

GRAVENSTEIN UNION SCHOOL DISTRICT  
3840 TWIG AVENUE  
SEBASTOPOL, CA 95472

**REGULAR GOVERNING BOARD**  
**MEETING AGENDA**  
**Gravenstein School, Rm. 13**

**Wednesday, June 14, 2017**  
**5:00 PM**

**I. CALL TO ORDER**

Jim Horn, President  
Desiree Beck, Clerk  
Gregory Appling  
Steven Schwartz  
Sandra Wickland

**II. PUBLIC COMMENTS**

At this time the public may address the Board on any item not listed on the agenda. Presentations are limited to three minutes per person per topic. The Board may not respond to presentations. The public may address the Board on any item listed on the agenda at the time the matter is taken up by the Board.

**III. REPORTS, AND ORAL COMMUNICATIONS**

- A. Gravenstein Union Teachers' Association
- B. School Site Council
- C. GSF/MPF
  - I. Report on Town Hall meeting
- D. Trustee Reports
- E. Hillcrest Principal Report
- F. Principal/Supt. Report
  - 1. 2016-17 Enrollment
  - 2. 2017-18 Enrollment Outlook
  - 3. Transportation JPA Update
  - 4. Update on modernization funding with Jack Schreder & Associates
  - 5. Phase II update from Head of Facilities, Brian Sposato
  - 6. Phase III update
  - 7. Proposed shade structure update
  - 8. Gravenstein Elementary ELA adoption timeline
    - 1. *Wonders* by McGraw Hill selected for pilot for TK-5<sup>th</sup>
    - 2. *Wonders* Teacher materials arrived for teachers to take home over summer
    - 3. *Wonders* student materials coming soon
    - 4. Hillcrest met to discuss success of *Study Sync* pilot (also by McGraw Hill)
  - 9. Hiring update:
    - 1. Teacher interviews in process
  - 10. LCAP Stakeholder's input phase:
    - 1. School Site Council has begun LCAP update & stakeholder input process

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2. LCAP is on display in the office prior to the public hearing beginning June 7, 2017
3. First presentation of the LCAP to the Board and public on June 14, 2017

**IV. CONSENT AGENDA**

**ACTION ITEM**

- A. Minutes of regular Board meeting May 10, 2017 and special meeting June 5, 2017
- B. Warrants/Payroll
- C. Budget Updates and Transfers
- D. Communication
  1. Letter from Jennifer Estrella, dated May 25, 2017, applying to the membership of the GUSD Bond Oversight Committee.
  2. Sunshine letter from GUTA for the 2017-18 school year.

Action taken/comments:

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

**V. BUSINESS**

**A. Approve Principal Salary Schedule**

The Board will be asked to approve a District Principal salary schedule as presented. STRS requires salary schedules to be created for administrative positions.

Action taken/comments:

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

**B. Approval of MOU w/ MPF for 2017-18**

The Board will be asked to consider the proposed revised MOU with MPF for the 2017-18 school year. The new draft reflects some changes that will allow MPF to cut approximately \$35K from their annual budget to avoid on-going deficit spending.

Action taken/comments:

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

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**C. Approve Resolution # 170614-1 Establish Bond Oversight Committee**

The Board will be asked to approve Resolution #170614-1, in order to update the membership of the Bond Oversight Committee, including adding new member -- Jennifer Estrella.

Action taken/comments:

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

**D. Approve Resolution # 170614-2 Education Protection Account (EPA)**

The Board will be asked to approve Resolution #170614-2, resulting from the passage of Prop 30, designating the funds to be used to support the General Education salaries and benefits.

Action taken/comments:

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

**E. Approve 2017-18 CSBA Membership and Educational Legal Alliance Membership**

The Board will be asked to approve the annual renewal of the Districts membership in CSBA, and Educational Legal Alliance, which provides the GAMUT program.

Action taken/comments:

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

**F. Approve Interagency Agreement**

The Board will be asked to approve an interagency agreement that is a new requirement of the Every Student Succeeds Act (ESSA). The intent of the agreement is to ensure transportation is provided to allow foster students to remain in their school of origin, when that is in the best interest of the child.

Action taken/comments:

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

**VI. PUBLIC HEARING—2017-18 BUDGET**

**The Board will conduct a public hearing on the proposed budget for 2017-18**

The Public Hearing is the first of a two-part process to approve the annual budget. The 17-18 budget will be considered for approval at the June 20, 2017 meeting.

**A. Presentation of the 2017-18 Budget**

CBO Wanda Holden will review the proposed 2017-18 budget.

- B. Review of Balances of Reserves in Excess of Minimum Reserve Requirements**  
The Board will review and discuss the combined assigned and unassigned end fund balance above the minimum recommended *Reserve for Economic Uncertainty*, as necessary when reserve amounts exceed minimum recommended reserve requirements.

**VII. CLOSE PUBLIC HEARING**

**VIII. PUBLIC HEARING—2017-18 LCAP**

**The Board will conduct a public hearing on the proposed Local Control Accountability Plan as part of the State's new LCFF funding plan.**

**A. Presentation of the 2017-18 LCAP**

Supt. Schwinn will present the proposed 2017-18 LCAP (Local Control Accountability Plan). The Board will review and discuss the site goals and annual progress towards their completion. The Public Hearing is the first of a two-part process to approve the LCAP. The 17-18 LCAP will be considered for approval at the June 20, 2017 meeting.

**IX. CLOSE PUBLIC HEARING**

**X. GENERAL**

**A. Hillcrest & Gravenstein Charter Petition Renewal – Public Hearing**

Every five years, charters must be renewed by the State. The Hillcrest and Gravenstein Charters are up for renewal at the end of the 17-18 school year. The renewal is a three-step process. The Board received the petitions at its regular meeting on May 10, 2017, and held a public hearing on the petitions at a special meeting on June 5, 2017. At this meeting the Board will decide whether or not to renew the charters.

Action taken/comments:

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

**XI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION**

**XII. CLOSED SESSION**

**a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:**

1) Public Employee –Hiring: Discuss/Approve contract with Keri Pugno for Principal/Lead Teacher.

2) Conference with Labor Negotiator

District Negotiator: Jennifer Schwinn, Superintendent

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Represented Employees: Gravenstein Union Teachers Assoc.  
3) Public Employee Discipline/Dismissal/Release  
4) Superintendent Evaluation

**XIII. OPEN SESSION**

Any reportable action taken during closed session shall be reported when the Board comes back into open session.

**XIV. FUTURE BOARD MEETINGS:**

**I. Next Regular Board Meeting: July 12, 2017— 5:00PM**

A special Board meeting is scheduled for June 20, 2017, to complete the two-part LCAP and Budget approval process.

**XV. ADJOURNMENT**

ADA Compliance: In compliance with Government Code 54954.2(a), the Gravenstein Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Jennifer Schwinn, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.

Gravenstein Union School District

June	2017											Totals
Teachers		TK	K	1	2	3	4	5	6	7	8	
Crandall	ENRICH!		19									19
Briggs	ENRICH!		18									18
Trivunovic			19									19
Tomsky	TK	14	2									16
Redfern			18									18
Candau	ENRICH!			21								21
Kindred	ENRICH!			20								20
Dellosa				21								21
Clement				20								20
Otterson					18							18
Basque	ENRICH!				19							19
DeBolt	ENRICH!				20							20
Sprinkle					18							18
Vestal						20						20
Mattish	ENRICH!					20						20
Nordstrom	ENRICH!					20						20
Haas						20						20
Brown	ENRICH!						26					26
Sully	ENRICH!						22					22
Molina							20					20
Davis							10	9				19
Gorman	ENRICH!							25				25
Pugno	ENRICH!							24				24
Urmini								17				17
Helton									16			16
Kinman									17			17
Rich	ENRICH!								25			25
Dexter	ENRICH!								23			23
Clements	ENRICH!									24		24
Collins	ENRICH!									26		26
Blanco										16		16
Sotiras										17		17
Cole											30	30
Shore	ENRICH!										26	26
Sporrer	ENRICH!										25	25
Gravenstein Campus		14	76	82	75	80	78	75				480
Hillcrest Campus									81	83	81	245
June 2017		14	76	82	75	80	78	75	81	83	81	725
June 2016		0	100	76	83	72	78	74	87	84	83	737
June 2015			96	77	71	70	68	75	70	84	114	725
June 2014			100	65	69	65	71	66	74	104	105	719
June 2013			79	69	67	61	68	69	85	107	101	706
June 2012			81	72	61	66	61	85	88	95	79	688
June 2011			67	57	61	51	84	74	84	77	93	648
June 2010			56	60	49	76	70	71	66	84	96	628

2016
483
254
737

**2017-18 Enrollment Forecast****As of 6/9/17**

TK 22/18

K T: 38/37 (+ some TK)  
E: 28/411<sup>st</sup> T: 41/42  
E: 39/42 2 on waiting list2<sup>nd</sup> T: 41/42  
E: 40/423<sup>rd</sup> T: 39/42  
E: 42/42 1 on the waiting list4<sup>th</sup> T: 41/52  
E: 50/525<sup>th</sup> T: 28/52  
E: 52/52



## Moving forward

Jack Schreder & Associates, Inc. <jschreder@jschreder.com>  
Reply-To: jschreder@jschreder.com  
To: jschwinn@grav.k12.ca.us

Tue, Jun 6, 2017 at 3:51 PM



# Jack Schreder & Associates, Inc.

## School Facility Consultants

### Contact Us

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### Dear Jennifer,

On Monday June 5, 2017, the State Allocation Board (SAB) took action regarding Proposition 51 which will impact current and future School Facility Funding applications.

The SAB approved moving projects from the "Beyond Bond Authority" list to the "Within Bond Authority" list. Based on this action, projects which are included on this list are eligible to participate in the current priority funding and are eligible to submit priority funding letters to OPSC by June 8. These projects will be eligible to receive funds from prospective bond sales from July 1, 2017 through December 31, 2017.

In addition, the SAB approved "Option 1" which allows districts on the "Acknowledged Application" list to keep their place in line but requires re-justification of new construction eligibility for the current enrollment year. If a District no longer has new construction eligibility based on the 2016/17 enrollment, they have the option to submit an appeal.

8



The SAB also approved the additional requirement of a Grant Agreement for all prospective projects and projects on the "Acknowledged Applications" list. Districts are required to submit the Grant Agreement to OPSC prior to a fund release.

Please contact us for assistance with your projects.

*Jack Schreder & Associates, Inc. is a comprehensive School Facility Consulting firm. We specialize in School Facility Program assistance, Demographic Studies, Facility Master Plans, Developer Fee and Student Yield Studies, Facility Needs Assessments, and Mitigation Agreements. Please contact us for additional information.*

Jack Schreder & Associates, Inc., 2230 K Street, Sacramento, CA 95816

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## PHASE 2 UPDATE

The following is work that I see as still outstanding as of Friday June 9th. These are items that are planned to corrected when school is out.

### Murray Building Items

- 1) Heater install for pump house **(done. to be inspected)**
- 2) Signage for admin office
- 3) Roof coating for walkway around electrical junctions by admin building walkway corridor
- 4) Grab bar corrections at student restrooms
- 5) Finish installing ADA signage at north restrooms
- 6) Heater closet door rm 12 needs adjustment
- 7) Restroom doors at rm K and 1 need adjustment
- 8) Partition at south boys restroom needs adjustment
- 9) Paint touch up at south boys restroom door from door rubbing
- 10) Provide lid for Christy Box at Building G that is missing
- 11) Provide correctly labeled Christy lid for "water" not "Irrigation" by admin building
- 12) Rail clearance at north restrooms needs to be 1.5 inches
- 13) Provide Operations and Maintenance manuals and as-builts
- 14) **Cabinet repair at admin building scheduled for Monday 6/12/17**

Checks Dated 05/01/2017 through 05/31/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1562171	05/03/2017	Business Card	01-4362 Fuel		3.06	
			01-5869 Bank Fees		84.25	
			03-4362 Fuel		36.76	
			03-4380 Maintenance and Supplies		480.26	
			03-5600 Rental Equipment		300.00	
			04-4362 Fuel		21.44	925.77
			01-4362 Gas		3.52	
			01-4370 Utility yard repair/rebuild		3.10	
			01-4380 Home Depot		3.75	
			Lowes		41.64	
			Lowes-concrete		5.80	
			Maintenance Supplies		6.56	
			Utility yard repair/rebuild		6.03	
			01-5800 Constant Contact		18.70	
			01-5869 Constant Contact		19.42	
			03-4362 Gas- District Maintenance		42.22	
			03-4370 Utility yard repair/rebuild		35.53	
			03-4380 Home Depot		43.15	
			Lowes		478.81	
			Lowes-concrete		66.76	
			Maintenance Supplies		75.48	
			Utility yard repair/rebuild		69.30	
			03-5800 Constant Contact		224.40	
			04-4310 Drama -Light Bulbs		35.48	
			04-4362 Gas		24.63	
			04-5800 Constant Contact		130.90	1,335.18
			01-9572 Employee's CVT Health Plan Coverage			42,374.00
			16/17			
1562173	05/03/2017	California's Valued Trust	01-4370 Mats for Gravenstein School		3.83	
1562174	05/03/2017	Fishman Supply Company	03-4370 Mats for Gravenstein School		43.45	
			04-4370 Auto Scrubber Machine Repair		1,590.04	
			Mats for Gravenstein School		14.07	1,651.39
1562175	05/03/2017	Science Works Hands On Museum	04-5826 7th EI Admission and Workshop Science Museum			250.00
1562176	05/03/2017	Southern Oregon University	04-5826 Shakespeare Workshop		29.72	1,120.00
1562177	05/03/2017	Business Card	01-4362 Maintenance/Repairs/Supplies		32.49	
			01-4380 Maintenance/Repairs/Supplies		373.61	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

Checks Dated 05/01/2017 through 05/31/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1562177	05/03/2017	Business Card	04-4380	Maintenance/Repairs/Supplies	461.60	897.42
1562178	05/03/2017	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2016-17		194.75
1562179	05/03/2017	Counterpoint Construction Services, Inc.	40-6210	Cost Estimate for Phase 3		5,500.00
1562180	05/03/2017	Rogelio Cruz	04-5880	Boys Volleyball Referee 4/25/2017		10.00
1562181	05/03/2017	Sonoma County Office Of Ed.	01-5200	Registration for Section 504 Seminar	45.00	
			01-5830	Fiscal Support Services for Nov. and Dec.	148.75	
			03-5202	Communication Severity Scales Basic Training	100.00	
				Registration for Section 504 Seminar	45.00	
			03-5830	Fiscal Support Services for Nov. and Dec.	1,785.00	
			04-5200	Registration for Section 504 Seminar	45.00	
			04-5830	Fiscal Support Services for Nov. and Dec.	1,041.25	3,210.00
1562182	05/03/2017	West County Transportation	03-5826	Transportation to SRJC -1/26/2017		187.20
1562183	05/03/2017	All-Guard Alarm Systems, Inc	01-5830	Alarm system at Grav Elem 2016-17	46.01	
			03-5830	Alarm system at Grav Elem 2016-17	529.24	
			04-5830	Alarm system at Hillcrest, 2016-17	598.50	1,173.75
1562184	05/03/2017	AXIA	21-6240	Gravenstein Modernization, Job #940	3,883.63	
			40-6210	Gravenstein Modernization, Phase III	1,894.70	5,778.33
			01-5830	Secured Taxpayer List for Continuing Disclosure	18.75	
1562185	05/03/2017	California Municipal Statistics Inc	03-5830	Secured Taxpayer List for Continuing Disclosure	225.00	
			04-5830	Secured Taxpayer List for Continuing Disclosure	131.25	375.00
1562186	05/03/2017	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2016-17		136.50
1562187	05/03/2017	Sebastopol Lock Shop	03-4370	Keys Copies for Gravenstein School		22.31
1562188	05/03/2017	Sonoma County Office Of Ed.	01-5862	Fingerprinting		126.00
1562189	05/03/2017	David Cole	01-9213	Net Pay		4,152.00
1562190	05/03/2017	Ally Technology Consulting LLC	01-5840	IT Consultant 2016-17	124.99	
			03-5840	IT Consultant 2016-17	1,495.66	
1562191	05/03/2017	Tony Corsello	04-5840	IT Consultant 2016-17	879.35	2,500.00
			04-5880	Basketball Referee 4-24-2017	70.00	
				Basketball Referee 4-26-2017	70.00	140.00
1562192	05/03/2017	John Elze	04-5880	6th Grade Basketball 4/24/2017	70.00	
				6th Grade Basketball 4/27/2017	70.00	
				6th Grade Basketball 4/27/2017	70.00	
1562193	05/03/2017	Mark Hoback	04-5880	6th Grade Boys Basketball-Referee 4/24/2017	70.00	210.00

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Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1562193	05/03/2017	Mark Hoback	6th Grade Boys Basketball-Referee	4/25/2017	70.00	140.00
1562194	05/03/2017	John Inmschweiler	04-5880 Basketball Referee	4/24/2017		70.00
1562195	05/03/2017	David Ortega	04-5880 Referee for Basketball	4/25/2017		70.00
1562196	05/03/2017	Ortega, Nathan	04-5880 Basketball Referee	4/25/2017		70.00
1562197	05/03/2017	Stanroy Music Center Inc.	04-4400 Instrument Repair/Purchase			185.57
1562198	05/03/2017	Randy Theiller	04-5880 Basketball Referee	4/25/2017		70.00
1562199	05/03/2017	Lonnie VanZandt	04-5880 Basketball Referee	4/24/2017		70.00
1562200	05/03/2017	Granger Inc.	Basketball Referee	4/26/2017		140.00
1562201	05/03/2017	Lott, Renee	04-4370 Furnace Filters for Hillcrest Classrooms			69.73
			01-4350 Plastic Chair Mats and Bullitin Board			14.31
			Materials			
			03-4350 Plastic Chair Mats and Bullitin Board			175.15
			Materials			
1562202	05/03/2017	Trope Group, Inc.	40-6400 Additional Table & Chairs for Break Room			1,722.20
			Furniture for Admin Bldg			18,909.27
1562203	05/03/2017	Verizon	04-5912 Supt Phone & Tablet Service			98.06
1562204	05/03/2017	Vision Service Plan	01-9574 Employee's Vision Plan Coverage	16-17		1,630.20
1562205	05/03/2017	William E. Rash dba Windsor Telcom	40-6200 Additional telecom work due to construction			22,963.50
		Computer Sv				
1563304	05/05/2017	Miller Pacific Eng Group	21-6230 Gravenstein Mod Pase II - Geotechnical Eng			1,469.90
1563305	05/05/2017	Office Depot	01-4350 Office and Instructional Supplies			6.45
			03-4310 Office and Instructional Supplies			10.19
			03-4350 Office and Instructional Supplies			74.26
1563306	05/05/2017	Pacific Gas & Electric	01-5520 Electric and Gas for 2016-17 Gravenstein			90.90
			Light Poles at Grav Elem 2016-17			1.76
			03-5520 Electric and Gas for 2016-17 Gravenstein			726.30
			Light Poles at Grav Elem 2016-17			20.22
			04-5520 Electric and Gas for 2016-17 @ Hillcrest			1,995.43
			Electric and Gas for 2016-17 Gravenstein			8.38
1563307	05/05/2017	Quill Corp	03-4310 Classroom Supplies			30.38
			03-4359 Classroom Supplies			24.52
1563308	05/05/2017	U. S. Bank Equipment Finance	01-5631 Copier Lease at schools and DO for 16/17			35.28
			03-5631 Copier Lease at schools and DO for 16/17			423.38
			04-5631 Copier Lease at schools and DO for 16/17			246.97
1563309	05/05/2017	ACSIG	01-9573 Employee's Dental Plan Coverage	16/17		705.63
						7,323.60

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (limited to Checks issued from the COUNTY bank account.)

020 - Gravenstein Union School District

Generated for Wanda Holden (WLHOLDEN), Jun 9 2017 2:20PM

ESCAPE

ONLINE

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Checks Dated 05/01/2017 through 05/31/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1563310	05/05/2017	David Cole	04-5202	Reimbursement for Alternative BTSA Program		350.00
1563311	05/05/2017	Robert Gerhold dba NorBay Consulting	21-6230	Grav Mod - Asbestos Abatement and Air Testing		915.00
1563312	05/05/2017	David Ortega	04-5880	4-11-2017 Basketball Game	2.20	70.00
1563313	05/05/2017	U.S. Bank Corporate Payment	01-4390	CAL Card	799.25	
			01-5800	CAI Card	.53	
			03-4390	CAL Card	26.34	
			03-5800	CAL Card	6.06	
			04-4390	CAL Card	15.36	849.74
1563314	05/05/2017	West County Transportation	01-5826	Bus for 3/8/17 Grav Students to HC - Mulan	51.76	
			03-5826	Bus for 3/8/17 Grav Students to HC - Mulan	622.31	
			04-5826	Monterey trip buses for 7th grade March 2017	3,211.76	3,885.83
1563315	05/05/2017	West Sonoma County Union High	03-5806	MOU btwn WSCC & Grav 2016-17 for TM		16,943.00
1565095	05/12/2017	Regina Silvers	04-8699	Refund for cancelled Field Trip LBC-Street Beat		8.00
1565096	05/12/2017	Analytical Sciences	01-5830	Water testing for Grav 2016/17	6.56	
			03-5830	Water testing for Grav 2016/17	75.44	
			04-5830	Water testing @ Hillcrest 2016/17	82.00	
			40-6210	Gravenstein Modernization, Phase III		164.00
			13-4700	Milk Purchases 2016-17		35,899.92
1565097	05/12/2017	AXIA	01-9555	Unemployment Taxes for the year 2016-17		102.00
1565098	05/12/2017	Clover-Storretta Farms Inc.	04-4390	Reimb for Snack Bar Purchases		545.19
1565099	05/12/2017	Employment Development Dept.	01-5830	March 2017- Activities	7.25	
1565100	05/12/2017	Linda Helton	03-5830	March 2017- Activities	87.00	
1565101	05/12/2017	Jack Schreder & Associates, In c.	04-5830	March 2017- Activities	50.75	145.00
			04-5630	Piano Tuning Services		200.00
1565102	05/12/2017	William H. Reed	04-4340	Reimb for Edhelpier.com - Sporrer		39.98
1565103	05/12/2017	Kelly Sporrer	03-5804	Special Ed Transportation 2016-17	784.41	
1565104	05/12/2017	West County Transportation	04-5804	Special Ed Transportation 2016-17	831.59	1,616.00
1565609	05/17/2017	Dept Of Justice, Acctg Office	01-5862	Fingerprinting	29.25	
1565610	05/17/2017	Office Depot	01-4359	HP 80 X Ink-Computer Lab	20.17	
			03-4310	Instructional Materials	54.24	
			03-4359	HP 80 X Ink-Computer Lab	336.20	
			04-4310	Instructional Materials	171.78	611.64

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (limited to Checks issued from the COUNTY bank account.)

020 - Gravenstein Union School District

Generated for Wanda Holden (WLHOLDEN), Jun 9 2017 2:20PM

ReqPay12d

Board Report

Checks Dated 05/01/2017 through 05/31/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1565611	05/17/2017	Ray Morgan Company	01-5633	Copy Machine Usage Charges	50.28	
			03-5633	Copy Machine Usage Charges	583.91	
			04-5633	Copy Machine Usage Charges	329.47	963.66
1565612	05/17/2017	Safeway	12-4390	Daycare Supplies & Snacks for 2016/17		229.09
1565613	05/17/2017	United Forest Products Inc.	03-4370	15 Yards of Playground Bark		474.77
1565614	05/17/2017	Weeks Drilling & Pump Co. Inc.	01-5530	Gravenstein Elen Water Service for 2016-17	392.07	
1565615	05/17/2017	West Sonoma County Disposal	04-5530	Hillcrest Water Service for 2016-17	238.95	631.02
			01-5560	Waste Disposal for Gray 2016-17	31.04	
			03-5560	Waste Disposal for Gray 2016-17	357.07	
			04-5560	Hillcrest Garbage service 2016-17	216.72	604.83
1565616	05/17/2017	Angela Follenvalder	03-5826	California Academy of Science Parking		20.00
1565617	05/17/2017	Clover-Storretta Farms Inc.	13-4700	Milk Purchases 2016-17		147.50
1565618	05/17/2017	Redwood Pediatric Therapy Asso	03-5811	OT/PT Svcs for Students		1,566.92
1565619	05/17/2017	Santa Rosa City Schools	13-4710	Lunch Program for 2016-17		6,110.50
1565620	05/17/2017	School and College Legal	01-5200	Sexual Harrassment Prevention Training 4/18/17	30.00	
			01-5202	Preschool Special Education A-Z	3.60	
			03-5202	Preschool Special Education A-Z	41.40	
			04-5202	Sexual Harrassment Prevention Training 4/18/17	30.00	105.00
1565621	05/17/2017	Sebastopol Lock Shop	01-4370	Re-Keying MPR 4/7/2017	12.13	
1565622	05/17/2017	Sonoma County Office Of Ed.	03-4370	Re-Keying MPR 4/7/2017	139.45	151.58
1565580	05/19/2017	Cara Miles	01-5862	Fingerprinting		84.00
1565581	05/19/2017	Allison Brown	03-5826	Gold County Reimbursement for food		994.03
			03-5826	EI 4th Gold Rush Supplies Reimbursement	122.61	
				Food for EI Gold Country Field Trip	444.73	567.34
1566582	05/19/2017	Kadie Clement	01-4310	Reimbursement Class Supplies		35.81
1566583	05/19/2017	Environmental Discovery Center	03-5826	"Weather or Not" 1st EI 4/26/17		210.00
1566584	05/19/2017	Roberts Mechanical & Elec. Inc	03-5830	Wall Heater repair		310.00
1566585	05/19/2017	Sonoma County Office Of Ed.	01-5830	MOU with SCOE February & March Payroll	48.10	
			03-5830	MOU with SCOE February & March Payroll	577.17	961.95
1566586	05/19/2017	Petria Sully	04-5830	MOU with SCOE February & March Payroll	336.68	
1566587	05/19/2017	SyTech Solutions	03-4310	Open House Reimbursement		68.99
			01-5830	Contract for Document Management	247.27	
			03-5830	Contract for Document Management	2,967.30	
			04-5830	Contract for Document Management	1,730.93	
1566588	05/19/2017	Business Card	01-5880	Interest and fees	11.10	4,945.50

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

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Checks Dated 05/01/2017 through 05/31/2017

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1566588	05/19/2017	Business Card	03-5880	Interest and fees	133.19	
1566589	05/19/2017	Georgia Churchill	04-5880	Interest ans Fees	77.70	221.99
1566590	05/19/2017	Sonoma County Office Of Ed.	03-5826	Fort Ross Story Teller EI 4 5/22/2017		250.00
1567819	05/24/2017	AXIA	03-5202	Communication Severity Scales Basic Training		65.00
1567820	05/24/2017	Georgia Churchill	21-6240	Gravenstein Modernization, Job #940		8,101.49
1567821	05/24/2017	Clover-Stornetta Farms Inc.	03-5826	Storyteller EI Gr 4 Ms. Brown-Geogia Churchill		250.00
1567822	05/24/2017	Interstate Batteries	13-4700	Milk Purchases 2016-17		79.50
1567823	05/24/2017	MCI Comm Service	01-4350	Battery for Bell System Back-up	1.09	
1567824	05/24/2017	Quill Corp	03-4350	Battery for Bell System Back-up	11.62	12.71
1567825	05/24/2017	Nancy Ricciardi	12-5911	Daycare Phone Line for 2016-17		12.86
1567826	05/24/2017	Brian Sposato	01-4350	Printer Ink	5.07	
			03-4350	Printer Ink	60.91	
			04-4350	Printer Ink	35.55	101.53
			01-5830	Art program - GSF 2016-17	781.27	
			03-5830	Art program - GSF 2016-17	3,808.73	4,590.00
			01-4380	Reimbursement for Pull Rope	.54	
				Reimbursement for Light Bulbs	1.52	
			03-4380	Reimbursement for Pull Rope	4.88	
				Reimbursement for Light Bulbs	13.71	20.65
			40-6200	Data/Tell/Bell Work for Grav Site		1,691.00
1567827	05/24/2017	William E. Rash dba Windsor Telecom	01-9213	3321	734.88	
1567828	05/24/2017	Computer Sv	3322		250.00	
			3326		748.37	
			03-4310	3324	198.69	
			03-5826	3325	54.00	
			04-5826	3323	200.00	
			12-8689	3327	25.00	2,210.94
1567829	05/24/2017	Sally Redfern	03-4310	Reimbursement-Scholastic Books-Redfern		260.00
1567830	05/24/2017	Sully, Petra	03-5826	4th Grade Enrichi FT Art Supplies for Fort Ross		75.14

Fund Recap

Fund	Description	Check Count	Expensed Amount
		94	231,255.93

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

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**Checks Dated 05/01/2017 through 05/31/2017**

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
<b>Fund Recap</b>						
01		General Fund			61,602.20	
03		Gravenstein Elementary Chartr			41,162.93	
04		Hillcrest Middle Charter			18,502.49	
12		Child Development Fund			266.95	
13		Cafeteria Fund			6,770.75	
21		Building			14,370.02	
40		Special Reserve-capital Proj			88,580.59	
		<b>Total Number of Checks</b>	<b>94</b>		<b>231,255.93</b>	
		<b>Less Unpaid Tax Liability</b>			<b>.00</b>	
		<b>Net (Check Amount)</b>			<b>231,255.93</b>	

Includes checks for only Bank Account COUNTY

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

020 - Gravenstein Union School District

**MINUTES FROM THE REGULAR GOVERNING BOARD**

**Held on Wednesday, May 10, 2017, at Gravenstein School, Rm. 13**

**I. MEETING CALLED TO ORDER AT 5:01 PM**

Jim Horn, President, present  
Desiree Beck, Clerk, present  
Gregory Appling, present  
Steven Schwartz, present  
Sandra Wickland, present

**II. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION —None**

**III. CLOSED SESSION—Meeting adjourned to closed session at 5:02 PM**

**A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:**

- 1) Conference with Labor Negotiator  
District Negotiator: Jennifer Schwinn, Superintendent  
Represented Employees: Gravenstein Union Teachers Assoc.
- 2) Public Employee Discipline/Dismissal/Release
- 3) Superintendent Evaluation

**IV. OPEN SESSION: Resumed at 5:35 PM  
No reportable action was taken during closed session**

**V. PUBLIC COMMENTS** John Namkung, district resident and volunteer for CYO athletic program, advocated for free or lower fee schedule gym space.

**VI. REPORTS, AND ORAL COMMUNICATIONS**

- A. Gravenstein Union Teachers' Association: Christina Urmini gave the GUTA report, discussed the successful Open House events and thanked the district community for showering of support during Staff Appreciation Week.
- B. School Site Council: SSC is working on finishing the LCAP. Next meeting is May 30 at 3:30 PM.
- C. GSF/MPF  
GSF president, Terese Hillborn, reported on the highly anticipated staff appreciation luncheon taking place on the last day of school.
- D. Trustee Reports: Board members reported on various events they have attended, including the recent parent information night and the round table discussion.
- E. Hillcrest Principal Report: Principal Carn reported on field trips, CAASPP testing, and the upcoming talent show.
- F. Principal/Supt. Report: Supt. Schwinn gave a big "thank you" to GSF and MPF for their week of staff appreciation goodies, flowers, signs, and more! The staffs at both schools were

GRAVENSTEIN UNION SCHOOL  
DISTRICT 3840 TWIG AVENUE  
SERRASTOPOL CA 95477

so grateful for all the acts of kindness from our parents. Supt. Schwinn also reported on the following items:

1. 2016-17 Enrollment: The most current numbers for both schools were reviewed.
2. 2017-18 Enrollment Outlook: Update presented
3. Transportation JPA Update: Supt. Schwinn gave an update and explained that the previously discussed land acquisition was put on hold due to cost concerns.
4. Update on modernization funding with Jack Schreder & Associates
5. Information on Dark Fiber upgrade to internet services through SCOE IT: CBO Wanda Holden reported on a potential cost savings and improvement for internet services.
6. Report on Dual Program Round Table – Tues, May 9 @ 3:45pm: Supt. Schwinn gave a summary of ideas and opinions expressed at the round table discussion.
7. Report on Planned Facility Projects for Summer of 2017: Supt. Schwinn discussed a list of possible summer and long-term facility projects and upgrades.
8. Gravenstein Elementary ELA adoption timeline: Supt Schwinn gave this report that included:
  1. May 18 ERD: SCOE ELA teacher on loan here w/ publisher samples to compare/contrast and select pilot program
  2. Request materials for teachers to review over summer
9. Supt. Schwinn reported on anticipated hiring for 2017-18:
  1. Nurse
  2. Gravenstein Secretary
  3. Principal/Lead Teacher
  4. Elementary Teacher (3-4 positions, depending on leaves)
  5. Middle School Teacher (1-2, depending on leaves)
  6. Spanish Teacher
  7. PE Teacher (Gravenstein site)
  8. RSP Teacher (temporary)
  9. Teaching Assistant/Daycare
  10. School Counselor
10. Supt. Schwinn reported on the LCAP Stakeholder input phase:
  1. Next SSC meeting to review LCAP updates is Tues., May 30 @ 3:45 PM
11. Supt. Schwinn gave a CAASPP Testing Update:
  1. GUSD's testing window will be April 25-May 17, 2017
  2. Ensured we have adequate, working computer stations for testing
  3. Took inventory of Chromebooks and headphones
  4. IT assessing & repairing computers
  5. Brad Carn, Petria Sully, and Jennifer Schwinn working with staff
    - a. Testing underway grades 3-8
    - b. The middle school has postponed some testing the week of May 1, to allow students to be better able to focus. We have an extended window that can allow testing until June.

**VII. CONSENT AGENDA**

**ACTION ITEM**

- A. Minutes of Regular Meeting April 12, 2017**
- B. Warrants/Payroll**
- C. Budget Updates and Transfers**
- D. Communication**

1. Letter from Judy Thomson, SCOE Director External Fiscal Services approving Gravenstein USD's Second Interim Report for 16-17.  
Action taken/comments: The consent agenda was approved.

Motion: Horn                                      Second: Wickland                                      Vote: 5 - 0.

**VIII. BUSINESS**

- A. Approve AB 1200**

The Board approved the AB1200 form, indicating that the District is financially able to afford the agreements made in collective bargaining with the certificated staff for 2016-17. Board President Horn discussed the results from recent negotiations, including a 3.25% percent across the board salary increase.

Action taken/comments: Approval of AB 1200 and the Tentative Agreement negotiated with GUTA for the 2016-17 School Year.

Motion: Horn                                      Second: Appling                                      Vote: 5 - 0.

- B. Approve Salary & Benefits for all GUSD Staff**

The Board discussed whether to apply the same increases, pro-rated by assignment where applicable, to all unrepresented District employees. Member Schwartz moved to approve for classified positions only but did not receive a second. Member Beck moved to approve the same increases to all unrepresented staff.

Action taken/comments: Motion to approve.

Motion: Beck                                      Second: Appling                                      Vote: 4 - 1, with  
Member Schwartz dissenting.

- C. Update on Phase II & Phase III**

The Board received a written report by Doug Hilberman of AXIA on Phase II and III of the District building projects. President Horn summarized the report.

Action taken/comments: No action taken.

GRAVENSTEIN UNION SCHOOL  
DISTRICT 3840 TWIG AVENUE  
SERASTOPOL CA 95472

D. **Consider Contracting for Temporary Counseling Services for 2016-17**

The Board considered whether to contract for temporary counseling services to support students at both schools to the end of the 2016-17 school year. Social Advocates for Youth (SAY) and West County Community Services (WCCS) could each offer some temporary counseling services ranging from \$40-\$100/hour.

Action taken/comments: Motion to approve a temporary counseling contract up to 20 hrs a week and up to \$100 an hour, or a maximum of \$2000 a week thru June 8.

Motion: Schwartz                      Second: Wickland                      Vote: 5 - 0.

E. **Consider Hiring 1.0 FTE School Counselor for GUSD**

The Board considered adding a 1.0 FTE School Counselor position on the certificated staff, to be shared between the Gravenstein and Hillcrest campuses. The estimated cost to the District would be \$67,173- \$78,117 including payroll expenses and maximum benefits.

Action taken/comments: The Board approved the advertising of the position.

Motion: Horn                              Second: Wickland                              Vote: 5 - 0.

F. **Approval of MOU w/ MPF for 2017-18**

The Board considered the proposed revised MOU with MPF for the 2017-18 school year. The new draft reflects some changes that will allow MPF to cut approximately \$35K from their annual budget to avoid on-going deficit spending. Member Appling requested a budget from MPF.

Action taken/comments: Motion to table this item until the next meeting on June 14.

Motion: Horn                              Second: Beck                              Vote: 5 - 0.

G. **Approve Resolution # 170510-1 to Establish Committed Fund Balances**

CBO Holden explained that the District currently receives Basic Aid Supplemental Charter funds that are considered a volatile funding source, suitable only for one-time purposes. The District has identified modernization needs that exceed the amount that could be generated by bond. The Board approved the resolution to set aside \$2,119,018 for Phase III Modernization. This commitment can be revoked by board action.

Motion: Horn                              Second: Beck Roll call vote taken: All members voted to approve, by a vote of 5 - 0.

**H. Approve Updated BP/AR 3311-Bids**

The Board approved updated Board Policy and Administrative Regulations 3311 – and 3311.1 Bids, to capture the update that the GUSD has become a member of CUPCCA.

Action taken/comments: Move to approve.

Motion: Wickland

Second: Appling

Vote: 5 - 0.

**IX. GENERAL**

**A. Hillcrest & Gravenstein Charter Petition Renewal – First Presentation**

Every five years, charters must be renewed by the State. The Hillcrest and Gravenstein Charters are up for renewal at the end of the 2016-17 school year. The renewal is a two-step process. Within 30 days of receiving the new petition, the Board must hold a public hearing. The hearing allows the public, teachers, and parents, to give the Board input on the level of support for the charter renewal. Within a total of 60 days from the receipt of the petition the Board decides at another Board meeting whether or not to renew the charter. Member Appling questioned whether charter procedures are being followed concerning the need for public random drawing for admission to Enrich if the program is full.

Action taken/comments: The Board reviewed charter petition renewals with no action taken. Supt. Schwinn was instructed to check certain legal issues and current policy for admission to the Enrich! program. The Board scheduled a special charter meeting for June 5th at 4:30 PM for the charter hearing. The next regular board meeting, scheduled for June 14, will include discussion on the charter's final approval; and the LCAP and budget hearing. And another meeting was set for Tuesday June 20 at 12 pm for final approval of the budget and LCAP.

**B. Approve Calendar for the 2017-18 School Year**

The Board considered the proposals for the 2017-18 GUSD calendar.

Action taken/comments: This item was moved to a closed session discussion.

Member Beck left the meeting at 8:35 PM.

**C. Approve 17-18 Declaration of Need for Fully Qualified Educators**

The Board approved a declaration of Need for Fully Qualified Educators. This action is taken annually, as a precautionary measure, in case enrollment

numbers change during the year to the extent they require emergency staffing options. This declaration gives the District greater flexibility in reassigning staff, if needed.

Action taken/comments: Approved

Motion: Appling Second: Schwartz Vote: 4-0

**D. Consider Changes to Student Cell Phone Usage**

The Hillcrest Principal presented a proposal for changing aspects of the current student cell phone policy at Hillcrest. This item was widely discussed.

Action taken/comments: Tabled until the next board meeting.

Motion: Horn Second: Wickland Vote: 4-0

**E. Approve BP/AR 5141.52 -Suicide Prevention**

The Board considered approval of a new Board Policy and Administrative Regulations 5141.52 – outlining new State requirements for the 2017-18 school year, requiring that school districts provide suicide prevention instruction to students.

Action taken/comments: Approved

Motion: Horn Second: Wickland Vote: 4-0

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**F. Approve Updated Daycare Handbook & Fee Schedule for 2017-18**

Superintendent Schwinn presented an updated daycare handbook. The Board approved the updates to the GUSD Daycare Handbook and Fee Schedule for the 2017-18 school year.

Action taken/comments: Approved.

Motion: Appling Second: Schwartz Vote: 4 - 0.

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**X. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION—None**

**XI. CLOSED SESSION**

Meeting adjourned to closed session at 9:19 PM.  
Member Schwartz left the meeting at 9:40 PM.

**B. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:**

1) Conference with Labor Negotiator

District Negotiator: Jennifer Schwinn, Superintendent

Represented Employees: Gravenstein Union Teachers  
Assoc.

2) Public Employee Discipline/Dismissal/Release

3) Superintendent Evaluation

**XII. OPEN SESSION**

The Board returned to open session at 9:59 PM.

Reportable Action: The Board approved the 2017-18 school calendar proposed by GUTA.

Motion: Horn

Second: Appling

Vote: 3 - 0.

**XIII. FUTURE BOARD MEETINGS:**

**Next Regular Board Meeting: June 14, 2017—5 p.m.**

Another special Board meeting was scheduled for June 5, 2017, to complete LCAP and Budget approval

**XIV. ADJOURNMENT**

The meeting was adjourned at 10 PM.

ADA Compliance: In compliance with Government Code 54954.2(a), the Gravenstein Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Jennifer Schwinn, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.



**SPECIAL GOVERNING BOARD**  
**MEETING MINUTES**

**Monday, June 5, 2017**

**Meeting called to order at 4:36 PM**  
**Gravenstein School, Rm. 13**

**I. CALL TO ORDER**

Jim Horn, President, present  
Desiree Beck, Clerk, present  
Gregory Appling, present  
Steven Schwartz, present  
Sandra Wickland, present

**II. GENERAL**

**A. Hillcrest & Gravenstein Charter Petition Renewal – Public Hearing**

Every five years, charters must be renewed by the State. The Hillcrest and Gravenstein Charters are up for renewal at the end of the 16-17 school year. The renewal is a three-step process. Within 30 days of receiving the new petition, the Board must hold a public hearing. The hearing allows the public, teachers, and parents, to give the Board input on the level of support for the charter renewal. Within a total of 60 days from the receipt of the petition the Board decides at another Board meeting whether or not to renew the charter. The final approval of the charters is scheduled for the June 14, 2017, regular Board meeting.

Action taken/comments: Public hearing opened at 4:37 PM. No public comments. Public hearing closed at 4:37 PM. Board discussed criteria for Enrich! program and public random lottery requirement Board President Horn created an ad hoc committee consisting of members Appling and Horn and Supt. Schwinn to work out the details. Tabled until next week pending work of the committee. No action taken.

**III. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION;**

A GUSD parent supported the promotion of Keri Pugno to the position designated below.

Motion to go into closed session made by Board President Horn and seconded by Member Wickland.  
Vote:5-0.

**Meeting adjourned to Closed Session at 5:08 PM**

#### IV. CLOSED SESSION

**A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:**

1) Public Employee Hiring – **Keri Pugno** -1.0 FTE: (.60) Elementary Principal/(.40) Curriculum & Instruction Lead Teacher

Horn moved/Beck seconded to approve the promotion of Keri Pugno as noted above. Approved 5-0.

2) Public Employee Discipline/Dismissal/Release—no reportable action.  
3) Superintendent Evaluation—no reportable action.

Horn left the meeting at 5:22 PM

#### V. OPEN SESSION

Clerk Beck returned the meeting to Open Session at 6:01 PM.  
Reportable action was taken during Closed Session as noted above.

#### VI. FUTURE BOARD MEETINGS:

**I. Next Regular Board Meeting: June 14, 2017—5 p.m.**

#### VII. ADJOURNMENT

Beck moved/Schwartz seconded to adjourn at 6:02 PM. Approved 4-0.

ADA Compliance: In compliance with Government Code 54954.2(a), the Gravenstein Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Jennifer Schwinn, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.

Gravenstein Union School District  
May Payroll Report

June 14, 2017 Regular Board Meeting

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**Certificated Salary & Benefits**

Regular:	\$	507,561.62
Supplemental:	\$	36,017.95

**Classified Salary & Benefits**

Regular:	\$	96,480.06
Supplemental:	\$	9,890.51

**Total Salary & Benefits**

	\$	649,950.14
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IV D 1

Jennifer Estrella  
7325 Healdsburg Avenue  
Sebastopol, CA 95472  
(916) 812-5444 cell

May 25, 2017

Mrs. Jennifer Schwinn, Superintendent  
Gravenstein Union School District  
3840 Twig Avenue  
Sebastopol, CA 95472

Dear Mrs. Schwinn,

Please accept this letter as application to be a member of the Citizens Bond Oversight Committee (Committee) resulting from Measure M. I've spoken to Wanda Holden about the position and obtained a copy of the Committee Bylaws. I have a background in finance and real estate and would like to offer my assistance to the District and Committee.

I can join the Committee as either a business community member, or as a parent of a child in the District. My son Jack Beiswenger is currently a student in Mrs. Brown's class at Gravenstein Elementary School. I am a member of the business community because I am a Broker Associate with Bradley Real Estate, which offers real estate services in Sebastopol and the entire North Bay area.

I understand my appointment must be approved by the Gravenstein Union School District's Board of Trustees. I am happy to answer any questions you or the District Board may have when considering my membership to the Committee. Please feel free to contact me at (916) 812-5444.

Sincerely,

  
Jennifer Estrella

## Gravenstein Union Teachers Association

March 1, 2017

Superintendent Jennifer Schwinn  
GUSD School Board  
3840 Twig Avenue  
Sebastopol, CA 95472

Dear GUSD School Board members and Superintendent Schwinn

This letter serves as the Gravenstein Union Teachers Association's notice of its intent to negotiate the following contractual provisions of its Collective Bargaining Agreement with the District for the contract expiration year June 30, 2017

- Article VII Grievance for addition of binding arbitration
- Article XVII Working Conditions
- Article X Transfer and Reassignment
- Article XI Leaves
- Article XV, XVI & XVII Negotiations Procedures, Completion of Meet & Negotiate and Duration
- A new article on class size

The proposed language changes for these Articles, except Article VII, have been presented to the GUSD Negotiating Team.

Additionally, GUTA will open

- Article XII Salary
  - Including, but not limited to: increased annual salary, additional compensation for advanced degrees and compensation as currently in contract and added compensation for advanced degrees and certifications that may be earned.
- Article XIII Benefits
  - Increased benefit cap

Respectfully submitted,

Linda Helton  
GUTA Bargaining Chair

C: Helen O'Donnell

A

Salsched99a

Salary Schedule Snapshot

Salary Schedule ELEM/PRIN - Elementary Principal

ANNUAL RATES

05/01/2017 - Open (Effective 07/01/2016)

	01								
01	89,150.00								
02	91,379.00								
03	93,664.00								
04	96,005.00								
05	98,405.00								
06	100,866.00								
07	103,387.00								
08	105,972.00								
09	108,621.00								
10	111,337.00								
11	114,120.00								

30

Basis	.00	Anniversary Movement	
Pay Prd %	No	# of Columns	0
Retro Enabled	No	# of Rows	1
Board Approved		Max Column	Max Row
Selection	Grouped by SalarySchedId	Created	WLHOLDEN, May 25 2017 4:42PM
		Edited	WLHOLDEN, May 25 2017 4:51PM

ESCAPE ONLINE

**Memorandum of Understanding between the Gravenstein Union School District and the Gravenstein Schools Magnet Program Foundation**

**Fiscal Year Ending June 30, 2018**

• **PARTIES:** The parties to this Memorandum of Understanding (hereafter "MOU" or "Agreement") are the Gravenstein Union School District (District) and the Gravenstein Schools Magnet Program Foundation (MPF). The District and the MPF warrant that the individuals executing this Agreement have the authority to bind the parties.

• **TERMINATION AND RENEWAL OF AGREEMENT:** This Agreement covers the 2017-18 school year. The parties anticipate yearly rolling renewal of this Agreement, but either party may refuse to renew the Agreement without cause. The renewal of this Agreement must be completed by March 1st in the year in which the Agreement expires.

• **UNDERSTANDINGS:**

- The MPF is a non-profit corporation established to support the Gravenstein Union School District creative arts Magnet Program.
- The MPF agrees that it will fulfill all requirements of a school-connected organization in accordance with District Board Policy/Administrative Regulation 1230.
- The MPF agrees that all funds raised by the MPF are and will be used for the benefit of students enrolled in the District's creative arts Magnet Program in accordance with Education Code 51521.
- The MPF will maintain Directors' and Officers' liability insurance in the amount of at least \$1,000,000. The MPF will provide the District with certificates of insurance for all insurance policies.
- The MPF may supply, with the approval of the District Superintendent, contractors exclusively paid by the MPF and volunteers to supplement the program. All MPF contractors and volunteers are subject to District policies and regulations but are not considered District employees or contractors. The District will fingerprint all MPF contractors prior to contact with students.
- Under District supervision, the MPF may supply additional instructional materials at the MPF expense. Materials purchased by MPF for use by the Magnet Program students or classrooms constitute donations to the District specifically for the benefit of the Magnet Program.
- The District Superintendent will supervise the Magnet Program curriculum and materials, which will follow the California State Board of Education approved Standards.
- Magnet Program students are enrolled in the District and are subject to District policies and regulations.
- The District will employ and supervise the Magnet Program Director and all certificated program teachers, who will receive District benefits and be subject to District policies and regulations.
- The District will provide Magnet Program students and classrooms with equivalent instructional materials and equipment as other District students and classrooms in similar grade levels.
- The Magnet Program class size in grades K-3 is the same as regular program. The District's goal for the Magnet Program in grades 4-8 is a class size of 24 to 26 students.

• **SCHEDULE OF REIMBURSEMENTS TO THE DISTRICT:** The MPF agrees to contribute the following reimbursements to the District:

• **Reimbursement of Magnet Program teacher stipends:** The District will pay a stipend not to exceed \$1,500 per teacher, per class room, for the 2017-18 school year to each core Magnet Program teacher to compensate for the extra time spent during the longer school day for Magnet Program students. The MPF agrees to reimburse the District for these stipends in three equal installments at the end of each trimester.

The MPF agrees to partially reimburse the District for the cost to provide full-time core Magnet teachers in grades 7/8. For the 2017-18 school year the reimbursement will not exceed \$10,000. Funding for full-time core Magnet teachers in grade 7/8 beyond the \$10,000 cap may be requested, and the MPF Board will consider the request, if funds are available. The MPF agrees to pay this reimbursement in three equal installments within 30 days of each trimester's invoice from the District.

The District may, at its discretion, assign 7<sup>th</sup> and 8<sup>th</sup> grade core Magnet teachers to duties associated with the District's regular program, as needed to offset or reduce the District teaching expense.

• **Reimbursement for Spanish instruction:** The parties recognize that the State of California does not cover the cost of Spanish instruction at the K-8 level and, in the District, such instruction is paid for by reimbursements from the District's parent foundations. The MPF agrees to partially reimburse the District for the cost of Spanish enrichment provided to the Magnet Program students. The cost of reimbursement for the 2017-18 school year will not exceed \$25,000.00. The MPF agrees to pay this reimbursement in three equal installments with 30 days of each trimester's invoice from the District.

• **Reimbursement of District-employed enrichment instructors:** District employees who provide enrichment instruction to Magnet Program students during the Magnet Program school day will be paid additional compensation by the District, at their hourly rate when such instruction requires them to teach in excess of a six-period day (i.e., no prep period in a full-time day). The MPF agrees to reimburse the District for the actual cost to the District of such instruction, which we estimate to be \$5,000 for the 2017-18 school year.

• **Fingerprinting Reimbursement:** The MPF will reimburse the District for actual fingerprinting costs of MPF contractors and parent volunteers.

• **Fieldtrip Reimbursement:** A variety of unique fieldtrips are an integral part of the Magnet Program. Fieldtrips that take place or begin during the instructional day are considered District fieldtrips and must be approved by the District Superintendent. The MPF agrees to reimburse the District for the cost of Magnet Program fieldtrips under the following circumstances:

•MPF will provide the District with a field trip block grant, not to exceed \$90,000, to provide support for Magnet Program field trips. Funding for field trips beyond the \$90,000 cap may be requested, and the MPF Board will consider the request, if funds are available.

• Any additional field trips that are not specifically approved by the MPF Board must be within the grade-level field trip budget to assure MPF reimbursement to the District.

•The Program Director must obtain MPF Board approval in advance to fund Magnet Program field trips and related costs that are expected to exceed \$5,000. Additionally, the Director will obtain MPF Board approval for cost overages.

• The District shall supply all invoices documenting the costs for which it is requesting reimbursement.

• The District will provide advance payment of the cost of all trips.

•Families will be asked to donate toward the cost of some field trips. All such donations will reimburse the District for costs associated with that field trip. Monies collected by the District from parents' direct contributions and from MPF for any particular field trip may not exceed the actual cost of that field trip.



- **DISTRICT REPORTING TO MPF:** The District agrees to provide the following to the MPF:
  - Monthly Program classroom enrollment information which will include a listing of all students currently enrolled in the Program at the end of the monthly reporting period.
  - Monthly invoices detailing amounts payable to the District for Program expenditures. The monthly invoices will be supported with appropriate third party backup documentation such as a vendor invoices.
- **ENTIRE AGREEMENT:** This Agreement contains the entire agreement of the parties as to the Understandings and Reimbursements covered herein, and any prior written or oral agreements are merged herein. It shall be construed as jointly drafted, not for or against any party. Both parties acknowledge that they have had the opportunity to be advised by legal counsel of their choosing.
- **AMENDMENT:** This Agreement may be modified or amended only by a written agreement signed by the authorized representatives of the parties.
- **WAIVER:** No waiver of any term or provision of this Agreement will be valid unless such waiver is in writing, signed by the party against whom enforcement of the waiver is sought. The waiver of any term or provision of this Agreement shall not apply to any subsequent breach of this Agreement.
- **COUNTERPARTS:** This Agreement may be executed in several counterparts, each of which shall be deemed an original, but together they shall constitute one and the same instrument.
- **SEVERABILITY:** The provisions of this Agreement shall be deemed severable, and, if any part of any provision is held illegal, void or invalid under applicable law, such provision may be changed to the extent reasonably necessary to make the provision, as so changed, legal, valid and binding. If any provision of this Agreement is held illegal, void or invalid in its entirety, the remaining provisions of this Agreement shall not in any way be affected or impaired but shall remain binding in accordance with their terms.
- **MEET AND CONFER:** Communication is crucial to the ongoing viability of the Magnet Program. In the event of any dispute arising under this Agreement, the parties shall meet and confer in good faith to attempt to resolve any issues. The parties may, but are not required, to participate in neutral mediation to facilitate the discussion and resolution process.

Dated:

\_\_\_\_\_ Jim Horn, President GUSD Board of Trustees

\_\_\_\_\_ Alexis Boutin, President, MPF Board of Directors

MPF Board Approved:   5-17-17   GUSD Board Approved: 6/14/17

V c

# GRAVENSTEIN UNION SCHOOL DISTRICT



**Jennifer Schwinn, Superintendent**  
3840 Twig Avenue  
Sebastopol, CA 95472  
707-823-7008 (v)  
707-823-2108 (f)  
Email: jschwinn@grav.k12.ca.us

**Board of Trustees**  
Jim Horn, Board President  
Desiree Beck, Board Clerk  
Steve Schwartz, Member  
Sandra Wickland, Member  
Gregory Appling, Member

## Resolution 170614-1

### Measure M Bond Oversight Committee

#### Membership

Per Resolution 13-1-09-2, the Committee shall consist of a minimum of 7 members appointed by the District Board ... to wit:

Business Community: Jennifer Estrella

Senior Citizen's Organization: \_\_\_\_\_

Bona-fide Taxpayers Association: Jack Atkins

Parent or Guardian of Child in District: Eric Martin

\_\_\_\_\_

Parent or Guardian and a member of parent-teacher organization or school site council:

\_\_\_\_\_

\_\_\_\_\_

Members of the Community at Large: Gary Bachelor

The District continues to seek members to fill the positions shown vacant above.

The foregoing RESOLUTION was duly passed and adopted at the regular meeting of the Board of Trustees on the 14<sup>th</sup> day of June, 2017, on a motion by Trustee Weaver, seconded by Trustee Horn by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN: Absent:

Dated this 14<sup>th</sup> day of June, 2017

\_\_\_\_\_  
President of the Governing Board

RESOLUTION NO. 13-1-09-2

RESOLUTION OF THE BOARD OF TRUSTEES OF THE GRAVENSTEIN UNION SCHOOL DISTRICT ADOPTING BYLAWS GOVERNING CITIZENS OVERSIGHT COMMITTEE

WHEREAS, Gravenstein Union School District (the "District") was successful at the election conducted on November 6, 2012 (the "Bond Election") in obtaining authorization from at least 55% of District voters to issue up to \$6.0 million aggregate principal amount of general obligation bonds (the "Bonds") for the purpose of financing the specific school facilities projects set forth in the measure approved by the voters (the "Measure M"); and

WHEREAS, the election was conducted under the provisions of Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act, approved by California voters on November 7, 2000 ("Proposition 39"), and pursuant to Proposition 39, Measure M and, specifically Section 15278 of the Education Code, the Board of Trustees of the District is obligated to establish a citizen oversight committee to satisfy the accountability requirements of Proposition 39;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE GRAVENSTEIN UNION SCHOOL DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. The foregoing recitals are true and correct.

Section 2. The Bylaws in the form on file with the Superintendent are hereby approved and adopted.

Section 3. This resolution shall take effect on and after its adoption.

\*\*\*\*\*

The foregoing Resolution was adopted by the Board of Trustees of the Gravenstein Union School District of Sonoma County, California, being the Board authorized by law to make the designations therein contained by the following vote, on January 9, 2013.

Ayes: 5  
Noes: 0  
Absent: 0

  
Clerk of the Board of Trustees  
of the Gravenstein Union School District

## GRAVENSTEIN UNION SCHOOL DISTRICT CITIZENS' BOND OVERSIGHT COMMITTEE

### BYLAWS

**Section 1. Committee Established.** The Gravenstein Union School District (the "District") was successful at the election conducted on November 6, 2012 (the "Bond Election") in obtaining authorization from at least 55% of District voters to issue up to \$6 million aggregate principal amount of general obligation bonds (the "Bonds") for the purpose of financing the specific school facilities projects set forth in Measure M approved by the voters (the "Measure").

The election was conducted under the provisions of Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act, approved by California voters on November 7, 2000 ("Proposition 39"). Pursuant to Proposition 39, the Measure and, specifically Section 15278 of the Education Code, the Board of Trustees of the District is obligated to establish the Oversight Committee to satisfy the accountability requirements of Proposition 39.

The Board of Trustees of the District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

**Section 2. Purposes.** The purpose of the Committee is to inform the public regarding the expenditure of bond proceeds, as required by Proposition 39. These Bylaws are specifically made subject to the applicable provisions of Proposition 39 as to the duties and rights of the Committee.

As used herein, "bond proceeds" means the proceeds of Bonds issued pursuant to the voter-approved Measure. The Committee shall confine itself specifically to bond proceeds generated under the ballot measure. All monies generated from other sources fall outside of the scope of Committee review.

**Section 3. Duties of the Committee.** To carry out its stated purposes, the Committee shall perform the following duties:

3.1 **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds to ensure that bond proceeds are expended only for the purposes set forth in the Measure.

3.2 **Review of Bond Expenditures.** The Committee shall establish a regular meeting schedule which shall provide for meetings to be conducted at least quarterly. At such meetings, the Committee shall review expenditure reports provided by the District, and, if available, the annual performance audit and financial audit prepared by the District in accordance with Proposition 39, to ensure that (a) bond proceeds are expended only pursuant to Proposition 39 and for the purposes set forth in the Measure; and (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses.

3.3 **Annual Report of Committee.** Pursuant to California Education Code Section 15280(b), the Committee shall issue a written report on the results of its activities at least once a year. Such report shall be presented to the District Board, in public session, and shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year.

The Committee may issue additional written reports as it so determines in order to effectuate its duty to inform the public on the expenditure of bond proceeds.

***All written reports shall be a matter of public record and shall be provided to the District and made available on the District's internet website.***

3.4 Duties Exclusively Reserved to District. The District Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules,
- (vi) Approval of Deferred Maintenance Plan, and
- (vii) Approval of the sale of bonds.

3.5 Limited Role of Committee. Pursuant to Proposition 39, the Committee is charged with overseeing the expenditure of bond proceeds and reviewing and reporting on expenditures after they have been made. The District has not charged the Committee with responsibility for, and the Committee shall not have oversight with respect to matters beyond the scope of reviewing and reporting on the expenditure bond proceeds. Matters outside the scope of review of the Committee include but are not limited to:

- (a) Projects financed without bond proceeds, including projects<sup>S</sup> financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property.
- (b) The establishment of priorities and order of construction for bond projects, which shall be made by the District Board in its sole discretion.
- (c) The selection of architects, engineers, soil engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the projects, which

shall be based on District criteria established by the District Board in its sole discretion.

- (d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) shall be made by the District Board in its sole discretion; however, the District shall report to the Committee on any cost saving techniques considered or adopted by the Board.
- (e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee shall be made by the District Board.
- (f) A plan for publicizing the activities of the Committee, which shall, however, at a minimum take the form of making all reports, notices, agendas and minutes available on the District's internet website, shall be determined by the District Board.
- (g) The amendment or modification of the Bylaws for the Committee as provided herein, subject to the legal requirements of Proposition 39, shall be made only by the District Board.
- (h) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its functions under Proposition 39, shall be the responsibility of the District Board.

#### **Section 4. Authorized Activities of Committee.**

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the activities authorized pursuant to Proposition 39 and Education Code Section 15278(c):

- (a) Receiving and reviewing copies of the District's annual, independent performance audit required by Proposition 39.
- (b) Receiving and reviewing copies of the annual, independent financial audit required by Proposition 39.
- (c) Inspecting school facilities and grounds to ensure that bond proceeds are expended in compliance with the requirements of Proposition 39 and the Measure.
- (d) Receiving and reviewing copies of any deferred maintenance proposals or plans developed by the District, if any, including any reports required by Section 17584.1 of the Education Code.
- (e) Reviewing efforts by the District to maximize bond proceeds by implementing cost-saving measures.

## **Section 5. Membership.**

5.1 Number. The Committee shall consist of a minimum of 7 members appointed by the District Board as provided in Section 5.5, and based on criteria established by Proposition 39, to wit:

- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizen's organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member shall be a parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the district and active in a parent-teacher organization or school site council.
- Two (2) members of the community at-large appointed by the Board.

### 5.2 Qualification Standards.

- (a) To be a qualified member of the Committee, candidates must be at least 18 years of age, in accordance with Government Code Section 1020. Preference will be given to those who reside within the District's geographic boundary.
- (b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and to complete and file with the District Form 700 (Statement of Economic Interests of the Fair Political Practices Commission) as required by all "designated employees" of the District. Additionally, each member shall comply with and acknowledge the Committee Ethics Policy attached as "Appendix B" to these Bylaws.

5.4 Term. Each member shall serve a term of two (2) years commencing the first day of the month in which the District confirmed its appointment of members; however, two members shall serve an initial term of only one (1) year, determined by lot at the first meeting of the Committee. Following the initial term of a member, the member may serve two additional consecutive terms.

5.5 Appointment. Members of the Committee shall be appointed by the District Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the Superintendent or his designee will review the applications; (c) the Superintendent or his designee will make recommendations to the Board; and (d) the District Board will confirm its selection and appointment by resolution.

The District will document its best efforts to appoint a Committee consisting of members meeting the criteria set forth in Section 5.1. In the event that the District is unable to identify a member meeting one of the criteria following a good faith effort to fill such position, then the District Board shall appoint a member of the community at large to fill that position. Upon the next vacancy which occurs on the Committee, the District shall again undertake its best efforts to result in a Committee with members meeting each of the criteria set forth in Section 5.1.

5.6 Removal; Vacancy. The Board may remove any Committee member for cause, which includes a failure to attend two (2) consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District. (b) Individual members of the Committee retain the right to address the Board as an individual.

#### **Section 6. Meetings of the Committee.**

6.1 Regular Meetings. The Committee is required to meet quarterly, with one meeting designated as the annual organizational meeting.

6.2 Location. All meetings shall be held within the District.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

**Section 7. Officers.** The Superintendent shall appoint the initial Chair for the purpose of commencing the initial meeting of the Committee. At the initial meeting, the Committee shall elect a Chair, and a Vice-Chair who shall act as Chair only when the Chair is absent. In addition, the Committee shall elect a Secretary who shall take minutes of each meeting. Such positions shall be for a term of two (2) years, at which time the Committee shall elect a new Chair, Vice-Chair and Secretary.

#### **Section 8. District Support.**

8.1 The District shall provide to the Committee necessary technical and administrative assistance in furtherance of its purposes and sufficient resources to publicize the conclusions of the Committee. Such support shall include:

- (a) preparing and posting public notices as required by the *Ralph M. Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;



- (b) providing a meeting room, including any necessary audio/visual equipment;
- (c) coordinating with the Committee Chair on the preparation and posting of an agenda for each meeting and providing copies of any materials to be reviewed at such meeting, such as agendas and/or reports; and
- (d) receiving all agendas, minutes and reports of the Committee and providing public access to such records on the District's internet website.

8.2 At least one member of District staff shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds and respond to questions the Committee may have on the projects and expenditures.

8.3 No bond proceeds shall be used to provide District support to the Committee.

8.4 The District shall provide to the Committee for use at its meetings, at least 72 hours in advance of such meetings, expenditure reports with respect to bond proceeds which set forth the proposed project budget, actual to budget expenditures, with itemization of such actual expenditures.

**Section 9. Amendment of Bylaws.** Any amendment to these Bylaws shall be approved by a two-thirds vote of all of the members of District Board.

**Section 10. Termination.** The Committee shall automatically terminate and disband at the earlier of the date when (a) all bond proceeds are spent, or (b) all projects funded by bond proceeds are completed.

**APPENDIX A**

**CITIZENS' BOND OVERSIGHT COMMITTEE  
ETHICS POLICY STATEMENT**

This following Ethics Policy Statement provides general guidelines for Committee members to perform their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

**POLICY**

• **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract to be funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

• **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

• **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Gravenstein Union School District;

• **COMMITMENT TO DISTRICT.** A Committee member shall place the interest of the District above any personal or business interest of the member.

The undersigned acknowledges he or she has received a copy of this Ethics Policy Statement, understands the provisions of this policy and agrees to adhere to its requirements.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member, Oversight Committee

**GRAVENSTEIN UNION SCHOOL DISTRICT  
RESOLUTION 170614-2  
REGARDING THE EDUCATION PROTECTION ACCOUNT**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account with ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of the state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the Governing Board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district, and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Governing Board of Gravenstein Union School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the Governing Board of Gravenstein Union School District has determined to spend the monies received from the Education Protection Act for the 2016-17 school year and 2017-18 school year for General Education salaries and benefits.

APPROVED, PASSED AND ADOPTED this 14th day of June 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Jim Horn, Board President  
Gravenstein Union School District

2017-18 Education Protection Account  
Program by Resource Report  
Expenditures by Function - Detail

Estimated Expenditures through: June 30, 2018  
For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	849,656.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
<b>TOTAL AVAILABLE</b>		<b>849,656.00</b>
<b>EXPENDITURES AND OTHER FINANCING USES</b>		
	Function	
<b>(Objects 1000-7999)</b>		
Instruction	1000-1999	849,656.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>849,656.00</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>

V E

**CALIFORNIA SCHOOL BOARDS ASSOCIATION  
GAMUT ONLINE SERVICE AGREEMENT**

This GAMUT Online Agreement (Agreement) is entered into between the California School Boards Association (CSBA) and Gravenstein Union ESD of Sebastopol, California (District) and shall be effective on the date executed by District.

WHEREAS CSBA is a statewide membership association for California school districts and county offices of education.

WHEREAS California school districts and county offices of education, including District, are required by law to establish policies and procedures for the governance and operations of educational programs and other activities for which they are responsible.

WHEREAS CSBA has written or developed, and as necessary, updates, a reference policy manual, including sample policies, regulations, bylaws, and exhibits, based on applicable state and federal law.

WHEREAS subject to the terms and conditions of this Agreement, CSBA grants school districts and county offices of education which are CSBA members in good standing a nontransferable and nonassignable access to its reference policy manual.

NOW THEREFORE, CSBA and District in consideration of the covenants herein contained, and other good and valuable consideration, agree as follows:

**I. CSBA RESPONSIBILITIES**

CSBA agrees to the following:

- a. Provide online access to CSBA's reference policy manual, including sample policies, regulations, bylaws, and exhibits and links to related policy resources through GAMUT, CSBA's web-based policy hosting platform
- b. Provide regular notifications of policy updates, sent to the District Liaison through email or other means of electronic communications.
- c. Provide District with user accounts to access GAMUT.

**II. DISTRICT RESPONSIBILITIES**

District accepts responsibility for updating and maintaining District policies consistent with applicable laws and agrees to the following:

- a. Comply with the GAMUT Online License Agreement (Attachment A).

**CALIFORNIA SCHOOL BOARDS ASSOCIATION  
GAMUT ONLINE SERVICE AGREEMENT**

- b. Designate a member of its administrative staff to serve as the District Liaison ("Liaison") to CSBA and advise CSBA of the name of the Liaison. The Liaison shall be responsible for all contacts with CSBA and the Policy Services Consultant, and for timely submitting to CSBA all information and documents to be provided by District under this Agreement. If District Liaison is not designated, the official who signs this Agreement on behalf of District shall be deemed the Liaison.
- c. This Agreement automatically renews and the fees therefor are due on July 1 each year.
- d. The CSBA samples policies, regulations, bylaws, and exhibits to which District is given access are CSBA's proprietary materials, they are provided for the District's sole use, and they may not be transmitted, reproduced, or distributed to others, in whole or in parts, without CSBA's written consent.

**III. FEES AND PAYMENT SCHEDULE**

- a. In consideration for the services provided by CSBA under this Agreement, District shall pay an annual fee of \$1700.00 to CSBA, based on the CSBA payment schedule for GAMUT Online Service.
- b. CSBA shall have the right to adjust the annual fee to reflect changes in the cost of providing services described in this Agreement. CSBA, through its regular billing process, shall provide notice of any such change by June 1 each year, and District shall have the right to cancel this Agreement in accordance with the terms and provisions contained herein.
- c. The annual fee shall be due and payable on July 1 each year and CSBA reserves the right to suspend any services of this Agreement if payment is not received by August 31 of that year.

**IV. TERM**

- a. The term of this Agreement shall commence upon the mutual execution of this Agreement by the undersigned agents of CSBA and District and shall remain in effect and be deemed automatically renewed July 1 of each year unless terminated by either District or CSBA in a written notice delivered to the other party no later than June 15.
- b. In the event District fails to maintain its membership in CSBA or to timely pay the annual fees described in Section III of this Agreement, CSBA shall have no obligation to perform any services under this Agreement.

**CALIFORNIA SCHOOL BOARDS ASSOCIATION  
GAMUT ONLINE SERVICE AGREEMENT**

**V. COPYRIGHT**

- a. All copies of CSBA's sample policies, regulations, bylaws, and exhibits, including electronic, digital, or other data storage device containing such materials, as well as the materials made available through CSBA's GAMUT website, are for District's sole use and shall not be made available for use outside of District.
- b. District shall comply with the GAMUT End User License Agreement attached to the District's GAMUT Online Service Agreement with CSBA.

**VI. DISCLAIMER OF WARRANTY**

- a. District acknowledges that by providing the services described in this Agreement, CSBA, its employees, agents, representatives and consultants are neither acting as District's legal counsel nor providing legal advice or counsel to District.
- b. CSBA policy services provide sample policies, administrative regulations, bylaws and exhibits as a resource for school districts and county offices of education in developing their own policy manual and are not intended for exact replication or as a substitute for legal advice. CSBA's samples are a reflection of current law and do not necessarily express the personal or political opinions or viewpoints of CSBA, its Board of Directors, or its employees.
- c. Although CSBA's sample policies, regulations, bylaws and exhibits have been carefully crafted and thoroughly reviewed, they contain no warranty as to their sufficiency for addressing District's specific legal situations. District is cautioned to seek the advice of its legal counsel when confronted with legal questions or situations requiring legal advice.

**VII. MISCELLANEOUS**

- a. This Agreement and any Attachments hereto contain all of the terms and conditions agreed upon by CSBA and District relating to the matters covered by this Agreement, and supersede any and all prior and contemporaneous agreements, negotiations, correspondence, understandings, and communications between CSBA and District, whether oral or written, respecting the matters covered by this Agreement.
- b. This Agreement may be modified or amended only by a writing signed by the CSBA and District, or their authorized representatives.



**CALIFORNIA SCHOOL BOARDS ASSOCIATION  
GAMUT ONLINE SERVICE AGREEMENT**

- c. The language in all parts of this Agreement, unless otherwise stated, shall be construed according to its plain and ordinary meaning. This Agreement shall be construed pursuant to California law, without regard to conflict of law principles.
- d. This Agreement may be executed in one or more counterparts which, taken together, shall be deemed to constitute one and the same document. An executed copy of this Agreement shall be valid as an original. Signatures of the Parties transmitted by facsimile or email shall be deemed binding.


**VIII. CANCELLATION**

- a. Either CSBA or District may terminate this Agreement at any time by providing at least thirty (30) days notice in writing to the other party.
- b. CSBA may terminate this contact if District fails to maintain its membership in CSBA or to timely pay the annual fees described in Section III of this Agreement.
- c. District understands and acknowledges that no refunds of any fees described in Section III of this Agreement will be given by CSBA if District cancels this Agreement after September 1 of the fiscal year.

California School Boards Association

Gravenstein Union ESD

\_\_\_\_\_  
Robert Tuerck

  
\_\_\_\_\_  
Name of Official

Sr. Director, Policy Development &  
Governance Technology  
\_\_\_\_\_  
Title of Official

\_\_\_\_\_  
Title of Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Please sign both copies of this Agreement. One copy is to be retained by the district and one copy is to be returned to CSBA Policy Services, 3251 Beacon Blvd., West Sacramento, CA 95691.**

## Attachment A

### CALIFORNIA SCHOOL BOARDS ASSOCIATION GAMUT ONLINE LICENSE AGREEMENT

This licensing agreement is incorporated by reference in the GAMUT Online Service Agreement and the terms and conditions stated herein shall have the same effect as if expressly stated in the GAMUT Online Service Agreement.

**NOTICE TO USER** - California School Boards Association (CSBA) is the sole and exclusive owner of the GAMUT Online policy information system (PIS) and hereby grants a nontransferable, nonassignable license to use the GAMUT Online PIS under the terms and conditions of this agreement. By using the GAMUT Online PIS, licensee agrees to all the terms and conditions of this agreement. Any licensee who does not agree with the terms and conditions of this agreement must notify CSBA that they do not agree and CSBA will terminate the licensee's user accounts.

**PROPRIETARY RIGHTS** - The GAMUT™ software and accessible data are valuable property of CSBA. Licensee will not make or have made, or permit to be made, any copies of the software, documentation, or any portion thereof. The software provides access to data which licensee is authorized to adapt or customize for its sole and exclusive use or benefit. Licensee agrees not to modify, adapt, translate, decompile, disassemble the software or create derivative works based on the software. Licensee agrees not to distribute the accessible data, passwords, or other access information to anyone other than its employees and officials.

**TRADE SECRET** - Licensee acknowledges that the software is confidential in nature and constitutes a trade secret of CSBA. Licensee agrees not to sell, rent, license, distribute, transfer, or directly or indirectly permit the sale, rental, licensing, distribution, or transfer of the software to any other party, either during the term of this agreement or thereafter. Licensee agrees to use its best efforts to prevent inadvertent disclosure of the software to any third party during the term of this agreement or thereafter.

**LIMITED WARRANTY** - The GAMUT Online PIS is provided "as is" without warranty of any kind, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. CSBA does not warrant that functions contained in the GAMUT Online PIS program will meet the user's requirements or that the operation of the program will be uninterrupted or error free. CSBA does not warrant the accessible data to be error free.

**NO LIABILITY FOR CONSEQUENTIAL DAMAGES** - In no event shall CSBA be liable for any damages whatsoever (including, without limitation, damages for loss of profits and/or savings, business interruption, loss of business information or other pecuniary losses) arising from use or inability to use the GAMUT Online PIS.

**LICENSEE'S RESPONSIBILITIES** - Licensee is responsible for insuring the proper configuration of any hardware used in operating GAMUT Online PIS and for establishing and implementing procedures necessary for the fulfillment of licensee's obligations under this agreement. Licensee agrees to inform all of the licensee's users of licensee's obligations and responsibilities under this agreement including, but not limited to, the nondistribution requirement.



# INTERAGENCY AGREEMENT

## Transportation Procedures to Ensure School Stability for Foster Students

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### **Section 1. Parties**

The parties to this Interagency Agreement (“Agreement”) are: the Local Education Agency (“LEA”): See Exhibit A for list of LEAs, and the Sonoma County Family, Youth, and Children’s Services Division (“FYC”).

### **Section 2. Intent**

It is the intent of the parties that this Agreement function as the procedures governing how transportation to maintain foster students in their school of origin when it is in their best interest will be provided, arranged, and funded for the duration of the time in foster care, as required by the Every Student Succeeds Act (“ESSA”) (114 P.L. 95, 129 Stat. 1802).

### **Section 3. Definitions**

#### **A. Foster Student**

Education Code section 48853.5 defines a foster child as “a child who has been removed from his/her home pursuant to Section 309 of the Welfare and Institutions Code, is the subject of a petition filed under Section 300 or 602 of the Welfare and Institutions Code, or has been removed from his/her home and is the subject of a petition filed under Section 300 or 602 of the Welfare and Institutions Code.”

#### **B. School of Origin**

The school of origin is the school in which the child was enrolled before entering foster care. If a child’s foster care placement is changed, the school of origin is the school where the child was enrolled when the placement changed.

#### **C. Best Interest Determination**

Under federal and California law, a child in foster care shall remain or enroll in his/her school of origin, unless a determination is made that it is not in the child’s best interest to attend the school of origin. Factors to consider when determining if maintaining school of origin enrollment is in the foster student’s best interest include: the appropriateness of the current educational setting; the proximity of the placement; duration of enrollment, time of placement change, type of transportation available, traffic patterns, flexibility in school schedule, and the student’s maturity and behavioral capacity.

#### **D. Additional Cost**

Additional costs are the difference between what LEA would otherwise spend to transport a student to his/her assigned school based on existing transportations options currently available within the LEA, and the cost of transporting a child in foster care to his/her school of origin.

### **Section 4. Identification of LEA and FYC Representative**

LEA shall be responsible for providing FYC prior to the start of each school year, but no later than the third day of school, the contact information for the LEA representative assigned to address foster youth issues. This duty can be satisfied by providing this information to the Sonoma County Office of Education (“SCOE”), which is maintained on SCOE’s website:

<http://www.scoe.org/pub/htdocs/fys.html>.

FYC shall be responsible for providing LEA prior to the start of each school year, but no later than the third day of school, the contact information for the designated FYC foster youth representative.

### **Section 5. Identification of Students in Foster Care**

In accordance with California Rules of Court 5.651(e)(1)(A), within one (1) business day of determining a foster student's placement change may result in a change in the school of origin, FYC must notify the foster student's attorney and educational rights holder. In accordance with California Rules of Court 5.651(e)(1)(B), at least ten (10) calendar days prior to potentially changing the placement of a student who qualifies for services pursuant to the Individuals with Disabilities Education Act ("IDEA"), FYC will notify the LEA of the school of origin of the impending placement change.

### **Section 6. Best Interest Determination Procedure**

#### **A. Notice of Request to Participate in Best Interest Determination**

FYC will notify the LEA within one (1) business day upon learning that a student attending the LEA has been placed in foster care or will be moved to a foster home placement that is located outside the geographical boundaries of the LEA and that a best interest decision must be made.

#### **B. Best Interest Determination**

Pursuant to ESSA section 1111(g)(1)(E)(i), a child in foster care shall remain or enroll in his/her school of origin, unless a determination is made that it is not in the child's best interest to attend the school of origin. The best interest determination is based on all factors relating to the child's best interest, including the appropriateness of the current educational setting and the proximity to the school in which the child is enrolled at the time of placement. The best interest determination shall be made and agreed upon by the LEA representative, FYC representative, the foster child, and the educational rights holder within two (2) business days of the child attaining foster student status or changing foster placements.

#### **C. Notice of Final Best Interest Determination**

The best interest determination and an explanation thereof shall be memorialized in writing by FYC and provided to LEA, the foster child, and the educational rights holder within (1) business day. If the foster student is remaining or enrolling at his/her school of origin, this notice triggers the need for the parties to collaborate under this Agreement to establish the most cost-effective transportation procedures available for the student, considering the best interests of the student. If the foster student waives his/her right to remain or enroll at the school of origin and is transferring to a new school, FYC, the school of origin (or prior LEA) and new LEA shall coordinate to ensure that the foster student immediately enrolls in the new school in accordance with Education Code section 48853.5 and section 49069.5.

### **Section 7. Duration of Transportation**

Transportation to and from the school of origin and the foster placement will be provided for the duration of the child's time in foster care as long as it continues to be in the child's best interest. Pursuant to Education Code section 48853.5(f), if a child exits foster care before the end of a school year, LEA shall allow the former foster child who is in kindergarten or any of grades 1-8, inclusive, to continue his/her education in the school of origin through the duration of the academic school year, as long as it continues to be in the child's best interest. FYC and LEA are not responsible for funding the additional costs of transporting a former foster student to and from his/her school of origin.

### **Section 8. Transportation for Foster Students Already Provided through Other Laws**

Foster students may already have transportation plans provided through other laws or entitlements, such as an Individualized Educational Program ("IEP") pursuant to the IDEA, the McKinney-Vento Homeless Assistance Act ("McKinney-Vento"), or Section 504 of the Rehabilitation Act of 1973 ("Section 504"). The LEA will assess whether the foster student is entitled to transportation services under another law or

entitlement within one (1) school day of receiving notice of the final best interest determination. If the student is eligible for transportation under another law or entitlement, LEA will provide, arrange and fund the entire cost of the transportation.

### **Section 9. Transportation for Foster Students Placed at Resource Family Homes**

#### **A. Assessment of Transportation Options**

Within three (3) school days of the final best interest determination, LEA and FYC will collaboratively assess all transportation options for maintaining the foster student at his/her school of origin and determine the best available transportation option. LEA and FYC shall consider the appropriateness of the options considering the student's age, experience, and behavioral capacity. Within one (1) school day of making the transportation determination, LEA shall give FYC and the child's educational rights holder written confirmation of the best available transportation mode agreed upon by both parties.

If the LEA is able to provide the best available transportation option to the foster student, *without incurring additional costs*, as defined in this Agreement, LEA will provide, arrange and fund the entire cost of the transportation.

#### **B. Additional Costs**

If the best available transportation option will cause LEA to incur *additional costs*, as defined in this Agreement, the LEA will submit a written Transportation Plan to FYC within one (1) school day of making the transportation determination. The Transportation Plan shall identify the additional costs incurred by the LEA. FYC agrees to fund the additional costs of transportation to and from school of origin for foster students placed at resource family homes.

### **Section 10. Transportation for Foster Students at Valley of the Moon Children's Home ("VMCH")**

#### **A. Assessment of Transportation Options**

Within three (3) school days of the final best interest determination, LEA and FYC will collaboratively assess all transportation options for maintaining the foster student at his/her school of origin and determine the best available transportation option. LEA and FYC shall consider the appropriateness of the options considering the student's age, experience, and behavioral capacity. Within one (1) school day of making the transportation determination, FYC shall give LEA and the child's educational rights holder written confirmation of the best available transportation mode agreed upon by both parties. "Best available transportation mode" shall not be construed to mean the most expensive available option and costs associated with transportation shall be considered in determining the best available transportation mode. LEA shall not have any responsibility to pay any costs, including additional costs, unless and until the LEA is provided with notice by FYC that the final best interest determination has been made for a student and a request is made, in accordance with this Section, to collaborate with the LEA on determining the best available transportation option.

If the LEA is able to provide the best available transportation option to the foster student, *without incurring additional costs*, as defined in this Agreement, LEA will provide, arrange and fund the entire cost of the transportation.

#### **B. Additional Costs**

If the best available transportation option will cause LEA to incur *additional costs*, as defined in this Agreement, FYC will submit a Transportation Plan to LEA within one (1) school day of making the transportation determination. The Transportation Plan shall identify the additional costs incurred by the LEA. LEA and FYC agree to equally share the additional cost of transportation: LEA and FYC will each

individually pay fifty per cent (50%) of the additional cost stated in the Transportation Plan. As VMCH is a short-term placement, LEA will be responsible for its share of additional costs under this Section for twenty (20) school days of transportation provided pursuant to this Agreement per student per placement at VMCH.

**Section 11. Potential Modes of Transportation**

Potential modes of transportation for transporting foster students to and from a school of origin include, but are not limited to: existing school bus routes; public transportation; carpooling; altering or adding a school bus route; mileage reimbursement for parents of other students; mileage reimbursement for student to transport themselves; contracted transportation provider; contracted transportation provided by individuals or organizations.

**Section 12. Cost Dispute**

In case of dispute, FYC and LEA agree to work together in good faith in an attempt to resolve the matter. The Sonoma County Office of Education (“SCOE”) agrees to act as a facilitator to resolve any disputes among the parties. Prior to the filing of any complaint with an executive agency or court of competent jurisdiction, the party alleging a violation of this Agreement shall provide written notice describing the alleged violation and providing a requested remedy. The other party will have no less than ten (10) business days to respond in writing to attempt to resolve the matter.

During the pendency of an unresolved dispute, LEA and FYC will share the additional costs of transportation equally: LEA and FYC will each individually pay fifty per cent (50%) of additional costs.

**Section 13. Automatic Review**

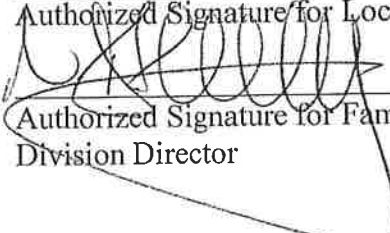
Six (6) months from the date this Agreement was executed, the parties agree to meet and confer in good faith to ensure compliance with the payment obligations and the policies set forth in this Agreement.

**Section 14. Term of the Agreement**

The term of this Agreement shall retroactively start on December 11, 2016. This Agreement shall continue for one (1) year from the date the Agreement was executed. However, if the California Department of Education (“CDE”) issues a state foster youth transportation plan prior to the expiration of this Agreement, any party to this Agreement will have thirty (30) calendar days to submit a written request to the other party to meet and confer in good faith to revise this Agreement in accordance with the state’s foster youth transportation plan.

This Agreement was executed on the following date: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature for Local Education Agency (See Exhibit A)

 4/13/17.  
\_\_\_\_\_  
Authorized Signature for Family, Youth and Children’s Services Division  
Division Director

SS

<u>District</u>	<u>Board President</u>	<u>Signature</u>	<u>Date of Governing Board Approval</u>
Alexander Valley Union	_____	_____	_____
Bellevue Union	_____	_____	_____
Bennett Valley Union	_____	_____	_____
Cinnabar	_____	_____	_____
Cloverdale Unified	_____	_____	_____
Cotati-Rohnert Park Unified	_____	_____	_____
Dunham	_____	_____	_____
Forestville Union	_____	_____	_____
Fort Ross	_____	_____	_____
Geyserville Unified	_____	_____	_____
Gravenstein Union	_____	_____	_____
Guerneville	_____	_____	_____
Harmony Union	_____	_____	_____
Healdsburg Unified	_____	_____	_____
Horicon	_____	_____	_____
Kashia	_____	_____	_____
Kenwood	_____	_____	_____
Liberty	_____	_____	_____
Mark West Union	_____	_____	_____
Monte Rio Union	_____	_____	_____
Montgomery	_____	_____	_____
Oak Grove Union	_____	_____	_____
Old Adobe Union	_____	_____	_____
Petaluma City	_____	_____	_____
Petaluma Joint Union High	_____	_____	_____
Piner-Olivet Union	_____	_____	_____
Rincon Valley Union	_____	_____	_____



Roseland			
Santa Rosa Elem.			
Santa Rosa High Sch.			
Sebastopol Union			
Sonoma Valley Unified			
Twin Hills Union			
Two Rock Union			
Waugh			
West Side Union			
West Sonoma County Union High			
Wilmar Union			
Windsor Unified			
Wright			

District: Gravenstein Union School District  
 CDS #: 49-70714-0000000

**Adopted Budget  
 2017-18 Budget Attachment  
 Balances in Excess of Minimum Reserve Requirements**

**Reasons for Assigned and Unassigned Ending Fund Balances in Excess of Minimum Recommended Reserves**

Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiates the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties for each fiscal year identified in the budget.

Combined Assigned and Unassigned/unappropriated Fund Balances		2017-18 Budget	Objects 9780/9789/9790
Form	Fund		
01	General Fund/County School Service Fund	\$5,433,076.91	Form 01
17	Special Reserve Fund for Other Than Capital Outlay Projects	\$510,783.00	Form 17
	<b>Total Assigned and Unassigned Ending Fund Balances</b>	<b>\$5,943,859.91</b>	
	District Standard Reserve Level	5%	Form 01CS Line 10B-4
	Less District Minimum Reserve for Economic Uncertainties	\$355,067.30	Form 01CS Line 10B-7
	<b>Remaining Balance to Substantiate Need</b>	<b>\$5,588,792.61</b>	

Reasons for Fund Balances in Excess of Minimum Reserve for Economic Uncertainties			
Form	Fund	2017-18 Budget	Description of Need
01	General Fund/County School Service Fund	\$1,000,000.00	Contribution to Fund 40 Capital Facilities Fund
01	General Fund/County School Service Fund	\$2,000,000.00	Approved Master Facilities Plan - Future Projects
01	General Fund/County School Service Fund	\$500,000.00	Textbook Adoptions
01	General Fund/County School Service Fund	\$500,000.00	Technology Infrastructure Upgrades and Chromebook replacement
01	General Fund/County School Service Fund	\$750,000.00	Expand Magnate Program to provide academic and enrichment opportunities to all students.
01	General Fund/County School Service Fund	\$250,000.00	Set aside to cover projected STRS & PERS increases
17	Special Reserve Fund for Other Than Capital Outlay Projects	\$200,000.00	Special Education unknown future expenditures
17	Special Reserve Fund for Other Than Capital Outlay Projects	\$300,000.00	Reserve for possible loss of Basic Aid Supplement Funding
	<b>Total of Substantiated Needs</b>	<b>\$5,500,000.00</b>	

**Remaining Unsubstantiated Balance                      \$88,792.61**

**Education Code Section 42127 (d)(1) requires a county superintendent to either conditionally approve or disapprove a school district budget if the district does not provide for EC 42127 (a)(2)(B) public review and discussion at its public budget hearing.**

LCAP Year  2017-18  2018-19  2019-20

# Local Control Accountability Plan and Annual Update (LCAP) Template

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

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

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

[LCFF Evaluation Rubrics](#): Essential data to support completion of this LCAP. Please analyze the LEA's full data set; specific links to the rubrics are also provided within the template.

LEA Name	Gravenstein Union Elementary School District		
Contact Name and Title	Jennifer Schiwnn Superintendent	Email and Phone	jschwin@grav.k12.ca.us 707/823-7008

## 2017-20 Plan Summary

### THE STORY

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

Gravenstein Union School District is a Kindergarten through 8th grade school district with an enrollment of approximately 750 students, most of who come from English speaking homes. The district is located in the western rural section of Sebastopol in Western Sonoma County. The district serves a primarily rural population in an area of limited growth. Approximately ninety four percent of the property located within the school district boundaries is zoned "rural residential" in the Sonoma County General Plan. This zoning classification affects the number of students living within the district. Approximately 65% of the students attending our schools live outside of the original district boundaries.

There are four schools in the district. Gravenstein School is a K-5 charter school with the exception of some first grade classes (called Gravenstein First School). Hillcrest Middle School is a 6th - 8th grade middle school which is a charter school, and the district also has a Community Day School. The district has a K-8 Magnet/GATE Program at both campuses (ENRICH!).

The sites reflect the rural nature of the community. The relatively small enrollment at each site, excellent staff and very involved parents have worked together to establish a student body that has achieved some of the highest API and testing scores in Sonoma County for the last 15 years.

All classes K-6 are self-contained. Primary classes (K-3) have an approximate ratio of 20-1 and middle grades average an approximate ratio of 25-1. Instructional and temporary support assistants, are utilized in Grades K-8 according to need in the classroom. Instructional assistants work in conjunction with the Special Education Teachers to instruct in Learning Labs at both campuses. The Learning Labs are operated through state and federal funding to serve students who need intervention or tutoring. This setting provides additional services in the areas of Reading/Language Arts and Math to identified and/or below-grade-level students. Other services available to Gravenstein Union School District students (on both campuses) include the Speech and Language Program and a school psychologist. The same services are available at the middle school campus.

Students in grades K through 5 receive music instruction one day per week and additional band time by the district's music specialist. Visual art is also part of the Gravenstein School program. Classroom teachers and an art specialist provide this program. Hillcrest Middle School has a variety of scheduled music, art and drama programs. Our Grade K-8 Magnet/GATE Program requires a longer school days to include additional field trips and visual and enrichment classes. The school district utilizes a social emotional learning program (SEL) entitled Second Step. Empathy, Emotion Management, Impulse Control, Problem Solving and Anger Management are some of the topics covered.

## LCAP HIGHLIGHTS

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

This year's LCAP strives to provide additional student services that will address the needs of our most at-risk students and help them succeed in school. In analyzing student data, we recognize that we have successfully helped our English Learners close the achievement gap between their English speaking peers. However, we still have work to do to address the needs of students in the low-SES subgroup to succeed. Their achievement gap is wider between their achievement level and that of their more affluent peers. We are seeking to add a full time School Counselor to the District to address the mental health needs of our K-8th grade students. We are also adding 1-2 Teaching Assistant positions to provide more classroom support to struggling students in a Multi-Tiered Systems of Response to Intervention approach.

## REVIEW OF PERFORMANCE

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

Based on review of the rubric data, CAASPP data, teacher recommendation, School Site Council and other stakeholder input:

- The District appears successful in many areas. Blue-colored pie charts make up the majority of rubrics.
- The District has successfully made progress in goal areas around adding CCSS materials and give students access to 21st century technology.
- Students at the Gravenstein Elementary are successful in all reportable areas.
- All students overall at the Hillcrest Middle School are successful in ELA and Math.
- We are proud that the performance level of Hispanic students is med-high. However, EL student performance declined at the middle school level in math and ELA in 15-16.
- The low-SES subgroup of students is not progressing academically at the same rate as their more affluent peers at the middle school level -- performance levels low, increasing 15-16 in math and declining in ELA.
- The rubrics indicate a slight increase in suspensions among the white subgroup of students at the middle school level, but suspensions numbers overall are fairly low.
- The suspension rate among the subgroup of students with disabilities has increased significantly, and requires further investigation.

## GREATEST PROGRESS

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

## GREATEST NEEDS

- We are proud that the performance level of Hispanic students is med-high. However, EL student performance is low at the middle school level in math and ELA in 15-16.
- At Gravenstein Elementary, the EL students were more successful. We successfully employed Teaching Assistants and a Certificated Teacher to provide extra help in classrooms and small pull out groups with EL students. So the District plans to employ the same method at Hillcrest Middle School, seeking to hire an additional TA and employ the Certificated teacher to provide academic support to EL students.

- The low-SES subgroup of students is not progressing academically at the same rate as their more affluent peers at the middle school level -- performance levels low, increasing 15-16 in math and declining in ELA.
- The District is seeking to add a PPS School Counselor to provide academic support to students by partnering with families to strengthen the home/school connection.
- The suspension rate among the subgroup of students with disabilities has increased significantly at Hillcrest Middle School
- This statistic requires further investigation. The Middle School Principal, Special Education staff, and Special Ed Director/Superintendent can collaborate in a review of student files containing suspensions
- The addition of a PPS School Counselor could help improve behavior among students with disabilities, thereby reducing suspensions.



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

**PERFORMANCE GAPS**

- Students at the District are successful in all reportable areas in all sub groups.
  - Students at Gravenstein Elementary Charter are successful in all reportable areas in all sub groups.
  - At Hillcrest Middle School, all students perform at the "high" level, and the following subgroups are performing two or more levels below all students: English Learners, Socioeconomically Disadvantaged, and students with disabilities.
  - The low-SES subgroup of students is not progressing academically at the same rate as their more affluent peers at the middle school level -- performance levels low, increasing 15-16 in math and declining in ELA.
  - Students with disabilities are performing at a low level.
- Steps:
- At Gravenstein Elementary, the EL students were more successful. We successfully employed Teaching Assistants and a Certificated Teacher to provide extra help in classrooms and small pull out groups with EL students. So the District plans to employ the same method at Hillcrest Middle School, seeking to hire an additional TA and employ the Certificated teacher to provide academic support to EL students.
  - The District is seeking to add a PPS School Counselor to provide academic support to students by partnering with families to strengthen the home/school connection for these struggling subgroups

**INCREASED OR IMPROVED SERVICES**

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

There are currently no foster students enrolled in the District. The other subgroups were addressed previously.

**BUDGET SUMMARY**

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

DESCRIPTION	AMOUNT
Total General Fund Budget Expenditures for LCAP Year	\$743,810.00
Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for LCAP Year	\$280,882.00

62

The LCAP is intended to be a comprehensive planning tool but may not describe all General Fund Budget Expenditures. Briefly describe any of the General Fund Budget Expenditures specified above for the LCAP year not included in the LCAP.

There are General Fund expenditures which are not included in the LCAP. These expenditures are for general cost of overhead such as utilities and facilities maintenance, as well as funds transferred to Deferred Maintenance (Fd 14).

\$831,248.00

Total Projected LCFF Revenues for LCAP Year

LCAP Year Reviewed: 2016-17

# Annual Update

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

## Goal 1

Goal #1: The district goal is to increase the percentage of students performing at proficient for all subgroups.

State and/or Local Priorities Addressed by this goal:

STATE	<input checked="" type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input checked="" type="checkbox"/>	4	<input checked="" type="checkbox"/>	5	<input type="checkbox"/>	6	<input checked="" type="checkbox"/>	7	<input checked="" type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

Expected Annual Measurable Outcomes:  
Student performance on:

- State tests will increase by 2 percentage points per year. 4A
  - Local Assessments/ Benchmarks: Students at benchmark will increase by 2 percentage points per year. 4A
  - Fitness: Number of students in the healthy fitness zone on all 6 measures will increase by 2 points per year. 8
- Middle school dropout rate is zero.  
100% student access to classes with appropriately credentialed teachers will be maintained. 1A  
100% student access to the grade level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.

#### ACTUAL

Actual Annual Measurable Outcomes:  
Student performance on:

- State tests increased in the following ways:
    - The District programs -- Gravenstein First and Community Day, had no academic data as no students in the programs were of State testing age.
    - The Gravenstein Elementary student increased +14.5 points in ELA & +10.5 points in Math
    - The Hillcrest Middle School students overall maintained in ELA by increasing +4.8points & + 16.6 points in Math
- Therefore exceeding the goal of increasing 2 percentage points per year in all cases. 4A
- Fitness: Number of students in the healthy fitness zone on all 6 measures increased/decreased in the following way:  
In 2015, 84% of 5th graders and 81% of 7th graders scored in the healthy fitness zone.  
In 2016, 77% of 5th graders and 82% of 7th graders scored in the healthy fitness zone.  
Therefore, we did not meet the goal of increasing by 2 points per year. 8
- Middle school dropout rate is zero.

65



100% student access to classes with appropriately credentialed teachers was maintained. 1A

100% student access to the grade level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.

ACTIONS / SERVICES

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

**1**

Action

Actions/Services	<p><b>PLANNED</b> 1.1 180 student day school year will continue.</p>	<p><b>ACTUAL</b> 1.1 2016-17 was a 179 day school year, because schools closed one day due to power outages and local flooding</p>
Expenditures	<p><b>BUDGETED</b> 01-0000 &amp; 1400-0-1110-1000-xxxx-105-xxxx \$ 149,916</p>	<p><b>ESTIMATED ACTUAL</b> 01-0000 &amp; 1400-0-1110-1000-xxxx-105-xxxx \$ 168,063</p>

**2**

Action

Actions/Services	<p><b>PLANNED</b> 1.2 All teachers, administrators, and instructional teacher assistants are highly qualified and appropriately assigned.</p>	<p><b>ACTUAL</b> 1.2 All teachers, administrators, and instructional teacher assistants are highly qualified and appropriately assigned.</p>
Expenditures	<p><b>BUDGETED</b> Teachers &amp; assts included above 01-0000-0-0000-2700-1xxx&amp;3xxx-105-0000 \$ 11,830</p>	<p><b>ESTIMATED ACTUAL</b> Teachers &amp; assts included above 01-0000-0-0000-2700-1xxx&amp;3xxx-105-0000 \$ 14,303</p>

**3**

Action

Actions/Services	<p><b>PLANNED</b> 1.3 Maintain K-3 Class Size Reduction to an average of 21 students per class.</p>	<p><b>ACTUAL</b> 1.3 Maintained K-3 Class Size Reduction to an average of 21 students per class.</p>
Expenditures	<p><b>BUDGETED</b> Included above</p>	<p><b>ESTIMATED ACTUAL</b> Included above</p>

**4**

Action

**PLANNED**  
 1.4 PE will continue to be taught 200 minutes every 10 school days (gr. 1-6) and 400 minutes every 10 school days grades 7-8.  
**BUDGETED**  
 Included above

**ACTUAL**  
 1.4 PE will continue to be taught 200 minutes every 10 school days (gr. 1-6) and 400 minutes every 10 school days grades 7-8.  
**ESTIMATED ACTUAL**  
 Included above

**5**

**PLANNED**  
 1.5 Computer labs have new or relatively new computers. We have a new IT person and the curriculum is relevant and integrated.  
**BUDGETED**  
 01-xxxx-0-xxxx-1000&2420-5840-105-xxxx \$ 2,154

**ACTUAL**  
 1.5 Computer labs have new or relatively new computers. We hired a new IT service provider (Ally Technologies) and the curriculum is relevant and integrated.  
**ESTIMATED ACTUAL**  
 01-xxxx-0-xxxx-1000&2420-5840-105-xxxx \$2,707

**6**

**PLANNED**  
 1.6 A credentialed Music teacher teaches Music/Band and art is taught by Artists in Residence.  
**BUDGETED**  
 01-xxxx-0-1510-1000-1110-105-xxxx \$ 2,947

**ACTUAL**  
 1.6 A credentialed Music teacher teaches Music/Band and art is taught by Artists in Residence.  
**ESTIMATED ACTUAL**  
 01-xxxx-0-1510-1000-1110-105-xxxx \$2,256

**7**

**PLANNED**  
 1.7 A credentialed teacher will be added to the Learning Lab for Title 1 services to assist non-proficient students.  
**BUDGETED**  
 01-0000-0-1110-1000-xxxx-105-LCAP 15,784

**ACTUAL**  
 1.7 2 credentialed RSP teachers are in the Gravenstein Learning Lab; 1 RSP Teacher and 1 Multi-subject Teacher at Hillcrest Learning Lab. Students without IEPs were provided Title 1 services via the Learning Lab to assist non-proficient students.  
**ESTIMATED ACTUAL**  
 01-0000-0-1110-1000-xxxx-105-LCAP \$15,784

Actions/Services

Expenditures

Action

Actions/Services

Expenditures

Action

Actions/Services

Expenditures

Action

Actions/Services

Expenditures

66

ANALYSIS

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

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

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

Teaching staff District-wide is exceptional and highly qualified to teach their assignments.

Class size limits were adhered to in order to maintain low teacher/student ratios, even when that meant turning away families or offering spots on a wait list, making positive impacts to student performance.

Arts education increased student engagement in school.

- Music instruction is available to all students. Students in the Enrich! program have greater access to Artists in Residence than Traditional program students.

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

- The District programs -- Gravenstein First and Community Day, had no academic data as no students in the programs were of State testing age.

- The Gravenstein Elementary student increased +14.5 points in ELA & +10.5 points in Math

- The Hillcrest Middle School students overall maintained in ELA by increasing +4.8points & + 16.6 points in Math

Therefore exceeding the goal of increasing 2 percentage points per year in all cases. 4A

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Increases to salary and benefits due to retroactive pay increase for Certificated and Classified staff.

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

Proposals are underway to expand classroom computer technology to TK-1st grade classrooms for 17-18, Chromebook Yoga devices at a 2:1 student to device ratio.

District is considering obtaining Dark Fiber internet access via SCOE in 17-18.

Look for opportunities to increase access to Artist in Residence offerings to students in Traditional program.

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# Annual Update

LCAP Year Reviewed: 2016-17

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

## Goal 2

All teachers and instructional support staff will continue learning about common core and receive training in common core standards.

State and/or Local Priorities Addressed by this goal:

STATE	<input checked="" type="checkbox"/>	1	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

By May 2017, all teachers will report full implementation of common core ELA and Math. 1B, 2A

68

#### ACTUAL

All teachers have fully implemented the Go Math, CCSS aligned Math curriculum. All teachers have implemented IXL, CCSS aligned Math and ELA curriculum. ELA adoption has begun at Hillcrest in 16-17, with a pilot of Study Sync during the year. ELA adoption has begun at Gravenstein, and the program to pilot is expected to be selected May 18, 2017.

### ACTIONS / SERVICES

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

1

Action

#### PLANNED

2.1 Ensure professional development is high quality and assists teachers in full implementation of Common Core and ELD State Standards.

#### ACTUAL

2.1 High quality Professional development in ELA pilot Study Sync at Hillcrest, and all District staff participated Mandated Training offered during staff development days. Teachers on evaluation cycle were invited to set professional development goals and attend corresponding PD in their area of focus. Staff attended workshops in a variety of topics this year.

<b>BUDGETED</b> 01-4035-0-1110-1000-5200-105-0000 \$ 350	<b>ESTIMATED ACTUAL</b> 01-4035-0-1110-1000-5200-105-0000 \$437

Expenditures

**ANALYSIS**

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

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

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

CCSS related PD was implemented in the ELA pilot for Study Sync at Hillcrest. The ELA Teacher on Loan from SCOE helped staff identify the ELA program to pilot. Once Study Sync was selected, additional training was offered to teachers from the company.

Teachers on evaluation cycle were invited to set professional development goals and attend corresponding PD in their area of focus. Staff selected goals and attended workshops tied to CCSS topics this year -- including Common Core writing and NGSS.

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

The above actions successfully supported teachers in learning about common core and receive trainmen in common core standards

69

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Increased cost due to increased participation

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

Next year, PD will be offered to support teachers in learning the new Common Core aligned ELA pilots, and the Hillcrest staff may decide to pilot an alternative program to Study Sync, as there has been some dissatisfaction in the literature excerpts used in the program.

# Annual Update

LCAP Year Reviewed: 2016-17

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

## Goal 3

Goal #3: Teachers will have high quality, common-core aligned instructional materials in Language Arts, Math, and Science in sufficient quantities for all students including EL materials.

State and/or Local Priorities Addressed by this goal:

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

### ANNUAL MEASURABLE OUTCOMES

EXPECTED

By May 2017, teachers will report a full implementation of the new common-core aligned Math and Language Arts instructional materials and will select Science materials for 2017-18 Implementation including EL materials. 1B, 2B

70

ACTUAL

All teachers have fully implemented the Go Math, CCSS aligned Math curriculum. All teachers have implemented IXL, CCSS aligned Math and ELA curriculum. ELA adoption has begun at Hillcrest in 16-17, with a pilot of Study Sync during the year. ELA adoption has begun at Gravenstein, and the program to pilot is expected to be selected May 18, 2017.

### ACTIONS / SERVICES

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

Action 1

PLANNED

3.1 Research available programs. Purchase and implement an adequate supply of high quality, standards-aligned instructional materials including EL materials.

ACTUAL

3.1 ELA pilot material were attained in the Study Sync program for all 6-8th grade classrooms, including EL materials.

<p>ELA program to pilot at the K-5th grade level will be selected on May 18, 2017, with the goal of making pilot program materials available to teachers for summer planning.</p> <p>"Read Live" EL program was used with EL students in pull out support for Gravenstein Elementary students</p>	
<p>ESTIMATED ACTUAL 01-0000-0-1110-1000-4110-000-0000 \$5,040</p>	<p>BUDGETED 01-0000-0-1110-1000-4110-000-0000 \$180,622</p>

Expenditures

**ANALYSIS**

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

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

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

ELA pilot material were attained in the Study Sync program for all 6-8th grade classrooms, including EL materials.

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

ELA program to pilot at the K-5th grade level will be selected on May 18, 2017, with the goal of making pilot program materials available to teachers for summer planning.

71

"Read Live" EL program was used with EL students in pull out support for Gravenstein Elementary students

The Hillcrest staff is somewhat satisfied with the Study Sync program. However, some teachers do not like the fact that literature selections are excerpted, rather than providing unabridged texts. So they may explore piloting a different program in 17-18.

The Hillcrest staff is somewhat satisfied with the Study Sync program. However, some teachers do not like the fact that literature selections are excerpted, rather than providing unabridged texts. So they may explore piloting a different program in 17-18.

Gravenstein staff has met in grade level teams to brainstorm desirable features in a new ELA program. Then the entire staff worked together to further clarify what teachers want, students need, and what they don't want in a new ELA program. The last step is to work with SCOE's ELA Teacher on Loan to compare and contrast three programs elected based on the brainstormed feedback.

Gravenstein staff has met in grade level teams to brainstorm desirable features in a new ELA program. Then the entire staff worked together to further clarify what teachers want, students need, and what they don't want in a new ELA program. The last step is to work with SCOE's ELA Teacher on Loan to compare and contrast three programs elected based on the brainstormed feedback.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Purchases were delayed to the following year. Some purchases were made but were paid from other funds.

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

Rubrics identify declining proficiency in Math and ELA among EL students at Hillcrest. That data will inform the curricular adoption process. We will look at new programs and give preference to curriculum with components made especially for EL instruction.



# Annual Update LCAP Year Reviewed: 2016-17

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

**Goal #4:** All students will reach proficiency in common core standards in Math and Language Arts.

**Goal 4**

State and/or Local Priorities Addressed by this goal:

STATE	<input type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input checked="" type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

## ANNUAL MEASURABLE OUTCOMES

**EXPECTED**

In 2017, there will be a 2% increase of the students who meet or exceed standards over 2016 on State assessments 4A

73

**ACTUAL**

This expected action seems worded incorrectly. 2017 results are not available yet. This LCAP is comparing 2015 State assessment data to 2016 State assessment data.

- District-wide, in the category of "all students" performance results indicated at minimum a +4 point increase in ELA and Math scores - up to a maximum increase of +16.6points.

## ACTIONS / SERVICES

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

Action **1**

Actions/Services

**PLANNED**

4.1 Intensive support for eligible students with disabilities  
Various placements and services per IEPs

**ACTUAL**

4.1 Intensive support provided for eligible students with disabilities  
Various placements and services per IEPs, including speech, RSP, RTI, PT, and OT.

<b>BUDGETED</b> 01-3310 & 6500-0-xxxx-xxxx-105-0000 \$ 5,606	<b>ESTIMATED ACTUAL</b> 01-3310 & 6500-0-xxxx-xxxx-105-0000 \$5,711
---	--

**2**

<b>PLANNED</b> 4.2 A Special Education Teacher and Credential teacher for Title 1 students (new for the 2015-16 school year) support non-proficient (Title 1) students for each grade level K-8. This supports struggling readers in a pull out to offer pre/re-teaching, intervention program and other assistance.	<b>ACTUAL</b> 4.2 A Special Education Teacher and Credential teacher for Title 1 students (continued in the 16-17 school year) support non-proficient (Title 1) students for each grade level K-8. This supports struggling readers in a pull out to offer pre/re-teaching, intervention program and other assistance.
<b>BUDGETED</b> 01-0000-0-1110-1000-xxxx-105-LCAP \$ 1,935	<b>ESTIMATED ACTUAL</b> 01-0000-0-1110-1000-xxxx-105-LCAP (included above 1.7) \$1,935

Expenditures

Action

Actions/Services

Expenditures

ANALYSIS

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

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

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

Overall, all students are performing at high proficiency levels at the District and Elementary Schools. At Hillcrest Middle School, all students are performing at a high level. However, the subgroups that are not performing at high levels are the following: EL, low-SES, and students with disabilities.

74

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

Overall, students in schools throughout Gravenstein Union School District perform at high to very high levels. However, the subgroups EL, low-SES, and students with disabilities, are not performing at high levels at the Middle School.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

No material differences

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

We want to change the wording of the goal to better fit the language on the new CAASPP testing (e.g. exchange "standards met" vs "proficient." In 17-18 it will read: "Goal #4: All students will meet or exceed common core standards in Math and Language Arts."

75

# Annual Update LCAP Year Reviewed: 2016-17

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

## Goal 5

Goal #5: ELs will acquire full proficiency in English as rapidly and effectively as possible and attain parity with native speakers of English in English Language Arts and Math.

State and/or Local Priorities Addressed by this goal:

STATE	<input type="checkbox"/>	1	<input checked="" type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input checked="" type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

5% annual increase in English Fluency as measured on the CELDT and 5% annual increase in ELA and Math proficiency as measured on State test scores or reclassification rate. 2A,B & 4D

76

#### ACTUAL

The new CA School Dashboard provides more easily measurable data than the CELDT. So we will switch to using that metric to measure English Learner progress in ELA.

14.5% annual increase in English Fluency among EL students at Gravenstein Elementary and 4.8% increase at Hillcrest Middle school, as measured on the CA Dashboard.

The EL students at Gravenstein Elementary are performing at high and very high levels, and demonstrated "significant" improvements in the last year, as well. The Hillcrest EL students are performing at low levels and have "maintained" their performance levels.

2A,B & 4D

### ACTIONS / SERVICES

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

Action

1

Actions/Services	<p><b>PLANNED</b> 5.1 Daily English Language Development: English Learners receive high quality Daily English Language Development (integrated within the regular class) from highly trained teachers who have special credential authorization to teach English learners in appropriate, mainstreamed settings.</p>	<p><b>ACTUAL</b> 5.1 Daily English Language Development: English Learners received high quality Daily English Language Development (integrated within the regular class) from highly trained teachers who have special credential authorization to teach English learners in appropriate, mainstreamed settings</p>
Expenditures	<p><b>BUDGETED</b> Included above in 1.1</p>	<p><b>ESTIMATED ACTUAL</b> Included above in 1.1</p>

**2**

Action	<p><b>PLANNED</b> 5.2 Curricular Support: In addition, highly trained teachers and assistants provide extra support in the Learning Lab if needed.</p>	<p><b>ACTUAL</b> 5.2 Curricular Support: In addition, highly trained teachers and assistants provided extra support in the Learning Lab, and in Directed Studies class, as needed.</p>
Expenditures	<p><b>BUDGETED</b> Included above in 1.7</p>	<p><b>ESTIMATED ACTUAL</b> Included above in 1.7</p>

**3**

Actions/Services	<p><b>PLANNED</b> 5.3 Monitor Support: Students who have achieved English fluency continued to be progress monitored to ensure school success</p>	<p><b>ACTUAL</b> 5.3 Monitor Support: Students who have achieved English fluency continued to be progress monitored to ensure school success</p>
Expenditures	<p><b>BUDGETED</b> Included above in 1.1</p>	<p><b>ESTIMATED ACTUAL</b> Included above in 1.1</p>

**ANALYSIS**

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

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

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

- English Learners received high quality Daily English Language Development (integrated within the regular class) from highly trained teachers who have special credential authorization to teach English learners in appropriate, mainstreamed settings
- This year we introduced additional EL pull out instruction provided by a credentialed teacher.

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

- The ELD instruction at the elementary level is proving successful. The EL students are achieving at the same high-very high level as "all students."
- The Hillcrest EL students are performing at low levels and have "maintained" their performance levels.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Salary & Benefit increases mentioned in Goal 1

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

- In addition to high quality Daily English Language Development (integrated within the regular class) from highly trained teachers, we plan to hire an additional Teaching Assistant and a School Counselor to further support students reach grade level proficiency in English and attain parity with native speakers of English in English Language Arts and Math.
- In 17-18 add the following goal action:  
"5.3: Administer CELDT annually and use data to identify students who have stalled in EL fluency progress."

# Annual Update LCAP Year Reviewed: 2016-17

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

## Goal 6

Goal #6: Appropriate academic and social/emotional support will be given to students who are struggling academically and/or socially.

State and/or Local Priorities Addressed by this goal:

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

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

Students identified as needing intervention will show at least a 2% increase in proficiency as measured by state tests and teacher reports. 6A, 6B, 4A  
 Maintain suspensions and expulsions at zero.

79

#### ACTUAL

Students identified as needing intervention will showed at least a 2% increase in proficiency as measured by state tests and teacher reports. 6A, 6B, 4A  
 Suspensions remained low at the Elementary level but increased at the Middle School. It could indicate that "zero suspensions" is not a practical goal because it could indicate that dangerous behaviors are not being addressed.  
 However, the increase in suspensions is coming particularly from the subgroup of students with disabilities. That statistic requires further investigation to ensure the students are being cared for in a fair and effective manner.

Expulsions remained at zero. That is a reasonable goal for the schools of the District.

### ACTIONS / SERVICES

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

Action 1

PLANNED

ACTUAL

Actions/Services

6.1 Continue Second Step lessons (SEL program) and training

**BUDGETED**  
Included above in 2.1

6.1 Continued Second Step lessons (SEL program) and training, used with varying fidelity from classroom to classroom.

**ESTIMATED ACTUAL**  
Included above in 2.1

**2**

Action

**PLANNED**  
6.2 Contract with a Behaviorist, School Psychologist, or Counselor when needed.

**ACTUAL**  
6.2 Contracted with a Behaviorist, School Psychologist, or Counselor when needed.

- At the Elementary campus a Lunch Bunch Club is offered to teach friendship skills to K-5th graders.
- At the Middle School campus a Dungeon and Dragon Club for 7/8th graders, and a Board Game Club for 6th graders, was added at lunchtime to provide a safe place for students to develop social skills and build a sense of belonging.

**BUDGETED**  
01-0000-0-0000-3120-5830-105-0000 \$120

**ESTIMATED ACTUAL**  
01-0000-0-0000-3120-5830-105-0000 \$120

80

ANALYSIS

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

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

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

Appropriate academic and social/emotional support was given to students who were struggling academically and/or socially. The District contracted with a Behaviorist, School Psychologist, or Counselor as needed.

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

The needs of students with IEPs and 504s have been addressed via the Special Education Teachers and School Psychologist. The general population is served via Second Step lessons. Still, the stakeholders have noted the need for a School Counselor.



Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

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

No material differences

The Board took action in May 2017 to hire a 1.0 FTE School Counselor to share among the District's schools.  
Consider investigating a replacement program for Second Step, or perhaps add a program that features mindfulness and growth mind-set.

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# Annual Update LCAP Year Reviewed: 2016-17

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

## Goal 7

Goal #7: Facilities are safe, well-maintained, conducive to learning and include technology

State and/or Local Priorities Addressed by this goal:

STATE	<input checked="" type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

FIT survey will continue to indicate that all school facilities are clean and well maintained. All areas are rated as "good". 1C

#### ACTUAL

FIT survey indicated that all school facilities are clean and well maintained. All areas are rated as "good". 1C

### ACTIONS / SERVICES

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

 Action 1

#### PLANNED

7.1 Facilities and educational and instructional technology remains clean and in good working order

#### ACTUAL

7.1 Facilities and educational and instructional technology remained clean and in good working order. In addition to the Phase 2 projects, the following facility and technology improvements were made:

- New whiteboards were installed throughout Hillcrest campus.
- Teacher technology tools were replaced throughout Hillcrest campus.
- Computer technology is being expanded to the TK-1st grade classrooms

- Additional access points were added throughout District schools.

**ESTIMATED ACTUAL**  
01-0000 & 8150-0-0000-8xxx-xxxx-xxx-xxxx \$16,630

**BUDGETED**  
01-0000 & 8150-0-0000-8xxx-xxxx-xxx-xxxx \$ 17,086

## 2

Action

**ACTUAL**  
7.2 The Gravenstein Modernization Phase II began June 2016 and is near completion as of May 2017.

**ESTIMATED ACTUAL**  
21-xxxx-0-0000-8xxx-xxxx-103-0000 \$2,572,249  
40-0000-0-0000-8500-xxxx-103-0000 \$159,9786

**PLANNED**  
7.2 The Gravenstein Modernization Phase II will begin June 2016.

**BUDGETED**  
21-xxxx-0-0000-8xxx-xxxx-103-0000 \$ 2,192,728  
40-0000-0-0000-8500-xxxx-103-0000 \$ 880,762

Actions/Services

Expenditures

### ANALYSIS

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

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

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

Facilities and educational and instructional technology remained clean and in good working order.

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

The facilities are kept in good working order thanks to the hard work of the maintenance staff, and under the direction of the Head of Maintenance.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Construction costs were increased due to previously unknown circumstances.

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

Ally Technologies has been a good addition to the team this year, to help maintain computer technology. Stakeholder suggested facility projects to consider:

- Staff room on Hillcrest campus is slated for remodel in 17-18.
- Add blinds to Gravenstein and Hillcrest classrooms, and District office
- Find a way to reduce the temperature in some Hillcrest classrooms that get too warm on hot days (e.g. cool roof, AC window units)

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# Annual Update

LCAP Year Reviewed: 2016-17

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

## Goal 8

Goal #8: The maintaining of wireless availability for technology that has been purchased.

State and/or Local Priorities Addressed by this goal:

STATE	<input type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4	<input type="checkbox"/>	5	<input type="checkbox"/>	6	<input type="checkbox"/>	7	<input type="checkbox"/>	8	<input checked="" type="checkbox"/>
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10													
LOCAL																	

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

- Students will be increasing needed skills according to the technology plan.
- The wireless system will have reliability on campus 80% of the time.
- The student to computer ratio will be on-to-one district wide for 3rd – 8th grade. The K-2nd grade students will have more access to the computer carts and computer lab.

#### ACTUAL

- Students increased technology skills according to the technology plan, especially in the use of Google Classroom.
- The wireless system reliability was increased to 100% with the addition of access points.
- The student to computer ratio will be on-to-one district wide for 2nd – 8th grade. The TK-1st grade students will have 2:1 ratio of Yoga Chromebooks by the end of 16-17.

### ACTIONS / SERVICES

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

Action **1**

#### PLANNED

8.1 Updating/Increasing Wireless Capability and purchase additional laptop computers if needed per school campus.

Actions/Services

#### ACTUAL

8.1 Wireless Capability was increased via additional access points. Additional laptop computers were purchased and repaired as needed, per school campus.

BUDGETED	ESTIMATED ACTUAL
01-0000-0-1110-1000-6400-000-0000 \$25,000	01-0000-0-1110-1000-6400-000-0000 \$25,000
01-0000-0-0000-2420-5840-105-xxxx \$1400	01-0000-0-0000-2420-5840-105-xxxx \$1,027

Expenditures

ANALYSIS

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

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

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

Wireless Capability was increased via additional access points. Additional laptop computers were purchased and repaired as needed, per school campus.

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

We were successful in increasing internet reliability above the goal of 80% to 100% of the time.  
We increased access of TK-1st graders to computer technology, with the addition of Yoga Chromebooks to their classrooms.

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Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

No material differences

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

The goal actions should reflect the expectation of 100% wireless reliability, compared to the previous expectation of 80% reliability.  
Hillcrest Hall needs a wireless access point added, as there is currently no internet available in that building, and it is used for presentations that need connectivity.

# Annual Update LCAP Year Reviewed: 2016-17

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

## Goal 9

**Goal #9:** Students experiencing chronic absenteeism will be supported in attending school through individual conferencing or home visits to determine the need. This will include the need to go to their home school district if distance to school is the issue.

State and/or Local Priorities Addressed by this goal:

STATE	<input type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input checked="" type="checkbox"/>	4	<input type="checkbox"/>	5	<input checked="" type="checkbox"/>	6	<input checked="" type="checkbox"/>	7	<input checked="" type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

SARB process will be used to improve attendance rates of truant students.5B

Goal attendance rate 96 %to 97% 5A

100% Parent involvement/engagement including the parents of unduplicated students and parents of students with exceptional needs. 3A, 3B, 3C

#### ACTUAL

SARB process was used to improve attendance rates of truant students.5B

Goal attendance rate 96 % increased to 97% at Gravenstein Elementary in 2016, and decreased to 95.8% at Hillcrest Middle in 2016 5A

100% Parent involvement/engagement including the parents of unduplicated students and parents of students with exceptional needs. 3A, 3B, 3C

### ACTIONS / SERVICES

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

Action **1**

	PLANNED	ACTUAL
Actions/Services	9.1 Provide school lunch	9.1 Provided school lunch
Expenditures	BUDGETED 01-0000-0-0000-9300-7616-000-CAFE \$988	ESTIMATED ACTUAL 01-0000-0-0000-9300-7616-000-CAFE \$988

2

Action

<b>PLANNED</b>	<b>ACTUAL</b>
9.2 Provide transportation	9.2 Provided transportation
BUDGETED 01-0000-0-0000-3600-5804-105-LCAP \$5,000	ESTIMATED ACTUAL 01-0000-0-0000-3600-5804-105-LCAP \$5,000

Actions/Services

Expenditures

3

Action

<b>PLANNED</b>	<b>ACTUAL</b>
9.3 Superintendent communication (which includes information on attendance and LCAP) sent to all families weekly. The percentage of "open" rates will be tracked and phone calls made to families who are not engaged.	9.3 Superintendent communication (which includes information on attendance and LCAP) sent to all families weekly. The percentage of "open" rates are tracked and phone calls made to families who are not engaged. <ul style="list-style-type: none"> <li>Added the One Call system to improve home/school communication.</li> <li>Hillcrest Website was updated</li> </ul>
BUDGETED 01-0000-0-0000-7200-5800-105-0000 (Constant Contact Program) \$18	ESTIMATED ACTUAL 01-0000-0-0000-7200-5800-105-0000 (Constant Contact Program) \$19

Actions/Services

Expenditures



**ANALYSIS**

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

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

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

The District provided key services to increase student engagement and increase attendance, such as the following: provided lunch, provided bus transportation, and employed the SARB process to address chronic absenteeism.

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

Administration and attendance clerks worked together to identify students with chronic absenteeism and took steps to overcome obstacles to attendance together.



Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

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

No material differences

No changes to the goal anticipated.

# Annual Update

LCAP Year Reviewed: 2016-17

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

## Goal 10

Goal #10: All students will be involved in school wide programs to boost school pride and a feeling of belongingness of each child, to treat others with respect, kindness and compassion, and to ensure that bullying and inappropriate behavior that distracts students from learning is not happening. This includes the use of Second Step lessons in all classrooms.

State and/or Local Priorities Addressed by this goal:

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

### ANNUAL MEASURABLE OUTCOMES

#### EXPECTED

- Maintain (0) Suspensions 6A
- Maintain (0) Expulsions 6B
- Address concerns from the local climate survey of maintaining the safe school climate and students feeling connected to school. 6C

90

#### ACTUAL

- Suspensions stayed low at the elementary level, but increased at the middle school level. 6A
- Maintained (0) Expulsions 6B
- The Healthy Kid Survey is given every other year. It was not given the 16-17 year. 6C

### ACTIONS / SERVICES

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

Action **1**

#### PLANNED

10.1 Continue K-8 Implementation of Second Step in all classrooms and, additionally, Too Good for Drugs in the 5th grade classrooms.

#### ACTUAL

10.1 Continued K-8 Implementation of Second Step in all classrooms. Too Good for Drugs was not used with fidelity in the 5th grade classrooms.

#### BUDGETED

01-0000-0-1110-1000-4310-105-0000 \$500

#### ESTIMATED ACTUAL

01-0000-0-1110-1000-4310-105-0000 \$786

Expenditures

**2**

Action

Actions/Services

**PLANNED**

10.2 Utilization of the teachers, principal, psychologist, speech therapist (lunch bunch – to learn appropriate social speech) and contracted behaviorist when needed to assist staff and students when students are having difficulties.

**ACTUAL**

10.2 Teachers, principal, psychologist, speech therapist (lunch bunch – to learn appropriate social speech) were utilized and we contracted with a behaviorist/school psychologist when needed to assist staff and students when students are having difficulties.

**BUDGETED**

Included in above 1.1

**ESTIMATED ACTUAL**

Included in above 1.1

**3**

Action

Actions/Services

**PLANNED**

10.3 Provide transportation

**ACTUAL**

10.3 Provided transportation

**BUDGETED**

Included in above 9.2

**ESTIMATED ACTUAL**

Included in above 9.2

**4**

Action

Actions/Services

**PLANNED**

10.4 Research local climate survey tool.

**ACTUAL**

10.4 Local climate survey tool was not researched.

**BUDGETED**

0

**ESTIMATED ACTUAL**

0

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**ANALYSIS**

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

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

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

All students were involved in school wide programs to boost school pride and a feeling of belongingness of each child, to treat others with respect, kindness and compassion, and to ensure that bullying and inappropriate behavior that distracts students from learning is not happening.

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

The Second Step lessons were not offered with fidelity in all classrooms.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Salary & benefit differences listed in goal 1

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

Staff expressed an interest in seeking programming that addresses restorative justice, mindfulness and growth mind-set, perhaps in place of Second Step and Too Good for Drugs. Sebastopol Police Chief Weaver has offered other resources that we are considering.

# Stakeholder Engagement

LCAP Year  2017-18  2018-19  2019-20

## INVOLVEMENT PROCESS FOR LCAP AND ANNUAL UPDATE

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

The Board of Trustees, Site Council/LCAP Advisory Committee, leadership, and teachers participated in discussions around the LCAP priorities and goals. Classified staff were represented in the Site Council. A teachers' union representative participated in the Site Council/LCAP Advisory Committee. The Superintendent made a request through the weekly emails for parent representation for the English Learners on the LCAP Advisory Committee. The LCAP Advisory Committee had a parent who represented the EL community. Throughout the year, the Superintendent consulted and gathered information from the students. Each Friday of the year, school-wide meetings were held after lunch in the center of campus. Students also brought requests and concerns to the Superintendent either individually, in small groups, or in writing.

On Jan 24, 2017, February 28, 2017, March 28, 2017, and May 30, 2017:

School Site Council & LCAP Advisory Committee reviewed the LCAP for 2017/18. The Superintendent presented Section 2: Goals, Actions, Expenditures and Progress Indicators of the LCAPs. The committee then reviewed and discussed each goal and the actions. We conducted a for the update section of this year's LCAPs, and addressed any changes needed for next years' LCAPs.

Priorities Identified by School Site Council & LCAP Advisory Committee and Stakeholder feedback:

- Promote curriculum development and higher levels of student achievement within the District consistent with state standards and framework. (District Goal #3 Curriculum and Instruction)
- Continue staff development in Common Core Implementation and common planning time.
- Continue additional availability of technology for students.
- Continue assistance by IT personnel for maintenance of technology and assistance for teachers.
- Continue investigating the purchase of common core aligned ELA and NGSS textbooks.
- Continue the Learning Lab placement for non-proficient students.
- Continue Homework Club
- Continue Second Step, but look at other tools, and assemblies to help address social/emotional learning
- Continue the maintenance of facilities

Final review of 2017-18 LCAPs. Recommendation of three LCAPs for 2017-18 to the Board for approval.

Date of public hearing for LCAP and Budget : May 10, 2017

Date of approval for LCAP and Budget: June 14, 2017

May 18, 2017: Mrs. Schwinn met with representatives from Student Council at Gravenstein Elementary to explain the LCAP goals and to receive input from the student body for the LCAP. The students gavethe following feedback on each of the LCAP goals and associated actions/services:

Goal 1:

- We have great teachers!

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- Classes are a good size, and they can get help from the teachers.
- Everyone has enough textbooks.
- Make sure TK-1st grade are getting access to computers by going to the computer lab a lot. "They can't type."
- They would like to see more small focus-related tools like fidgets and stress balls available to all students in classrooms. They say sometime the wobble chairs that are currently used can be a distraction to other nearby students.

Goal 2:

- More ELD help for students was added and should keep going. It helps.
- They are Ok with their teachers going to training. It helps their class.

Goal 3:

- 3rd grade is not really using the social studies textbook. They are accessing history via ELA.
- They like the new IXL program and want to use it more.
- Make resources for tutoring available.
- Some tutoring is available for students who go to Daycare.

Goal 4:

- No feedback

Goal 5:

- More ELD help for students was added and should keep going. It helps.
- Can we have Spanish speaking students and teachers spend time with Spanish speaking newcomers to make sure they feel welcome.

Goal 6:

- Sometimes students don't really have a way to get help with social/emotional problems.
- Teacher run weekly class meetings help work out "drama."
- They think we should get one School Counselor that the kids can get to know and feel comfortable talking to about their problems.
- They suggest we make a friendship bench for each playground both campuses, and put it on the playground where kids can sit if they want someone to play with. Then another student can see them sitting there and come invite them to play. They suggest painting a message on the benches like "if you want a friend, be a friend."
- They wonder if the library can be opened at recess for another place for kids to relax and read at breaks.

Goal 7:

- Mostly they think the schools look very nice, but here are areas where they see room for improvement:
- Kids should stop digging in the fields and track. It is dangerous. Kids trip in holes.
- They think digging is happening in daycare.
- Current holes need to be filled.
- Stop/clean up writing into the girl's room.
- Little kids are scratching on the partitions in the bathrooms
- Rocks on the track make people slip.
- They'd like a second tetherball pole installed.

Goal 8:

- Internet can be somewhat slow at times, but rarely lose service.

94



- Students are kicked off about 1X every two months.
- That looks like a significant improvement over last years.

#### Goal 9:

- To support students that are absent it would be helpful if every teacher had a website where they posted their homework. Then they could check for assignments when they are home with an illness.
- They appreciate that lunches are provided but students in the feedback group had dietary restrictions like gluten free and vegan, and they found that most food offered at school is not suitable for them.
- They appreciate when classroom parents accommodate their dietary restrictions in class parties.
- They wish there was more awareness of dietary limits so all kids can join in on the fun and not feel left out.
- They think parents and kids should not gossip about why kids are absent.

#### Goal 10:

Second Step program is used with variable fidelity. Teachers also employ other methods to build a community of caring. For example:

- 3rd grade uses the lessons a couple times per year, and they use other practices like "class appreciations" more frequently.
- 4th grade felt reading meaningful books, such as "Wonder" this year, helped them talk about issues like bullying and allowed them to have lessons that contributed to this goal.
- 5th grade is not using Second Step, but instead they use Go Noodle to help make kids feel better. They use Restorative Justice circle, and events like "Girls' Lunch" to help them work out problems.
- Additional Student Outreach and Superintendent's Response:
- Supt. Schwinn followed up by raising some of the concerns raised by Student Council at the school-wide, weekly assemblies.
- Mrs. Schwinn let all the students know if there is any additional input, please let her know.
- Students in small groups and as individuals collaborated with Supt. Schwinn throughout the school year to address many of the concerns listed above.

On March 10, 2017 Superintendent Schwinn held an open stakeholders meeting to encourage students, staff, parents, Trustees, and community members to give input on the District's LCAPs.

Priorities identified at this meeting include:

- Hire a full time Counselor for the District
- Continue process of adopting CCSS based curriculum

Superintendent Schwinn had conversations with certificated staff at the monthly faculty meetings and identified the following priorities for the 17-18 LCAP:

- Increase technology for TK-1st grade, add Yoga Chromebooks at a 2:1 ratio and increase bandwidth to accommodate additional students on line.
  - Continue textbook adoption to obtain needed CCSS aligned materials. (So far only Math has been adopted.)
- Order of adoption should be as follows: Complete ELA adoption first, then NGSS aligned Science; then look at updating History/SS
- Add a full-time Counselor
  - Add a Principal position to the Elementary campus.

## IMPACT ON LCAP AND ANNUAL UPDATE

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

Priorities identified by School Site Council & LCAP Advisory Committee and other Stakeholder feedback:

- Promote curriculum development and higher levels of student achievement within the District consistent with state standards and framework. (District Goal #3 Curriculum and Instruction)
- Continue staff development in Common Core Implementation and common planning time.
- Continue additional availability of technology for students.
- Continue assistance by IT personnel for maintenance of technology and assistance for teachers.
- Continue investigating the purchase of common core aligned ELA and NGSS textbooks.
- Continue the Learning Lab placement for non-proficient students.
- Continue Homework Club
- Continue Second Step, but look at other tools, and assemblies to help address social/emotional learning
- Continue the maintenance of facilities
- Add Principal and School Counselor positions

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Results from Student Input:

- Add a full-time School Counselor to serve students at all District schools.
- Friendship bench will be suggested as next year's School Site Council community goal, and pursued with our Facility Manager.
- TK-1st will receive greater access to technology with the purchase of Yoga Chromebooks for TK-1st grade. Devices that include a tablet and keyboard were selected for the classrooms, so they can "learn to type!"
- Expand the bandwidth to support more students online at once.
- ELD services will be continued in 17-18.
- EL needs will be addressed when adopting new ELA program. "Wonders" program (which includes EL materials, selected for pilot in 17-18).
- Additions recommended and implemented at the Gravenstein Campus to the program for 2017/18:
- Continue with the added full time teaching position to the Learning Lab at Gravenstein replacing teaching assistants.
- Add 1-2 Teaching Assistant positions to support students in the classroom with Multi Tier Systems of Support.



# Goals, Actions, & Services

## Strategic Planning Details and Accountability

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

New
  Modified
  Unchanged

### Goal 1

Goal #1: The district goal is to increase the percentage of students who meet or exceed the new CA State Standards in all subgroups by 2% annually.

State and/or Local Priorities Addressed by this goal:

STATE	<input checked="" type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input checked="" type="checkbox"/>	4	<input checked="" type="checkbox"/>	5	<input type="checkbox"/>	6	<input checked="" type="checkbox"/>	7	<input checked="" type="checkbox"/>	8
COE	<input type="checkbox"/>	9	<input type="checkbox"/>	10												
LOCAL																

Identified Need

Identified Need : Proficiency -- Student Performance

2016 CAASPP Scores at or above Standard:

2016 3rd Gr 4th Gr 5th Gr 6th Gr 7th Gr 8th Gr						
ELA	72%	77%	77%	74%	73%	68%
Math	68%	69%	62%	60%	62%	58%
Science		83%				86%

When reviewing results from all students in all subjects, more GUSD students scored in the highest "standards exceeded" area than all others. 60% are considered proficient or above:  
 39% standards exceeded  
 21% standards met  
 23% standards nearly met  
 17% standards not met

Further analysis:

Proficiency was down slightly in 4th gr Math last year, otherwise all areas in all grades maintained or increased more than 2%.

2015 CAASPP Scores -- at or above Standard:

2015 3rd Gr 4th Gr 5th Gr 6th Gr 7th Gr 8th Gr						
ELA	68%	66%	80%	75%	64%	64%
Math	66%	74%	61%	63%	56%	52%
Science	81%	85%				

2013 STAR Scores -- at or above Proficient:

2nd Gr 3rd Gr 4th Gr 5th Gr 6th Gr 7th Gr 8th Gr  
 ELA 83% 70% 89% 83% 83% 87% 82%  
 Math 88% 81% 84% 74% 79% 72% 58% (Alg I)  
 Science 78% 85%  
 History 80%

API:  
 Year District Community Day School Gravenstein First Gravenstein Charter Hillcrest Charter  
 2011 895 N/A N/A 902 895  
 2012 916 N/A N/A 911 925  
 2013 906 N/A N/A 903 908

Fitness Metrics 2016:

	Grade 5	Grade 7
Physical Fitness Task Total Tested % in HFZ % not in HFZ Total Tested % in HFZ % not in HFZ	73	84
Aerobic Capacity	71.2% 28.8%	70.2% 29.8%
Body Composition	73	84
Abdominal Strength	79.5% 20.5%	88.1% 11.9%
Trunk Extension	87.7% 12.3%	84
Upper Body Strength	73	84
Flexibility	73	84
	69.9% 30.1%	92.9% 7.1%

Finest levels dropped overall in 2016.

Other Information:

Year Middle School Drop Out Rate  
 2013-14 No middle school dropouts  
 2014-15 (1) 8th grade student drop out  
 2015-16 No middle school dropouts

Staffing:

100% of teachers are appropriately credentialed, highly qualified and have the appropriate EL authorization.  
 100% of administrators are credentialed, highly qualified and have the appropriate EL authorization.  
 100% of instructional assistants are highly qualified.

100% student access to the grade level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.

This District is a K-8 school system so the following metrics are not applicable:

- 4C – Percent of pupils who have successfully completed courses that satisfy the requirements for entrance to the UC, CSU or Career technical education sequences or programs of study that align with state board approved career technical education standards and frameworks.
  - 4F – Percent of pupils who have passed an advanced placement examination with a score of 3 or higher.
  - 4G – Percent of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness.
  - 5D – High school drop out rate
  - 5E – High school graduation rate
- API

**EXPECTED ANNUAL MEASURABLE OUTCOMES**

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
CAASPP, PFT, etc. as seen above	See result of standardized assessments above	<p>Student performance on:</p> <ul style="list-style-type: none"> <li>State tests will increase by 2 percentage points per year.</li> <li>Local Assessments/ Benchmarks: Students at benchmark will increase by 2 percentage points per year</li> <li>Fitness: Number of students in the healthy fitness zone on all 6 measures will increase by 2 points per year.</li> </ul> <p>Middle school dropout rate is zero.</p>	<p>Student performance on:</p> <ul style="list-style-type: none"> <li>State tests will increase by 2 percentage points per year.</li> <li>Local Assessments/ Benchmarks: Students at benchmark will increase by 2 percentage points per year</li> <li>Fitness: Number of students in the healthy fitness zone on all 6 measures will increase by 2 points per year.</li> </ul> <p>Middle school dropout rate is zero.</p>	<p>Student performance on:</p> <ul style="list-style-type: none"> <li>State tests will increase by 2 percentage points per year.</li> <li>Local Assessments/ Benchmarks: Students at benchmark will increase by 2 percentage points per year</li> <li>Fitness: Number of students in the healthy fitness zone on all 6 measures will increase by 2 points per year.</li> </ul> <p>Middle school dropout rate is zero.</p>
99		<p>100% student access to classes with appropriately credentialled teachers will be maintained.</p> <p>100% student access to the grade level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.</p>	<p>100% student access to classes with appropriately credentialled teachers will be maintained.</p> <p>100% student access to the grade-level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.</p>	<p>100% student access to classes with appropriately credentialled teachers will be maintained.</p> <p>100% student access to the grade-level appropriate core curriculum for all students and for unduplicated students and students with exceptional needs.</p>

**PLANNED ACTIONS / SERVICES**

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

**Action 1**

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

Students to be Served

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

Location(s)

All Schools
  Specific Schools:
  Specific Grade spans:

OR

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

Students to be Served

English Learners     Foster Youth     Low Income  
 LEA-wide     Schoolwide    **OR**     Limited to Unduplicated Student Group(s)

Location(s)

All Schools     Specific Schools:     Specific Grade spans:

ACTIONS/SERVICES

<p><b>2017-18</b></p> <p><input type="checkbox"/> New    <input type="checkbox"/> Modified    <input checked="" type="checkbox"/> Unchanged</p> <p>1.1 180 student day school year will continue</p>	<p><b>2018-19</b></p> <p><input type="checkbox"/> New    <input type="checkbox"/> Modified    <input checked="" type="checkbox"/> Unchanged</p> <p>1.1 180 student day school year will continue</p>	<p><b>2019-20</b></p> <p><input type="checkbox"/> New    <input type="checkbox"/> Modified    <input checked="" type="checkbox"/> Unchanged</p> <p>1.1 180 student day school year will continue</p>
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BUDGETED EXPENDITURES

<p><b>2017-18</b></p> <p>Amount: \$ 186,442</p> <p>Source: LCFF</p> <p>Budget Reference: 01-0000-0-1110-1000-xxxx-105-xxxx and 01-1400-0-1110-1000-xxxx-105-xxxx</p>	<p><b>2018-19</b></p> <p>Amount: \$ 186,442</p> <p>Source: LCFF</p> <p>Budget Reference: 01-0000-0-1110-1000-xxxx-105-xxxx and 01-1400-0-1110-1000-xxxx-105-xxxx</p>	<p><b>2019-20</b></p> <p>Amount: \$ 186,442</p> <p>Source: LCFF</p> <p>Budget Reference: 01-0000-0-1110-1000-xxxx-105-xxxx and 01-1400-0-1110-1000-xxxx-105-xxxx</p>
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Action **2**

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

Students to be Served

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

Location(s)

All Schools     Specific Schools:     Specific Grade spans:

OR

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

Students to be Served

English Learners   
  Foster Youth   
  Low Income

Scope of Services

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

Location(s)

All Schools   
  Specific Schools:   
  Specific Grade spans:

ACTIONS/SERVICES

2017-18

New   
 Modified   
 Unchanged

1.2 All teachers, administrators, and instructional teacher assistants are highly qualified and appropriately assigned.

2018-19

New   
 Modified   
 Unchanged

1.2 All teachers, administrators, and instructional teacher assistants are highly qualified and appropriately assigned.

2019-20

New   
 Modified   
 Unchanged

1.2 All teachers, administrators, and instructional teacher assistants are highly qualified and appropriately assigned.

BUDGETED EXPENDITURES

2017-18

Amount    \$7,797

Budget Reference    Teachers & assts included above 01-0000-0-0000-2700-1xxx&3xxx-105-0000

2018-19

Amount    \$7,797

Budget Reference    Included above 01-0000-0-0000-2700-1xxx&3xxx-105-0000

2019-20

Amount    \$7,797

Budget Reference    Included above 01-0000-0-0000-2700-1xxx&3xxx-105-0000

Action    **3**

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

Students to be Served

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

Location(s)

All Schools   
 Specific Schools: Gravenstein Elementary   
 Specific Grade spans: K-3

OR

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

101

Students to be Served

English Learners    Foster Youth    Low Income

Scope of Services

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

Location(s)

All Schools    Specific Schools:    Specific Grade spans:

**ACTIONS/SERVICES**

<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> <b>Unchanged</b>	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> <b>Unchanged</b>	<input type="checkbox"/> New <input type="checkbox"/> Modified <input checked="" type="checkbox"/> <b>Unchanged</b>
1.3 Maintain K-3 Class Size Reduction to an average of 21 students per class.	1.3 Maintain K-3 Class Size Reduction to an average of 21 students per class.	1.3 Maintain K-3 Class Size Reduction to an average of 21 students per class.

**BUDGETED EXPENDITURES**

<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<u>Budget Reference</u> Included above	<u>Budget Reference</u> Included above	<u>Budget Reference</u> Included above

Action **4**

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

Students to be Served

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

Location(s)

All Schools    Specific Schools: Gravenstein Elementary    Specific Grade spans: TK-5

OR

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

Students to be Served

English Learners    Foster Youth    Low Income

Scope of Services

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

102

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

**ACTIONS/SERVICES**

2017-18	2018-19	2019-20
<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged 1.4 PE will continue to be taught 200 minutes every 10 school days (gr. 1-6) and 400 minutes every 10 school days grades 7-8. 1.0FTE PE Teacher position added in 17-18 for the elementary school	<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged 1.4 PE will continue to be taught 200 minutes every 10 school days (gr. 1-6) and 400 minutes every 10 school days grades 7-8. PE Teacher will continue	<input type="checkbox"/> New <input checked="" type="checkbox"/> Modified <input type="checkbox"/> Unchanged 1.4 PE will continue to be taught 200 minutes every 10 school days (gr. 1-6) and 400 minutes every 10 school days grades 7-8. PE Teacher will continue

**BUDGETED EXPENDITURES**

2017-18	2018-19	2019-20
Budget Reference Included above	Budget Reference Included above	Budget Reference Included above

Action **5**

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

Students to be Served

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

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

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

Students to be Served

English Learners  Foster Youth  Low Income

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

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

103



ACTIONS/SERVICES

2017-18

New  Modified  Unchanged

1.5 Computer labs have new or relatively new computers.  
We have a new IT provider and the curriculum is relevant and integrated.  
Add Yoga Chromebooks at 2:1 ratio in TK-1st gr (including necessary storage cases, accessories )

2018-19

New  Modified  Unchanged

1.5 Computer labs have new or relatively new computers.  
We have a new IT provider and the curriculum is relevant and integrated.  
Add Yoga Chromebooks at 2:1 ratio in TK-1st gr (including necessary storage cases, accessories )

2019-20

New  Modified  Unchanged

1.5 Computer labs have new or relatively new computers.  
We have a new IT provider and the curriculum is relevant and integrated.  
Add Yoga Chromebooks at 2:1 ratio in TK-1st gr (including necessary storage cases, accessories )

BUDGETED EXPENDITURES

2017-18

Amount \$ 1,000

Budget Reference 01-xxxx-0-xxxx-1000&2420-5840-105-xxxx

Action **6**

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

Students to be Served

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

Location(s)

All Schools  Specific Schools:  Specific Grade spans:

OR

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

Students to be Served

English Learners  Foster Youth  Low Income

Scope of Services

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

Location(s)

All Schools  Specific Schools:  Specific Grade spans:



ACTIONS/SERVICES

2017-18

New  Modified  Unchanged

1.6 A credentialed Music teacher teaches Music/Band and art is taught by Artists in Residence

2018-19

New  Modified  Unchanged

1.6 A credentialed Music teacher teaches Music/Band and art is taught by Artists in Residence

2019-20

New  Modified  Unchanged

1.6 A credentialed Music teacher teaches Music/Band and art is taught by Artists in Residence

BUDGETED EXPENDITURES

2017-18

Amount \$ 3,151

Budget Reference 01-xxxx-0-1510-1000-1110-105-xxxx

2018-19

Amount \$ 3,151

Budget Reference 01-xxxx-0-1110-1000-1110-105-xxxx

2019-20

Amount \$ 3,151

Budget Reference 01-xxxx-0-1110-1000-1110-105-xxxx

Action **7**

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

Students to be Served

All  Students with Disabilities  [Specific Student Group(s)] all qualifying students

Location(s)

All Schools  Specific Schools:  Specific Grade spans:

OR

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

Students to be Served

English Learners  Foster Youth  Low Income

Scope of Services

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

Location(s)

All Schools  Specific Schools:  Specific Grade spans:

ACTIONS/SERVICES

2017-18

2018-19

2019-20

105

<input type="checkbox"/> New	<input checked="" type="checkbox"/> Modified	<input type="checkbox"/> Unchanged	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Modified	<input type="checkbox"/> Unchanged
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1.7 A second credentialed teacher assigned to the Learning Lab for Title 1 services to assist non-proficient students.

**BUDGETED EXPENDITURES**

**2017-18**

Amount \$13,778

Budget Reference 01-0000-0-1110-1000-xxxx-105-LCAP

**2018-19**

Amount \$13,778

Budget Reference 01-0000-0-1110-1000-xxxx-105-LCAP

1.7 A second credentialed teacher assigned to the Learning Lab for Title 1 services to assist non-proficient students

**2019-20**

Amount \$13,778

Budget Reference 01-0000-0-1110-1000-xxxx-105-LCAP

1.7 A second credentialed teacher assigned to the Learning Lab for Title 1 services to assist non-proficient students

# Goals, Actions, & Services

## Strategic Planning Details and Accountability

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

New
  Modified
  Unchanged

### Goal 2

Goal #2: All teachers and instructional support staff will continue their learning about common core and receive training in common core standards.

State and/or Local Priorities Addressed by this goal:

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

### Identified Need

Students need to: Achieve proficiency in Common Core State Standards

Teacher comfort level in Common Core standards and ELD standards by subject area:

Year Math English Language Arts (ELA) Science	50%	75%	75%	100%
2013-14	50%	75%	75%	100%
2014-15	75%	85%	85%	100%
2015-16	95%	85%	85%	100%
2016-17	100%	85%	85%	100%

Common Core Instructional Materials:

Subject Area	Pilot Year	Adoption Year	Board Date
Math	2014/15 & 2015/16	2015/16	4/13/2016
ELA	2016/17 & 2017/18		
Science	2017/18		2018/19

### EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators

Baseline

2017-18

2018-19

2019-20

See above statistics on teacher comfort levels in teaching CCSS

By May 2018, teachers will report a full implementation of the new common-core aligned select ELA instructional materials including EL materials.

By May 2019, report full implementation of Common Core ELA, Math, and Science and will be piloting Social Studies materials.

By May 2019, report full implementation of Common Core ELA, Math, and Science and will be piloting Social Studies materials.

**PLANNED ACTIONS / SERVICES**

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

Action **1**

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

Students to be Served

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

Location(s)

All Schools  Specific Schools:  Specific Grade spans:

OR

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

Students to be Served

English Learners  Foster Youth  Low Income

Scope of Services

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

Location(s)

All Schools  Specific Schools:  Specific Grade spans:

**ACTIONS/SERVICES**

2017-18

New  Modified  Unchanged

2.1 Ensure professional development is high quality and assists teachers in full implementation of Common Core and ELD State Standards

2017-18

Amount \$359

2018-19

New  Modified  Unchanged

2.1 Ensure professional development is high quality and assists teachers in full implementation of Common Core and ELD State Standards.

2018-19

Amount \$359

2019-20

New  Modified  Unchanged

2.1 Ensure professional development is high quality and assists teachers in full implementation of Common Core and ELD State Standards.

2019-20

Amount \$359

**BUDGETED EXPENDITURES**

2017-18

Amount \$359

2018-19

Amount \$359

2019-20

Amount \$359

108

Budget Reference	01-4035-0-1110-1000-5200-105-0000	Budget Reference	01-4035-0-1110-1000-5200-105-0000	Budget Reference	01-4035-0-1110-1000-5200-105-0000
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# Goals, Actions, & Services

Strategic Planning Details and Accountability

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

New     
  Modified     
  Unchanged

## Goal 3

Goal #3: Teachers will have high quality, common-core aligned instructional materials in Language Arts, Math, and Science in sufficient quantities for all students including EL materials.

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

Identified Need

Students need to: Achieve proficiency in Common Core State Standards

Common Core Instructional Materials:  
 Subject Area Pilot Year Adoption Year Board Date  
 Math 2014/15 & 2015/16 2015/16 4/13/2016  
 ELA 2016/17 & 2017/18  
 Science 2017/18 2018/19

110

## EXPECTED ANNUAL MEASURABLE OUTCOMES

Metrics/Indicators	2017-18	2018-19	2019-20
Progress on materials acquisition as indicated via pilot and adoption timeline above	Common Core Instructional Materials: Subject Area Pilot Year Adoption Year Board Date Math 2014/15 & 2015/16 2015/16 4/13/2016 ELA 2016/17 & 2017/18 Science 2017/18 2018/19	By May 2018, teachers will report a full implementation of the new common-core aligned select ELA instructional materials including EL materials.	By May 2019, teachers will report a full implementation of Common Core ELA, and Math textbooks and pilot of Science textbooks.

## PLANNED ACTIONS / SERVICES

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