

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_  
District Superintendent or Designee

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

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 18, 2017

Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

X  **POSITIVE CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

\_\_\_\_\_ **QUALIFIED CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

\_\_\_\_\_ **NEGATIVE CERTIFICATION**

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Eric Gross

Telephone: 831 425-7002

Title: District Superintendent/Principal

E-mail: egross@pesd.org

**Criteria and Standards Review Summary**

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	X	
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	n/a	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2016-17) annual payment?	X	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, have there been changes since budget adoption in OPEB liabilities?	n/a	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	X	
		• Classified? (Section S8B, Line 1b)	X	
S8	Labor Agreement Budget Revisions	• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
		For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
S8	Labor Agreement Budget Revisions	• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

# **Pacific Elementary School District**

Board of Trustees Meeting  
**Tuesday, December 19<sup>th</sup>, 2017 @ 4:00 PM**  
Pacific Elementary School, Davenport, CA

## **Pacific School Mission Statement**

Pacific School's mission is to prepare children for life through experiential learning that addresses the needs of the whole child. We create a safe and secure school environment that promotes social and academic growth and develops an enthusiasm for learning, a positive self-image, and cross-cultural understanding.

All persons are encouraged to attend and, where appropriate, to participate in, meetings of the Pacific School Board of Trustees. Persons wishing to address the Board are asked to state their names for the record. Consideration of all matters is conducted in open session except for those relating to litigation, personnel, and employee negotiations, which, by law, may be considered in executive (closed) session.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Eric Gross, Superintendent/Principal at the Pacific School District Office at least three working days prior to any public meeting.

## **Board Meeting Agenda**

### **1. OPENING PROCEDURES FOR OPEN SESSION**

- 1.1. Call to Order
- 1.2. Roll Call & Establishment of Quorum
  - 1.2.1. Gwyan Rhabyt, Board President
  - 1.2.2. Don Croll, Board Trustee
  - 1.2.3. Cari Napoles, Board Trustee
- 1.3. Approval of the agenda for December 19<sup>th</sup>, 2017
  - 1.3.1. Agenda deletions, additions, or changes of sequence

### **2. PUBLIC COMMENTS**

- 2.1. For items not on the agenda, this is an opportunity for the public to address the board directly related to school business. The Board President may allot time to those wishing to speak, but no action will be taken on matters presented (EC §35145.5).
- 2.2. For items on the agenda, the public will have the opportunity to speak at the time the agenda item is discussed. Please address the Board President.

### **3. REPORTS**

- 3.1. Superintendent Report
- 3.2. Board Member Reports
- 3.3. School Site Council Report
- 3.4. Parents Club Report

### **4. CONSENT AGENDA:** These matters may be passed by one roll call motion. Board

Members may remove items from the agenda for a separate discussion and vote.

4.1. Approval of Minutes of the Board Meeting on: November 21<sup>st</sup>, 2017

4.2. Approval of Warrant Registers

4.3. Williams Report

4.4. Fiscal and Energy Savings due to Proposition 39 Projects

**5. PUBLIC HEARINGS**

5.1. School Facilities Fees

**6. BOARD RESOLUTIONS**

6.1. School Facilities Fees

**7. ITEMS TO BE TRANSACTED AND/OR DISCUSSED**

7.1. Approval of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits

7.1.1. AR 5113.11 Attendance Supervision

7.1.2. BP & AR 5117 Interdistrict Attendance

7.1.2.1. <http://www.lao.ca.gov/Publications/Report/3331>

7.1.3. AR 5125.2 Withholding Grades, Diploma, or Transcripts

7.1.4. BP 5131.6 Alcohol and Other Drugs

7.1.5. BP & AR 6020 Parent Involvement

7.1.6. AR 6112 School Day

7.1.7. BP 6153 School-Sponsored Trips

7.1.8. BP 6170.1 Transitional Kindergarten

7.1.9. AR 6173.1 Education for Foster Youth

7.1.10. BP & AR 6173.2 Education of Children of Military Families

7.2. Withdrawal of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits

7.2.1. E 5131.63 Steroids

7.3. Salary Schedule – Change certificated salary schedule for School Psychologist from \$75/hr to \$80/hr.

7.4. E-Rate – Re-examine CIPA compliance policy and resolution

7.5. 1<sup>st</sup> Interim – Staff will present the 1<sup>st</sup> Interim Budget Revision

7.6. Parent Involvement Plan

7.7. Classroom Visitation Policy

**8. SCHEDULE OF COMING EVENTS**

8.1. Next Regular Board Meeting: January 16<sup>th</sup>, 2017

**9. CLOSED SESSION**

9.1. Public Employee Discipline/Dismissal/Release (Section 54957.6)

9.1.1. Aide

9.1.2. Garden Instructor

**10. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

**11. ADJOURNMENT**

If requested, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by section 202 of the Americans with Disabilities Act (42 U.S.C. section 12132) and the federal rules and regulations implementing the Act. Individuals requesting a disability-related modification or accommodation may contact the District Office.

The board book for this meeting, including this agenda and any back-up materials, may be viewed or downloaded online: <http://www.pacificesd.org/governance.html> or may be viewed at the

school: 50 Ocean St. Davenport CA 95017.

**Translation Requests:** Spanish language translation is available on an as-needed basis.

***Solicitudes de Traducción:*** *Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva.*

# **Pacific Elementary School District**

Board of Trustees Meeting  
**Tuesday, November 21<sup>st</sup>, 2017 @ 4:00 PM**  
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## **Pacific School Mission Statement**

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## **Board Meeting Minutes**

### **1. OPENING PROCEDURES FOR OPEN SESSION**

- 1.1. Call to Order – 4:10 p.m.
- 1.2. Roll Call & Establishment of Quorum
  - 1.2.1. Gwyne Rhabyt, Board President – Present
  - 1.2.2. Don Croll, Board Trustee – Present
  - 1.2.3. Cari Napoles, Board Trustee – Present
- 1.3. Approval of the agenda for October 17<sup>th</sup>, 2017
  - 1.3.1. Agenda deletions, additions, or changes of sequence

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

### **2. PUBLIC COMMENTS**

- 2.1. For items not on the agenda, this is an opportunity for the public to address the board directly related to school business. The Board President may allot time to those wishing to speak, but no action will be taken on matters presented (EC §35145.5).
- 2.2. For items on the agenda, the public will have the opportunity to speak at the time the agenda item is discussed. Please address the Board President.

None.

### **3. REPORTS**

### 3.1. Superintendent Report

New furnaces were installed. One had a broken part, but got fixed. One was leaking, but got repaired. Roof leaks were repaired. The upper IS air conditioner is broken, but Mynt is looking into getting it fixed, as it may still be under warranty.

Landed, an organization which is making it more possible for teachers to buy houses, is up and running in Santa Cruz.

We had a surprise preschool inspection. We had all the required notifications posted and the necessary student and staff files. We did get a level B citation for the preschool director (Mr. Gross) not having filed all the paperwork necessary for a preschool director to file. The citation was cleared at the time of the inspection, as Mr. Gross did have all the paperwork, it just hadn't been filed.

### 3.2. Board Member Reports

Mr. Croll reported on possible redevelopment plans for the cement plant property. There was discussion of the possible impacts of various development options on the school. There are possible impacts on enrollment, in-district vs. inter-district percentages, donations, developer's fees receipts, etc.

### 3.3. School Site Council Report

Site Council met last week and discussed the Parent Involvement Plan and Parents' Visitation Policy. These will be brought to the Board in December.

### 3.4. Parents Club Report

Potato night happened. Parents' Club donated about \$20,000 in earnings from their endowment to purchasing teacher's and other staff members' wish list items.

4. **CONSENT AGENDA:** These matters may be passed by one roll call motion. Board Members may remove items from the agenda for a separate discussion and vote.

4.1. Approval of Minutes of the Board Meeting on: October 17<sup>th</sup>, 2017

4.2. Approval of Warrant Registers

4.3. School Accountability Report Card

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

## 5. PUBLIC HEARINGS

### 5.1. Sufficiency of Instructional Materials

Opened at 4:50 p.m. No members of the public had comments. The meeting was closed at 4:51 p.m.



## **6. BOARD RESOLUTIONS**

### **6.1. Resolution 2018-4 Designation of Facility Responsibility of Pacific Preschool**

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

## **7. ITEMS TO BE TRANSACTED AND/OR DISCUSSED**

### **7.1. Annual Organizational Meeting**

Mr. Rhabyt was elected president. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 1 abstentions, 0 absences.

Ms. Napoles was elected vice president. Mr. Rhabyt moved, Mr. Croll seconded. 2 in favor, 0 opposed, 1 abstentions, 0 absences.

Mr. Gross was elected secretary. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

The regular meetings will take place on the third Tuesdays of the month, except in June. Meetings in June are tentatively scheduled for the 11<sup>th</sup> and 18<sup>th</sup>. There is no regular meeting in July. Approved. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

### **7.2. Approval of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits**

#### **7.2.1. BP 0400 Comprehensive Plans**

#### **7.2.2. BP & AR 0460 Local Control and Accountability Plan**

#### **7.2.3. BP 0500 Accountability**

#### **7.2.4. BP & AR 1113 District and School Web Sites**

#### **7.2.5. BP 3280 Sale or Lease of District-Owned Real Property**

#### **7.2.6. BP 3513.4 Drug and Alcohol Free Schools**

#### **7.2.7. AR 3515.6 Criminal Background Checks for Contractors**

#### **7.2.8. BPs 4140, 4240, & 4340 Bargaining Units**

#### **7.2.9. BP & AR 5113.1 Chronic Absence & Truancy**

Approved 7.2.1-3 and 7.2.5-9 with no changes. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

Approved 7.2.4 with option 1. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

### **7.3. Deletion of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits**

#### **7.3.1. BP 0520.2 Title I Program Improvement Schools**

#### **7.3.2. BP 0520.3 Title I Program Improvement Districts**

Approved deleting BP 0520.2 & 3. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

#### 7.4. Revise Salary Schedule to Add Maintenance Worker Position at \$30/hour

The new job title was changed to “Skilled Maintenance Worker”. The existing classified pay schedule with the skilled maintenance worker pay scale with a single step of \$30/hour was approved with no additional changes. Mr. Croll moved, Ms. Napoles seconded. 3 in favor, 0 opposed, 0 abstentions, 0 absences.

#### 7.5. Report of Information about California Dashboard Local Indicators

Mr. Gross presented information about the California Dashboard Local Indicators. The district met all local indicators for priorities 1, 2, 3, and 6. Priorities 4, 5, 7, and 8 will be addressed after the state established appropriate criteria.

#### 7.6. Language Program Options

Mr. Gross has a background in language programs. There are different types of language programs with different goals. There are two types of language development – social language, useful for everyday communication, and academic language, useful for more complex texts and academic purposes. Possible goals include learning English only, learning English while maintaining skills in the original language, or developing an additional language skill while maintaining English. There are many types of instructional models, including pull-outs, dual-immersion (academic skills in both languages), early exit programs (learn enough English to exit from the program), etc. Student and staff language skills also impact the possible options. Bilingual programs require bilingual staff. The effectiveness of various programs depends on the languages of the students – for example, 50-50 bilingual programs work best with 50-50 mixtures of English and Spanish speakers. There are a lot of brain development advantages for foreign language development.

Yet another option is to offer foreign language classes, which is more realistic for Pacific School. Mr. Croll is interested in considering whether this is possible. One of the biggest barriers is finding instructional minutes given the large number of pullouts we already have. Another option is an after school program.

The next step might be to get feedback from parents about their level of interest in Spanish instruction.

### **8. SCHEDULE OF COMING EVENTS**

8.1. Next Regular Board Meeting: December 19<sup>th</sup>, 2017

### **9. CLOSED SESSION**

9.1. Public Employee Discipline/Dismissal/Release (Section 54957.6)

### **10. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

The Board accepted the information that Trish Hildinger will be ending her contract as of December.

## **11. ADJOURNMENT – 6:10 p.m.**

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November 30, 2017

Eric Gross;

## CALPADS Data Management Recognition

We are pleased to inform you your local educational agency has qualified for the 2016-17 California Longitudinal Pupil Achievement Data System (CALPADS) Data Management Recognition. Congratulations and thank you for your support for the submission and maintenance of high-quality data! Your certificate accompanies this letter. Please extend our congratulations to all those involved in CALPADS submissions, including site and district administrators and staff who work with your student data. In addition to the certificate, your LEA will be recognized on the CALPADS Data Management Recognition webpage at <http://fcmat.org/Pages/Data-Submission-Recognition-Program.aspx>.


As you are aware, data from CALPADS are used for many significant purposes, including the Local Control Funding Formula, the test registration system for the California Assessment of Student Performance and Progress, and the Accountability Progress Reporting system.

The local educational agency (LEA) staff working with CALPADS are integral to keeping CALPADS up-to-date with current, accurate data. Submission deadlines are established each year and LEAs that meet all submission deadlines assist the state in maintaining timely, high-quality data. The California Department of Education and the Fiscal Crisis & Management Assistance Team/California School Information Services (FCMAT/CSIS) have established the CALPADS Data Management Recognition Program to formally commend LEAs that have met all CALPADS deadlines in a given year. The CALPADS Data Management Recognition for 2016-17 is being awarded to LEAs that completed the following CALPADS Data Submissions by the deadline listed below:

- *January 26, 2017 – Fall 1*
- *March 23, 2017 – Fall 2*
- *August 25, 2017 – EOY1\*, EOY 2, EOY 3 & EOY 4 \**  
\* (only required if LEA has grades 10-12)

We look forward to continuing to work with your staff as CALPADS data are used in an increasing number of critical data functions.

Sincerely,

  
**Jerry Winkler**  
Director  
Educational Data Management Division  
California Department of Education

  
**Nancy Sullivan**  
Chief Operations Officer  
FCMAT/California School Information Services



California Department of  
EDUCATION

California Department of Education

**CALPADS**  
California Longitudinal Pupil Achievement Data System



# Data Management Recognition

*Presented to*

Awarded to Local Education Agencies that met the initial CALPADS certification deadline for all six data collections (Fall 1, Fall 2, EOY1, EOY2, EOY3, & EOY4), resolved anomalies to achieve an anomaly rate of less than 2% of enrollment, and maintained quality data in the local SIS as well as in CALPADS.



**Jerry Winkler**  
Director

Educational Data Management Division  
California Department of Education



**Nancy Sullivan**

Chief Operations Officer  
FCMAT/California School Information Services

## **Classroom Visitation Policy**

All campus visitors are welcomed and desired. Visitors must follow the following procedures:

- Request an appointment for a visitation date and time from the office staff or the relevant teacher.
- Sign in at the school office and obtain the principal/designee's approval before proceeding to the classroom.
- Keep the classroom observation time and frequency reasonable.
- Enter and leave the classroom as quietly as possible.
- Do not interact with students or staff unless the classroom teacher initiates the interaction.
- Do not interfere with any school activity during the visitation.

### **Fund 25 – Developers Fees as of September 30, 2017**

Ending Fund Balance for 2015-16:	\$2,315.49
2016-17 Expenditures:	\$0
2016-17 Revenue (Interest):	\$19.83
2017-18 Expenditures:	\$0
2017-18 Revenue (Interest through 9/30):	\$5.76
<b>Fund Balance as of 9/30/2017:</b>	<b>\$2,341.08</b>

PACIFIC ELEMENTARY SCHOOL DISTRICT  
FYE 2017-18 1st Interim Projected Budget  
Budget Assumptions for Multi Year Projections:

FUND 01

Changes from the July 1<sup>st</sup> Budget

REVENUES:

**State Revenues:** The District July 1<sup>st</sup> projections for enrollment 120 and ADA of 114.17 remain unchanged for LCFF Revenue. The District will continue to transfer (\$5,000) of LCFF funds to Fund 14 and started budgeting LCFF funds to resource 0700 for Supplemental funding services. The District increased revenue for the One-Time Mandated/Common Core grant \$14,857 and the District received prior year revenue and adjusted beginning balance for Prop. 39 Calif Energy by \$127,300.

**Federal Revenue:** The District received the 16/17 Title III EL grant \$1,401. Title II was reduced by (\$7,188) and REAP had a slight increase of \$624.

**Local Revenues:** The District received extra one time Parent Club donation for textbooks; material supplies and chrome books/cart of \$20,100. The District received miscellaneous donations for Independent Study program \$500; Music Concert donations \$3,500 and summer math program \$350.

EXPENSES:

**1000-3000's:** The District decreased (.20 FTE) time for the Part-Time Independent Study teacher any savings for the reduced time will be estimated at 2<sup>nd</sup> interim. Two Special Education aides' positions budgeted at the July 1<sup>st</sup> budget included PERS costs \$9,200. These costs were reduced by (\$7,300). The District hired a retired Part-time Psychologist (.06 FTE) for \$13,000 and reduced contracted work by \$20,000. The District budgeted costs for a Skilled Maintenance person \$1,200; a Life Lab instructor \$2,100 and EL tutor time \$1,313.

**4000's:** The District decreased material/supplies purchases in EPA (\$1,017); REAP (\$1,657); Library (\$45) and in Title II (\$45). However, the District increased purchases for textbooks and materials/supplies under PC Donations \$14,600 and \$5,700 under Lottery. The district moved purchases for the Chrome Books and Cart (\$3,500) under OTMC grant and will purchase them under PC Donations \$5,800. The Title III EL materials were budgeted for \$1,370.

**5000's:** The increase for Speech in Special Education \$4,888 and the final Special Ed. Settlement payment of \$3,065 were budgeted. The contracted psychological services were decreased by \$20,000; Staff development costs under Educator Effectiveness were decreased (\$1,800) and the contracted services under Life Lab were reduced (\$2,100). Under Prop. 39 services costs were increased \$73,000 for the new roof and HVAC system; increased services under the general (2801) program \$7,035 for the Audit; Non-Special Ed Counseling and administrative Staff development. Lastly, the District increased Theater Arts costs under Independent Study Program \$500 and PC Donate \$2,000.

**6000's:** The District made no changes.

**7000's:** Transfers between funds (Fund 01 to Café Fund 13) remained the same.



PACIFIC ELEMENTARY SCHOOL DISTRICT  
FYE 2017/18 1<sup>st</sup> Interim Budget Projections  
Budget Assumptions for Multi Year Projections:

FUND 01  
FYE 2018/19

REVENUES:

**State Revenues:** The District used a 2.15% COLA on the LCFF base; decreased enrollment to be 119 and ADA to be 114.17; used a 29% unduplicated count and an estimated 39.% funding gap; used 17/18 local taxes for a smaller \$26,000 increase in LCFF Revenue. The District will transfer \$5,000 LCFF funds to Fund 14 for Facility Maintenance activities. Took out the OTMC revenue of \$14,857 and had no other changes in state revenues.

**Federal Revenue:** The District assumed a slight increase in REAP \$1,730 and no other changes

**Local Revenues:** The District reduced PC donations by (\$33,170) and decreased Field Trip Donations by (\$2,000).

EXPENSES:

**1000-3000's:** The District used a 25% increase in Certificated and Classified Salaries for step/column; a 0% COLA; estimated a 10% increase Medical Premiums; 3% increase for Dental Premiums; increased PERS rate to 18.1% and increased STRS employer rate to 16.28%. The district left all positions the same as prior year. STRS on Behalf expense increased the same as the revenue \$2,259. The Staff Development costs under Educator Effectiveness was eliminated (\$3,500).

**4000's:** The District used a standard 5% increase in materials and supplies, but decreased in PC donations for Textbooks; Chrome Books/Cart and Instructional materials (\$10,000) and eliminated costs for EL instructional materials (\$1,370).

**5000's:** The District used a standard 5% increase in service expenditures. The Prop. 39 services were reduced (\$54,000) and the costs under PC donations for the Theater/Arts were reduced (\$4,000).

**6000's:** The District made no changes from the prior year.

**7000's:** Transfers between funds; the District continued the same transfers to Cafeteria fund of \$10,500 from Fund 01.

See attached Green spreadsheet

PACIFIC ELEMENTARY SCHOOL DISTRICT  
FYE 2017/18 1<sup>st</sup> Interim Budget Projections  
Budget Assumptions for Multi Year Projections:

FUND 01  
FYE 2019/20

REVENUES:

**State Revenues:** The District estimated the same enrollment of 121 and ADA of 115.12; used 25% unduplicated pupil; and COLA of 2.35% and a 41.51% gap funding rate for an approximate \$35,344 increase in LCFF Revenues. The District will transfer \$5,000 LCFF funds to Fund 14 to fund Facility Maintenance activities. The District assumed a slight increase in STRS on Behalf revenue of \$2,259.

**Federal Revenue:** The District assumed no change in Federal Funds.

**Local Revenues:** The District increased the Parent Club donations by \$8,000 with no other changes in local revenues.

EXPENSES:

**1000-3000's:** The District used a 2% increase in Certificated and Classified Salaries for step/column; a 0% COLA; estimated a 10% increase Medical Premiums; 3% increase for Dental Premiums; increased PERS rate to 20.8% and increased STRS employer rate to 18.13%. The district left all positions the same as prior year. STRS on Behalf expense increased the same as the revenue \$2,259.

**4000's:** The District used a standard 5% increase in general supplies. The District decreased instructional materials under PC Donate (\$500) and (\$895) under Field Trips.

**5000's:** The district used a 5% increase in service expenditures.

**6000's:** The District did not budget any expenditures.

**7000's:** Transfers between funds remained the same as the prior year.

See attached Yellow spreadsheet

**RESOLUTION # 2018-5**

**RESOLUTION OF THE GOVERNING BOARD OF THE  
PACIFIC ELEMENTARY SCHOOL DISTRICT  
REGARDING ACCOUNTING OF DEVELOPMENT FEES  
FOR 2016-2017 FISCAL YEAR  
IN THE FOLLOWING FUND OR ACCOUNT:  
FUND 25  
(Government Code sections 66001(d) & 66006(b))**

**1. Authority and Reasons for Adopting this Resolution.**

- A. This District has levied school facilities fees pursuant to various resolutions, the most recent of which is dated 9/30/17, and is referred to herein as the “School Facilities Fee Resolution” and is hereby incorporated by reference into this Resolution. These resolutions were adopted under the authority of Education Code section 17620. These fees have been deposited in the following fund or account:

Fund 25 (the “Fund”);

- B. Government Code sections 66001(d) and 66006(b) require this District to make an annual accounting of the Fund and to make additional findings every five years if there are any funds remaining in the Fund at the end of the prior fiscal year;
- C. Government Code sections 66001(d) and 66006(b) further require that the annual accounting of the Fund and those findings be made available to the public no later than December 27, 2017, that this information be reviewed by this Board at its next regularly scheduled board meeting held no earlier than 15 days after the findings become available to the public, and that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) be mailed at least 15 days prior to this meeting to anyone who has filed a written request for it.
- D. The Superintendent has informed this Board that a draft copy of this Resolution (along with Exhibits 1 and 2 which are hereby incorporated by reference into this Resolution) was made available to the public on December 14, 2017. The Superintendent has further informed this Board that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) was mailed at least 15 days prior to this meeting to anyone who had filed a written request for it.
- E. The Superintendent has also informed this Board that there is no new information which would adversely affect the validity of any of the findings made by this Board in its School Facilities Fee Resolution.

**2. What This Resolution Does.**

This Resolution makes various findings and takes various actions regarding the Fund as required by and in accordance with Government Code sections 66001(d) and 66006(b).

**3. Findings Regarding the Fund.**

Based on all findings and evidence contained in, referred to, or incorporated into this Resolution, as well as the evidence presented to this Board at this meeting, the Board finds each of the following with respect to the Fund for the 2016-2017 Fiscal Year:

- A. In reference to Government Code section 66006(b)(2), the information identified in section 1 above is correct;
- B. In further reference to Government Code section 66006(b)(2), this Board has reviewed the annual accounting for the Fund as contained in Exhibit 1 and determined that it meets the requirements set forth in Government Code section 66006(b)(1);
- C. In reference to Government Code section 66001(d)(1)(A), and with respect only to that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified in Exhibit 2;
- D. In reference to Government Code section 66001(d)(1)(B), and with respect only to that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the findings and evidence referenced above demonstrate that there is a reasonable relationship between the fees and the purpose for which it is charged as more specifically identified in Exhibit 2;
- E. In reference to Government Code section 66001(d)(1)(C), and with respect only to that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, all of the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified as the use to which the fees are to be put is identified in Exhibit 2;
- F. In reference to Government Code section 66001(d)(1)(D), and with respect only to that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the approximate dates on which the funding referred to in paragraph E above is expected to be deposited into the appropriate account or fund is designated in Exhibit 2; and
- G. In reference to the last sentence of Government Code section 66006(d), because all of the findings required by that subdivision have been made in the fees that were levied in paragraphs C-F above, the District is not required to refund any moneys in the Fund as provided in Government Code section 66001(e).

**4. Superintendent Authorized to Take Necessary and Appropriate Action.**

The Board further directs and authorizes the Superintendent to take on its behalf such further action as may be necessary and appropriate to effectuate this Resolution.

**5. Certificate of Resolution.**

I, Eric Gross, Secretary of the Governing Board of the Pacific Elementary School District of Santa Cruz County, State of California, certify that this Resolution proposed by \_\_\_\_\_, seconded by \_\_\_\_\_, was duly passed and adopted by the Board, at an official and public meeting this 19th day of December, 2017, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Secretary to the Board of Trustees  
of the Pacific Elementary School  
District of Santa Cruz County, California

## **EXHIBIT 1**

**TO RESOLUTION REGARDING  
ACCOUNTING OF DEVELOPMENT FEES  
FOR FISCAL YEAR 2016-2017  
FOR THE FOLLOWING FUND OR ACCOUNT:  
\_\_\_\_\_ (the "Fund")**

Per Government Code section 66006(b)(1)(A-H) as indicated:

A. A brief description of the type of fee in the Fund:

B. The amount of the fee.

C. The beginning and ending balance of the Fund.

See Attachment \_\_\_\_.

D. The amount of the fees collected and the interest earned.

See Attachment \_\_\_\_.

E. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

See Attachment \_\_\_\_.

F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) subdivision (a) of section 66001, and the public improvement remains incomplete:

G. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan:

H. The amount of refunds made pursuant to subdivision (e) of section 66001 and any allocations pursuant to subdivision (f) of section 66001:

N/A. No refunds or allocations were made pursuant to subdivision (e) or (f) of section 66001.

## **EXHIBIT 2**

**TO RESOLUTION REGARDING  
ACCOUNTING OF DEVELOPMENT FEES  
FOR FISCAL YEAR 2016-2017  
FOR THE FOLLOWING FUND OR ACCOUNT:  
\_\_\_\_\_ (the “Fund”)**

Per Government Code section 66001(d)(1)(A-D) as indicated:

- A. With respect to only that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified as follows:
- B. With respect to that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, there is a reasonable relationship between the fee and the purpose for which it is charged, including:
  - a. There is an ongoing need for the Fund to complete construction or reconstruction to reduce overcrowding caused by the development.
  - b. The status of improvements identified when the fee was established are as follows:
  - c. The following has been done since the fee was imposed:
  - d. Future plans include:
- C. With respect to only that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified in paragraph A above are as follows:
- D. With respect to only that portion of the Fund remaining unexpended at the end of the 2016-2017 Fiscal Year, the following are the approximate dates on which the funding referred to in paragraph C above is expected to be deposited into the appropriate account or fund:

**Parent Involvement Plan**  
2017-18

Education Code 11503 – Programs to Encourage Parental Involvement  
Requires school districts to develop parent involvement programs with:

- ♣ An annual statement identifying specific objectives of the program.
- ♣ An annual review and assessment of the program's progress in meeting those objectives with the review being made available to parents upon request.

At Pacific Elementary, we believe that our school functions best when parents and guardians are actively involved in their children's formal education. As such, we provide numerous opportunities for the adults in the community to participate in a variety of ways. Among the avenues for involvement are opportunities for teaching, donating, and assisting with special events. These activities raise funds, build community, and help educate our students. While we strive for continual improvement, and the relative efficacy of programs varies from year to year, these efforts are, in general, quite successful.

**Review & Assessment of Parent Involvement Programs**

Category	Program	Primary Objective	Evaluation
Teaching	Assist in classroom	Instructional	+ in K-2 <sup>nd</sup> +- in 3 <sup>rd</sup> -6 <sup>th</sup>
	Teach in Independent Study program	Instructional	+ most parents teach
	Lead groups in Life Lab garden	Instructional	+ few dedicated participants
	Chaperone local field trips	Instructional	+ always are enough
	Chaperone overnight camping trips	Instructional	+ always are enough
	Environmental Living Project: Balclutha	Instructional	+ always are enough
	Environmental Living Project: Wawona	Instructional	+ always are enough
	Cook in Food Lab kitchen	Instructional	+ special events - regular days
	Direct plays (theater)	Instructional	+ some help a lot behind the scenes - more help needed
Donations of funds, goods, &/or services	Maintenance repairs	Fundraising, Safety	+ few dedicated skilled volunteers
	Supervise playground activities	Safety	+ when parents are present, they help
	Write grant applications	Fundraising	+ few dedicated participants
Special Events	4 <sup>th</sup> of July Picnic	Community Building	+ high # participants + community involvement
	Potato Night	Community Building	+ high # participants
	Music Concerts	Instructional	+ high # participants + progress evident
	Grandparents Tea	Community Building	+ high # participants + some donate
	Bingo Night	Fundraising	+ \$ raised + high # participants
	Farm-to-Table	Fundraising	+ biggest fundraiser + community involvement



	Bake Sales (pies)	Fundraising	+ community involvement + student participation
	Pancake Breakfasts	Fundraising	+ community involvement + student participation
	Warriors Night	Fundraising	+ community involvement + student participation
	Art & Wine Festival	Fundraising	+ community involvement + \$ raised
	Human Race	Fundraising	+ community involvement + \$ raised
	Movie Nights	Fundraising	+ student participation
	Annual Appeal Letter	Fundraising	+/- mixed response + community involvement

<b>Organization</b>	<b>Objectives</b>	<b>Composition</b>	<b>Membership</b>	<b>Assessment</b>
Parents Club	Fund raising, Community building	Parents	Volunteer, Officers elected	+Budget, +Grants +Strong core +Regular activities -Need new officers
School Site Council	Recommend plans to board	1 admin 1 classified 3 teachers 5 parents	Elected by peers	+Compliant, +Involvement, +Education, +-Attendance
Board	Vision, Direct Sup, Fiduciary, Policies	3 community volunteers	Elected by voters	-Turnover, +Hands-on, +Compliant, +Budget, +BPs & ARs
ELAC	Evaluate program for ELs	Parents of ELs	All parents of ELs	-Need to form this year

## Payables Prelist

12/08/2017 ()

PSD

## Check

## 39 - AT&amp;T

PO 18-00157-11/24/2017	01-0000-0-0000-2700-5900-200-2801	\$99.10
		<b>\$99.10</b>

## 79 - Terra Barsanti

PO 18-00161-reimbursement	01-0000-0-1113-1000-4300-207-1103	\$25.37
PO 18-00162-reimbursement	01-0102-0-1110-2420-4210-200-2391	\$35.94
		<b>\$61.31</b>

## 287 - Encompass Community Services

PO 18-00155-October service	01-0000-0-1110-3110-5808-200-2801	\$1,375.00
		<b>\$1,375.00</b>

## 61 - Martha Gagnier

PO 18-00160-reimbursement	01-0000-0-8502-5000-4300-200-3008	\$38.50
		<b>\$38.50</b>

## 304 - Huala, Astrid

PO 18-00156-reimbursement	01-0102-0-1110-1000-4400-200-2630	\$210.00
		<b>\$210.00</b>

## 22 - PERFORMANCE FOOD SERVICE

PO 18-00151-December	13-5310-0-0000-3700-4700-200-3101	\$941.80
PO 18-00151-December	13-5310-0-0000-3700-4390-200-3101	\$42.15
PO 18-00151-December	01-0000-0-0000-8100-4370-200-2801	\$373.10
PO 18-00151-December	01-1100-0-1110-1000-5800-204-3000	\$626.81
		<b>\$1,983.86</b>

## 7 - San Lorenzo Lumber

PO 18-00152-Nov purchases	01-0000-0-0000-8100-4370-200-2801	\$59.66
PO 18-00152-Nov purchases	01-0102-0-1110-1000-4300-200-2630	\$306.20
		<b>\$365.86</b>

## 268 - Seabright Speech Therapy

PO 18-00158-11/2-11/30	01-3310-0-5770-1190-5808-200-1320	\$4,297.50
		<b>\$4,297.50</b>

## 82 - SISC - SELF-INSURED SCHOOLS

PO 18-00153-December	01-0000-0-0000-0000-9514-000-0000	\$9,090.50
PO 18-00153-December	12-0000-0-0000-0000-9514-000-0000	\$1,850.00
PO 18-00153-December	13-0000-0-0000-0000-9514-000-0000	\$462.50
		<b>\$11,403.00</b>

## 273 - Terra X Pest Services

PO 18-00159-November	01-0000-0-0000-8100-5524-200-2801	\$162.00
		<b>\$162.00</b>

## 54 - Mary Tierney

PO 18-00154-reimbursement	01-0000-0-0000-2700-5215-200-2801	\$36.94
		<b>\$36.94</b>

**Payment Type Check Total****\$20,033.07**

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Grand Total :			<b>\$20,033.07</b>
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**Amount**

Fund 01	\$16,736.62
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Fund 12	\$1,850.00
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Fund 13	\$1,446.45
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Grand Total :			<b>\$20,033.07</b>
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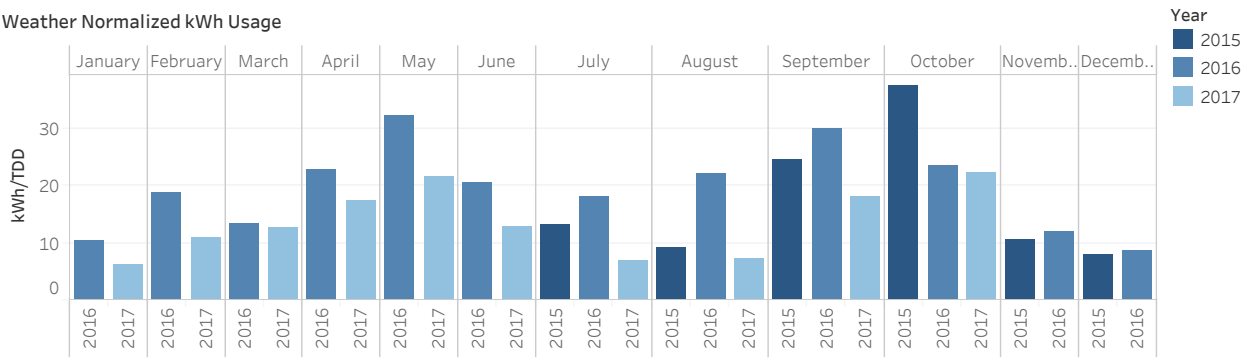
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PRESIDENT-----  
SECRETARY

PREPARED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

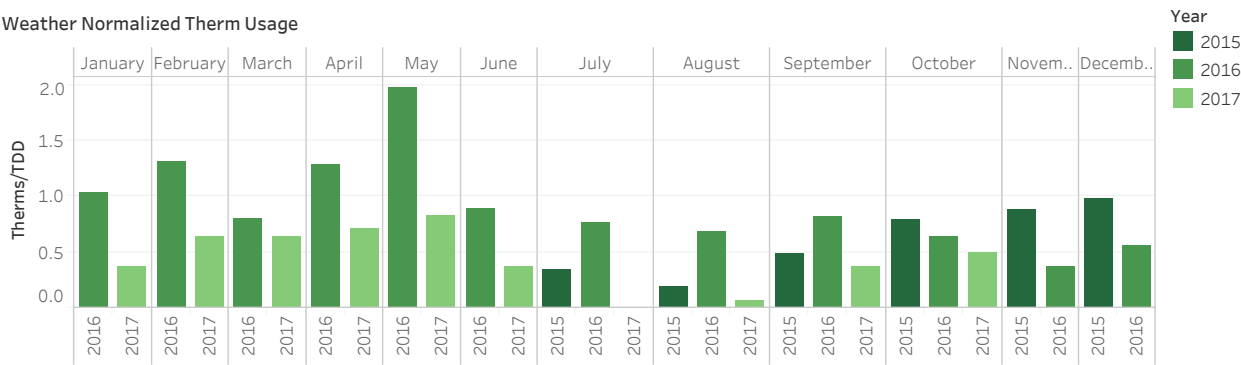
REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

Weather Normalized Usage	Average Usage per Square Foot	Costs Over Time	Savings from Year One to Year Two	Overall Costs and Savings to Date
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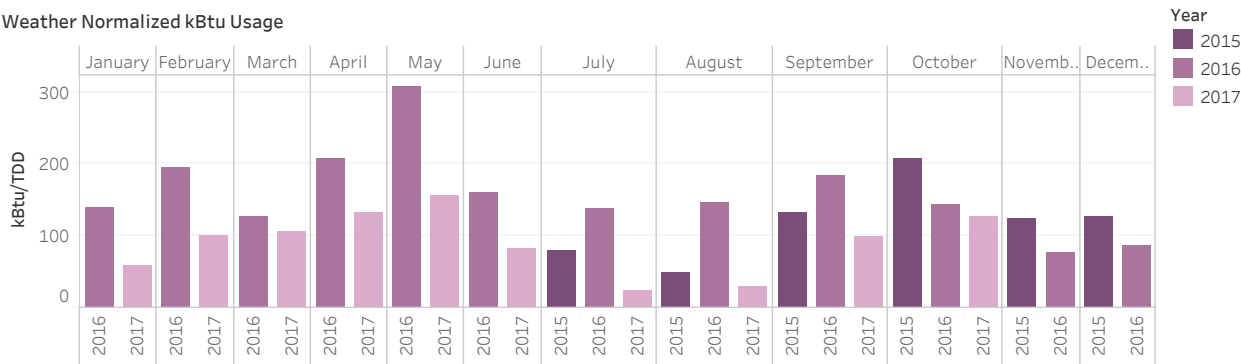
Weather Normalized kWh Usage



Weather Normalized Therm Usage

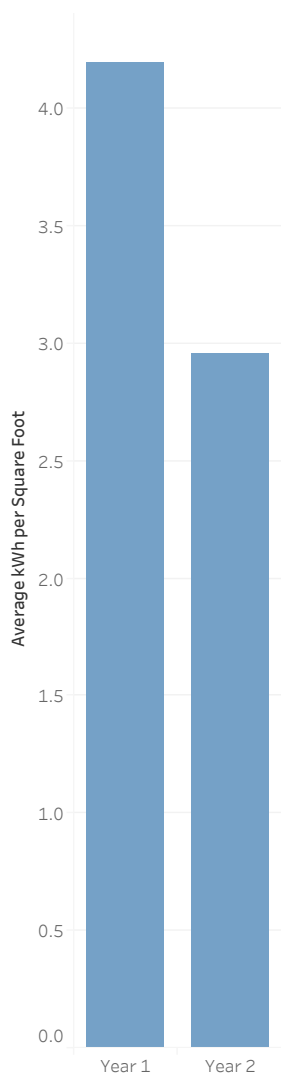


Weather Normalized kBtu Usage

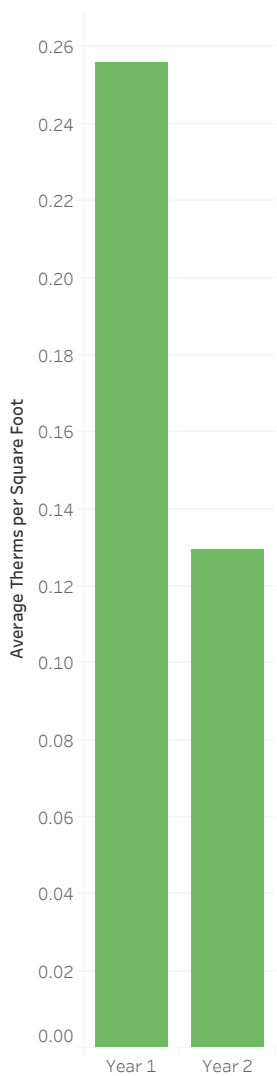


Weather Normalized Usage	Average Usage per Square Foot	Costs Over Time	Savings from Year One to Year Two	Overall Costs and Savings to Date
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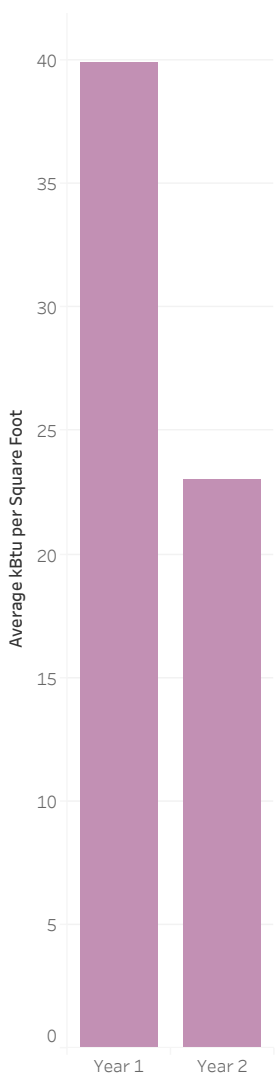
kWh Usage by Year



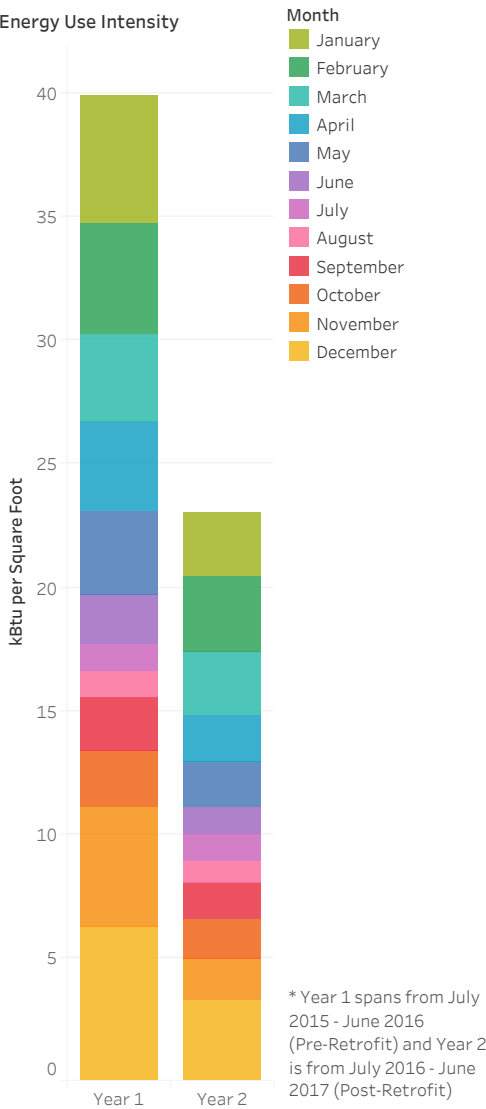
Therm Usage by Year



kBtu Usage by Year

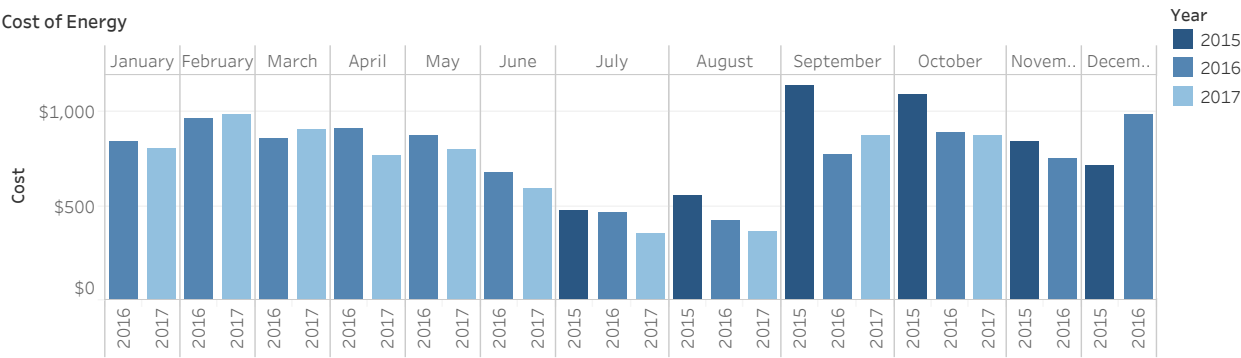


Energy Use Intensity

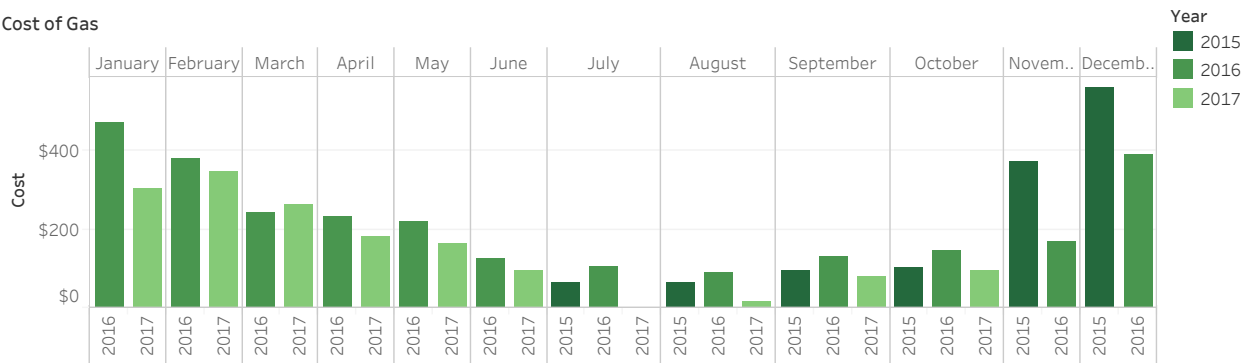


Weather Normalized Usage	Average Usage per Square Foot	Costs Over Time	Savings from Year One to Year Two	Overall Costs and Savings to Date
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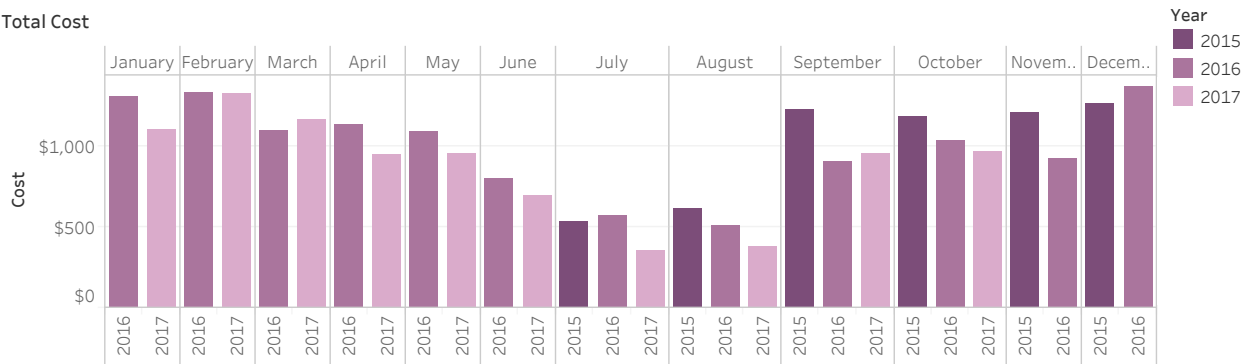
Cost of Energy



Cost of Gas

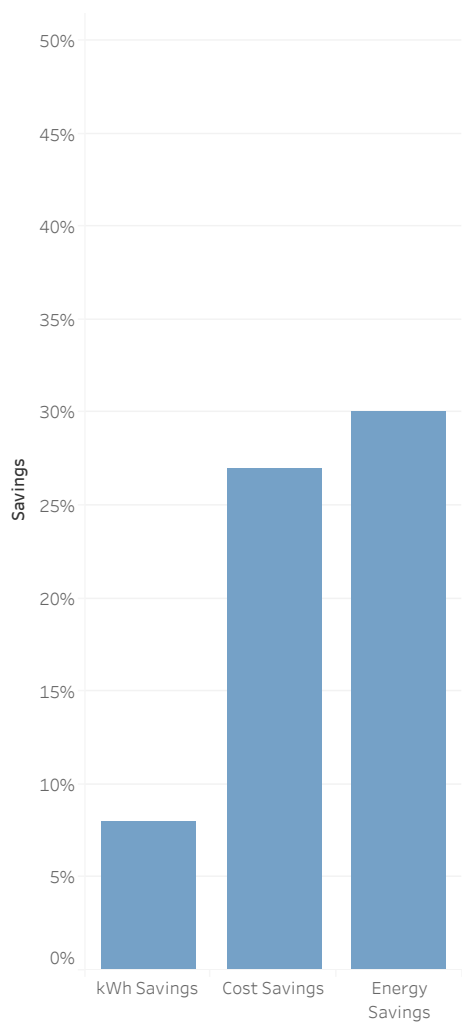


Total Cost

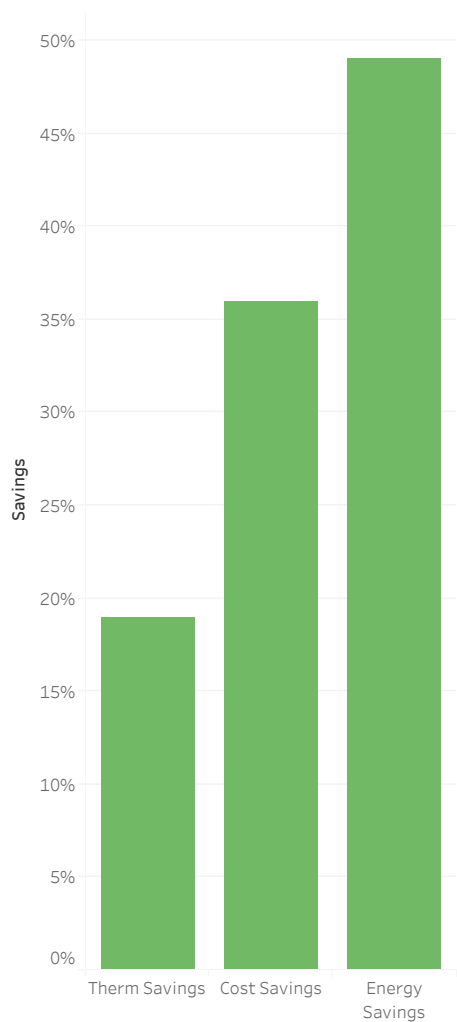


Weather Normalized Usage	Average Usage per Square Foot	Costs Over Time	Savings from Year One to Year Two	Overall Costs and Savings to Date
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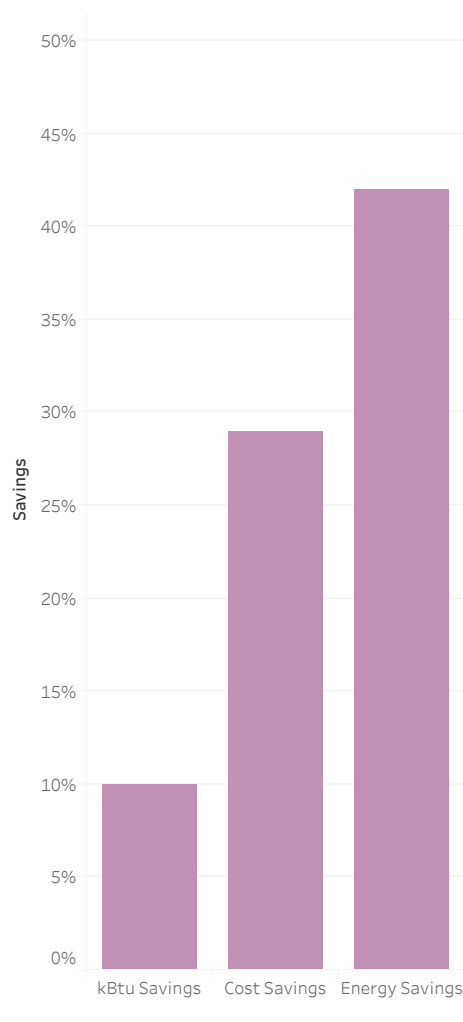
Electric Savings



Gas Savings



Overall Savings

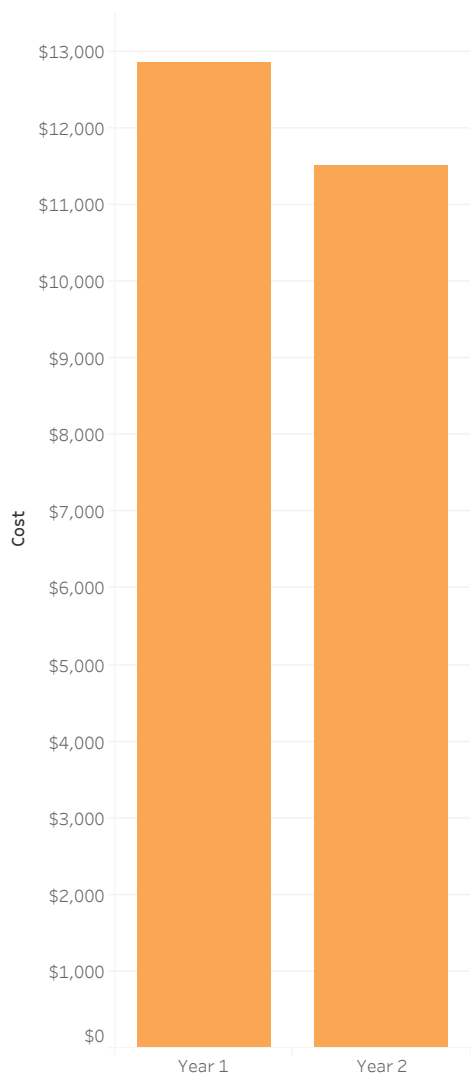


\* Cost and Energy savings take into account change in Square Footage  
\* Year 1 spans from July 2015 - June 2016 (Pre-Retrofit) and Year 2 from July 2016 - June 2017 (Post-Retrofit)

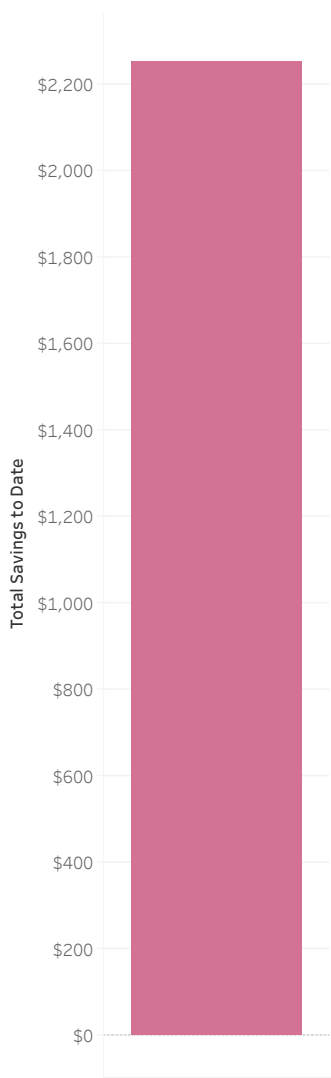


Weather Normalized Usage	Average Usage per Square Foot	Costs Over Time	Savings from Year One to Year Two	Overall Costs and Savings to Date
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Total Annual Charges



Total Savings to Date



Savings to Date by Month

