying off Line of Credit

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# Charts & Graphs



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

	<b>Actual Feb 2017</b>	<b>Prior Feb 2016</b>
<b>Assets</b>		
9120 General Operating Account	640,046.21	253,945.49
9122 BofA Petty Cash	6,551.84	8,010.00
9123 Paypal Account	-	-
9200 Accounts Receivable	746,251.01	513,081.19
9290 Due from Grantor Governments	268,721.00	370,448.62
9299 Inter-Resource Receivable	302,143.08	46,693.54
9330 Prepaid Expenditures (Expenses)	26,335.34	22,943.10
9340 Other Current Assets	-	1,015.00
9341 Deposits	-	62,216.78
9420 Land Improvements	736,314.38	547,698.93
9425 Accumulated Depreciation - Land Improvements	(225,369.08)	(197,531.24)
9440 Equipment	10,378.04	10,378.04
9445 Accumulated Depreciation - Equipment	(2,940.49)	(864.85)
<b>Total Assets</b>	<b>2,508,431.33</b>	<b>1,638,034.60</b>
<b>Liabilities &amp; Fund Balance</b>		
9500 Accounts Payable (Current Liabilities)	109,797.13	256,766.02
9501 Accrued Liabilities	-	10,837.22
9502 Accrued Payroll	(182.90)	-
9503 Accrued Payroll Taxes	-	-
9504 PERS Payable	10,439.31	1,440.23
9505 STRS Payable	31,086.49	22,952.83
9506 403(b) Payable	-	91.40
9507 Garnishment Payable	-	-
9508 Summer Holdback	51,676.43	47,114.90
9510 Credit Card Payable	(53,681.37)	12,186.41
9590 Due to Grantor Governments	-	(267,903.52)
9599 Inter-Resource Payable	301,156.31	46,693.54
9640 Current Loans	-	343,038.88
9669 Other General Long-Term Debt	-	-
<b>Total Liabilities</b>	<b>450,291.40</b>	<b>473,217.91</b>
9791 Beginning Fund Balance	2,058,139.93	1,164,816.69
<b>Total Fund Balance</b>	<b>2,058,139.93</b>	<b>1,164,816.69</b>
<b>Total Liabilities and Fund Balance</b>	<b>2,508,431.33</b>	<b>1,638,034.60</b>



**Sycamore Academy of Science and Cultural Arts  
Profit and Loss Statement  
Year-to-date Comparison  
February 2017**

<b>Object Description</b>		<b>Prior Feb 2016</b>	<b>Actual Feb 2017</b>	<b>Actual YTD Jul - Feb 2017</b>	<b>2nd Interim Budget 2016-2017</b>	<b>Actual YTD to Budget %</b>	<b>Description of mthly Income &amp; Expenses</b>
8011	LCFF State Aid - Current Year	204,395	244,026	1,538,914	2,586,751	59.49%	Higher due to ADA growth 2 of 4 payments received
8012	Education Protection Account State Aid - Current Year	-	-	299,405	669,273	44.74%	
8096	Transfers to Charter Schools in Lieu of Property Taxes	40,371	57,034	413,493	785,079	52.67%	
<b>8000-8099 Revenue Limit Sources</b>		244,766	301,060	2,251,812	4,041,103	55.72%	
8181	Special Education Entitlements	-	-	-	61,625	0.00%	Title I Funds
8290	All Other Federal Revenue	-	-	23,801	51,231	46.46%	
<b>8100-8299 Federal Revenue</b>		-	-	23,801	112,856	21.09%	
8311	Other State Apportionments - Current Year	42,223	24,521	160,251	274,286	58.42%	2nd Year
8545	School Facilities Apportionments	-	-	177,547	355,095	50.00%	2nd One-Time
8550	Mandated Cost Reimbursements	-	-	91,075	108,311	84.09%	2nd One-Time
8560	State Lottery Revenue	-	-	43,503	93,744	46.41%	
8590	All Other State Revenue	-	154,265	156,587	2,322	6743.63%	
<b>8300-8599 Other State Revenue</b>		42,223	178,786	628,963	833,758	75.44%	
8640	Donations - Private	1,882	-	200	200	100.00%	
8641	Fundraising Revenue	-	415	9,242	16,000	57.76%	
8699	All Other Local Revenue	6,964	1,104	19,452	37,800	51.46%	
<b>8600-8799 Other Local Revenue</b>		8,846	1,519	28,894	54,000	53.51%	
<b>Total Revenue</b>		295,835	481,365	2,933,470	5,041,717	58.18%	
1100	Certificated Teachers' Salaries	102,184	113,053	801,213	1,340,000	59.79%	
1200	Certificated Pupil Support Salaries	2,669	9,779	49,029	81,000	60.53%	
1300	Certificated Supervisors' and Administrators' Salaries	13,636	19,159	129,949	205,000	63.39%	
<b>1000 Certificated Salaries</b>		118,489	141,991	980,191	1,626,000	60.28%	

	Prior Feb 2016	Actual Feb 2017	Actual YTD Jul - Feb 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
2100 Classified Instructional Salaries	11,635	20,950	91,514	154,000	59.42%	
2200 Classified Support Salaries	8,759	13,788	126,673	235,000	53.90%	
2300 Classified Supervisors' and Administrators' Salaries	8,091	9,839	70,243	115,000	61.08%	
2400 Clerical, Technical, and Office Staff Salaries	4,457	9,147	47,861	78,000	61.36%	
2900 Other Classified Salaries	1,045	1,715	6,500	13,000	50.00%	
<b>2000 Classified Salaries</b>	<b>33,987</b>	<b>55,439</b>	<b>342,791</b>	<b>595,000</b>	<b>57.61%</b>	
3101 State Teachers' Retirement System, certificated positions	12,082	16,367	117,915	197,000	59.86%	
3102 State Teachers' Retirement System, classified positions	370	1,027	5,772	12,500	46.18%	
3202 Public Employees' Retirement System, classified positions	906	2,904	20,978	38,000	55.21%	
3301 OASDI/Medicare/Alternative, certificated positions	2,117	2,120	14,130	23,000	61.43%	
3302 OASDI/Medicare/Alternative, classified positions	2,545	3,966	23,395	36,000	64.99%	
3401 Health & Welfare Benefits, certificated positions	10,710	13,304	75,818	175,000	43.32%	
3402 Health & Welfare Benefits, classified positions	3,268	3,514	32,394	55,000	58.90%	
3502 State Unemployment Insurance, classified positions	-	-	1,273	3,000	42.43%	
3601 Workers' Compensation Insurance, certificated positions	2,073	2,843	27,128	45,000	60.28%	
3602 Workers' Compensation Insurance, classified positions	607	963	12,280	21,000	58.48%	
3902 Other Benefits, classified positions	-	-	(91)	-	#DIV/0!	
<b>3000 Employee Benefits</b>	<b>34,678</b>	<b>47,008</b>	<b>330,992</b>	<b>605,500</b>	<b>54.66%</b>	
4000 Books and Supplies	-	-	1,309	1,575	83.13%	
4200 Books and Other Reference Materials	-	1,551	3,238	3,575	90.57%	
4300 Materials and Supplies	(340)	3,428	32,298	50,000	64.60%	
4301 Office Supplies	1,349	-	27,542	29,250	94.16%	
4302 Classroom Supplies	2,097	-	4,814	9,000	53.49%	
4303 Janitorial Supplies	23	-	559	2,500	22.36%	
4305 Instructional Materials and Supplies	-	-	17,651	35,750	49.37%	
4306 PE Supplies	-	-	1,101	3,900	28.23%	
4307 Non-Instructional Materials and Supplies	894	-	38,547	50,500	76.33%	
4310 Uniforms	-	547	3,335	5,100	65.39%	
4400 Noncapitalized Equipment	-	-	9,023	25,000	36.09%	
4410 Classroom Furniture and Equipment	-	-	2,382	6,500	36.65%	
4420 Computers and Computer Equipment	-	-	2,066	130,000	1.59%	
4700 Food	-	128	3,975	8,000	49.69%	
<b>4000 Books and Supplies</b>	<b>4,023</b>	<b>5,654</b>	<b>147,840</b>	<b>360,650</b>	<b>40.99%</b>	

	Prior Feb 2016	Actual Feb 2017	Actual YTD Jul - Feb 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5000 Services and Other Operating Expenditure	-	-	3,000	3,000	100.00%	
5110 District Oversight Fee	-	3,433	27,464	40,412	67.96%	
5200 Travel and Conferences	-	543	2,287	4,300	53.19%	
5210 Travel	40	-	5,825	10,000	58.25%	
5212 Travel - Lodging	-	-	1,530	3,500	43.71%	
5220 Conferences, Conventions and Meetings	300	-	4,770	11,750	40.60%	
5300 Dues and Memberships	-	-	5,380	10,500	51.24%	
5301 Dues and Memberships - Professionals	-	-	450	2,750	16.36%	
5302 Subscriptions	1,913	-	15,877	29,000	54.75%	
5310 Licenses and Fees	280	8,604	39,593	41,500	95.40%	
5400 Insurance	-	-	8,285	26,000	31.87%	
5450 Other Insurance	538	2,565	23,378	37,000	63.18%	
5500 Operations and Housekeeping Services	477	331	9,760	16,750	58.27%	
5510 Janitorial & Gardening Services	-	-	161	500	32.20%	
5520 Security	-	-	613	3,750	16.33%	
5530 Technology Services	-	-	5,400	8,000	67.50%	
5600 Rentals, Leases, Repairs, and Noncapitalized Improvements	828	-	7,175	12,500	57.40%	
5605 Equipment Lease	-	-	1	1	100.00%	
5610 Rent, Parking, & Other Occupancy	31,906	54,467	436,075	655,000	66.58%	
5620 Utilities	2,993	844	40,310	69,000	58.42%	
5630 Real Estate Taxes	-	-	343	350	98.00%	
5640 Repairs & Maintenance - Buildings	-	-	2,643	5,000	52.86%	
5641 Repairs & Maintenance - Equipment	101	-	43	350	12.34%	
5800 Professional/Consulting Services and Operating Expenditures	3,334	11,588	47,768	71,250	67.04%	
5810 Accounting	-	-	19,565	36,000	54.35%	
5813 Business Services	10,000	10,000	78,196	120,000	65.16%	
5815 Bank Charges	2,512	115	3,341	4,000	83.53%	
5816 Payroll Fees	1,032	1,222	9,648	16,000	60.30%	
5820 Computer Services	4,145	-	-	-	#DIV/0!	
5830 Legal	4,500	3,500	22,000	40,000	55.00%	
5836 Fingerprinting	-	-	1,252	5,000	25.04%	
5840 Professional Development	-	-	440	47,000	0.94%	
5843 Student Field Trips	-	-	12,778	24,000	53.24%	
5852 Contract Labor	-	6,519	12,723	73,900	17.22%	
5870 Special Education Encroachment	-	-	1,014	1,100	92.22%	
5900 Communications	-	-	331	1,300	25.46%	

	Prior Feb 2016	Actual Feb 2017	Actual YTD Jul - Feb 2017	2nd Interim Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5910 Outreach & Communications	-	-	100	600	16.67%	
5920 Postage, Shipping, and Delivery	131	-	1,494	4,000	37.35%	
5940 Telephone & Telecommunications	-	283	6,904	10,000	69.04%	
5950 Fundraising	100	-	3,007	8,500	35.38%	
<b>5000 Other Services and Operations</b>	65,130	104,014	860,924	1,453,563	59.23%	
6900 Depreciation Expense	1,914	2,441	19,526	29,500	66.19%	
<b>6000 Capital Outlay</b>	1,914	2,441	19,526	29,500	66.19%	
<b>Total Expenditures</b>	258,221	356,547	2,682,264	4,670,213	57.43%	
<b>NET INCOME (LOSS)</b>	37,614	124,818	251,206	371,504	67.62%	

# **The California Model: Academic Indicator**

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**Presented by the Analysis, Measurement,  
and Accountability Reporting Division**

**February 15, 2017**



**TOM TORLAKSON**  
State Superintendent of Public Instruction



# Objectives

- Participants Will:
  - Understand the California Model and the Performance Levels
  - Know Which:
    - Institutions Receive an Academic Indicator
    - Student Groups Included
    - Accountability Rules to Include/Exclude Students
    - Assessments Included/Excluded

# Objectives (Cont.)

- Understand the Academic Indicator Methodology: Distance from Level 3 (DF3)
- Know the Definition of the English Learner (EL) student group in the Academic Indicator

# **The California Model**



# The California Model

- The California Model uses percentiles to create a five-by-five grid (giving 25 results), which combines “Status” and “Change” to produce a “Performance Level” (represented by a color) for each state indicator.
- Both Status and Change are equally weighted.

# The California Model (Cont.)

- **Status** is based on performance from the most *current* year.
- **Change** is the difference between performance from the *prior year* and *current* year.

# The California Model (Cont.)

- The Status and Change cut points were established separately for each indicator.
- Cut points were established using a percentile distribution using the most current data for local educational agencies (LEAs) and charter schools (grading on a curve).
- Cut points will remain in place for a select number of years to be determined by the State Board of Education (SBE) (e.g., 3 to 5 years).

(Note: Because a separate accountability system is being developed for alternative schools, their data were excluded from this process.)

# Five Status and Five Change Levels

Five Status Levels	Five Change Levels
Very High	Increased Significantly
High	Increased
Medium	Maintained
Low	Declined
Very Low	Declined Significantly

# The California Model Methodology

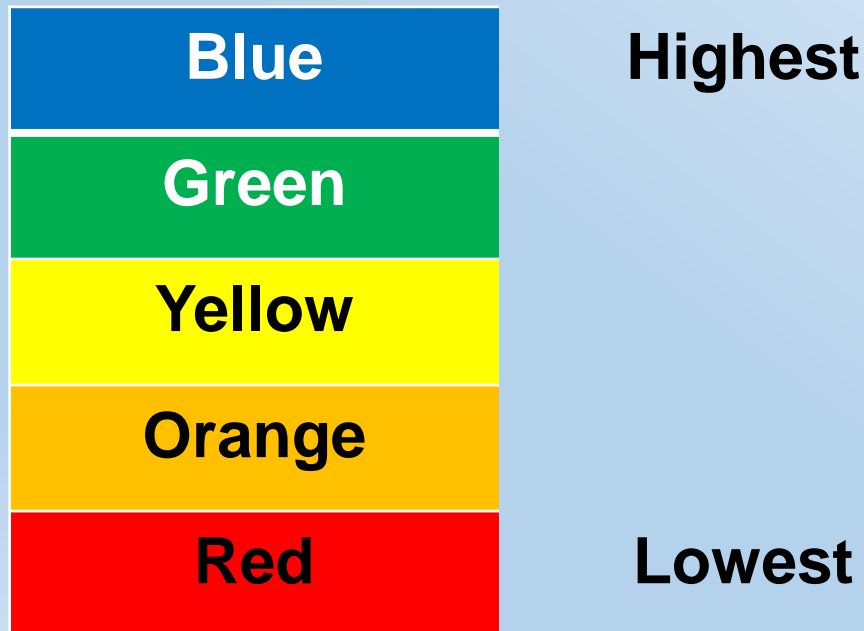
- To determine overall performance, the **percentile distributions** for Status and Change were examined for each indicator.
- For **Status**, LEAs and charter schools were ordered from highest to lowest and four cut points were selected based on the distribution which created the five Status Levels.

# The California Model Methodology (Cont.)

- For **Change**, LEAs and charter schools were ordered from highest to lowest for positive change and lowest to highest for negative change.
- Cut points were determined separately for positive and negative change. A total of four cut points were selected which created the five Change Levels.

# Performance Levels

- The combination of **Status** and **Change** results in a **performance level** that is assigned a color for each indicator:



# Overview of the Standard Setting

## Example:

An LEA or school with a “High” **Status** and an “Increase” in **Change** will receive an overall performance of **Green** for most indicators.

## Change

## Status

Level	Declined Significantly	Declined	Maintained	Increased	Increased Significantly
Very High	Yellow	Green	Blue	Blue	Blue
High	Orange	Yellow	Green	Green	Blue
Medium	Orange	Orange	Yellow	Green	Green
Low	Red	Orange	Orange	Yellow	Yellow
Very Low	Red	Red	Red	Orange	Yellow



# Academic Indicator

# Who Receives an Academic Indicator?

- The Academic Indicator applies to all LEAs and schools with grades three through eight assessment results.
  - Grade eleven results are not included in this Indicator. Rather, the grade eleven results are included in the College/Career Indicator.
  - However, the Dashboard will include a report that displays the grade eleven results using the same methodology that produces the Academic Indicator for grades three through eight.

(Note: County offices and alternatives schools do not receive determinations on the Academic Indicator.)

# Who Receives an Academic Indicator? (Cont.)

- Only LEAs, schools, and student groups with 30 or more valid assessment scores in both the Status and Change will receive a performance level. (Valid scores are determined using the inclusion/exclusion rules for the Academic Indicator.)

# Student Groups Included in the Academic Indicator

- Student groups included in the spring 2017 Dashboard release are:
  - Black/African American
  - American Indian or Alaska Native
  - Asian
  - Filipino
  - Hispanic/Latino
  - Native Hawaiian or Pacific Islander
  - White
  - Two or More Races
  - English Learners
  - Socioeconomically Disadvantaged
  - Students with Disabilities

# Student Groups Included in the Academic Indicator (Cont.)

- In the fall 2017 Dashboard release, two additional student groups will be included:
  - Foster Youth
  - Homeless Students
- Numerically significant student group size is:
  - 15 for LEAs
  - 30 for schools
- In the spring 2017 Dashboard release, these student groups will only show “N/A” for the state indicators.

# Accountability Rules

- The CAASPP\* Web site (<http://caaspp.cde.ca.gov/sb2016/Search>) reports the scores for all students who take the Smarter Balanced Summative Assessments. Accountability uses a number of rules to either include or exclude student scores
  - This may result in a different number of students being used in the calculation for the Academic Indicator than what is reported on the CAASPP Web site.

\*California Assessment of Student Performance and Progress

# Accountability Rules (Cont.)

- The following slides review some of the major rules used for accountability in the Academic Indicator.

# Accountability Rules (Cont.)

- A student must be continuously enrolled to be included in the calculations of the Academic Indicator. (Continuous enrollment is defined as enrollment from Fall Census Day [first Wednesday in October] to the testing date without a gap in enrollment of more than 30 consecutive calendar days.)
- The first day of testing is the first day that any student starts an English language arts/literacy (ELA) or mathematics Smarter Balanced Summative test at the school.



# Accountability Rules (Cont.)

- ELs who have been enrolled in a U.S. school for less than one year will not be included in the calculations for ELA or mathematics.
- Students who do not take the assessment due to a parent waiver will not be included in the performance level calculation for this indicator (note: they will be included in the calculation of the participation rate).

# Assessment Results Included in the Academic Indicator

- For the spring 2017 Dashboard release, only Smarter Balanced Summative Assessment results will be included.
- The California Alternate Assessment (CAA) results will be incorporated in the fall 2017 Dashboard release.

# Data Sources

- All assessment results are obtained from the data file provided by the California Department of Education's (CDE's) testing vendor (Educational Testing Service [ETS]).
- Demographics and program participation data (e.g., ELs, students with disabilities [SWD], socioeconomically disadvantaged [SED]) are extracted by CDE staff from the California Longitudinal Pupil Achievement Data System (CALPADS). In other words, the demographic data included in the ETS data file are not used in CDE's processing.

# **Academic Indicator Methodology**

# State Board Direction for the Academic Indicator

- At the September 2016 SBE meeting, the CDE proposed using the percent of students at or above Standards Met for the Academic Indicator.
- However, the SBE requested that CDE staff develop a methodology that used all students' Smarter Balanced Summative Assessment scale scores for the Academic Indicator.

# State Board Direction for the Academic Indicator (Cont.)

- SBE members voiced a concern that the CDE's proposed methodology too closely paralleled the Adequate Yearly Progress (AYP) methodology, which rewarded schools that only focused on students who were closest to proficient.

# Advisory Group Input on the Academic Indicator (Cont.)

- CDE staff worked with California's CAASPP contractor, ETS; the Technical Design Group (TDG); the California Practitioners Advisory Group (CPAG); and the English Learner Progress Indicator Work Group in developing the methodology for using scale scores and the definition of the EL student group for the Academic Indicator.

# Educational Stakeholder Input on the Academic Indicator

- CDE staff also solicited extensive feedback from various educational stakeholders:
  - Attendees at the California Educational Research Association (CERA)
  - Attendees at the Accountability Leadership Institute for English Learners
  - Capitol Region Assessment Network
  - California County Superintendents Educational Services Association-Curriculum and Instruction Steering Committee
  - CAASPP Stakeholder Group



# Academic Indicator Methodology: Distance from Level 3

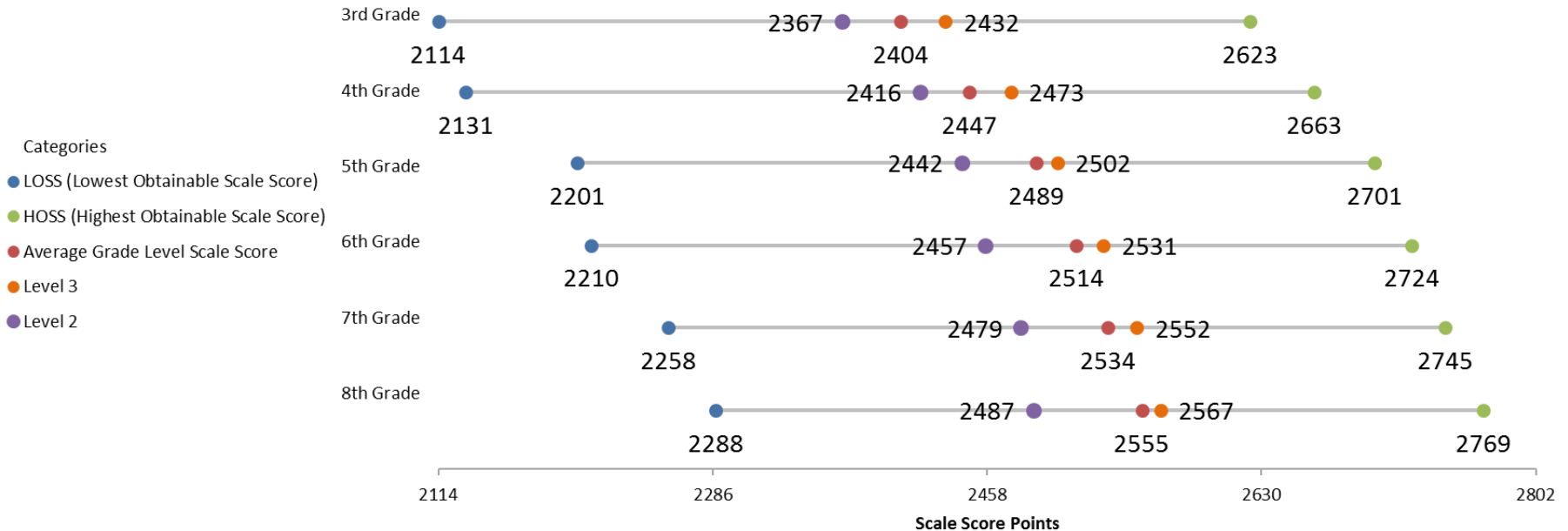
- CDE staff, ETS, and the TDG worked on multiple approaches for using scale scores, focusing on a methodology known as DF3 (i.e., Distance from “Standard Met”).
- In this methodology, each student’s assessment score is compared to the lowest possible scale score to achieve Level 3 (standard met).

# Distance from a Fixed Point

- In addition to using Level 3 as a fixed point for comparing scale scores, three additional options for comparing fixed points on the vertical scale were explored:
  - Distance from the statewide average (by grade)
  - Distance from Level 2 (DF2)
  - Distance from the lowest possible scale score (LOSS)

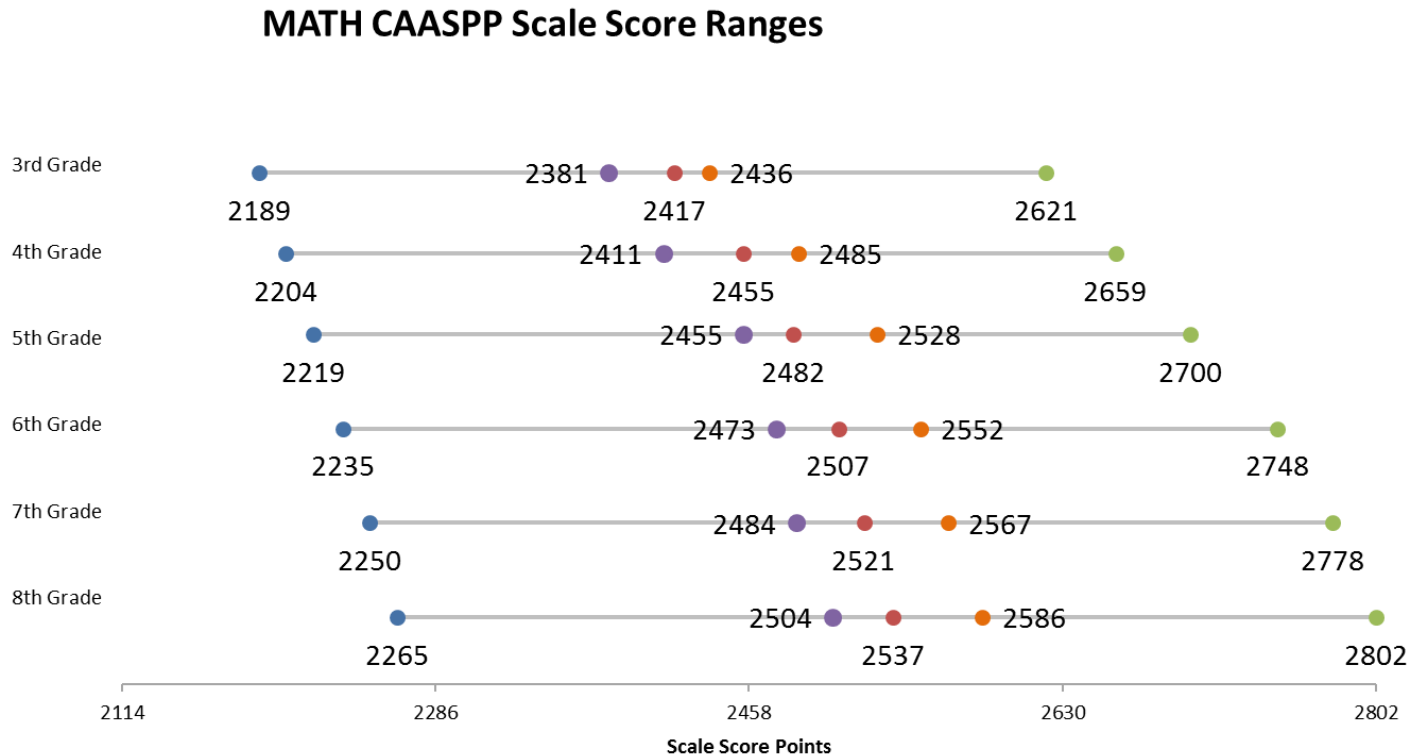
# Display of the ELA Smarter Balanced Scale Score Ranges

ELA CAASPP Scale Score Ranges



\*English language arts

# Display of the Math Smarter Balanced Scale Score Ranges



# Methodology for the Academic Indicator

- After reviewing recommendations from the advisory groups, feedback from educational stakeholders, and the simulations presented for the four fixed points on the Smarter Balanced Scale, the SBE approved using the DF3 for the Academic Indicator.

# Distance from Level 3

# Middle School Example

## Ruby Middle School

**Grade 6 Testers: 4 students**

**Grade 7 Testers: 3 students**

**Grade 8 Testers: 3 students**

**Total Testers: 10 students**

# Middle School Example (Cont.)

## Step 1:

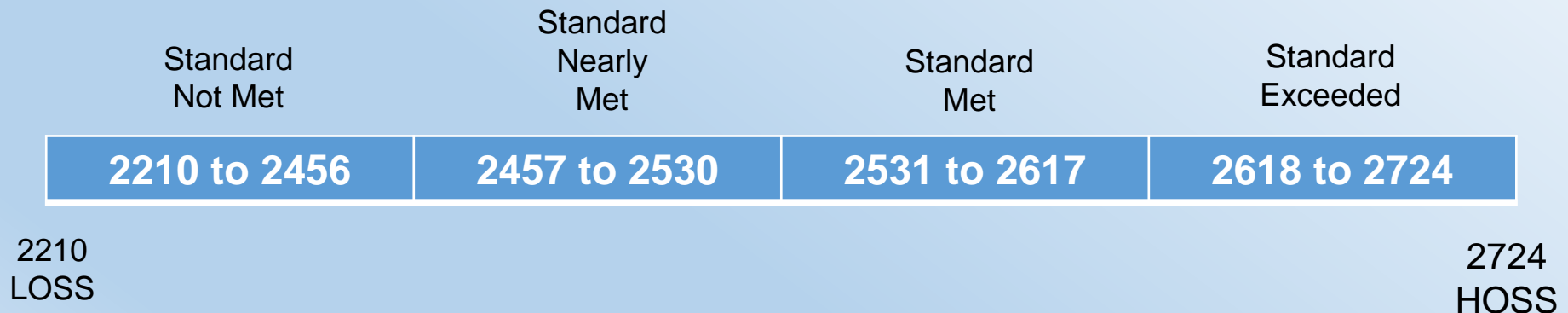
Retrieve minimum scale score required to achieve Level 3, by grade.

Grade Level	- ELA - Minimum Scale Score Required to Achieve Level 3	- MATH - Minimum Scale Score Required to Achieve Level 3
Grade 6	2531	2552
Grade 7	2552	2567
Grade 8	2567	2586



# Middle School Example (Cont.)

Example: Grade 6 ELA Scale Score Range



*Note: Not drawn to scale*

# Middle School Example (Cont.)

- All scale score ranges are set by the Smarter Balanced Assessment Consortium
- All students in the same grade across California are measured against the same scale score
  - All grade 6 students across California are measured against the 2531 scale score for ELA.
  - All grade 8 students across California are measured against the 2586 scale score for math.

# Middle School Example (Cont.)

## Step 2:

Compare student scale scores to the minimum Level 3 scale score, by grade.

Student	Grade Level	- ELA - Student's Earned Scale Score	- ELA - Minimum Level 3 Scale Score	Difference Between Earned Scale Score and Minimum Level 3 Scale Score
Sally	6	2566	2531	2566 minus 2531 = +35
Billy	6	2668	2531	2668 minus 2531 = +137
Jason	6	2415	2531	2415 minus 2531 = -116
Debbie	6	2669	2531	2669 minus 2531 = +138

# Middle School Example (Cont.)

## School-Wide Student Results:

Student	Grade Level	- ELA - Student's Earned Scale Score	- ELA - Minimum Level 3 Scale Score	Difference Between Earned Scale Score and Minimum Level 3 Scale Score
Sally	6	2566	2531	2566 minus 2531 = +35
Billy	6	2668	2531	2668 minus 2531 = +137
Jason	6	2415	2531	2415 minus 2531 = -116
Debbie	6	2669	2531	2669 minus 2531 = +138
Sandy	7	2499	2552	2499 minus 2552 = -53
Donna	7	2690	2552	2690 minus 2552 = +138
David	7	2531	2552	2531 minus 2552 = -21
Jack	8	2601	2567	2601 minus 2567 = +34
Baljeet	8	2441	2567	2441 minus 2567 = -126
Dorothy	8	2739	2567	2739 minus 2567 = +172

# Middle School Example (Cont.)

- The difference between a student's earned scale score and the minimum Level 3 scale score produces one of the following results:
  - Positive result
  - Negative result
  - Neutral result (i.e., zero)
- In other words, every student will have a positive, negative, or neutral contribution to the school-wide, LEA-wide, or student group average.

# Middle School Example (Cont.)

## Step 3:

Calculate the school-wide average.

$$\text{Average} = \frac{\text{Sum of all student distances from Level 3}}{\text{Total number of valid test scores}}$$

### For Ruby Middle School:

$$(35) + (137) + (-116) + (138) + (-53) + (138) + (-21) + (34) + (-126) \\ + (172)$$

---

10 valid test scores

$$= \mathbf{33.8 \text{ points above Level 3}}$$

# Middle School Example (Cont.)

- The results of DF3 show:
  - The needed improvement to bring the average score to Level 3, or
  - The extent to which the average score exceeds Level 3.
- In the case of Ruby Middle School, the school is 33.8 points above Level 3 for ELA.
  - In other words, the average student score at Ruby Middle School is 33.8 points above Level 3.

# Formula for Academic Indicator

## Status:

- The 2016 DF3 average will be used for Status in the initial release of the Dashboards (formerly known as the Evaluation Rubrics).

## Change:

- Change uses current and prior year DF3.

## Change Formula:

2016 DF3 average *minus* 2015 DF3 average.



# ELA Status and Change for Ruby Middle School

## Status

- 2016 DF3 average is **+33.8**

## Change:

- **Step 1:** Obtain prior year (2015) DF3 average: **+30.1**
- **Step 2:** Calculate Change

Current Average *minus* Prior Average

$$33.8 \text{ minus } 30.1 = +3.7$$

# Five-by-Five Colored Grid

Ruby Middle School

Status = +33.8 and Change = +3.7

Performance Level = **Green**

Level	Declined Significantly by more than 15 points	Declined by 1 to 15 points	Maintained Declined by less than 1 point or increased by less than 7 points	Increased by 7 to less than 20 points	Increased Significantly by 20 points or more
Very High 45 or more points above	Yellow	Green	Blue	Blue	Blue
High 10 points above to less than 45 points above	Orange	Yellow	Green	Green	Blue
Medium 5 points below to less than 10 points above	Orange	Orange	Yellow	Green	Green
Low More than 5 points below to 70 points below	Red	Orange	Yellow	Yellow	Yellow
Very Low More than 70 points below	Red	Red	Red	Orange	Yellow

# CAASPP Assessment Results Versus DF3

## CAASPP Results

- The CAASPP results show the percent of students in each Achievement Level (i.e., 12% in Standard Exceeded).
- All students who tested are included in the assessment results.
- All students scoring within the range of Standard Met are reported together
  - A student who scores the minimum for Standard Met will contribute the **same** as the student who scores the maximum for Standard Met.

# CAASPP Assessment Results Verses DF3 (Cont.)

## DF3 Results

- DF3 shows the average distance from Level 3.
- Only the results of students who meet accountability inclusion criteria are incorporated into the DF3 calculation.
- A student who scores the minimum for Standard Met will contribute **differently** than the student who scores the maximum for Standard Met.
  - Minimum Score: Neutral contribution
  - Maximum Score: Positive contribution

# CAASPP Assessment Results Versus DF3 (Cont.)

## Therefore:

- While some information for DF3 can be gleaned from the CAASPP Web site, it is not an appropriate source for inferring DF3 results as it does not contain enough detail to perform the necessary calculations for DF3.

# **Definition of the English Learner Student Group for the Academic Indicator**

# Definition of the English Learner Student Group

- At the January 2017 SBE meeting, the SBE considered three definitions for the EL student group for the Academic Indicator:
  - ELs Only
  - Students currently identified as EL plus students who have been reclassified fluent English proficient (RFEP) for two years or less
  - Students currently identified as EL plus students who have been RFEP for four years or less.

# Simulation Results Using Distance from Level 3

## School Distribution of the EL Student Group: ELA Academic Indicator Performance Categories by Student Group Definition

EL Student Group Definition	Red	Orange	Yellow	Green	Blue	Total	Difference
EL Plus Four Years RFEP or Less	760 (13.3%)	847 (14.8%)	3,271 (57.2%)	507 (8.9%)	337 (5.9%)	5,722	N/A
EL Plus Two Years RFEP or Less	1,142 (21.3%)	985 (18.4%)	2,779 (52%)	242 (4.5%)	201 (3.8%)	5,349	-373
EL Only	1,818 (40.3%)	1,153 (25.6%)	1,469 (32.6%)	40 (0.9%)	29 (0.6%)	4,509	-1,213



# Theory of Action

- The CDE recommended adopting the definition of ELs plus four years or less of RFEP which utilizes both indicators (Academic and English Learner Progress) to measure two different aspects of EL success:
  1. Making sufficient progress toward language acquisition to increase EL access to the curriculum in all content areas, and
  2. Evaluating the strength of the entire EL program from initial designation through successful reclassification.

# SBE Decision for the EL Student Group

- The SBE adopted the definition of ELs plus four-years of RFEP. The CDE provided the following rationale for including four year or less RFEPs:
  - Excluding RFEPs may result in an inability for schools to achieve the Green and Blue performance levels if they reclassify their students.
  - Many schools would be identified as needing to improve EL programs when their schools are successfully helping EL students gain language proficiency.
  - Identifying a large number of EL student groups in the Red and Orange performance levels may not help LEAs and schools distinguish strengths and weakness.



# Definition of English Learners in the New Accountability System

State Indicator	EL Inclusion Criteria
English Learner Progress	Current EL annual CELDT* test takers (grades K–12) plus students reclassified in the prior year
Academic	ELs (grades 3–8) plus students who have been Reclassified fluent English proficient (RFEP) for four years or less** (Note: this is similar to the criteria used in the prior state and federal accountability systems)
Graduation	Students with an EL status at any time in grades 9–12 (Same criteria since the initial release of the cohort graduation rate)
College/Career	Students with an EL status at any time in grades 9–12
Suspension (Note: Chronic Absenteeism will be added when data is available)	Current EL students (grades K–12)

\*CELDT: California English Language Development Test

\*\*This definition is based on what is permitted in the Every Student Succeeds Act

# California School Dashboard: In-depth Webinar Series

- **English Learner Progress and Suspension Rate**  
Indicators: February 22, 2017, from 9:30 a.m. to 11 a.m.
- **Graduation Rate and Career/College Indicator:**  
February 28, 2017, from 9:30 a.m. to 11 a.m.
- **Local Performance Indicators and Chronic Absenteeism-review of local data:** March 6, 2017, from 1:30 p.m. to 3 p.m.

# For Further Information

For additional information on:

- The Academic Indicator, contact the Academic Accountability Unit by e-mail at [Dashboard@cde.ca.gov](mailto:Dashboard@cde.ca.gov).
- Technical errors in accessing the Dashboard and importing local indicators into the Dashboard, contact the Local Agency Systems Support Office by e-mail at [lcff@cde.ca.gov](mailto:lcff@cde.ca.gov).
- Signing up as a Dashboard Coordinator visit the California School Dashboard Coordinator Application Web page at <https://www.caschooldashboard.org/#/application>.

# Questions and/or Discussion



## **AGREEMENT FOR PARTICIPATION**

### **EL DORADO CHARTER SELPA**

The El Dorado Charter Special Education Local Plan Area (SELPA) as authorized by the California State Board of Education assists California charter schools that have successfully completed the SELPA membership process and have signed this Agreement for Participation (Agreement) which are deemed Local Educational Agencies pursuant to Education Code Section 47641, in meeting their obligations to provide special education and related services (each term as defined in 20 U.S.C. Section 1401 and the applicable rules, regulations and interpretive guidance issued thereunder and collectively referred to as Services) to applying or enrolled students actually or potentially entitled to Services under applicable state and federal laws and regulations (Students). SELPA Membership also ensures compliance with the LEA Member's obligations under Education Code Sections 56195, et. seq.

It is the goal of the El Dorado Charter Special Education Local Plan Area (SELPA) that all charter pupils with exceptional needs within the SELPA receive appropriate special education programs. It is the intent of the Charter SELPA that special education programs be coordinated and operated in accordance with the governance structure.

The respective Charter Schools who are signatories hereto, the El Dorado County Office of Education (EDCOE), and the El Dorado Charter SELPA, mutually agree as follows:

### **DEFINITIONS**

LEA: as described in Education Code Section 56026.3., shall refer to a specific LEA Member Charter School or Charter School development organization as appropriate.

RLA: Responsible Local Agency, as described in Education Code Section 56030. Federal Regulations use the term "Administrative Unit" or "AU". For purposes of this Agreement, the El Dorado County Office of Education shall be the RLA or AU for the El Dorado County Charter SELPA.

Charter SELPA CEO Council: This group is composed of a representative from each Charter School in the Charter SELPA at the Chief Executive Officer level. Organizations that operate more than one Charter School at their option may have a single representative for all schools operated, but such representative shall have a number of votes equal to the number of schools represented. This group would meet regularly with the County Superintendent of Schools to direct and supervise the implementation of the Local Plan.

Charter Executive Committee: The Charter Executive Committee is comprised of representatives from the Charter SELPA CEO Council and shall include the El Dorado County Superintendent and staff designees.

Efforts will be made to ensure the committee has broad representation in a variety of areas; e.g. various geographical areas of the Charter SELPA, CMO representation, single charter, large charter, small charter, original founding members, new members. This committee serves as an informal advisory body to the Charter SELPA AU.

Charter Special Education Steering Committee: This Steering Committee serves in an advisory capacity to the Charter SELPA Associate Superintendent. Each Charter School is entitled to select one representative for this committee – either a teacher or an administrator. Representatives commit to a full year of service, which would include meeting regularly for the purpose of advising the Charter SELPA Associate Superintendent and receiving and disseminating direct program/instructional information.

Special Education Community Advisory Committee – CAC: Each Charter School shall be entitled to select a parent representative to participate in the Special Education Community Advisory Committee to serve staggered terms in accordance with E.C. § 56191 for a period of at least two years. Selected parents will be the parent of a child with a disability. This group will advise the Charter SELPA Associate Superintendent on the implementation of the El Dorado Charter SELPA Local Plan for Special Education in Charter Schools (“Local Plan”) as well as provide local parent training options in accordance with the duties, responsibilities and requirements of E.C. §§ 56190-56194.

Because of the geographic diversity anticipated within the El Dorado Charter SELPA many meetings will be conducted through the use of teleconferencing or video conferencing.

IEP (Individualized Education Program): A plan that describes the child's current abilities, sets annual goals and instructional objectives, and describes the education services needed to meet these goals and objectives in accordance with E.C. § 56032.

IEP Team: A group of team members, as defined in Education Code § 56341, who meet for the purpose of determining student eligibility for special education and developing, reviewing, or revising a pupil's IEP and recommendations for placement.

### **LEA MEMBER RESPONSIBILITIES AND DUTIES:**

Each LEA agrees that it is subject to the following responsibilities and duties under this Agreement, all adopted SELPA policies and procedures, the Local Plan, and governing federal and state laws and regulations (collectively, LEA Member Obligations), compliance with which is a condition precedent to membership, and continuing membership, in the SELPA, and these responsibilities and duties cannot be delegated to another entity.

The LEA Member as a participant in the Local Plan shall perform the following and be exclusively responsible for all costs, charges, claims and demands arising out of or related to its own pupils and its respective programs operated by the LEA Member:

- A. Adhere to the Local Plan, Policies and procedures as adopted by the Charter CEO Council.
- B. Select, compensate and determine the duties of the special education teachers, instructional aides, and other personnel as required to conduct the program specified in the Local Plan, and in compliance with state and federal mandates, Charter Schools may contract for these services;
- C. Conduct and/or contract those programs operated by the LEA Member in conformance with the Local Plan and the state and federal mandates;
- D. Organize and administer the activities of the IEP Teams, including the selection of the LEA Member staff and who will serve as members of the IEP Team in conformance with the Education Code Section 56341 and in compliance with the Local Plan;
- E. Organize and maintain the activities of the Resource Specialist Program in conformance with



- Education Code Section 56362; the Designated Instruction and Service in conformance with Education Code Section 56363; and Special Classes and Centers in conformance with Education Code Section 56364.1 and 56364.2; and in compliance with the Local Plan;
- F. Provide facilities as required to house the programs conducted by the LEA;
  - G. Provide for the acquisition and distribution of the supplies and equipment for the programs conducted by the LEA Member;
  - H. Provide and/or arrange for such transportation services as may be required to provide the special education programs specified that are conducted by the LEA Member;
  - I. Cooperate in the development of curricula for the classes and the development of program objectives with the AU. Cooperate in the evaluation of the programs as specified in the Local Plan, with the AU;
  - J. Cooperate in the development of the procedures and methods for communicating with the parents and/or legal guardians of the individuals served in conformance with the provisions of the Local Plan with the AU;
  - K. Provide for the documentation and reporting of assessment procedures used for the placement of individuals and the security thereof. Provide for the continuous review of placements and the assessment procedures employed to insure their effectiveness and applicability, and insure the continued implementation and compliance with eligibility criteria;
  - L. Provide for the integration of individuals educated under this agreement into the general education school programs and provide for evaluating the results of such integration according to specifications of the Local Plan;
  - M. Conduct the review of individual placements requested by the parents and/or legal guardians of the individual in accordance with the Local Plan;
  - N. Prepare and submit all required reports, including reports on student enrollment, program expenditures, and program evaluation;
  - O. Designate a person to represent the LEA Member on the Charter Special Education Steering Committee to monitor the implementation of the Plan and make necessary recommendations for changes and/or modifications;
  - P. Designate a representative for the LEA Member to serve on the Special Education Community Advisory Committee, in accordance with Education Code Section 56192-56193 and pursuant to the procedures established in the Local Plan;
  - Q. Designate the LEA Member Superintendent/CEO or School Leader by whatever name designated to represent the LEA Member on the Charter CEO Council to supervise and direct the implementation of the Plan;
  - R. Receive special education funding from El Dorado County in accordance with the Charter SELPA's Allocation and Budget Plan.
  - S. It is understood that except as otherwise may be specifically agreed from time to time the RLA shall have no responsibility for the operation of any direct educational program service of any kind.
  - T. Each LEA Member shall annually provide RLA with LEA Member's annual audit report, as conducted according to Education Code Section 47605(b)(5)(l). Annual submission shall be made annually, no later than January 31<sup>st</sup>. LEA Member further agrees to forward RLA copies of State Controller's Office communications regarding audit report corrective actions and a corrected audit report, if applicable. Should an LEA Member be the subject of a FCMAT report (or other agency review) that indicates concern with inappropriate use of funds, financial insolvency concerns, or operational concerns, the LEA Member shall notify RLA and provide the RLA with a copy of the report.
  - U. Charter LEA Member "Member" hereby agrees to indemnify and hold harmless the El Dorado County Office of Education "EDCOE", the El Dorado Board of Education, the El Dorado County Superintendent of Schools, the El Dorado Charter SELPA, and attorneys hereby collectively referred to jointly as "SELPA", and all of their officers, directors, employees, agents, and representatives and attorneys against any and all claims, losses, penalties, fines,

forfeitures, judgments, reasonable attorney's fees, and related litigation costs, fees, and expenses and amounts actually and reasonably incurred in settlement that result from any act or omission by or on behalf of Member by SELPA under this Agreement, unless the act or omission constitutes gross negligence, willful misconduct, or breach of fiduciary duty by any officer, director, partner, agent, or employee of SELPA in connection with SELPA's performance under this Agreement and the amounts would not have been covered under Members' insurance that result from any act or omission constituting gross negligence or willful misconduct by any officer, director, or employee of SELPA in connection with SELPA's performance under this Agreement.

### **AU/RLA DUTIES AND RESPONSIBILITIES:**

Pursuant to the provisions of Education Code Section 56030 et seq., the AU shall receive and distribute regionalized service funds, provide administrative support, and coordinate the implementation of the El Dorado County Local Plan for Special Education in Charter Schools participating in the Charter SELPA. In addition, the AU shall perform such services and functions as required to accomplish the goals set forth in the plan. Such services include, but are not limited to, the following:

- A. Act as agent for Charters participating in the Plan as specified in the Local Plan. Receive, compile and submit required enrollment reports and compute all special education apportionments as authorized under Education Code Section 56836 et seq. Receive data from each LEA Member to compile and submit budgets for the programs and monitor the fiscal aspects of the program conducted. Receive the special education apportionments of Regionalized Services as authorized under Education Code Section 56836.02;
- B. Coordinate with LEA Member's in the development and implementation of a systematic method for referring and placing individuals with exceptional needs who reside in the Charter, including the methods and procedures for communication with the parents and/or guardians of the individuals according to procedures in the Local Plan;
- C. Coordinate the development and implementation of curriculum and program objectives and provide for continuous evaluation of the special education programs in accordance with the Local Plan;
- D. Coordinate the organization and maintenance of the Special Education Community Advisory Committee (CAC) as part of the responsibility of the AU to coordinate the implementation of the plan pursuant to Education Code Section 56030. Provide for the attendance of designated members of the AU's staff at all regularly scheduled Special Education Community Advisory Committee meetings;
- E. Coordinate community resources with those provided by LEA Member and the AU, including providing such contractual agreements as may be required;
- F. Organize and maintain the Charter Special Education Steering Committee to monitor the operations of the Local Plan and make recommendations for necessary revisions, including, but not limited to:
  - 1. Monitoring the application of eligibility criteria throughout the Local Plan area;
  - 2. Coordinating the implementation of the transportation for special education pupils;
  - 3. Coordinating the system of data collection, management, and evaluation;
  - 4. Coordinating personnel development and curriculum development for special education, including alternative dispute resolution;
  - 5. Coordinating the identification, referral, assessment, instructional planning,

- and review procedures, including the communication with parents and/or legal guardians regarding rights and responsibilities for special education;
- 6. Developing interagency referral and placement procedures; and,
- 7. Evaluating the effectiveness of special education programs.

- G. Support the Charter SELPA CEO Council by attendance and participation of the County Superintendent and/or designees and the Charter SELPA Associate Superintendent at meetings;
- H. Provide for regular inservice training for AU and LEA Member staff responsible for the operation and conduct of the Local Plan. Regular inservice training may also be provided to CAC representatives;
- I. Provide the method and the forms to enable the LEA Member to report to the AU on student enrollment and program expenditures. Establish and maintain a pupil information system;
- J. Provide reasonable assistance to the LEA Member upon request from LEA Member administration, or individual cases, including but not limited to:
  - 1. Complaint issues;
  - 2. Hearing issues; and
  - 3. Identification of appropriate programs for specific pupils.
- K. Perform other services reasonable and necessary to the administration and coordination of the Plan;
- L. Receive special education funding and distribute funds in accordance with the Charter SELPA Allocation and Budget Plan.
- M. Schedule a public hearing at the El Dorado County Office of Education for purposes of adopting the Annual Service Plan and Budget Plan.

**PROVISIONS OF THE AGREEMENT**

- A. Consistent with this Agreement each LEA Member shall have full and exclusive authority and responsibility for classifying employment positions within their respective LEA Member.
- B. No LEA Member may enter into any agreement, MOU or other undertaking that would bind or limit independent decision making on the same or similar matters by any other LEA Member.
- C. The managerial prerogatives of any participating LEA Member shall not be infringed upon by any other participating LEA Member except upon mutual consent of an affected LEA Member(s), or unless as otherwise set forth by this Agreement.
- D. Any LEA Member may terminate its Charter SELPA membership at the end of the fiscal year next occurring after having provided twelve months prior written notice as follows:
  - 1. Prior initial written notice of intended termination to the RLA of at least one year, and
  - 2. Final written notice of termination to the RLA no more than six months after the LEA Member's initial notice of intended termination.

The RLA County Superintendent of Schools may terminate any LEA Member's Charter SELPA membership at the end of the fiscal year next occurring after having provided twelve months prior written notice as follows:

- 1. Prior initial written notice of intended termination to the LEA Member of at least one year, and
- 2. Final written notice of termination to the LEA Member no more than six months after the RLA's initial notice of intended termination.
- 3. Summary Termination:

Notwithstanding anything contained herein to the contrary, the Charter SELPA, in its sole discretion, may initiate and complete the termination process, as provided for herein, in accordance with standards and a reasonable summary timeline as determined by the Charter SELPA.

The summary standards and timeline as determined by the Charter SELPA shall, at a minimum, provide an LEA Member a reasonable opportunity for prior written notice and an opportunity to be heard.

Specifically the timeline and appeal process above does not preclude the Charter SELPA from initiating and completing the termination process in less than 12 months or by June 30th of the year immediately preceding the summary termination, if the member demonstrates:

- a) Egregious disregard of state and federal requirements to provide services to students, and/or
  - b) Demonstrated systemic and material issues that would cause the Charter SELPA AU to make a finding of “going concern” based on leadership, programmatic and/or fiscal solvency that would cause Charter SELPA AU to believe the Charter SELPA would be harmed by the continued membership of the LEA.
- E. Funding received by a charter is subject to the elements of the allocation plan. The Allocation Plan is updated on an annual basis and approved by CEO Council. Funding is subject to administrative fees, set-aside provisions, differentiated funding in year 1 and year 2, and potential recapture provisions if funds are not spent. All of these details are outlined in the allocation plan document. Participants agree by signing this document to agree to the provisions of the allocation plan.
- F. In accordance with their needs, the LEA Members and the AU in El Dorado County shall continue to manage and operate programs in their respective LEAs in accordance with Education Code Section 56172.
- G. The Charter CEO Council shall have the responsibility and right to monitor and correct any special education matter which affects the Special Education Local Plan Area. The AU staff shall be responsible for coordinating and informing the governance structure on any such matter.
- H. The LEA Members and the AU will maintain responsibility for program administration for the service they provide. All administrative requirements that govern that unit will be in effect regarding special education services. The Superintendent and/or Administrators of Special Education in each LEA Member and in the AU will be responsible for the daily operation of their respective programs.
- I. The student program placement is and shall remain the responsibility of the respective LEA Member. Student admission and transfer shall be determined in accordance with the respective charter, SELPA and El Dorado County Board policies and the respective charter, SELPA and El Dorado County procedures established in accordance with the identification, assessment, instructional planning and placement set forth in the Local Plan. Nothing contained herein shall be interpreted as providing automatic transfer rights to parents or students. The charter enrolling any pupil shall have the exclusive right to approve placement in any other agency. Each LEA of service shall have the right to determine if such LEA is able to provide a free, appropriate public education for the pupil.
- J. Supervision and other incidents of employment of special education staff will be the responsibility of the respective LEA Member or AU. Each LEA Member and the RLA shall have full exclusive and independent control over the development, change, implementation and application of all evaluation procedures their respective LEA Member or in the RLA as the case may be. All LEA Members shall have full and exclusive authority to recruit, interview, and hire special education staff as needed by such LEA Member to provide continuity and service to their special education students.
- K. The Charter SELPA CEO Council shall approve Charter SELPA policies, administrative regulations, the Allocation Plan and material changes to the Local Plan. The El Dorado County Board of Education shall meet the legal requirement of conducting a public hearing and adopting the annual service plan and budget plan. These documents shall be provided to

the CEO Council as an information item at their next regularly scheduled meeting.

**WARRANTIES AND REPRESENTATIONS:**

As a condition of membership, each LEA Member warrants and represents that at no time during such LEA Member's membership in the El Dorado Charter SELPA shall any such LEA Member, directly or indirectly, provide special education funding for the benefit of a for-profit entity. All Funding provided through the El Dorado Charter SELPA shall be treated as a restricted funding source to be expended only for special education or special education services. Nothing contained herein shall be interpreted as prohibiting any LEA Member from expending funds for certified agency or certified non-public school purposes for the benefit of children served, in accordance with the approved Master Contract as noted in Education Code.

**STANDARD OF CONDUCT**

Each LEA Member, at all times, shall conduct itself in such a manner as to act in the best interests of all other Charter SELPA members. LEA Members shall not engage in any activity or enterprise which would tend to injure or expose the Charter SELPA or any of its members to any significant risk of injury or any kind. No LEA Member shall undertake to independently act on behalf of the Charter SELPA or any of its members without express written authorization of the Charter SELPA.

**RESERVATION OF RIGHTS**

The RLA shall not be responsible for any LEA Member or Charter SELPA obligations or duties of any kind or nature except as explicitly set forth in this agreement.

**INDEMNIFICATION AND HOLD HARMLESS**

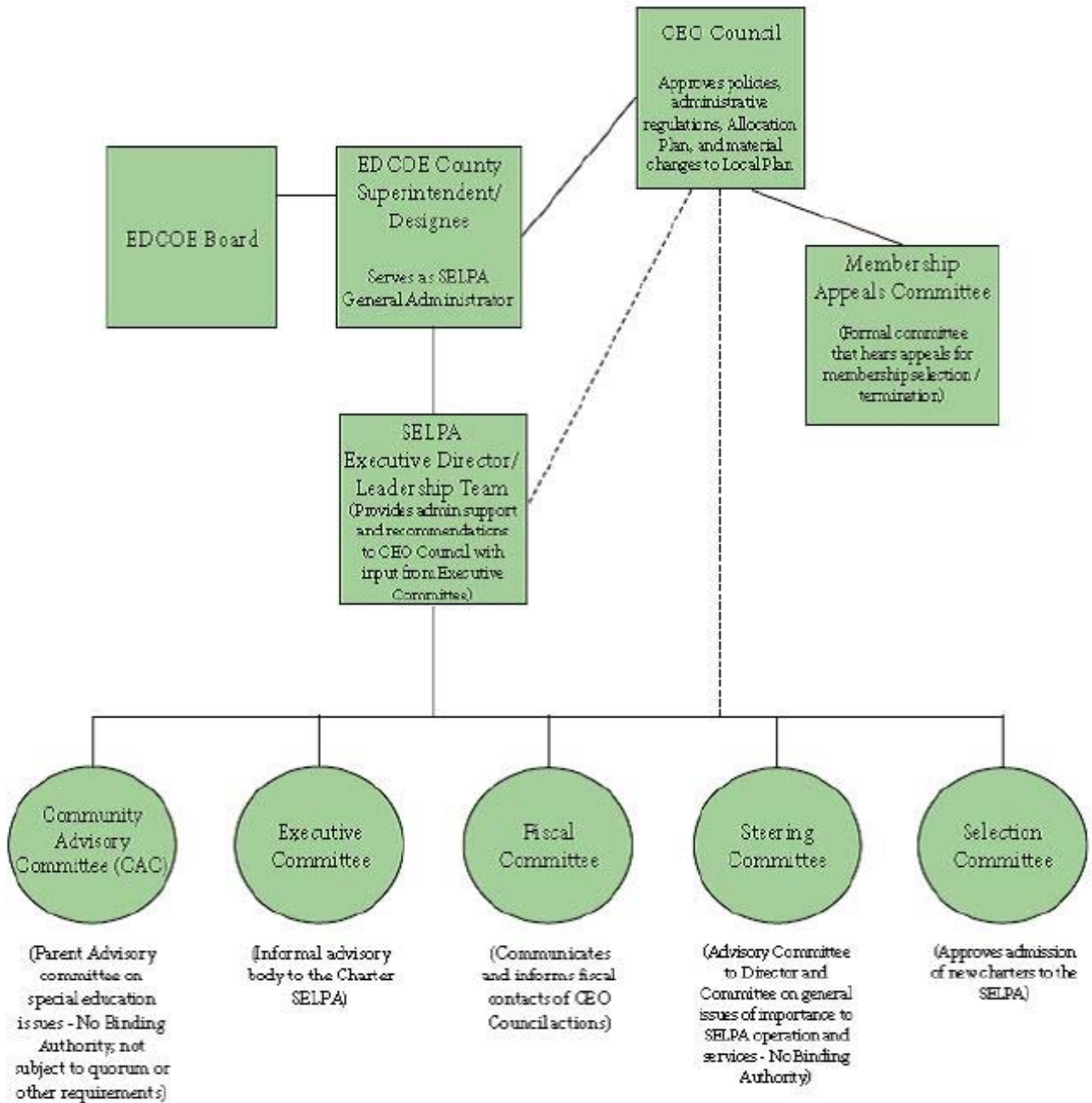
To the fullest extent allowed by law, each LEA Member agrees to defend, indemnify, and hold harmless the SELPA and its individual other Members, El Dorado County Office of Education, and the Superintendent, and each of their respective directors, officers, agents, employees, and volunteers (the Indemnified Parties), from any claim or demand, damages, losses or expenses (including, without limitation, reasonable attorney fees) that arises in any manner from an actual or alleged failure by a LEA Member to fulfill one or more of the LEA Member's Obligations except to the extent that such suit arises from the RLA's negligence.

Further, the El Dorado Charter SELPA shall be responsible for holding harmless and indemnifying the RLA for any costs of any kind or nature arising out of or related to this agreement other than as specifically contemplated herein, except to the extent that such cost arises from the RLA's negligence.

**FULL DISCLOSURE**

Except as otherwise prohibited by law, upon request by the Charter SELPA or any of its members, a Charter SELPA member shall provide any requested information, documents, writings or information of any sort requested without delay.

# El Dorado County Charter SELPA Flow Chart



This agreement is entered into for the 2017-18 year and, absent a new agreement or termination, continues each year thereafter.

In accordance with SELPA policy, Sycamore Preparatory Academy

(Charter LEA Name)

certifies that this agreement has been approved by the appropriate local board(s).

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**EL DORADO COUNTY OFFICE OF EDUCATION APPROVAL**

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

\_\_\_\_\_  
Ed Manansala, Superintendent  
El Dorado County Office of Education

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

\_\_\_\_\_  
Robbie Montalbano, Deputy Superintendent  
El Dorado County Office of Education

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

\_\_\_\_\_  
David M. Toston, Associate Superintendent,  
SELPA Programs  
El Dorado County Office of Education



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## **SPECIAL EDUCATION LOCAL PLAN AREA LOCAL EDUCATION AGENCY ASSURANCES**

**1. Free Appropriate Public Education 20 United States Code (USC) Section (§) 1412 (a)(1)**

It shall be the policy of this local educational agency (LEA) that a free appropriate public education is available to all children residing in the LEA between the ages of three through 21 inclusive, including students with disabilities who have been suspended or expelled from school.

**2. Full Educational Opportunity 20 USC § 1412 (a)(2)**

It shall be the policy of this LEA that all pupils with disabilities have access to educational programs, nonacademic programs, and services available to non-disabled pupils.

**3. Child Find 20 USC § 1412 (a)(3)**

It shall be the policy of this LEA that all children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State and children attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services are identified, located and evaluated. A practical method is developed and implemented to determine which students with disabilities are currently receiving needed special education and related services.

**4. Individualized Education Program (IEP) and Individualized Family Service Plan (IFSP) 20 USC § 1412 (a)(4)**

It shall be the policy of this LEA that an Individualized Education Program (IEP) or an Individualized Family Service Plan (IFSP) is developed, reviewed and revised for each child with a disability who requires special education and related services in order to benefit from his/her individualized education program. It shall be the policy of this LEA that a review of an IEP will be conducted on at least an annual basis to review a student's progress and make appropriate revisions.



**5. Least Restrictive Environment 20 USC § 1412 (a)(5)**

It shall be the policy of this LEA that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special class, separate schooling, or other removal of a student with disabilities from the general educational environment, occurs only when the nature or severity of the disability of the student is such that education in general classes with the use of supplemental aids and services cannot be achieved satisfactorily.

**6. Procedural Safeguards 20 USC § 1412 (a)(6)**

It shall be the policy of this LEA that children with disabilities and their parents shall be afforded all procedural safeguards throughout the provision of a free appropriate public education including the identification, evaluation, and placement process.

**7. Evaluation 20 USC § 1412 (a)(7)**

It shall be the policy of this LEA that a reassessment of a student with a disability shall be conducted at least once every three years or more frequently, if appropriate.

**8. Confidentiality 20 USC § 1412 (a)(8)**

It shall be the policy of this LEA that the confidentiality of personally identifiable data information and records maintained by the LEA relating to children with disabilities and their parents and families shall be protected pursuant to the Family Educational Rights and Privacy Act (FERPA).

**9. Part C, Transition 20 USC § 1412 (a)(9)**

It shall be the policy of this LEA that a transition process for a child who is participating in Early Intervention Programs (IDEA, Part C) with an IFSP is begun prior to a toddler's third birthday. The transition process shall be smooth, timely and effective for the child and family.

**10. Private Schools 20 USC § 1412 (a)(10)**

It shall be the policy of this LEA to assure that children with disabilities voluntarily enrolled by their parents in private schools shall receive appropriate special education and related services pursuant to LEA coordinated procedures. The proportionate amount of federal funds will be allocated for the purpose of providing special education services to children with disabilities voluntarily enrolled in private school by their parents.

**11. Local Compliance Assurances 20 USC § 1412 (a)(11)**

It shall be the policy of this LEA that the local plan shall be adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs; and that the agency(ies) herein represented will meet all applicable requirements of state and federal laws and regulations, including compliance with the Individuals with Disabilities Education Act (IDEA), the Federal Rehabilitation Act of 1973, Section 504 of Public Law and the provisions of the California *Education Code*, Part 30.

**12. Interagency 20 USC § 1412 (a)(12)**

It shall be the policy of this LEA that interagency agreements or other mechanisms for interagency coordination are in effect to ensure services required for FAPE are provided, including the continuation of services during an interagency dispute resolution process.

**13. Governance 20 USC § 1412 (a)(13)**

It shall be the policy of this LEA to support and comply with the provisions of the governance bodies and any necessary administrative support to implement the Local Plan. A final determination that an LEA is not eligible for assistance under this part will not be made without first affording that LEA with reasonable notice and an opportunity for a hearing through the State Educational Agency.

**14. Personnel Qualifications 20 USC § 1412 (a)(14)**

It shall be the policy of this LEA to ensure that personnel providing special education related services meet the highly qualified requirements as defined under federal law, including that those personnel have the content knowledge and skills to serve children with disabilities.

This policy shall not be construed to create a right of action on behalf of an individual student for the failure of a particular LEA staff person to be highly qualified or to prevent a parent from filing a State complaint with the California Department of Education (CDE) about staff qualifications.

**15. Performance Goals and Indicators 20 USC § 1412 (a)(15)**

It shall be the policy of this LEA to comply with the requirements of the performance goals and indicators developed by the CDE and provide data as required by the CDE.

**16. Participation in Assessments 20 USC § 1412 (a)(16)**

It shall be the policy of this LEA that all students with disabilities shall participate in state and district-wide assessment programs. The IEP team determines how a student will access assessments with or without accommodations, or access alternate assessments, consistent with state standards governing such determinations.

**17. Supplementation of State/Federal Funds 20 USC § 1412 (a)(17)**

It shall be the policy of this LEA to provide assurances that funds received from Part B of the IDEA will be expended in accordance with the applicable provisions of the IDEA; will be used to supplement and not to supplant state, local and other Federal funds those funds.

**18. Maintenance of Effort 20 USC § 1412 (a)(18)**

It shall be the policy of this LEA that federal funds will not be used to reduce the level of local funds and/or combined level of local and state funds expended for the education of children with disabilities except as provided in Federal law and regulations.

**19. Public Participation 20 USC § 1412 (a)(19)**

It shall be the policy of this LEA that public hearings, adequate notice of the hearings, and an opportunity for comment available to the general public, including individuals with disabilities and parents of children with disabilities are held prior to the adoption of any policies and/or regulations needed to comply with Part B of the IDEA.

**20. Rule of Construction 20 USC § 1412 (a)(20)**

(Federal requirement for State Education Agency only)

**21. State Advisory Panel 20 USC § 1412 (a)(21)**

(Federal requirement for State Education Agency only)

**22. SUSPENSION/EXPULSION 20 USC § 1412 (a)(22)**

The LEA assures that data on suspension and expulsion rates will be provided in a manner prescribed by the CDE. When indicated by data analysis, the LEA further assures that policies, procedures and practices related to the development and implementation of the IEPs will be revised.

**23. Access to Instructional Materials 20 USC § 1412 (a)(23)**

It shall be the policy of this LEA to provide instructional materials to blind students or other students with print disabilities in a timely manner according to the state adopted National Instructional Materials Accessibility Standard.

**24. Overidentification and Disproportionality 20 USC § 1412 (a)(24)**

It shall be the policy of this LEA to prevent the inappropriate disproportionate representation by race and ethnicity of students with disabilities.

**25. Prohibition on Mandatory Medicine 20 USC § 1412 (a)(25)**

It shall be the policy of this LEA to prohibit school personnel from requiring a student to obtain a prescription for a substance covered by the Controlled Substances Act as a condition of attending school or receiving a special education assessment and/or services.

**26. Distribution Of Funds 20 USC § 1411(e),(f)(1-3)**

(Federal requirement for State Education Agency only)

**27. Data 20 USC § 1418 (a-d)**

It shall be the policy of this LEA to provide data or information to the CDE that may be required by regulations.

**28. Reading Literacy (State Board requirement, 2/99)**

It shall be the policy of this LEA that in order to improve the educational results for students with disabilities, Special Education Local Plan Area's (SELPA) Local Plans shall include specific information to ensure that all students who require special education will participate in the California Reading Initiative.

**29. Charter Schools EC 56207.5 (a-c)**

It shall be the policy of this LEA that a request by a charter school to participate as a local educational agency in a special education local plan area may not be treated differently from a similar request made by a school district.

In accordance with Federal and State laws and regulations,

Sycamore Preparatory Academy  
(Charter LEA name)

certifies that this plan has been adopted by the appropriate local board(s) (LEA/county) and is the basis for the operation and administration of special education programs; and that the agency herein represented will meet all applicable requirements of state and federal laws, regulations and state policies and procedures, including compliance with the Individuals with Disabilities Education Act, 20 *United States Code (USC)* 1400 et.seq, and implementing regulations under 34 *Code of Federal Regulations (CFR)*, Parts 300 and 303, 29 *USC* 794, 705 (20), 794- 794b, the Federal Rehabilitation Act of 1973, as amended, and the provisions of the *California Education Code*, Part 30 and Chapter 3, Division 1 of Title V of the *California Code of Regulations*.

Be it further resolved, the local educational agency (LEA) superintendent shall administer the local implementation of procedures, in accordance with state and federal laws, rules, and regulations, which will ensure full compliance.

Furthermore, the LEA superintendent ensures that policies and procedures covered by this assurance statement are on file at the LEA and the SELPA office.

Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_  
Charter CEO/Charter Governing Board Secretary (or use appropriate title)

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

## **SELPA ADDITIONAL ASSURANCES.**

Your signature on this application indicates your assurance that you agree to adhere to the following additional requirements:

1. Utilize SELPA approved forms and documents, including the Special Education Information System (SEIS) and all computer hardware necessary;
2. Ensure capability to web-conference;
3. Attend meetings in person or through web-conference as required;
4. Adopt and implement the El Dorado County Charter SELPA Policy and Procedural Guide;
5. Expend all State and Federal special education funds as required by law and defined in the Charter SELPA Allocation Plan;
6. Ensure that students will be instructed in a safe environment;
7. Assume the legal and financial responsibilities to provide a free and appropriate public education to students with special needs. Financial responsibility may include, but is not limited to, instruction, related services, transportation, NPA/NPS placements, intra-SELPA placements, due process hearing proceedings and attorney fees;
8. Hold harmless, indemnify and defend the El Dorado County Charter SELPA, Superintendent and his/her officers, agents and employees from any and all liabilities, claims, costs, expenses and damages arising from or connected with the services to be performed under this agreement.
9. Submit all reports within required time lines (CASEMIS, budget, Maintenance of Effort, etc.);
10. Comply with the requirements of Section 504 of the Rehabilitation Act and develop appropriate plans for students as needed;
11. Ensure facility access compliant with the Americans with Disabilities Act (ADA) or appropriate plans for future implementation;
12. Follow all Federal and State Laws regarding discipline and change of placement of students identified with special needs;
13. Participate in staff development activities as needed to ensure staff understanding of special education laws and regulations.

Date of Board Approval for Application and Assurances \_\_\_\_\_

Signature of Applicant CEO/Director:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



Ronald Reagan Charter School Alliance

**Regular Board Meeting Minutes**

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

**February 13, 2017 @6:00 p.m.**

**1.0 CALL TO ORDER**

The meeting was called to order by the Board Chair at 6:07 p.m.

**2.0 OPEN GENERAL SESSION**

Establishment of a Quorum

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

*Other guests present:*

John Arndt, Savantco

**3.0 PLEDGE OF ALLEGIANCE**

**4.0 APPROVAL OF THE AGENDA**

Motion: Dr. Flores Second: Mr. Roberson Vote: 5 - 0

**5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:**

No comments.

**6.0 INFORMATION SESSION:**

**6.1 LCAP Presentation (Attachment 6.1)**

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

*Presented by: Jeff Morabito, Assistant Principal, Christy Picard, Sycamore Academy Teacher*

**6.2 Special Education Report**

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

*Presented by: Jennifer Smith, Education Specialists*

**6.3 Financial Report (Attachment 6.3)**

Presentation of the status of Sycamore Academy finances.

*Presented by: John Arndt, SavantCo Education*

**6.4 Operations Report (Attachment 6.4)**

Presentation on Prop 39 Energy Efficiency Project and WatchD.O.G.S. Program at Sycamore Academy.

*Presented by: Laura Girard, Operations Coordinator*

**6.5 Director’s Report**

Presentation regarding school administration, current legislation that may impact the school, update on the status of Sycamore Preparatory Academy petition submission to Chino Valley Unified School District.

*Presented by: Barbara Hale, Executive Director/Principal*

**6.6 California School Dashboard (Attachment 6.6)**

Presentation regarding the new website that shows how local educational agencies and schools are performing on the indicators included in California’s new school accountability system.

*Presented by: Barbara Hale, Executive Director/Principal*

**7.0 ACTION ITEMS:**

**7.1 Suicide Prevention and Postvention Policy (Attachment 7.1)**

The board will review and consider the Suicide Prevention and Postvention Policy.

Staff recommendation: Staff recommends approval of the policy.

*Presented by: Laura Girard, Operations Coordinator*

Motion: Mr. Leavitt Second: Mr. Roberson Vote: 5 - 0

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

**7.2 Community Investment Contract (Attachment 7.2)**

The board will review and consider the ratification of the Community Investment Contract.

Staff recommendation: Staff recommends approval of the contract.

*Presented by: Barbara Hale, Executive Director/Principal*

Motion: Mr. Leavitt Second: Mr. Roberson Vote: 5 - 0

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

**7.3 2<sup>nd</sup> Interim Report (Attachment 7.3)**

The board will review and consider the 2<sup>nd</sup> Interim Report.

Staff recommendation: Staff recommends approval of the report.

*Presented by: John Arndt, SavantCo Education*

Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 5 - 0



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

**7.4 Skybridge Solar Contract (Attachment 7.4)**

The board will review and consider the ratification of the Skybridge Solar Contract.

Staff recommendation: Staff recommends approval of the contract.

*Presented by: Laura Girard, Operations Coordinator*

Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 5 - 0

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

**7.5 Tobacco Policy (Attachment 7.5)**

The board will review and consider the updated Tobacco Policy.

Staff recommendation: Staff recommends approval of the policy.

*Presented by: Barbara Hale, Executive Director/Principal*

Motion: Dr. Flores Second: Mrs. Halikis Vote: 5 - 0

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

**8.0 CONSENT CALENDAR**

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

**8.1 Approval of the Minutes: November 28, 2016 (Attachment 8.1)**

**8.2 Approval of the Minutes: January 23, 2017 (Attachment 8.2)**

**8.3 Check Register for January 2017 (Attachment 8.3)**

Motion: Dr. Flores Second: Mr. Leavitt Vote: 5 - 0

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

**9.0 BOARD COMMENTS:**

Mr. Skumawitz would like to have the board packet in a Board Doc program to index

**10.0 ADJOURNMENT**

Motion: Mr. Leavitt Second: Mrs. Halikis Vote: 5 - 0

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

The meeting was adjourned at 7:17 p.m.

**Sycamore Academy**  
**Check Listing**

For Checks Dated 02/01/2017 through 02/28/2017

Check Date	Check#	Register #	Payee #	Payee Name		Amount
PO #	Account #			Account Title	Description	
02/01/2017	4891	R323	000107	CalSTRS		\$31,030.42
	62-0000-0-0000-0000-9505-00			STRS Payable	January 2017 CalSTRS	31,030.42
02/03/2017	4892	R324	000083	SavantCo Education		\$10,000.00
	62-0000-0-0000-0000-5813-00			Business Services	February 2017 Monthly Contract Fee	10,000.00
02/03/2017	4893	R325	000006	Staples Advantage		\$315.29
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	315.29
02/03/2017	4894	R326	000033	Aflac		\$807.40
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - Jan. 2017	807.40
02/06/2017	4895	R321	000059	Vicenti Lloyd Stutzman LLP		\$3,620.00
	62-0000-0-0000-0000-5810-00			Accounting	Accounting Services	3,620.00
02/06/2017	4896	R327	000243	Wendy Lizardi		\$72.91
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Materails - Reimbursement	72.91
02/06/2017	4897	R328	000244	Total Education Solutions		\$6,147.77
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	OT Services	1,682.63
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	OT Services	4,465.14
02/07/2017	4898	R329	000003	Southwest School and Office Supply		\$162.48
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	162.48
02/09/2017	4899	R330	000011	Lake Elsinore Unified School District		\$5,040.00
	62-0000-0-0000-0000-9590-00			Due to Grantor Governments	Oversiget Fee Nov - Dec 2015 (Re-Issue)	5,040.00
02/10/2017	4900	R331	000006	Staples Advantage		\$314.31
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	314.31
02/10/2017	4901	R332	000227	Nona Jones		\$1,175.01
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies - Reimbursement	1,175.01
02/10/2017	4902	R333	000153	Casi Lewis		\$137.38
	62-0000-0-0000-0000-4310-00			Uniforms	Uniform - Reimbursement	137.38
02/10/2017	4903	R335	000246	Community Investment Corporation		\$3,500.00
	62-0000-0-0000-0000-5310-00			Licenses and Fees	Upfront Annual PA Fee	3,500.00
02/10/2017	4904	R336	000011	Lake Elsinore Unified School District		\$3,433.00
	62-0000-0-0000-0000-5110-00			District Oversight Fee	Oversiget Fee - Feb 2017	3,433.00

**Sycamore Academy**  
**Check Listing**

For Checks Dated 02/01/2017 through 02/28/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
02/10/2017	4905	R337	000074	<b>Berkshire Hathaway Homestate Companies</b>		<b>\$3,806.02</b>
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Workers Comp Ins - Feb 2017	3,806.02
02/10/2017	4906	R338	000007	<b>AT&amp;T Mobility</b>		<b>\$282.67</b>
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Wireless Service - Feb 2017	282.67
02/15/2017	4907	R339	000001	<b>Kaiser Foundation Health Plan</b>		<b>\$14,853.82</b>
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Health Insurance - March 2017	14,853.82
02/17/2017	4908	R340	000247	<b>Mireya Grisham</b>		<b>\$108.03</b>
	62-0000-0-0000-0000-4700-00			Food	Candy /Snacks - Reimbursement	108.03
02/17/2017	4909	R341	000145	<b>Jennifer Smith</b>		<b>\$207.58</b>
	62-0000-0-0000-0000-5200-00			Travel and Conferences	Mileage - Reimbursement	207.58
02/17/2017	4910	R344	000006	<b>Staples Advantage</b>		<b>\$93.67</b>
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	93.67
02/17/2017	4911	R345	000084	<b>Hamel Contracting, Inc</b>		<b>\$4,953.59</b>
	62-0000-0-0000-0000-5310-00			Licenses and Fees	Close out project	4,953.59
02/17/2017	4912	R349	000129	<b>CR&amp;R Incorporated</b>		<b>\$330.64</b>
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	Service Period - 02-01-17 - 02-28-17	330.64
02/17/2017	4913	R351	000012	<b>Hansberger &amp; Klein, PLC</b>		<b>\$3,500.00</b>
	62-0000-0-0000-0000-5830-00			Legal	Legal Services	3,500.00
02/17/2017	4914	R352	000222	<b>Sara Kojaku</b>		<b>\$1,293.75</b>
	62-0000-0-0000-0000-5852-00			Contract Labor	Contractor Services	1,293.75
02/17/2017	4915	R342	000121	<b>Contessa Brown</b>		<b>\$335.17</b>
	62-0000-0-0000-0000-5200-00			Travel and Conferences	Car rental/Fuel/Mileage - Reimbursement	335.17
02/17/2017	4916	R346	000248	<b>JD Promotions</b>		<b>\$1,046.87</b>
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Supplies	1,046.87
02/17/2017	4917	R348	000169	<b>Oxford Consulting Services, Inc</b>		<b>\$5,256.40</b>
	62-6500-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Services Provided Jan 2017	5,256.40
02/17/2017	4918	R350	000072	<b>U.S. Bank National Association</b>		<b>\$60,856.08</b>
	62-0000-0-0000-0000-9200-00			Accounts Receivable	March 2017 Bond Payment	60,856.08

**Sycamore Academy**  
**Check Listing**

For Checks Dated 02/01/2017 through 02/28/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
02/22/2017	4919	R353	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
02/22/2017	4920	R354	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
02/22/2017	4921	R355	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
02/22/2017	4922	R356	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
02/22/2017	4923	R357	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
02/22/2017	4924	R358	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
02/22/2017	4925	R359	000249	Love Engineering		\$3,500.00
	62-0000-0-0000-0000-5852-00			Contract Labor	Parking Lot Plan Retainer - Feb 2017	3,500.00
02/22/2017	4926	R360	000250	WATCH D.O.G.S.		\$448.89
	62-0000-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	Father involvement program	448.89
02/24/2017	4927	R361	000006	Staples Advantage		\$847.26
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	847.26
02/24/2017	4928	R362	000225	Nichole Amies		\$118.46
	62-0000-0-0000-0000-4700-00			Food	Baked goods /Supplies - Reimbursement	20.00
	62-0000-0-0000-0000-4300-00			Materials and Supplies		98.46
02/24/2017	4929	R363	000020	Guardian		\$1,431.53
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Period - 03-01-17 - 03-31-17	1,431.53
02/24/2017	4930	R364	000203	ACME ScreenPrinting		\$409.32
	62-0000-0-0000-0000-4310-00			Uniforms	T-Shirts	409.32
02/24/2017	4931	R365	000251	Voyager Sopris Learning		\$1,550.77
	62-0000-0-0000-0000-4200-00			Books and Other Reference Materials	Supplies	1,550.77
02/24/2017	4932	R366	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

**Sycamore Academy**

**Check Listing**

For Checks Dated 02/01/2017 through 02/28/2017

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
02/27/2017	4933	R367	000245	<b>FHP Corporation</b>		<b>\$189.99</b>
	62-0000-0-0000-0000-4300-00			Materials and Supplies	6 cases of paper	189.99
02/27/2017	4934	R368	000003	<b>Southwest School and Office Supply</b>		<b>\$58.67</b>
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	58.67
02/28/2017	14936	R369	000141	<b>Specialized Therapy Services</b>		<b>\$4,836.25</b>
	62-6500-0-0000-0000-5800-00			Professional/Consulting Services and Operating Exp	SPED Services Jan 2017	4,836.25
<b>45 Checks</b>						<b>\$180,836.40</b>