



## WORK ORDER

**Pacific Elementary School**

**PROJECT: Pacific Elementary School\_repairs @ designated locations**

**PROJECT ADDRESS: 50 Ocean St., Davenport, CA 95017**

**April 19, 2018**

**Scope of Work:**

**Repair Area #1** @ Designated Section of Roof (refer to aerial for clarity)

- Sweep clean area to be repaired and power wash.
- Conduct repairs to section of roof where damaged plywood decking has been detected. Repair includes (1) sheet of plywood.
- There will be additional charges to customer if wood damage extends beyond (1) sheet of plywood. No additional work is to be conducted with-out prior approval from customer.
- Over designated area of roof (approximately 550 sf of field & 300 sf of walls), embed CeramaFlex Polyester Fabric into One (1) layer of CeramaFlex Base over the entire field and walls of the designated section of roof.
- Brush the CeramaFlex Polyester Fabric in CeramaFlex Base to seal the fabric.
- Apply One (1) coat of CeramaFlex White Finish to the entire roof and wall surface areas by spray method and then back-rolled to ensure proper bond to the roof surface.
- Clean-up all debris generated from above scope of work and dispose.
- Prevailing wage rate have not been considered in this proposal.

If prevailing wages are required, additional charges will apply.

**Initial x**\_\_\_\_\_

**Total Investment: \$ 8,670.00**

**Initial x**\_\_\_\_\_

Warranty: 1-yr Material and Labor from Bay Quality Roofing.

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**Scope of Work:****Repair Area #2 @ Designated Section of Roof (refer to aerial for clarity)**

- Sweep clean area to be repaired and power wash.
- Over designated area of roof (approximately 100 sf of field & walls), embed CeramaFlex Polyester Fabric into One (1) layer of CeramaFlex Base over the entire field and walls of the designated section of roof.
- Brush the CeramaFlex Polyester Fabric in CeramaFlex Base to seal the fabric.
- Apply One (1) coat of CeramaFlex White Finish to the entire roof and wall surface areas by spray method and then back-rolled to ensure proper bond to the roof surface.
- Coat exposed section of expansion joint at stucco wall – approximately 10 lf.
- Seal designated section of interior gutter (approximately 20 lf), using asphalt-extended polyurethane elastomeric coating.
- Repair asphalt shingles at roof-to-wall tie-in to stucco walls (approximately 20 lf). Shingles to be removed at tie-in, as contractor deems necessary and cut back along tie-in to allow proper flow of water at tie-in.
- Clean-up all debris generated from above scope of work and dispose.
- Prevailing wage rate have not been considered in this proposal.

If prevailing wages are required, additional charges will apply.

**Initial x**\_\_\_\_\_

**NOTE: This price is only applicable if (Repair Area #1) is included.**

**Total Investment: \$ 3,570.00**

**Initial x**\_\_\_\_\_

Warranty: 1-yr Material and Labor from Bay Quality Roofing.

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**Scope of Work:****Repair Area #3 @ Designated Section of Roof (refer to aerial for clarity)**

- Sweep clean area to be repaired and power wash.
- Over designated area of roof (approximately 100 sf of field & walls), embed CeramaFlex Polyester Fabric into One (1) layer of CeramaFlex Base over the entire field and walls of the designated section of roof.
- Brush the CeramaFlex Polyester Fabric in CeramaFlex Base to seal the fabric.
- Apply One (1) coat of CeramaFlex White Finish to the entire roof and wall surface areas by spray method and then back-rolled to ensure proper bond to the roof surface.

- Coat exposed section of expansion joint at stucco wall – approximately 10 lf.
- Seal designated section of interior gutter (approximately 20 lf), using asphalt-extended polyurethane elastomeric coating.
- Clean-up all debris generated from above scope of work and dispose.
- Prevailing wage rate have not been considered in this proposal.

If prevailing wages are required, additional charges will apply. **Initial x**\_\_\_\_\_

**NOTE: This price is only applicable if (Repair Area #1) is included.**

**Total Investment: \$ 2,440.00** **Initial x**\_\_\_\_\_

Warranty: 1-yr Material and Labor from Bay Quality Roofing.

\*\*\*\*\*

**Payment Terms:** 50% deposit, balance due upon completion.

### **Pacific Elementary School**

**PROJECT: Pacific Elementary School\_repairs @ designated sections of roof**

**PROJECT ADDRESS: 50 Ocean St., Davenport, CA 95017**

Prices quoted in this work order are valid for 30 days from date of issuance. Should authorization occur beyond 30 days, Bay Quality Roofing reserves the right to adjust costs if necessary. Additional work required beyond that described within this work order will be performed only after written authorization from the authorized client and for additional costs.

I/We accept the terms of this work order and authorize Bay Quality Roofing to perform the services as evidenced by signature below. By signing, I have the authority to make such a commitment. This work order shall become part of a binding agreement between both parties once signed by the owner and delivered to the Contractor. A formal contract will be forthcoming.

**Owner/Entity:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name/Title:** \_\_\_\_\_

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

**Signature:** \_\_\_\_\_

## Scope of Work Clarifications

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### Inclusions:

- Furnish insurance, labor, materials, supervision, and equipment to perform scope of work.
- Follow all Cal/OSHA safety regulations.

### Exclusions

#### **\*UNLESS SPECIFICALLY INCLUDED IN SCOPE OF WORK THE FOLLOWING ITEMS ARE EXCLUDED\***

- Removal of inoperative or abandoned electrical boxes, conduit or plumbing.
- Existing ductwork and equipment is to remain intact. Removal, disposal or displacement of equipment can be performed for additional costs.
- Equipment to be removed by others must be removed prior to new roof installation.
- If new penetrations and/or equipment is added after the new roof is installed, repairs to reinstate warranty.
- Existing or future leaks generated from areas on roof not included in this proposal.
- HVAC and metal capped platforms.
- Slope modifications, painting, plumbing, or any other upgrades required by City, County, or State agencies.
- Existing or future standing water.
- Asbestos abatement.
- Cellular antennae and satellite equipment removal, reinstallation, and repositioning.
- Work performed outside of normal business hours and a standard 5-day work week.
- Permit fees and/or bonds.
- Leaks or damage to interior of building which may occur prior to installation of new roofing system.

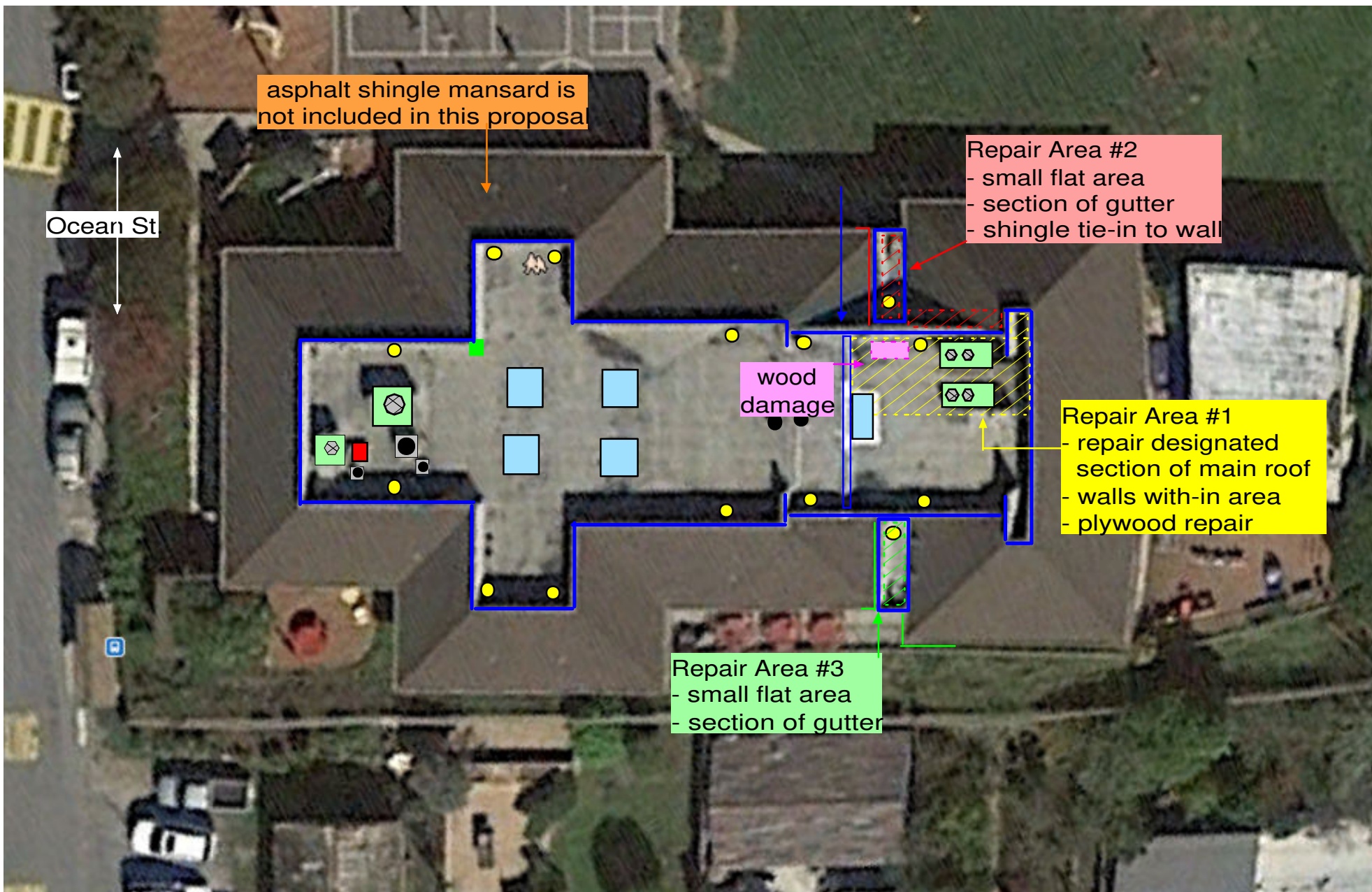
### Notes:

- Owner to provide water within 50'
- Owner to provide related permissions and any specific site considerations.

Bay Quality Construction, Inc., dba Bay Quality Roofing  
399 Airport Blvd., Freedom, CA 95019 | CA Lic # 962441

Santa Cruz County  
County Treasury Borrowing for 2018-19

District	Board Date	2018-19	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2017-18
Live Oak	4.18.18	\$1,000,000	\$1,000,000	\$1,500,000	\$1,500,000	\$1,500,000	2,000,000	1,500,000	\$1,000,000
Pacific									\$200,000
Pajaro Valley	3.14.18	\$5,000,000	\$5,000,000	\$7,000,000	\$0	\$6,000,000	9,000,000	8,000,000	\$5,000,000
Santa Cruz City			\$8,500,000	\$8,000,000	\$11,000,000	\$9,000,000	9,000,000	9,000,000	\$10,300,000
Scotts Valley	3.27.18	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,500,000	1,500,000	1,000,000	\$1,000,000
Soquel			\$1,000,000	\$1,000,000	\$1,000,000	\$2,500,000	2,500,000	2,500,000	\$1,000,000
	<b>TOTAL:</b>	<b>\$7,000,000</b>	<b>\$16,500,000</b>	<b>\$18,500,000</b>	<b>\$14,500,000</b>	<b>\$20,500,000</b>	<b>24,000,000</b>	<b>22,000,000</b>	<b>\$18,500,000</b>



**Pacific Elementary School**  
**(main building)**  
50 Ocean St.  
Davenport, CA 95017

miscellaneous  
repairs

**Drawn By:**  
Daniel Perez





# *Pacific Elementary School*

www.pacificesd.org  
50 Ocean Street/P.O. Box H  
Davenport, CA 95017  
831-425-7002

## **Pacific Elementary School District**

Board of Trustees Meeting  
**Tuesday, April 17<sup>th</sup>, 2018 @ 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 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. Gwyan Rhabyt, Board President - Absent

1.2.2. Don Croll, Board Trustee - Present

1.2.3. Cari Napoles, Board Trustee – Present

Others present: Mr. Eric Gross, Ms. Elizabeth Andrews

1.3. Approval of the agenda for April 17<sup>th</sup>, 2018

1.3.1. Agenda deletions, additions, or changes of sequence

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 0 abstentions, 1 absence.

## **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**

The roof continues to leak. Mr. Gross is working with the roofers to get bids for various levels of fixes. We received a document which indicates we may be getting \$16,000 from FEMA for roof repairs related to the earlier storm.

The fence repairs will be starting soon.

We got a grant from US Lacrosse for 30 sticks, 24 balls, 2 goals and some memberships worth a total of \$1,300.

The lawn needs attention.

Mr. Gross has drafted an expulsion plan, as the COE requested it. Also the COE is requesting revisions to our safety plan.

There are some confidential donors who are wanting to do more for the school. Mr. Gross will be putting together some proposals for them.

Mr. Gross reduced our contracted hours with Monterey Bay Legal Consortium from 10 per year to 5 for next year.

### **3.2. Board Member Reports**

None

### **3.3. School Site Council Report**

They will be organizing the parent survey soon. Also, they will be reviewing the new expulsion plan and the updates to the safety plan. They will also address our student protest plan eventually.

### **3.4. Parents Club Report**

The annual appeal has raised \$4,000, which is half of the goal. Human Race is in 3 weeks and needs more participation. Play is coming up. Art and Wine festival made \$5,000.

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 the minutes from the Board meeting on 3/20/18

4.2. Principal Tax Apportionment

4.3. Project Assurances for Federal Assistance

4.4. CalPERS Rate Increase

4.5. Monterey Bay Legal Consortium 2018-19 Contract

4.5.1. Multi-year Monterey Bay Legal Consortium tracking

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 0 abstentions, 1 absence.

## **5. PUBLIC HEARINGS**

5.1. None

## **6. BOARD RESOLUTIONS**

6.1. Resolution #2018-10 Designation of Applicant's Agent Resolution for Non-State Agencies

Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 0 abstentions, 1 absence.

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

7.1. Approve the SACS Second Interim Budget Report

Ms. Andrews and the Board discussed the 2<sup>nd</sup> interim budget. As it was approved previously, no additional approval was necessary.

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

7.2.1. BP & AR 1312.3 Uniform Complaint Procedures

7.2.2. AR 3230 Federal Grant Funds

7.2.3. BP & AR 3320 Claims & Actions Against the District

7.2.4. AR 3514.2 Integrated Pest Management

7.2.5. BP & AR 3551 Food Service Operations/Cafeteria Fund

7.2.6. BP & AR 3553 Free & Reduced Price Meals

7.2.7. BPs 4111, 4311, & 4311 Recruitment & Selection

7.2.8. BPs & ARs 4119.11, 4219.11, & 4319.11 Sexual Harassment

7.2.9. ARs 4161.1, 4261.1, 4361.1 Personal Illness/Injury Leave

7.2.10. ARs 4161.8, 4261.8, & 4361.8 Family Care & Medical Leave

7.2.11. BP & AR 5022 Student & Family Privacy Rights

7.2.12. BP & E 5145.6 Parental Notifications

7.2.13. BP 6162.5 Student Assessment

7.2.14. BP & AR 6171 Title I Programs

Approved all of the above with BP 5022 option 1 and Molly Tierney in AR 3553 as Registrar. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 0 abstentions, 1 absence.

7.3. Santa Cruz County Individualized Child Care Subsidy Pilot

The goal is to make it easier to enroll preschoolers in preschool. This is a pilot program that would affect all state preschool programs in the county. Approved with no changes. Mr. Croll moved, Ms. Napoles seconded. 2 in favor, 0 opposed, 0 abstentions, 1 absence.

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

8.1. Next Regular Board Meeting: 4:00PM May 15<sup>th</sup>, 2018

## **9. CLOSED SESSION**

9.1. Music Program

9.2. Public Employee Appointment (Section 54957)

9.2.1. Special Circumstances Instructional Assistant

9.2.2. GATE/Technology Coordinator

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

Mr. Gross is working on hiring instructional assistants and a GATE coordinator for next year.

## **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.

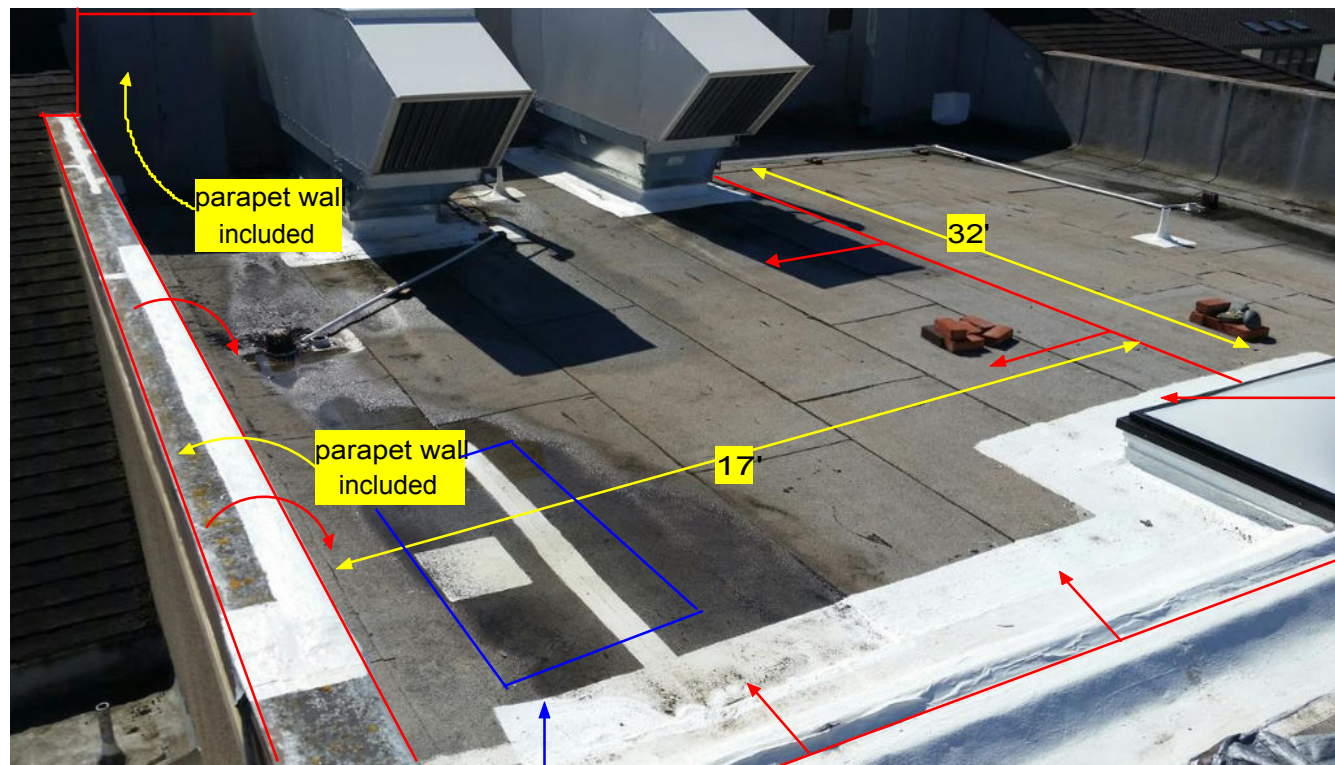
# SANTA CRUZ COUNTY – SUBSTITUTE TEACHER DAILY PAY RATES

DISTRICT	HALF DAY	FULL	LONG TERM RATE	PAYROLL PROCESS, other notes
<b>Bonny Doon Elementary (K-6)</b>	\$65 morning / \$55 afternoon	\$120.00	\$150 after 20 consecutive days in one assignment (not retroactive).	Timesheets provided and maintained onsite. Pay period runs 19 <sup>th</sup> -18 <sup>th</sup> . *
<b>County Office of Education SCCOE R.O.P., Special Ed. Alternative Ed. **</b> <b>Effective 2016-17 school yr.</b>	Up to 3.5 hrs: \$60.00	3.5 hrs + \$120.00	\$220.99 after 20 consecutive days in same assignment [retroactive (Col. A Step 1 2016-2017 salary schedule)].	<b><u>Job Confirmation Number via AESOP-No Paper Timesheets!!! (PLEASE NOTE)</u></b> Pay Period runs 19 <sup>th</sup> -18 <sup>th</sup> Instructional Aides: \$17.69/hr. *
<b>Happy Valley Elementary (K-6)</b>	Up to 3.5 hours \$55.00	3.5 hrs + \$100.00	\$185.22 after 20 consecutive days (retroactive) Col. 1 Step 1 2014-15 salary schedule.	Sign in and get payroll forms from Site Secretary. Pay period is 15 <sup>th</sup> – 14 <sup>th</sup> *
<b>Live Oak (K-8, Charter High School)</b>  <i>Child Development Program (CDP)</i>	Less than 240 minutes:\$65.00  <b>CDP Rate: 4.5 hrs: \$50.00</b>	7 hrs.: \$105.00  <b>CDP Rate: 8 hrs: \$100</b>	\$135.00 after 20 consecutive days in one assignment (retroactive)  <b>CDP: \$125.00 after 20 consecutive days in one assignment (retroactive)</b>	Use regular teacher's timesheet; return it to district office. Pay period is 16 <sup>th</sup> – 15 <sup>th</sup> . *  <b>CDP: Use regular teacher's timesheet; return to district office. Pay period 16<sup>th</sup>-15<sup>th</sup>.</b>
<b>Mountain Elementary (K-6)</b>	Less than 4 hrs: \$60	\$100.00	\$150.00 after 20 consecutive days (retroactive)	Timesheets provided and maintained onsite. Pay period runs 19 <sup>th</sup> -18 <sup>th</sup> . *
<b>Pacific School (K-6)</b>	\$55 morning / \$45 afternoon	\$100.00	\$120 after 20 consecutive days in one assignment (not retroactive).	Timesheets provided and maintained onsite. Pay period runs 19 <sup>th</sup> -18 <sup>th</sup> . *
<b>Pacific Collegiate (7-12)</b>	4 hours or less: \$55.00	4 hrs.+ \$100.00	\$125.00 after 30 consecutive days in one assignment (retroactive).	Timesheets provided and maintained onsite. Pay period runs 15 <sup>th</sup> – 14 <sup>th</sup> . *
<b>Pájaro Valley Unified (K-12)</b>	Under 3.75 hr.: \$60.00	3.75 hr + \$120.00	\$170.00 after 10 consecutive days in same assignment.	Timesheets due to payroll by 4:30 on 18 <sup>th</sup> . Pay period is 19 <sup>th</sup> -18 <sup>th</sup> *
<b>San Lorenzo Valley (K-12)</b>	3.5 hrs \$60.00	7 hrs: \$100.00	\$130.00 after 30 days in same assignment (retroactive). \$70.00 for 1/2 day long term	Complete timesheet forms from District Office. Pay period is 19 <sup>th</sup> -18 <sup>th</sup> . *
<b>Santa Cruz City Schools (K-12)</b>	Less than 3 hrs: \$67.41	3 hrs.+ \$112.34	\$134.79 after 21 days in same assignment (retroactive). \$157.27 after 30 days in same.	Sign in, get payroll forms from Site Secretary. Turn in at District Office. * Pay period is 16 <sup>th</sup> -15 <sup>th</sup> .
<b>Scotts Valley Unified (K-12)</b>	Less than 3.25 hrs: \$65.00	3.25 hrs.+ \$100.00	Minimum daily salary (STEP 1, COLUMN I - Certificated Salary Schedule) to begin on 21 <sup>st</sup> day of same assignment (retroactive)	Sign in, get payroll forms from Site Secretary. Turn in at District Office. Pay period is 15 <sup>th</sup> -16 <sup>th</sup> *
<b>Soquel Union Elementary (K-8)</b>	240 minutes: \$60.00	241+ min: \$100.00	\$130.00 after 20 consecutive days in one assignment (retroactive),	Sign in, get payroll forms from Site Secretary. Pay period is 19 <sup>th</sup> -18 <sup>th</sup> . *

**\*\*Sub working @ multiple sites on same work day will be paid full day rate. (County Office of Education only).**

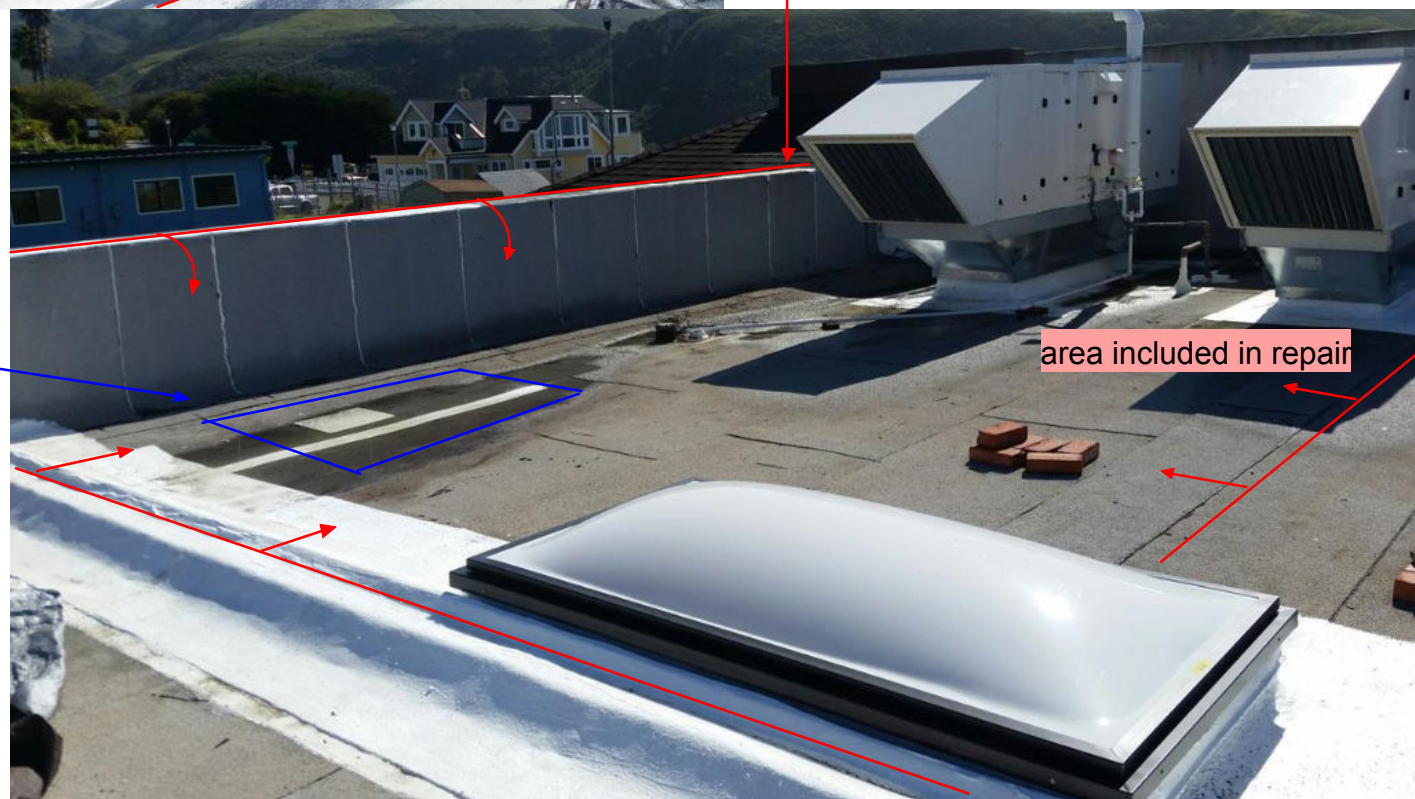
\* PAYDATE IS AT END OF MONTH

\* PAYDATE IS ON 10<sup>TH</sup> OF MONTH



Repair Area #1  
Designated area to be waterproof with  
CeramaFlex Full-Fabric fluid applied system

repair of existing dry-rot  
is included in repair





## Repair Area (RA) #2

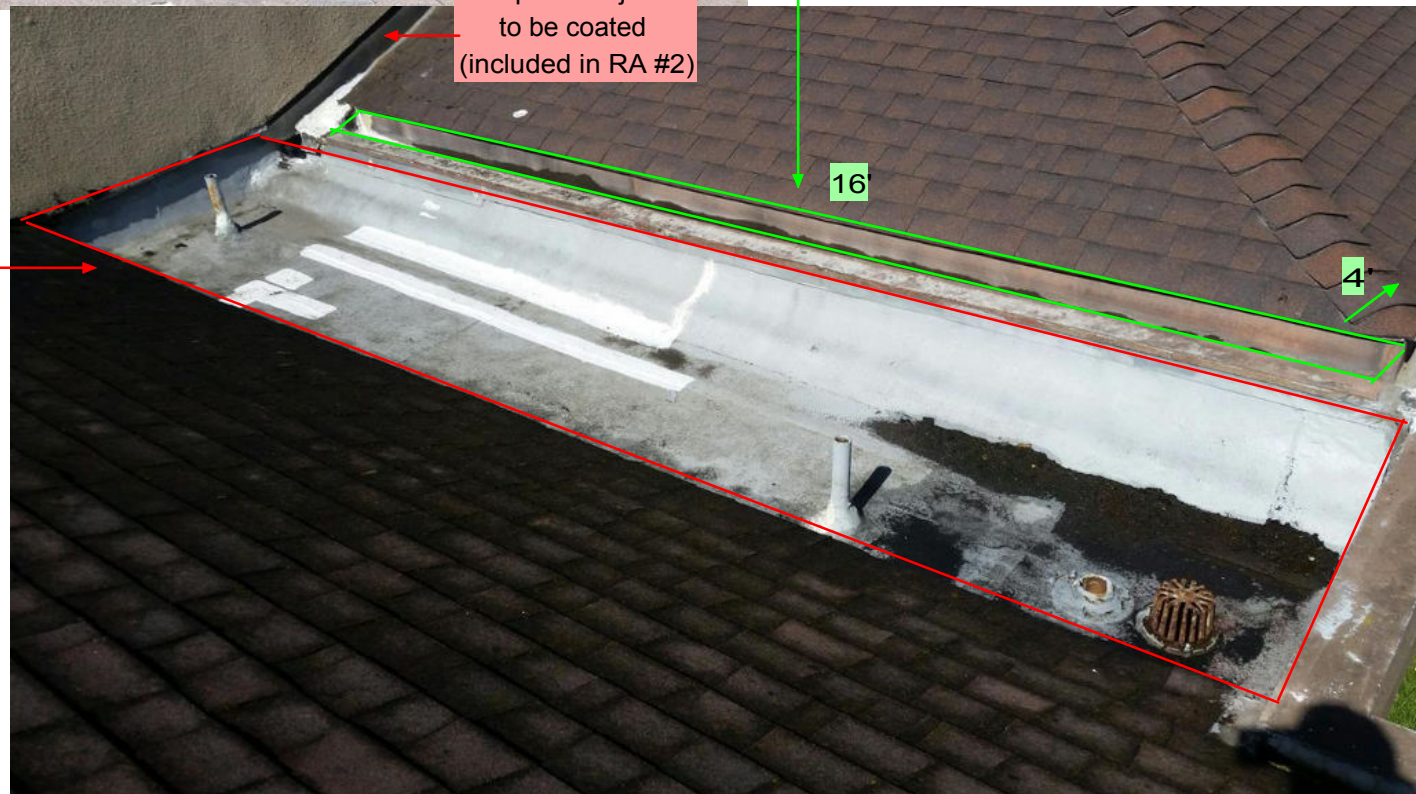
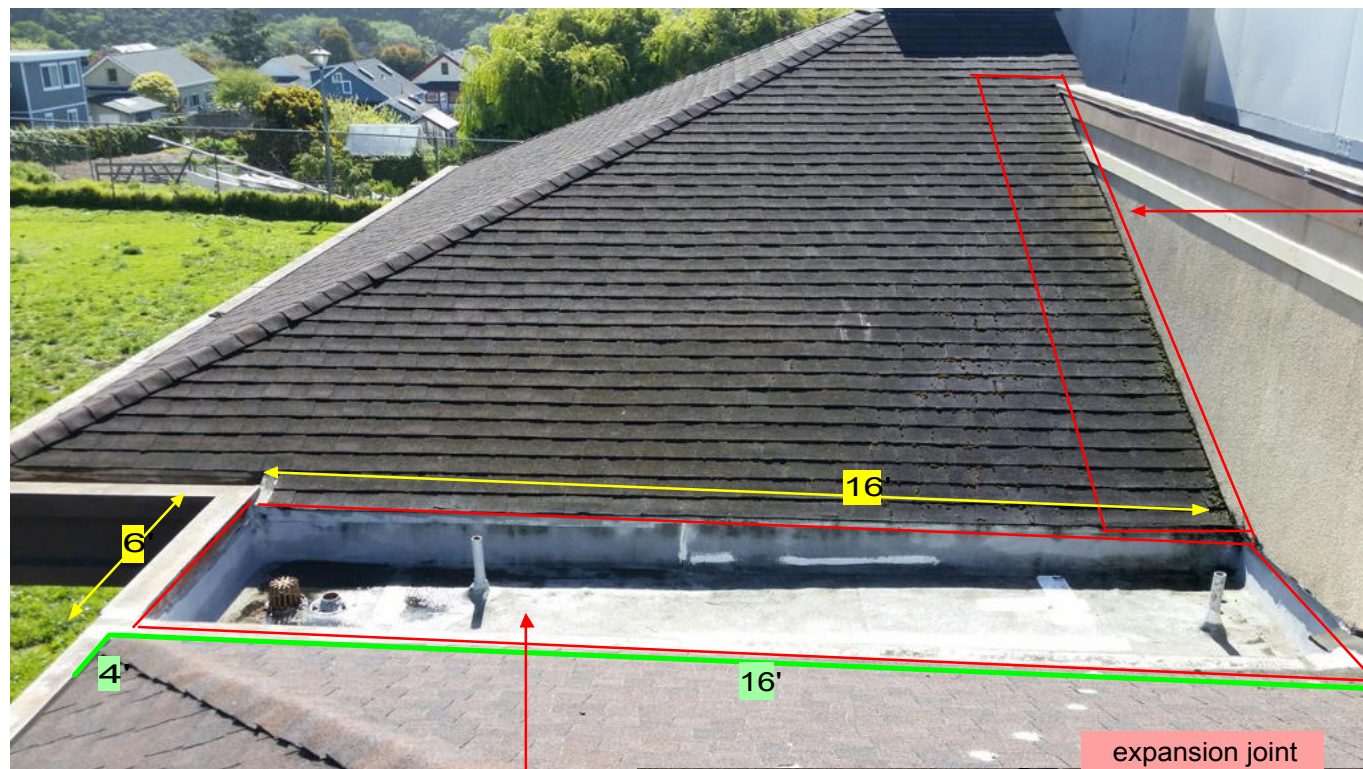
### Asphalt Shingle Repair

repair to asphalt shingle at  
roof-to-wall tie-in to  
allow proper flow of water  
(included in RA #2)

Interior Gutter Repair  
section of interior gutter to be sealed with  
polyurethane elastomeric coating - 20 lf  
(included in RA #2)

expansion joint  
to be coated  
(included in RA #2)

Designated Flat Section  
waterproof with CeramaFlex  
Full-Fabric fluid applied system  
(included in RA #2)







### Repair Area #3

coating of expansion joint is included in Repair #6

Designated Flat Section seal designated flat section using the CeramaFlex Full-Fabric fluid applied system

16

6'

20 f

### Repair #7

coat designated section of interior gutter (20 lf)

### NOTE:

repair to interior gutter at this location - 14 lf (no charge)



10

4'

### Repair area #6



**BOARD OF EDUCATION**

Ms. Jane Royer Barr  
Ms. Rose Filicetti  
Ms. Sandra Nichols  
Ms. Sue Roth  
Mr. Dana M. Sales  
Mr. Abel Sanchez  
Mr. Bruce Van Allen

Michael C. Watkins, Superintendent • 400 Encinal Street, Santa Cruz, CA 95060 • 831-466-5600 • FAX 831-466-5607 • [www.santacruzcoe.org](http://www.santacruzcoe.org)

April 17, 2018

Gwyan Rhabyt  
Governing Board  
Pacific Elementary School District  
456 Swanton Road  
Davenport, CA 95017

SUBJECT: Review of the 2017-18 Second Interim Financial Report for Pacific Elementary School District

Dear Mr. Rhabyt:

In accordance with Education Code Section 42131, the Santa Cruz County Office of Education has reviewed the Second Interim Financial Report for the Pacific Elementary School District for fiscal year 2017-18. The Education Code requires that the County Superintendent review the district Interim Report and concur or not concur with the district certification of the financial status based on the following:

Determine whether the financial report complies with the standards and criteria established pursuant to Education Code Section 33127.

Determine whether the Interim Report indicates that the district will be able to meet its financial obligations during the current fiscal year and subsequent two fiscal years.

Based upon our review at this time, we concur with the **Positive** certification for the 2017-18 Second Interim Financial Report for the Pacific Elementary School District. Please see the attached documents for additional comments and information related to our review.

We have conducted our review based upon the specifics of the State Enacted Budget for 2017-18, and we have used the FCMAT Local Control Funding Formula (LCFF) calculator in our analysis. We have also included information from the Governor's proposed budget for 2018-19.

The Governor's proposed 2018-19 budget provides good news for education, especially in the short term. Governor Brown is projecting to fully fund his Local Control Funding Formula in 2018-19. School Districts will realize the "target" funding levels identified in the formula. Full funding of LCFF will not change revenue projections for Pacific Elementary as the district is Basic Aid and is currently projected to remain Basic Aid through the multi-year projections (MYP). The Governor's proposed budget also includes discretionary one-time mandate reimbursement funding of \$295 per unit of Average Daily Attendance (ADA). **As we noted at 1<sup>st</sup> Interim, districts should be cautious about the discretionary funding as the dollar amount per ADA may decrease in the State Enacted budget. Districts may want to "assign" all or a portion of this funding in their ending fund balances pending the final state budget.**

Although 100% gap funding and additional discretionary funding are both positive outcomes for schools, districts must continue to be cognizant of the significant projected increases in both STRS and PERS retirement



rates. These ongoing increases, combined with ADA changes, negotiations, health and welfare benefit costs and increasing costs for Special Education create enormous pressure on future budgets.

The budget is a dynamic document that reflects the Governing Board's plan for receipt of revenues and utilization of expenditures to meet the goals and financial obligations of the school district in the coming year, based on the information known to the district and board at the time of approval. To ensure that the budget continues to reflect that plan, the district must take, at minimum, the following items into consideration:

- Average Daily Attendance (ADA) & Enrollment Projections
- Revenue and Expenditure Projections/Deficit spending
- Negotiations Status
- Long Term Debt
- Reserves
- Cash Flow
- Other district-specific items

The district's budget must also include funding to implement its Local Control Accountability Plan (LCAP) and should be updated to remain in line with the LCAP when the plan is updated. The district must clearly identify where expenditures are in the budget which are outlined in the LCAP.

Districts must continue to maintain positive fund and cash balances, keep stakeholders informed and maintain good working relationships with labor unions. Districts must also continue to maintain adequate reserves, especially cash reserves, even when pressures on the budget mount. Absent adequate budget and cash reserves, districts must endure cost reductions as the only solution when funding decreases or expenditures increase beyond current projected levels.

If you have any questions or concerns, please contact me at 466-5602.

Sincerely,



Mary Hart  
Deputy Superintendent, Business Services

MH:lk  
Attachments

cc: Michael C. Watkins, County Superintendent of Schools  
Eric Gross, Superintendent/ Pacific Elementary School District  
Jean S. Gardner, Senior Director of Fiscal Services/SCCOE  
Elaine Bungo, Financial Analyst/SCCOE

## REVIEW AND APPROVAL OF FISCAL YEAR 2017/2018 2ND INTERIM REPORT

TO THE GOVERNING BOARD:

Pacific Elementary School District

FROM:

Michael C. Watkins, County Superintendent of Schools  
Santa Cruz County Office of Education

In accordance with the provisions of Education Code Section 42131, this office has completed a review of the **SECOND INTERIM** report for your district. A report on that review follows.

### 1. TYPE OF APPROVAL

- ☒ The Interim budget has been certified as **POSITIVE**.  
Based on current projections, this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- ☐ The Interim budget has been certified as Qualified.  
Based on current projections, this district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- ☐ The Interim budget has been certified as Negative.  
Based on current projections, this district will be unable to meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year.

### 2. GENERAL FUND BALANCES / RESERVES

We have made the following computation of budget year reserves based upon updated prior year information. Adjustments made after this date could further impact the projected ending reserve fund balance.

		Unrestricted	Restricted
Beginning fund balance per unaudited actuals:		\$703,683	\$189,983
Projected Increase/decrease in fund balance per Interim:		\$16,214	(\$123,742)
Ending fund balance per Interim:		\$719,897	\$66,241
State required unrestricted reserves:	\$ 69,069		
District Reserves for Economic Uncertainty (9789) Fund 01:		\$75,000	
District Reserves for Economic Uncertainty (9789) Fund 17:			
REU percentage per state criteria and standards:	5.00%		
District REU percentage per Interim:	5.43%		
Restricted funds (9780/9740):			66,241
Other unrestricted nonspendable, assigned and committed funds		\$213,241	
Unassigned funds (9790):		\$431,656	

REVIEW AND APPROVAL OF FISCAL YEAR 2017/2018 2ND INTERIM REPORT

Pacific Elementary School District

Page 2

3. STATEWIDE CRITERIA AND STANDARDS (Ed. Code 33127)

We have reviewed your board Interim report evaluation based upon state mandated budget criteria and standards for fiscal stability, including narrative(s), if any.

☒ We accept your Summary Review Document calculations as complete and narrative(s) as reasonable.

☐ We have made recalculations based upon updated information for the prior fiscal year. See attached.

☐ We were unable to base our evaluation on the criteria and standards, as the information was not completed. The district provided no narratives.

☐ RECOMMENDATION AND TECHNICAL CORRECTIONS

A. Unrestricted Reserves Available through the multi-year projections (MYP)

☒ Appear to be adequate (as recalculated).

☐ Are below state recommended levels for your size district (See Section 5, below).

Level: 5% of budgeted expenditures or: \$ 66,000, whichever is greater.

B. Revenue and Expenditures through the multi-year projections (MYP)

☐ The revenue appears to be overstated (see Section 5, below).

☐ The total expenditures appear to be understated (see Section 5, below).

☐ The proposed expenditures and transfers out exceed the estimated total revenue.

☐ Total available reserves appear adequate to offset this condition.

☐ Total available reserves do not appear adequate to offset this condition,  
(see Section 5, below).

C. ADA: We recommend budgeting no more revenue limit funding than the state guarantee (prior year ADA). The average daily attendance upon which this budget is based: 114.2

☐ ADA budgeted represents the state guaranteed level of ADA revenue limit funding.

☒ With our prior concurrence, this level of ADA is above the state guaranteed level of revenue limit funding by 13.3 ADA. Actual ADA should be monitored closely.

☐ This level of ADA exceeds the state guaranteed level of revenue limit funding by \_\_\_\_\_ ADA  
(see Section 5, below).

D. Other Recommendations

☒ See Section 5 for details.

# REVIEW AND APPROVAL OF FISCAL YEAR 2017/2018 2ND INTERIM REPORT

Pacific Elementary School District

Page 3

## E. Technical Corrections

☐

Other technical corrections have been noted in our review as explained in Section 5, below.


## 5. DESCRIPTION OF RECOMMENDATIONS AND TECHNICAL CORRECTIONS

SECTION & COMMENT NUMBER	DESCRIPTION
A-1	The district maintains its unrestricted reserves in both the general fund and in Fund 17, the Special Reserve for Other than Capital Outlay. The district is currently projecting a fund balance of approximately \$264,000 in the Special Reserve fund in the current year. The district has adequate reserves.
B-1	The district is not projecting to deficit spend in the unrestricted resources in the current year budget or the multi-year projections (MYP). The district is commended for continuing to avoid deficit spending.
C-1	The district is projecting that ADA will increase by 13.3 in the current year over prior year P-2 ADA. In the multi-year projections (MYP), ADA is projected to decrease by 1 in 2018-19 and remain at that level in 2019-20. If the district's ADA does not increase in the current year as projected, the revenue loss to the district would be approximately \$99,000 in the current year and \$319,000 over the MYP. Since the enrollment has increased this year, the ADA increases seem reasonable.
D-1	The district's unduplicated pupil percentage (UPP), which drives additional supplemental funding based on the district's population of disadvantaged students, increased in the current year but is projected to slightly decline in the MYP. Supplemental funding is based on a 3-year rolling average so the district will not see a reduction in supplemental revenues until 2019-20. The district should ensure that all students are being properly counted.
D-2	Contributions to restricted programs are projected to decrease in the current year 17.7% over prior year actuals and increase by 6.3% over 1st Interim projections. In the multi-year projections, they are projected to increase by 5.2% in 2018-19 and by 5.3% in 2019-20. The district's contributions are due to the costs of Special Education (81.9%), VAPA (4.2%), which augments revenue from Parent club donations, Psychological Services (8.9%), REAP (2.6%) and Title II (2.4%). Contributions in the current year total \$143,424.
D-3	In the multi-year projections, the district has included a potential increase in the cost of Medical health and welfare benefits of 10% and an increase in the cost of Dental insurance premiums of 3%. The district has also allowed for the projected increases in both STRS and PERS costs.
	Continued on next page...

5. DESCRIPTION OF RECOMMENDATIONS AND TECHNICAL CORRECTIONS continued...

SECTION & COMMENT NUMBER	DESCRIPTION
	Continued from previous page...
D-4	The district has settled compensation issues in the current year with its unrepresented groups. No potential increases beyond step and column have been identified in the MYP.
D-5	The district is projecting to deficit spend in the restricted resources in the general fund in the current year by \$123,000 and in 2018-19 by \$38,000. The district currently has adequate restricted fund balance to absorb these deficits.
D-6	The district is deficit spending in the General Fund, the Cafeteria Fund, the Child Development Fund, the Building Fund and the Bond Fund. Some of this is anticipated one-time spending, especially in the Building and Bond Funds. The district should continue to monitor its spending to ensure the other funds do not have a structural revenue and expenditure issue.
D-7	According to the district's criteria & standards document, the unrestricted salary and benefits ratio as compared to total unrestricted expenditures is projected at 82.5% in the current year, 84.5% in 2018-19 and 84.8% in 2019-10.
D-8	The district is currently not projecting any cash flow issues due to its healthy reserve levels.

EXAMINED BY COUNTY SUPERINTENDENT OF SCHOOLS:

BY:   
Mary Hart  
Deputy Superintendent, Business Services

Date: 4/17/18

cc: Eric Gross, Superintendent/Pacific Elementary School District  
Jean S. Gardner, Senior Director of Fiscal Services/SCCOE  
Elaine Bungo, Financial Analyst/SCCOE

Revised: 1/2006

SANTA CRUZ COUNTY SCHOOLS  
PACIFIC ELEMENTARY SCHOOL DISTRICT

FINANCIAL ANALYSIS OF GENERAL FUND UNRESTRICTED AND RESTRICTED MONIES

GENERAL FUND	2016/17			2017/18			2017/18			2017/18			2018/19			2019/20		
	Unaudited Actuals			Adopted Budget			1st Interim Budget			2nd Interim Budget			Projected Budget			Projected Budget		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>Revenues</b>																		
8010-8099 Local Control Funding Formula	\$ 930,473	\$ -	\$ 930,473	\$ 984,170	\$ -	\$ 984,170	\$ 985,265	\$ -	\$ 985,265	\$ 985,867	\$ -	\$ 985,867	\$ 1,058,759	\$ -	\$ 1,058,759	\$ 1,103,504	\$ -	\$ 1,103,504
8100-8299 Federal	800	45,039	45,839	-	45,038	45,038	-	39,875	39,875	-	39,874	39,874	-	40,203	40,203	-	40,203	40,203
8300-8599 Other State	44,427	185,451	229,878	17,513	53,465	70,978	32,580	53,465	86,045	32,711	53,465	86,176	29,271	55,616	84,887	17,854	57,875	75,729
8600-8799 Other Local	97,869	66,931	164,800	77,436	57,585	135,021	98,296	61,085	159,381	100,796	61,148	161,944	67,126	54,398	121,524	75,126	54,398	129,524
8910-8929 Interfund Transfers In	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8930-8979 Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8980 Contributions From Unrestricted	(174,232)	174,232	-	(137,241)	137,241	-	(134,908)	134,908	-	(143,424)	143,424	-	(150,872)	150,872	-	(158,908)	158,908	-
8990 Contributions From Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue, Transfers, and Other Sources</b>	<b>\$ 899,337</b>	<b>\$ 471,653</b>	<b>\$ 1,370,990</b>	<b>\$ 941,878</b>	<b>\$ 293,329</b>	<b>\$ 1,235,207</b>	<b>\$ 981,233</b>	<b>\$ 289,333</b>	<b>\$ 1,270,566</b>	<b>\$ 975,950</b>	<b>\$ 297,911</b>	<b>\$ 1,273,861</b>	<b>\$ 1,004,284</b>	<b>\$ 301,089</b>	<b>\$ 1,305,373</b>	<b>\$ 1,037,576</b>	<b>\$ 311,384</b>	<b>\$ 1,348,960</b>
<b>Expenditures</b>																		
1000-1999 Certificated Salary	\$ 419,462	\$ 90,422	\$ 509,884	\$ 440,178	\$ 64,724	\$ 504,902	\$ 444,478	\$ 75,699	\$ 520,177	\$ 447,740	\$ 77,049	\$ 524,789	\$ 441,403	\$ 78,590	\$ 519,993	\$ 450,231	\$ 80,162	\$ 530,393
2000-2999 Classified Salary	138,737	44,832	183,569	141,127	57,917	199,044	140,016	66,201	206,217	141,459	66,201	207,660	145,702	68,187	213,889	148,616	69,551	218,167
3000-3999 Employee Benefit	186,283	82,188	268,471	194,415	81,927	276,342	194,317	74,690	269,007	194,908	74,690	269,598	209,591	80,318	289,909	231,523	85,839	317,362
4000-4999 Books & Supplies	42,239	13,319	55,558	25,071	9,180	34,251	45,858	8,815	54,673	45,858	8,843	54,701	37,657	7,094	44,751	36,231	6,222	42,453
5000-5899 Services & Other Operating Expenditures	93,169	148,334	241,503	102,519	112,737	215,256	109,236	172,489	281,726	119,801	194,089	313,891	108,045	104,992	213,037	111,847	67,594	179,441
6000-6599 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7100-7299 Other Outgo	102	-	102	250	-	250	250	-	250	250	-	250	250	-	250	250	-	250
7300-7399 Direct & Indirect Support	-	-	-	-	-	-	(31)	31	(31)	(31)	31	-	-	-	-	-	-	-
7610-7629 Interfund Transfers Out	8,953	-	8,953	9,750	750	10,500	9,750	750	10,500	9,750	750	10,500	9,750	750	10,500	9,750	750	10,500
7630-7699 Other Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures, Transfers, and Other Uses</b>	<b>\$ 888,945</b>	<b>\$ 379,095</b>	<b>\$ 1,268,040</b>	<b>\$ 913,311</b>	<b>\$ 327,234</b>	<b>\$ 1,240,545</b>	<b>\$ 943,875</b>	<b>\$ 398,675</b>	<b>\$ 1,342,550</b>	<b>\$ 959,736</b>	<b>\$ 421,653</b>	<b>\$ 1,381,389</b>	<b>\$ 952,398</b>	<b>\$ 339,931</b>	<b>\$ 1,292,329</b>	<b>\$ 988,448</b>	<b>\$ 310,118</b>	<b>\$ 1,298,566</b>
<b>Excess (Deficiency)</b>	<b>\$ 10,392</b>	<b>\$ 92,558</b>	<b>\$ 102,950</b>	<b>\$ 28,567</b>	<b>\$ (33,905)</b>	<b>\$ (5,338)</b>	<b>\$ 37,358</b>	<b>\$ (109,342)</b>	<b>\$ (71,984)</b>	<b>\$ 16,214</b>	<b>\$ (123,742)</b>	<b>\$ (107,528)</b>	<b>\$ 51,886</b>	<b>\$ (38,842)</b>	<b>\$ 13,044</b>	<b>\$ 49,128</b>	<b>\$ 1,266</b>	<b>\$ 50,394</b>
<b>Beginning Balance</b>	<b>\$ 693,291</b>	<b>\$ 97,425</b>	<b>\$ 790,716</b>	<b>\$ 703,683</b>	<b>\$ 189,983</b>	<b>\$ 893,666</b>	<b>\$ 703,683</b>	<b>\$ 189,983</b>	<b>\$ 893,666</b>	<b>\$ 703,683</b>	<b>\$ 189,983</b>	<b>\$ 893,666</b>	<b>\$ 719,897</b>	<b>\$ 66,241</b>	<b>\$ 786,138</b>	<b>\$ 771,783</b>	<b>\$ 27,399</b>	<b>\$ 799,182</b>
Audit Adjustments / Restatements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Ending Balance</b>	<b>\$ 703,683</b>	<b>\$ 189,983</b>	<b>\$ 893,666</b>	<b>\$ 732,250</b>	<b>\$ 156,078</b>	<b>\$ 888,329</b>	<b>\$ 741,041</b>	<b>\$ 80,641</b>	<b>\$ 821,682</b>	<b>\$ 719,897</b>	<b>\$ 66,241</b>	<b>\$ 786,138</b>	<b>\$ 771,783</b>	<b>\$ 27,399</b>	<b>\$ 799,182</b>	<b>\$ 820,911</b>	<b>\$ 28,665</b>	<b>\$ 849,576</b>
<b>Reserves:</b>																		
Minimum Reserve Level per Criteria & Standards	5%			5%			5%			5%			5%			5%		
<b>Recommended REU (Computed in C&amp;S)</b>	<b>\$ 66,000</b>			<b>\$ 66,000</b>			<b>\$ 67,127</b>			<b>\$ 69,069</b>			<b>\$ 66,000</b>			<b>\$ 66,000</b>		
<b>Reserves per District (REU 9789)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>
Revolving Cash / Nonspendable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Stores / Prepaid Expenditures/ All Other	10,380	-	10,380	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restricted	-	189,983	189,983	-	156,078	156,078	-	80,641	80,641	-	66,241	66,241	-	27,399	27,399	-	28,665	28,665
Committed	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Assigned	200,560	-	200,560	198,913	-	198,913	214,684	-	214,684	213,241	-	213,241	-	-	-	-	-	-
Unassigned	492,744	-	492,744	533,337	-	533,337	451,357	-	451,357	431,656	-	431,656	696,783	-	696,783	745,911	-	745,911
Excess (Deficiency) above state recommended REU	\$ 844,266			\$ 928,770			\$ 937,877			\$ 915,190			\$ 971,468			\$ 1,021,924		
Contributions to Restricted Programs			174,232			137,241			134,908			143,424			150,872			158,908
<b>Average Daily Attendance</b>																		
Total P-2 ADA			100.9			114.2			114.2			114.2			113.2			113.2
ADA Transfer (COE)			-			-			-			-			-			-
District Only P-2 ADA			100.9			114.2			114.2			114.2			113.2			113.2
Funded ADA (District Only)			110.1			114.2			114.2			114.2			113.2			113.2
Net Shift of Charter ADA (to and from District)			-			-			-			-			-			-
Prior Year ADA Guarantee			110.1			100.9			100.9			100.9			114.2			113.2
Total Charter ADA			-			-			-			-			-			-
CBEDS Enrollment			106			120			120			120			119			119
Enrollment to ADA Ratio			95.1%			95.1%			95.1%			95.1%			95.1%			95.1%
<b>Special Reserve Fund 17</b>	<b>\$ 216,963</b>			<b>\$ 262,520</b>			<b>\$ 263,963</b>			<b>\$ 264,363</b>			<b>\$ 265,685</b>			<b>\$ 267,013</b>		

## SANTA CRUZ COUNTY SCHOOLS

## PACIFIC ELEMENTARY SCHOOL DISTRICT

## FINANCIAL ANALYSIS OF GENERAL FUND

	2015/16	2016/17	2017/18	2017/18	2017/18			2018/19		2019/20	
GENERAL FUND	Unaudited Actuals	Unaudited Actuals	Adopted Budget	1st Interim Budget	2nd Interim Budget	Change Between 16/17 UA & 17/18 2I	Change Between 17/18 1I & 17/18 2I	Projected Budget	Change Between 17/18 2I & 18/19 PB	Projected Budget	Change Between 18/19 PB & 19/20 PB
<b>Revenues</b>											
8010-8099 Local Control Funding Formula	\$ 890,960	\$ 930,473	\$ 984,170	\$ 985,265	\$ 985,867	6.0%	0.1%	\$ 1,058,759	7.4%	\$ 1,103,504	4.2%
8100-8299 Federal	54,206	45,839	45,038	39,875	39,874	-13.0%	0.0%	40,203	0.8%	40,203	0.0%
8300-8599 Other State	197,353	229,878	70,978	86,045	86,176	-62.5%	0.2%	84,887	-1.5%	75,729	-10.8%
8600-8799 Other Local	148,686	164,800	135,021	159,381	161,944	-1.7%	1.6%	121,524	-25.0%	129,524	6.6%
8910-8929 Interfund Transfers In	-	-	-	-	-			-		-	
8930-8979 Other Sources	-	-	-	-	-			-		-	
8980 Contributions From Unrestricted	-	-	-	-	-			-		-	
8990 Contributions From Restricted	-	-	-	-	-			-		-	
<b>Total Revenue, Transfers, and Other Sources</b>	<b>\$ 1,291,206</b>	<b>\$ 1,370,990</b>	<b>\$ 1,235,207</b>	<b>\$ 1,270,566</b>	<b>\$ 1,273,861</b>	<b>-7.1%</b>	<b>0.3%</b>	<b>\$ 1,305,373</b>	<b>2.5%</b>	<b>\$ 1,348,960</b>	<b>3.3%</b>
<b>Expenditures</b>											
1000-1999 Certificated Salary	\$ 451,126	\$ 509,884	\$ 504,902	\$ 520,177	\$ 524,789	2.9%	0.9%	\$ 519,993	-0.9%	\$ 530,393	2.0%
2000-2999 Classified Salary	161,630	183,569	199,044	206,217	207,660	13.1%	0.7%	213,889	3.0%	218,167	2.0%
3000-3999 Employee Benefit	237,750	268,471	276,342	269,007	269,598	0.4%	0.2%	289,909	7.5%	317,362	9.5%
4000-4999 Books & Supplies	26,767	55,558	34,251	54,673	54,701	-1.5%	0.1%	44,751	-18.2%	42,453	-5.1%
5000-5899 Services & Other Operating Expenditures	297,686	241,503	215,256	281,726	313,891	30.0%	11.4%	213,037	-32.1%	179,441	-15.8%
6000-6599 Capital Outlay	-	-	-	-	-			-		-	
7100-7299 Other Outgo	264	102	250	250	250	144.8%	0.0%	250	0.0%	250	0.0%
7300-7399 Direct & Indirect Support	-	-	-	-	-			-		-	
7610-7629 Interfund Transfers Out	7,073	8,953	10,500	10,500	10,500	17.3%	0.0%	10,500	0.0%	10,500	0.0%
7630-7699 Other Uses	-	-	-	-	-			-		-	
<b>Total Expenditures, Transfers, and Other Uses</b>	<b>\$ 1,182,296</b>	<b>\$ 1,268,040</b>	<b>\$ 1,240,545</b>	<b>\$ 1,342,550</b>	<b>\$ 1,381,389</b>	<b>8.9%</b>	<b>2.9%</b>	<b>\$ 1,292,329</b>	<b>-6.4%</b>	<b>\$ 1,298,566</b>	<b>0.5%</b>
<b>Excess (Deficiency)</b>	<b>\$ 108,910</b>	<b>\$ 102,950</b>	<b>\$ (5,338)</b>	<b>\$ (71,984)</b>	<b>\$ (107,528)</b>	<b>-204.4%</b>	<b>49.4%</b>	<b>\$ 13,044</b>	<b>-112.1%</b>	<b>\$ 50,394</b>	<b>286.3%</b>
<b>Beginning Balance</b>	<b>\$ 681,806</b>	<b>\$ 790,716</b>	<b>\$ 893,666</b>	<b>\$ 893,666</b>	<b>\$ 893,666</b>	<b>13.0%</b>	<b>0.0%</b>	<b>\$ 786,138</b>	<b>-12.0%</b>	<b>\$ 799,182</b>	<b>1.7%</b>
Audit Adjustments / Restatements	-	-	-	-	-			-		-	
<b>Ending Balance</b>	<b>\$ 790,716</b>	<b>\$ 893,666</b>	<b>\$ 888,329</b>	<b>\$ 821,682</b>	<b>\$ 786,138</b>	<b>-12.0%</b>	<b>-4.3%</b>	<b>\$ 799,182</b>	<b>1.7%</b>	<b>\$ 849,576</b>	<b>6.3%</b>
<b>Reserves:</b>											
Normal Reserve Level per Criteria & Standard	5%	5%	5%	5%	5%			5%		5%	
<b>Recommended REU (Computed in C&amp;S)</b>	<b>\$ 65,000</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 67,127</b>	<b>\$ 69,069</b>	<b>4.7%</b>	<b>2.9%</b>	<b>\$ 66,000</b>	<b>-4.4%</b>	<b>\$ 66,000</b>	<b>0.0%</b>
<b>Reserves per District (REU 9789)</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>		<b>0.0%</b>	<b>\$ 75,000</b>	<b>0.0%</b>	<b>\$ 75,000</b>	<b>0.0%</b>
Revolving Cash / Nonspendable	-	-	-	-	-			-		-	
Stores / Prepaid Expenditures/ All Other	-	10,380	-	-	-	-100.0%	-17.9%	-	-58.6%	-	4.6%
Restricted	97,425	189,983	156,078	80,641	66,241	-65.1%		27,399		28,665	
Committed	-	-	-	-	-			-	-100.0%	-	
Assigned	169,445	200,560	198,913	214,684	213,241	6.3%	-0.7%	-		-	
Unassigned	430,911	492,744	533,337	451,357	431,656	-12.4%	-4.4%	696,783	61.4%	745,911	7.1%
Excess (Deficiency) above state recommended REU	\$ 825,477	\$ 844,266	\$ 928,770	\$ 937,877	\$ 915,190	8.4%	-2.4%	\$ 971,468	6.1%	\$ 1,021,924	5.2%
Contributions to Restricted Programs	120,229	174,232	137,241	134,908	143,424	-17.7%	6.3%	150,872	5.2%	158,908	5.3%
<b>Average Daily Attendance</b>											
Total P-2 ADA	110	101	114	114	114	13.2%	0.0%	113	-0.8%	113	0.0%
ADA Transfer (COE)	-	-	-	-	-			-		-	
District Only P-2 ADA	110	101	114	114	114	13.2%	0.0%	113	-0.8%	113	0.0%
Funded ADA (District Only)	110	110	114	114	114	3.7%	0.0%	113	-0.8%	113	0.0%
Net Shift of Charter ADA (to and from District)	-	-	-	-	-			-		-	
Prior Year ADA Guarantee	110	110	101	101	101	-8.4%	0.0%	114	13.2%	113	-0.8%
Total Charter ADA	-	-	-	-	-			-		-	
CBEDS Enrollment	115	106	120	120	120	13.2%	0.0%	119	-0.8%	119	0.0%
Enrollment to ADA Ratio	95.7%	95.1%	95.1%	95.1%	95.1%			95.1%		95.1%	
<b>Special Reserve Fund 17</b>	<b>\$ 215,120</b>	<b>\$ 216,963</b>	<b>\$ 262,520</b>	<b>\$ 263,963</b>	<b>\$ 264,363</b>	<b>21.8%</b>	<b>0.2%</b>	<b>\$ 265,685</b>	<b>0.5%</b>	<b>\$ 267,013</b>	<b>0.5%</b>



**PACIFIC ELEMENTARY SCHOOL DISTRICT  
ALL FUNDS SUMMARY  
2017/18  
2ND INTERIM BUDGET**

	<b>01 General</b>	<b>12 Child Development</b>	<b>13 Cafeteria</b>	<b>14 Deferred Maintenance</b>	<b>17 Special Reserve</b>	<b>21 Building Fund</b>	<b>25 Capital Facilities</b>	<b>51 Bond Fund</b>	<b>Total All Funds</b>
<b>Revenue</b>									
8000-8099 LCFF	\$ 985,867	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 985,867
8100-8299 Federal Revenue	39,874	-	22,000	10,000					71,874
8300-8599 State Revenue	86,176	32,000	1,300	-				152	119,628
8600-8699 Local Revenue	161,944	66,780	57,890	50	2,400	1,400	266	30,492	321,222
<b>Total Revenue</b>	<b>\$ 1,273,861</b>	<b>\$ 98,780</b>	<b>\$ 81,190</b>	<b>\$ 10,050</b>	<b>\$ 2,400</b>	<b>\$ 1,400</b>	<b>\$ 266</b>	<b>\$ 30,644</b>	<b>\$ 1,498,591</b>
<b>Expenditures</b>									
1000 Certificated Salaries	\$ 524,789	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 524,789
2000 Classified Salaries	207,660	71,195	36,234	-			-		315,088
3000 Employee Benefits	269,598	38,822	14,118	-			-		322,538
4000 Books & Supplies	54,701	2,600	39,500	-		-	-		96,801
5000 Services & Other Oper.	313,891	1,050	4,050	7,700		52,500	5		379,196
6000 Equipment	-	-	-	-		-	-		-
7100-7299 Other Outgo (74XX)	250	-	-	-		-	-	36,162	36,412
7300 Indirect Costs	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,370,889</b>	<b>\$ 113,667</b>	<b>\$ 93,902</b>	<b>\$ 7,700</b>	<b>\$ -</b>	<b>\$ 52,500</b>	<b>\$ 5</b>	<b>\$ 36,162</b>	<b>\$ 1,674,824</b>
<b>Excess (Deficiency)</b>	<b>\$ (97,028)</b>	<b>\$ (14,887)</b>	<b>\$ (12,712)</b>	<b>\$ 2,350</b>	<b>\$ 2,400</b>	<b>\$ (51,100)</b>	<b>\$ 261</b>	<b>\$ (5,518)</b>	<b>\$ (176,233)</b>
<b>Other Sources/Uses</b>									
89XX Transfers In	\$ -	\$ -	\$ 11,700	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 56,700
8930-8979 Other Sources	-								-
7610-7629 Transfers Out	10,500	1,200				45,000			56,700
7630-7699 Other Uses	-	-							-
<b>Total Other Sources/Uses</b>	<b>\$ (10,500)</b>	<b>\$ (1,200)</b>	<b>\$ 11,700</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ (45,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Incr (Decr) in Fund Balance</b>	<b>\$ (107,528)</b>	<b>\$ (16,087)</b>	<b>\$ (1,012)</b>	<b>\$ 2,350</b>	<b>\$ 47,400</b>	<b>\$ (96,100)</b>	<b>\$ 261</b>	<b>\$ (5,518)</b>	<b>\$ (176,233)</b>
<b>Beginning Fund Balance</b>	<b>\$ 893,666</b>	<b>\$ 27,241</b>	<b>\$ 19,506</b>	<b>\$ 7,033</b>	<b>\$ 216,963</b>	<b>\$ 109,077</b>	<b>\$ 2,335</b>	<b>\$ 26,375</b>	<b>\$ 1,302,196</b>
Audit Adjustments/Restatements	-	-	-	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>\$ 786,138</b>	<b>\$ 11,155</b>	<b>\$ 18,494</b>	<b>\$ 9,383</b>	<b>\$ 264,363</b>	<b>\$ 12,977</b>	<b>\$ 2,596</b>	<b>\$ 20,856</b>	<b>\$ 1,125,963</b>
Deficit (Surplus) as % of Fund Balance	-12.0%	-59.1%	-5.2%	33.4%	21.8%	-88.1%	11.2%	-20.9%	-13.5%

**Wish List**  
**Pacific Elementary**

Category	Item	Cost	Description	Rationale	Type
<b>Food Lab</b> Food Lab is Pacific Elementary's award-winning kitchen classroom where students learn practical culinary skills while feeding the entire school every day. Students prepare every meal from scratch using organic, locally sourced ingredients. Students learn everything from fractions in recipes to teamwork, and from knife skills to nutrition, using a hands-on approach to educating the whole child. The result of a delicious meal is just as important as the confidence of developing real-world abilities.					
Food Lab	Oven	\$7,211	48" gas range w/ 2 ovens, 6 burners, & griddle	More students can participate; more variety of foods can be prepared	Durable goods
Food Lab	Enhancement above government reimbursement program	\$30,000/yr.	Difference between cost of labor & food and income from government reimbursement	Hands-on practical education of whole child. Providing healthy food. Ability to serve diverse menus from children's home cultures. Incorporate math, chemistry, and language.	Labor & materials
Food Lab	Food	Varies	Food that meets safety guidelines	Consistent value of locally sourced ingredients	Perishable goods
Food Lab	Shed	\$2,500	Storage shed for canned goods, plates, etc.	Pantry size inadequate for storing all kitchen supplies	Capital improvement
Food Lab	Sound dampening acoustic panels	\$25,000	2'x2' acoustic ceiling tiles	Create a quieter dining experience during lunch and better teaching	Materials & labor

				environment during instructional hours.	
<b>Front Office</b> The office is the hub of activity where hospitality, communication, and data processing intersect in order to keep the institution functioning in a coordinated fashion. Old, inappropriate equipment hinders effectiveness. In order to keep the office staff working safely and efficiently, they need to be equipped with the proper tools of the trade. The central nervous system must be supported by a strong backbone, both figuratively and literally.					
<b>Category</b>	<b>Item</b>	<b>Cost</b>	<b>Description</b>	<b>Rationale</b>	<b>Type</b>
Office & School	Ergonomic equipment	\$250 x 16 = \$4,000	16 ergonomic office chairs.	Proper ergonomic office equipment allows staff to work efficiently and safely.	Equipment
Office	Ergonomic equipment	\$400 x 3 = \$1,200	3 adjustable sit/stand desks	Proper ergonomic office equipment allows staff to work efficiently and safely.	Equipment
<b>Classrooms</b> Classrooms are the heart of the school. Most of the teaching and learning happens as a result of the interactions between the teachers and students in the classrooms. When teachers have the proper training and equipment, they are able to meet every child's needs so that they flourish. Crucial to the cycle of inquiry is the ability to assess student progress in real time because teachers inform their instruction by knowing precisely what each student knows and has yet to learn.					
<b>Category</b>	<b>Item</b>	<b>Cost</b>	<b>Description</b>	<b>Rationale</b>	<b>Type</b>
Classroom	iPads for each teacher	8 x \$800 = \$6,400	Assessment & educational applications	Teachers can assess students in real time and access apps on field trips & Life Lab	Equipment
Classroom	Adjustable sit/stand desks & stools	6 x \$300 = \$1,800	6 adjustable sit/stand desks & stools	Serves students who benefit from being able to work in various positions	Equipment
<b>Life Lab</b> Project Life Lab is the school's gardening program, where children learn nutrition and natural science in an integrated curriculum with gardening activities. The full cycle of composting, planting, and harvesting helps students to understand where their food comes from and how it feeds their bodies and spirits. Central to our mission of educating the whole child, Life Lab is where we grow					

our food as well as our minds.

Category	Item	Cost	Description	Rationale	Type
Life Lab	Shed	\$2,500	Storage shed to replace existing	Store tools & materials safely	Capital improvement
Life Lab	Ramp & Stairs	\$15,000	Replace steps	Entry to garden not ADA accessible, nor safe	Capital improvement

### The School

Pacific Elementary is fortunate to be nestled in a cozy neighborhood of single-family homes, adjacent to locally owned businesses, and surrounded by beautiful mountains overlooking the Pacific Ocean. We currently lack the people power to maintain the facilities in the condition that the neighbors deserve and the setting warrants. Hiring the staff to care for the school would enable us to provide a suitable learning environment for our students and make Davenport proud.

Category	Item	Cost	Description	Rationale	Type
School	Maintenance	\$13,700/yr.	Hire for position 1 day/wk	Currently no regular maintenance staff. Timely maintenance would reduce costly repairs later.	Labor
School	Grounds	\$6,400/yr.	Hire for position 1 day/wk	Currently no regular grounds staff. Increasing hours for current Life Lab Instructor would allow grounds work to be integrated into Life Lab curriculum with student participation.	Labor
School	Custodian	\$25,000/yr.	Make current ½ time position become full time position	Currently no day custodian for needs during school hours.	Labor
School	Roof	\$250,000	New roof	Roof at end of lifespan, currently has leaks despite having been repaired multiple times	Capital improvement
School	Construction tools & materials	Varies	Tool chest, lawn mower, water pump, saw,	Repair physical plant, as needed	Maintenance

			socket set, sealant, nails		
School	Shed	\$2,500	Storage shed to store tools	Store tools & materials safely	Capital improvement
Playground	Artificial Turf	\$173,000	Replace lawn	Save water, no gophers, safe play surface	Capital improvement
School	Curtains/blinds	\$5,000	Curtains/blinds for the rooms that currently lack them.	In emergencies, window treatments prevent outsiders from knowing where students are.	Capital improvement
Library	Books	\$1,000	Content literacy books	Purchase books with subject matter content (e.g. math, science) for students to read and teachers to read aloud.	Materials
School	Fundraising consultant	\$10,000	Contract with consultant	Hire consultant to guide us in maximizing the effectiveness of our fundraising efforts.	Contract

### **Volunteering**

The Pacific Elementary School is the heart of the Davenport/North Coast community. While the staff is small in number, the community is large in heart. Like a barn raising, everyone contributes to make the endeavor successful. Every aspect of the school is dependent upon the larger community pitching in so that the children receive the educational experience they need to be able to contribute to the community as they shift from being taken care of by us to them taking care of us. Volunteers make it all possible by providing that crucial adult attention that guides the children toward realizing their full potential. What you give in time, you reap 10-fold in satisfaction knowing that you helped bend the trajectory of a child's life in the right direction.

<b>Category</b>	<b>Item</b>	<b>Cost</b>	<b>Description</b>	<b>Rationale</b>	<b>Type</b>
School	Fundraising events	Priceless	Volunteer to plan, participate, contribute to several events	Parents, staff, & community organize events & more help is always needed	Volunteer labor

			throughout the year		
Food Lab	Time	Priceless	Spend a morning cooking with the students.	Experience the program in action. Earn a free lunch.	Volunteer labor
Classroom	Time	Priceless	Tutor students after school	Students who struggle need extra instruction	Volunteer labor
Classroom	Time	Priceless	Volunteer to chaperone field trips	Students need more supervision	Volunteer labor
Classrooms	Time	Priceless	Volunteer to run center, tutor, read	Students need more adult attention	Volunteer labor
Library	Time	Priceless	Volunteer to shelve & check in books	Current volunteers need assistance	Volunteer labor

# PUBLIC NOTICE

## Notice of Availability for Public Inspection and Hearing

Beginning June 6<sup>th</sup>, 2018, the proposed 2018-19 Budget of the Pacific Elementary School District will be available for inspection by the public at:

Pacific Elementary School  
50 Ocean St., Davenport, CA 95017.

On June 11<sup>th</sup>, 2018 at 4:00 p.m. the Governing Board of the Pacific Elementary School District will hold a public meeting on its 2018-19 Budget and Local Control Accountability Plan (LCAP) at:

Pacific Elementary School  
50 Ocean St., Davenport, CA 95017.

Any taxpayer directly affected by the 2018-19 Budget may appear before its Board of Trustees and speak to the proposed Budget or the Local Control Accountability Plan (LCAP) or any item therein.

By: Eric Gross  
Secretary-Governing Board/Designee-Printed Name

  
Secretary-Governing Board/Designee (Signature)

April 9<sup>th</sup>, 2018  
Date

Date of LCAP & Budget Adoption: June 18<sup>th</sup>, 2018.



## Payables Prelist

4/19/2018 ()

PSD

## Check

294 - Bay Quality Roofing		
PO 18-00298-roof repair	01-0000-0-0000-8100-4370-200-2801	\$600.00
		<b>\$600.00</b>
282 - Bumgarner, Dona		
PO 18-00304-reimbursement	01-0102-0-1110-2420-4210-200-2391	\$48.72
		<b>\$48.72</b>
249 - California Department of Education		
PO 18-00301-reimburse overpayment	12-6105-0-0000-0000-8590-200-3020	\$1,508.00
		<b>\$1,508.00</b>
69 - CIT TECHNOLOGY FIN SERV INC		
PO 18-00305-Monthly Fee	01-0000-0-0000-7200-5650-200-2801	\$203.98
		<b>\$203.98</b>
91 - Fisher, John		
PO 18-00306-Reimbursement	01-0000-0-1110-1000-4300-200-3009	\$256.50
		<b>\$256.50</b>
289 - Friends of Santa Cruz State Parks		
PO 18-00296-field trip fee	01-1100-0-1110-1000-5800-203-3000	\$57.75
		<b>\$57.75</b>
310 - Great West Gourmet		
PO 18-00297-4-15-2018	13-5310-0-0000-3700-4700-200-3101	\$388.75
		<b>\$388.75</b>
151 - Monica Hettenhausen		
PO 18-00300-reimbursement	01-0102-0-1110-1000-4300-200-2630	\$107.68
		<b>\$107.68</b>
66 - Emelia Miguel		
PO 18-00303-reimbursement	13-5310-0-0000-3700-4700-200-3101	\$265.20
		<b>\$265.20</b>
182 - Francisco Proa		
PO 18-00302-reimbursement	01-0000-0-0000-8100-4370-200-2801	\$42.21
		<b>\$42.21</b>
293 - Smile Business Products, Inc		
PO 18-00299-Quarterly & overage fees	01-0000-0-0000-7200-5650-200-2801	\$483.57
		<b>\$483.57</b>
309 - SYSCO		
PO 18-00295-Invoice through 4/19/2018	13-5310-0-0000-3700-4700-200-3101	\$1,250.60
PO 18-00295-Invoice through 4/19/2018	13-5310-0-0000-3700-4390-200-3101	\$101.98
PO 18-00295-Invoice through 4/19/2018	01-0000-0-0000-8100-4370-200-2801	\$114.97
		<b>\$1,467.55</b>
	<b>Payment Type Check Total</b>	<b>\$5,429.91</b>

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Grand Total :

\$5,429.91

**Amount**

Fund 01 \$1,915.38

Fund 12 \$1,508.00

Fund 13 \$2,006.53

Grand Total :

\$5,429.91

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PRESIDENT-----  
SECRETARY

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

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

**Payables Prelist****5/3/2018 ()****PSD****Check**

252 - Abacherli Fence Company		
PO 18-00320-fencing	21-9716-0-0000-8500-6200-200-9003	\$2,690.00
		<b>\$2,690.00</b>
298 - Allen-Farmer, Kristin		
PO 18-00312-April	01-9006-0-1110-1000-5808-200-2341	\$400.00
		<b>\$400.00</b>
39 - AT&T		
PO 18-00313-Phone	01-0000-0-0000-2700-5900-200-2801	\$97.97
		<b>\$97.97</b>
146 - Theresa Cicchinelli		
PO 18-00309-reimbursement	01-9010-0-1110-1000-4300-204-3056	\$433.96
		<b>\$433.96</b>
38 - Jennifer Cross		
PO 18-00317-reimbursement	01-0000-0-1113-1000-4300-206-1103	\$59.78
		<b>\$59.78</b>
287 - Encompass Community Services		
PO 18-00321-Counseling	01-0000-0-1110-3110-5808-200-2801	\$800.00
		<b>\$800.00</b>
188 - Sze-Wing Lau		
PO 18-00323-reimbursement	01-0000-0-1110-1000-4300-200-3009	\$150.00
		<b>\$150.00</b>
79 - Lerner, Joan		
PO 18-00319-April	01-6500-0-5770-3140-5808-200-1304	\$1,207.50
		<b>\$1,207.50</b>
164 - PACIFIC GAS & ELECTRIC COMPANY		
PO 18-00325-5/1/2018	12-9010-0-8500-8100-5511-200-3020	\$37.75
PO 18-00325-5/1/2018	01-0000-0-0000-8100-5511-200-2801	\$994.12
		<b>\$1,031.87</b>
64 - Stacey Reynolds		
PO 18-00307-reimbursement	12-9010-0-8500-1000-4300-200-3020	\$83.70
		<b>\$83.70</b>
55 - ROBERTSON & ASSOC. CPAS INC		
PO 18-00311-first progress bill	01-0000-0-0000-7191-5809-200-2801	\$378.00
		<b>\$378.00</b>
285 - Santa Cruz Community Credit Union		
PO 18-00316-Through April 30	01-0000-0-0000-2700-4350-200-2801	\$80.59
PO 18-00316-Through April 30	13-5310-0-0000-3700-4700-200-3101	\$339.35
PO 18-00316-Through April 30	13-5310-0-0000-3700-4390-200-3101	\$203.49
PO 18-00316-Through April 30	01-9010-0-1110-1000-4300-204-3056	\$51.46
PO 18-00316-Through April 30	01-1100-0-1110-1000-5800-202-3000	\$40.00
PO 18-00316-Through April 30	01-1400-0-1110-1000-4300-200-2801	\$82.74
PO 18-00316-Through April 30	01-0000-0-0000-8100-4370-200-2801	\$85.06
PO 18-00316-Through April 30	01-0000-0-0000-2700-5915-200-2801	\$6.15
PO 18-00316-Through April 30	01-6500-0-5770-3120-4300-200-1304	\$25.71
PO 18-00316-Through April 30	01-0000-0-1113-1000-4300-207-1103	\$4.99
		<b>\$919.54</b>

**Payables Prelist****5/3/2018 ()****PSD**

<b>208 - SCCOE</b>		
PO 18-00318-network services	01-0000-0-0000-2700-5807-200-2801	\$849.00
		<b>\$849.00</b>
<b>268 - Seabright Speech Therapy</b>		
PO 18-00310-April 17-April 30	01-3310-0-5770-1190-5808-200-1320	\$1,845.00
		<b>\$1,845.00</b>
<b>82 - SISC - SELF-INSURED SCHOOLS</b>		
PO 18-00314-May	12-0000-0-0000-0000-9514-000-0000	\$1,850.00
PO 18-00314-May	13-0000-0-0000-0000-9514-000-0000	\$462.50
PO 18-00314-May	01-0000-0-0000-0000-9514-000-0000	\$9,090.50
		<b>\$11,403.00</b>
<b>260 - Swanton Pacific Ranch</b>		
PO 18-00308-grass fed beef	13-5310-0-0000-3700-4700-200-3101	\$300.00
		<b>\$300.00</b>
<b>309 - SYSCO</b>		
PO 18-00315-cafeteria	13-5310-0-0000-3700-4700-200-3101	\$917.06
PO 18-00315-cafeteria	13-5310-0-0000-3700-4390-200-3101	\$99.90
PO 18-00315-cafeteria	01-0000-0-0000-8100-4370-200-2801	\$299.80
PO 18-00315-cafeteria	01-9010-0-1110-1000-4300-204-3056	\$167.20
		<b>\$1,483.96</b>
<b>2 - Candace Tanner</b>		
PO 18-00322-reimbursement	01-1400-0-1110-1000-4300-200-2801	\$46.64
PO 18-00322-reimbursement	01-0000-0-0000-8100-4370-200-2801	\$2.61
		<b>\$49.25</b>
<b>96 - WEST PERFORMING ARTS</b>		
PO 18-00324-Play Production	01-0102-0-1110-1000-5800-200-2630	\$4,000.00
		<b>\$4,000.00</b>
<b>Payment Type Check Total</b>		<b>\$28,182.53</b>

**Payables Prelist****5/3/2018 ()****PSD**

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**Grand Total :** **\$28,182.53****Amount**

Fund 01 \$21,198.78

Fund 12 \$1,971.45

Fund 13 \$2,322.30

Fund 21 \$2,690.00

**Grand Total :** **\$28,182.53**-----  
PRESIDENT-----  
SECRETARY

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

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



Change Text Size: A A A

# Educator Effectiveness Final Expenditure Report for Expenditures Between July 1, 2015 and June 30, 2018

## Report

This is only a print version of your submission. Your report has not been submitted.

Agency: Pacific Elementary

### Section 1: Contact Information

\*First Name: Elizabeth  
\*Last Name: Andrews  
\*E-mail: eandrews@pacificesd.org  
\*Telephone: (i.e. 916-555-1212) 831-425-7002

### Section 2: Beginning Teacher and Administrator Support and Mentoring

Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the *Education Code*.

Number of Teachers: 0

Number of Administrators: 1

Total Expenditures: \$ 1,781

Of these expenditures, how much was \$ 0  
spent on induction programs?

### Section 3: Professional Development, Coaching, and Support Services for Teachers

Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support.

Number of Teachers: 1

Number of Administrators: 0

Total Expenditures: \$ 5,625

### Section 4: Professional Development for Teachers and Administrators Aligned with California Common Core State Standards

Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Sections 51226, 60605, 60605.31, 60605.2, 60605.3, 60608.8, 60605.11, 60605.85, as that section read on June 30, 2014, and 60811.3, as that section read on June 30, 2013, of the *Education Code*

Content Standards	Number of Teachers	Number of Administrators
Mathematics	7	N/A

English Language Arts/Development	7	N/A
Science	N/A	N/A
History/Social Science	N/A	N/A
Visual/Performing Arts	N/A	N/A
Career Technical	N/A	N/A
World Language	N/A	N/A
Physical Education	N/A	N/A

**Total Expenditures:** \$ 3,637

#### Section 5: Activities Promoting Educator Quality and Effectiveness

Activities to promote educator quality and effectiveness including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.

**Number of Teachers:** 0

**Number of Administrators:** 0

**Number of Paraprofessionals:** 0

**Total Expenditures:** \$ 0

#### Section 6: Reporting Local Educational Agency Entitlement Amount and Total Expenditures

LEA Entitlement: \$ 11,043

Total Expenditures: \$ 11,043

Unspent funds that must be returned to CDE: \$ 0

**Questions: Educator Excellence Office | [educatorexcellence@cde.ca.gov](mailto:educatorexcellence@cde.ca.gov) | 916-445-7331**

California Department of Education  
1430 N Street  
Sacramento, CA 95814

Web Policy





# *Pacific Elementary School*

www.pacificesd.org  
50 Ocean Street/P.O. Box H  
Davenport, CA 95017  
831-425-7002

## **Pacific Elementary School District Plan for Expelled Students**

Pacific Elementary School serves approximately 140 preschool through sixth grade children. It is located in the town of Davenport, California, about ten miles north from Westside Santa Cruz. The Pacific Elementary School District (PESD) is a single-school district with a three member School Board elected by district voters. PESD is committed to offering an individualized and supportive environment. We offer several unique signature programs that encourage positive behavior, which make it a leader in innovative experiential learning.

### **Services**

- PESD doesn't expel students, so we offer the following to students who meet the requirements for expulsion in Education Code 48915 or are at risk of being expelled:
  - Positive Behavior Intervention Supports (PBIS)
  - Social Emotional Learning (Sanford Harmony)
  - Independent Studies program
  - Response to Intervention (RTI) for academic support
  - Tutoring, in collaboration with Davenport Resource & Service Center
  - Special Education services, as appropriate
  - PESD will collaborate with neighboring districts to enroll expelled students in an appropriate school and/or program.
  - In some cases, serious offenses may result in suspension
  - Some teachers engage students in mindfulness or meditation practices
  - Behavior Intervention Plan

### **Identified Gaps**

- There are no viable options for elementary-aged students in a single school district who are recommended for expulsion.
- As a small school district, Pacific has limited access to mental health resources and interventions for our students.

**Resolution # 2018-11**

**A RESOLUTION TO THE BOARD OF SUPERVISORS OF THE  
COUNTY OF SANTA CRUZ  
TO PROVIDE TEMPORARY CASH LOANS TO  
PACIFIC ELEMENTARY SCHOOL DISTRICT**

**WHEREAS**, pursuant to Education Code section 42620, when a school district does not have sufficient money to its credit to meet current expenses of maintenance of the district, the board of supervisors of the county shall order, and the auditor and treasurer of the county shall make, a temporary transfer from any funds of the county not immediately needed to pay claims against them, to the school fund of the amount needed, not exceeding 85% of the amount of money which will accrue to the school district during the fiscal year.

**WHEREAS**, the Pacific Elementary School District has requested temporary cash loan financing periodically during the year, in the amounts of \$200,000 to cover operating expenses for the 2018-18 fiscal year; and

**WHEREAS**, the Pacific Elementary School District will receive funding during the course of the 2018-19 fiscal year from both the state and local property tax sources, and will rely on those funds to repay temporary cash borrowing if any;

**Now, therefore, be it resolved**, the Board of Education of the Pacific Elementary School District requests temporary cash flow transfers as needed during the 2018-19 fiscal year to cover the district's current expenses of maintenance of the district, to be repaid by way of a transfer made by the County Treasurer of any monies accruing to the district before any other obligation of the district is paid from those monies.

**Be it further resolved**, that the loan or loans shall be subject to interest at the pooled treasury rate.

**Passed and adopted** by the Board of Trustees of the Pacific Elementary School District, County of Santa Cruz, State of California, this 15th day of May, 2018, by the following vote:

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Abstain: \_\_\_\_\_

Absent: \_\_\_\_\_

Attest: \_\_\_\_\_  
Secretary to the Board of Trustees

\_\_\_\_\_  
President, Board of Trustees

**Pacific Elementary School District  
Resolution 2018-12**

**Resolution Approving Student Absence Verification Methods**

WHEREAS, the Governing Board of Pacific Elementary believes that regular attendance plays an important role in student achievement; and

WHEREAS, student absence due to illness or quarantine shall be excused pursuant to California Education Code §48205; and

WHEREAS, student absence due to illness or quarantine may be excused via medical documentation, physical examination or parental verification; and

WHEREAS, a regulation adopted by the California Department of Education, 5 CCR 421, provides that verification methods or absences due to illness or quarantine must be approved by the Governing Board entered into its minutes; and

NOW THEREFORE BE IT RESOLVED that the Governing Board of the Pacific Elementary School District adopts the following list of Designated Employees verify student absence due to illness or quarantine using reasonable methods of verification as described above:

Registrar  
Secretary  
Office Manager  
Superintendent/Principal

PASSED AND ADOPTED this 15<sup>th</sup> day of May 2018 at a regularly scheduled meeting of the Governing Board of Pacific Elementary School District by the following vote:

Ayes: \_\_\_\_ Noes: \_\_\_\_ Absent: \_\_\_\_

Attest:

\_\_\_\_\_  
Secretary to the Board

Program Days	14	Cost/Day	\$ 30.00
Prep Days	2	# Students	10
Hours/Day	6		
Total Hours	96		

	Rate	Total Gross	Taxes, etc.
Stacey	\$ 18.96	\$ 1,820.16	\$ 491.44
Julia	\$ 16.22	\$ 1,557.12	\$ 171.28

Supplies \$ 200.00

Total Costs \$ 4,240.01

Revenue \$ 4,200.00

Net \$ (40.01)

## **TEMPORARY BORROWING AGREEMENT**

Due to the timing of the receipt of various apportionments, local funding and miscellaneous accounts receivable, as well as limited borrowing options in the months of May and June, the Pacific Elementary School District has experienced a cash-flow shortage in the fiscal year ending June 30, 2018.

E.C. 42622 authorizes the County Superintendent of Schools with the approval of the County Board of Education, to make an apportionment to a school district from the County School Service Fund, conditional upon the repayment to the Fund during the next succeeding fiscal year of the amount apportioned to the District and shall, during the next succeeding fiscal year, transfer the amount of such apportionment from the General Fund of the District to the County School Service Fund.

Therefore, to assist the District, the County Superintendent of Schools will make a temporary apportionment to the District from the County School Service Fund in the amount of \$200,000 to cover the current cash needs of the District. The County Office will reverse the transaction at the earliest time that the District has access to sufficient cash.

The County Office of Education will receive from the District, interest equivalent to the lost interest that would have been earned in the County Pool.

\_\_\_\_\_  
District Superintendent/CBO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Santa Cruz County Office of Ed Superintendent/CBO

\_\_\_\_\_  
Date

**QUARTERLY DISTRICT STATUS REPORT OF UNIFORM COMPLAINTS  
TO THE COUNTY SUPERINTENDENT OF SCHOOLS  
QUARTER ENDED 5/15/2018**

Due to County Superintendent Each Quarter

**DISTRICT: PACIFIC ELEMENTARY SCHOOL IDSTRIC**    Reported to District Governing Board: 5/15/18

**I. INSTRUCTIONAL MATERIALS**

**A) Insufficient text books or instructional materials in classroom:**

# of Complaints: 0	# of Complaints Resolved: 0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**B) Insufficient textbooks or instructional materials to take home:**

# of Complaints 0	# of Complaints Resolved: 0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**C) Textbooks or instructional materials in poor or unusable condition:**

# of Complaints: 0	# of Complaints Resolved:0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**II. TEACHER VACANCY OR MISASSIGNMENT**

**A) No assigned certified teacher at beginning of semester:**

# of Complaints: 0	# of Complaints Resolved: 0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**B) Teacher lacking credentials or training to teach English Language Learners (ELL) with  
More than 20% Ell in class:**

# of Complaints: 0	# of Complaints Resolved: 0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**D) Teacher instructing class lacking subject matter competency:**

# of Complaints: 0	# of Complaints Resolved:0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_

**III. FACILITIES**

**A) Conditions pose an emergency or urgent threat to the health or safety of students/staff:**

# of Complaints: 0	# of Complaints Resolved: 0	# of Complaints Unresolved*: 0
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- Explanation: \_\_\_\_\_