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| **EXECUTIVE SUMMARY** |
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| **SBE Template** |
| *Page(s) Ref#* | Comments / Follow Up Required:  |
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| **Plan Summary** |
| *Page(s) Ref#* | Comments / Follow Up Required: |
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| **Annual Update** |
| *Page(s) Ref#* | Comments / Follow Up Required: |
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| **Stakeholder Engagement** |
| *Page(s) Ref#* | Comments / Follow Up Required: |
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| **Goals, Actions, and Services** |
| *Page(s) Ref#* | Comments / Follow Up Required: |
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| **Demonstration of Increased or Improved Services for Unduplicated Pupils** |
| *Page(s) Ref#* | Comments / Follow Up Required: |
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| **LCAP FINANCIAL ANALYSIS** |
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| Total S/C Funds for LCAP Year *(based on LCFF Calculator)* |  |  |
| Total S/C Expenditures for LCAP Year |  |  |
|  |
| **S/C Expenditures Described in Goals, Actions, and Services but not included in Demonstration of Increased/Improved Services** |
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| **Expenditures Described in Demonstration of Increased/Improved Services but not included in Goals, Actions, and Services** |
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| **LCAP REVIEW CRITERIA** |
| ***Instructions to reviewer:*** *Mark the Yes box next to each criteria to indicate if the criteria is met based on review of the LCAP. If follow up is required, describe the follow up required using the Comments/Follow Up Required box. The Page Reference boxes may be used to help track where the criteria is met (or follow up required) in the LCAP. Note: Sections of the review form related to the Annual Update and Goals, Actions, and Services may be duplicated for each LCAP goal if reviewers prefer to complete a separate review for each goal.*

|  |  |  |
| --- | --- | --- |
| Yes | *Page(s) Ref#* | **SBE Template:** |
|[ ]   | T1 LCAP / annual update adheres to template adopted by the SBE (revised November 2016) |
|  | **Comments/Follow Up Required:** |
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| Yes | *Page(s) Ref#* | **Plan Summary:** |
|[ ]   | 1.01 Correct LCAP Year is checked. |
|[ ]   | 1.02 LEA name and contact information is provided. |
|[ ]   | 1.03  **The Story**: Includes brief description of students and community and how LEA serves them. |
|[ ]   | 1.04 **LCAP Highlights:** Identifies and summarizes key features of LCAP for the current year. |
|[ ]   | 1.05 **Review of Performance**: Greatest Progress:  |
|  |[ ]   1.051 What progress LEA is most proud of, based on review of LCFF Evaluation Rubrics, performance on state and local indicators, progress toward LCAP goals, local self-assessment, stakeholder input, or other information |
|  |[ ]   1.052 How LEA plans to maintain or build upon that success |
|[ ]   | 1.06 **Review of Performance**: Greatest Needs:  |
|  |[ ]   1.061 Identifies indicators where overall performance was in the "Red" or "Orange" categories or for which LEA received a “Not Met” or “Not Met for Two or More Years” rating in Evaluation Rubrics, as well as other areas in need of significant improvement based on review of local indicators |
|  |[ ]   1.062 Describes steps LEA is planning to take to address these needs |
|[ ]   | 1.07 **Review of Performance**: Performance Gaps:  |
|  |[ ]   1.071 Identifies state indicators for which performance of any student group was two or more performance levels below the "all student" performance in the LCFF Evaluation Rubrics |
|  |[ ]   1.072 For these indicators, identifies any modifications to the goals, actions/services and/or expenditures within the LCAP to improve performance levels |
|[ ]   | 1.08 **Review of Performance**: Increased or Improved Services: If not previously addressed, identifies two to three most significant ways that LEA will increase or improve services for unduplicated students. |
|[ ]   | 1.09 **Budget Summary:** Total general fund budgeted expenditures is included and verified. |
|[ ]   | 1.10 **Budget Summary:** Total funds budgeted for planned actions/services to meet the goals in the LCAP for the LCAP year is included and matches detail in LCAP. |
|[ ]   | 1.11 **Budget Summary:** Describes any General Fund Budget Expenditures for the LCAP year that are not included in the LCAP. |
|[ ]   | 1.12 **Budget Summary:** Total LCFF funding for LCAP year is included and verified. |
|  | **Comments/Follow Up Required:** |
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| Yes | *Page(s) Ref#* | **Annual Update** |
|[ ]   | 2.01 Each goal in the prior year LCAP is addressed, including the following information copied verbatim from the prior year LCAP: |
|  |[ ]   2.011 Goal description |
|  |[ ]   2.012 Identified state/local priorities |
|  |[ ]   2.013 Expected annual measurable outcomes |
|  |[ ]   2.014 Planned actions/services |
|  |[ ]   2.015 Planned expenditures |
|[ ]   | 2.02 Actual Annual Measurable Outcomes: Progress toward the expected annual outcomes(s) based on, at a minimum, the required metrics pursuant to EC 52060 are reviewed. |
|[ ]   | 2.03 Actual Annual Services: A description of the actual actions/services is included. |
|[ ]   | 2.04 Estimated Actual Annual Expenditures: Estimated actual annual expenditures are included. |
|[ ]   | 2.05 **Analysis**: Implementation:  |
|  |[ ]   2.051 For each goal, the overall implementation of the actions/services to achieve the articulated goal is described |
|  |[ ]   2.052 For each goal, a discussion of the relevant challenges and successes during the implementation process is included |
|[ ]   | 2.06 **Analysis**: For each goal, the review of progress includes an assessment of the effectiveness of the specified actions toward the achievement of the goal. |
|[ ]   | 2.07 **Analysis**: For each goal, any material differences between Budgeted Expenditures and Estimated Actual Expenditures are described. |
|[ ]   | 2.08 **Analysis:** Any changes to the goal and/or actions/services as a result of this analysis are described, and location(s) of changes to actions/services within the LCAP are identified. |
|  | **Comments/Follow Up Required:** |
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| Yes | *Page(s) Ref#* | **Stakeholder Engagement** |
|[ ]   | 3.01 Correct LCAP year is checked.  |
|[ ]   | 3.02 **Involvement Process:** Describes the process used to consult with groups below on LCAP and Annual Update: |
|  |[ ]   3.021 Parents |
|  |[ ]   3.022 Pupils |
|  |[ ]   3.023 School Personnel |
|  |[ ]   3.024 Local Bargaining Units, as applicable |
|  |[ ]   3.025 Community |
|[ ]   | 3.03 **Impact:** Describes the impact of stakeholder engagement on the development of the LCAP and Annual Review, including the impact on the LCAP goals, actions, services, and expenditures. |
|  | **Comments/Follow Up Required:** |
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| Yes | *Page(s) Ref#* | **Goals, Actions, and Services** |
|[ ]   | 4.01 **Goal Status**: Each goal is identified as “New”, “Modified” or “Unchanged”. |
|[ ]   | 4.02 **Goals:** Includes annual goals for all pupils and/or specific goals for schoolsites and each specific subgroup, including pupils with disabilities, both at the LEA level and where applicable, at the schoolsite level. |
|[ ]   | 4.03 **Related State Priorities:** Each state priority below is addressed within the goals: |
|  |[ ]   4.031 Priority 1: Basic (Conditions of Learning) |
|  |[ ]   4.032 Priority 2: Implementation of State Standards (Conditions of Learning) |
|  |[ ]   4.033 Priority 3: Parent Involvement (Engagement) |
|  |[ ]   4.034 Priority 4: Pupil Achievement (Pupil Outcomes) |
|  |[ ]   4.035 Priority 5: Pupil Engagement (Engagement) |
|  |[ ]   4.036 Priority 6: School Climate (Engagement) |
|  |[ ]   4.037 Priority 7: Course Access (Conditions of Learning) |
|  |[ ]   4.038 Priority 8: Other Pupil Outcomes (Pupil Outcomes) |
|  |[ ]   4.039 Priority 9: Expelled Pupils (Conditions of Learning) *(County Office of Education only)* |
|  |[ ]   4.0310 Priority 10: Foster Youth (Conditions of Learning) *(County Office of Education only)* |
|[ ]   | 4.04 **Identified Need:**  Need(s) address by the goal is/are described including a description of the supporting data (metrics) used to identify the need(s). |
|[ ]   | 4.05 **Expected Annual Measurable Outcomes:** For each goal, all required metrics as set forth in EC 52060(d) for each state priority checked are described either quantitatively or qualitatively for each LCAP year. For each identified state and/or local priority, at least one of the corresponding metrics is identified. Note that LEAs may identify metrics for specific student groups. |
|  |[ ]  **Priority 1: Basic** |
|  |[ ]  1. Teachers of the school district are appropriately assigned and fully credentialed in the subject areas and for the pupils they are teaching
 |
|  |[ ]  1. Every pupil in the school district has sufficient access to standards-aligned instructional materials
 |
|  |[ ]  1. School facilities are maintained in good repair
 |
|  |[ ]  **Priority 2: Implementation of State Standards** |
|  |[ ]  1. Implementation of the academic content and performance standards adopted by the state board
 |
|  |[ ]  1. How the programs and services will enable English learners to access the CCSS and the ELD standards for purposes of gaining academic content knowledge and English language proficiency
 |
|  |[ ]  **Priority 3: Parent Involvement** |
|  |[ ]  1. Efforts the school district makes to seek parent input in making decisions for the school district and each individual schoolsite
 |
|  |[ ]  1. How the school district will promote parental participation in programs for unduplicated pupils
 |
|  |[ ]  1. How the school district will promote parental participation in programs for individuals with exceptional needs
 |
|  |[ ]  **Priority 4: Pupil Achievement** |
|  |[ ]  1. Statewide assessments
 |
|  |[ ]  1. The Academic Performance Index
 |
|  |[ ]  1. The percentage of pupils who have successfully completed courses that satisfy the requirements for entrance to the UC or CSU, or career technical education sequences or programs of study that align with state board approved career technical education standards and frameworks
 |
|  |[ ]  1. The percentage of English learner pupils who make progress toward English proficiency as measured by the CELDT; or any subsequent assessment of English proficiency, as certified by the state board
 |
|  |[ ]  1. The English learner reclassification rate
 |
|  |[ ]  1. The percentage of pupils who have passed an advanced placement examination with a score of 3 or higher
 |
|  |[ ]  1. The percentage of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness
 |
|  |[ ]  **Priority 5: Pupil Engagement** |
|  |[ ]  1. School attendance rates
 |
|  |[ ]  1. Chronic absenteeism rates
 |
|  |[ ]  1. Middle school dropout rates
 |
|  |[ ]  1. High school dropout rates
 |
|  |[ ]  1. High school graduation rates
 |
|  |[ ]  **Priority 6: School Climate** |
|  |[ ]  1. Pupil suspension rates
 |
|  |[ ]  1. Pupil expulsion rates
 |
|  |[ ]  1. Other local measures, including surveys of pupils, parents, and teachers on the sense of safety and school connectedness
 |
|  |[ ]  **Priority 7: Course Access** |
|  |[ ]  1. A broad course of study that includes all of the subject areas described in Section 51210 and Section 51220(a) to (i), as applicable
 |
|  |[ ]  1. Programs and services developed and provided to unduplicated pupils
 |
|  |[ ]  1. Programs and services developed and provided to individuals with exceptional needs
 |
|  |[ ]  **Priority 8: Other Pupil Outcomes** |
|  |[ ]  1. Pupil outcomes, if available, in the subject areas described in Section 51210 and subdivisions (a) to (i), inclusive of Section 51220, as applicable
 |
|[ ]   | 4.06 **Expected Annual Measurable Outcomes:** For each goal with Pupil Engagement state priority checked, the rates specified in Appendix A of the LCAP Template are calculated and included. |
|[ ]   | 4.07 **Expected Annual Measurable Outcomes:** For each metric, baseline data is included and remains unchanged during the three-year LCAP period. |
|[ ]   | 4.08 **For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:** Students to be served: Each action/service identifies pupils to be served as either “ALL” **or** Students with Disabilities **or** the specific subgroup(s) served. If action/service is included as contributed to meeting the Increased or Improved Services requirement, should be left blank. |
|[ ]   | 4.09 **For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement:** Location(s): For each action/service, the location is indicated as “All schools” **or** a subset of specific schools **or** a subset of specific grade spans. If action/service is included as contributed to meeting the Increased or Improved Services requirement, should be left blank. |
|[ ]   | 4.10 **For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:** Students to be served: Each action/service identifies pupils to be served as “English Learners” and/or “Foster Youth” and/or “Low Income”. If action/service is not included as contributed to meeting the Increased or Improved Services requirement, should be left blank. |
|[ ]   | 4.11 **For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:** Scope of Services:The scope of service is indicated as “LEA-wide” **or** “Schoolwide” **or** “Limited to Unduplicated Student Group(s)”. If action/service is not included as contributed to meeting the Increased or Improved Services requirement, should be left blank. |
|[ ]   | 4.12 **For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement:** Location(s): For each action/service, the location is indicated as “All schools” **or** a subset of specific schools **or** a subset of specific grade spans. If action/service is not included as contributed to meeting the Increased or Improved Services requirement, should be left blank. |
|[ ]   | 4.13 **Action/Service Status:** For each year of the LCAP, each action/service is identified as “New”, “Modified from prior year” or “Unchanged from prior year”. |
|[ ]   | 4.14 **Actions/Services:** For each LCAP goal, annual actions to be performed and services to be provided for each goal are included. |
|[ ]   | 4.15 **Expenditure Amount:** For each action/service under each LCAP Year, budgeted expenditures are listed /described and enumerated. |
|[ ]   | 4.16 **Expenditure Source(s):** All fund sources are referenced for each proposed expenditure. |
|[ ]   | 4.17 **Expenditure Budget Reference:** All expenditures are classified using CSAM to identify where the expenditures can be found in the district’s budget. |
|  | **Comments/Follow Up Required:** |
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| Yes | *Page(s) Ref#* | **Demonstration of Increased or Improved Services for Unduplicated Pupils** |
|[ ]   | 5.01 All prior year tables for each of the three years within the LCAP are retained. |
|[ ]   | 5.02 Correct LCAP year is checked for table(s) included. |
|[ ]   | 5.03 Amount of Supplemental/Concentration Funds for LCAP year is identified and agrees to line 5 of proportionality calculation determined pursuant to 5 CCR 15496(a)(5). |
|[ ]   | 5.04 Percentage by which services for unduplicated pupils must be increased or improved as compared to services provided to all pupils in the LCAP year is identified for LCAP year and agrees to line 7 of proportionality calculation determined pursuant to 5 CCR 15496(a)(7). |
|[ ]   | 5.05 School district has fully demonstrated that it will increase and/or improve services for unduplicated pupils by the Minimum Proportionality Percentage pursuant to 5 CCF 15496(a). |
|[ ]   | 5.06 Description of increased/improved services to meet MPP requirement aligns to actions/services indicated as “Contributes to Increased or Improved Services” in Goals, Actions, and Services section. |
|[ ]   | 5.07 A description of how the Supplemental/Concentration funds are being expended is included. |
|[ ]   | 5.08 If the use of any of the Supplemental/Concentration funds are being used in a districtwide or schoolwide manner, includes a description of the use of any funds used in that manner, includes all of 5.071-5.073 below (if funds are not used in a districtwide or schoolwide manner, indicate N/A): |
|  |[ ]   5.081 Includes a description of those services that are being provided on a districtwide or schoolwide basis. |
|  |[ ]   5.082 Includes a justification for the use in a districtwide or schoolwide manner. |
|  |[ ]   5.083 Includes how services are principally directed toward and are effective in meeting district goals for its unduplicated pupils in the state priority areas. |
|[ ]   | 5.09 For school districts below 55% enrollment of unduplicated pupils districtwide or below 40% enrollment of unduplicated pupils at a school site, when using supplemental/concentration funds in a districtwide or schoolwide manner, a description of how the services provided are the most effective use of funds to meet the goals for unduplicated pupils in the state and local priority areas is included (if not applicable, indicate N/A). |
|[ ]   | 5.10 For school districts below 55% enrollment of unduplicated pupils districtwide or below 40% enrollment of unduplicated pupils at a school site, when using supplemental/concentration funds in a districtwide or schoolwide manner, the description required in 5.08 above includes providing the basis for determination, including but not limited to any alternatives considered and any supporting research, experience, or educational theory (if not applicable, indicate N/A). |
|  | **Comments/Follow Up Required:** |
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