

# LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: Clear Creek Elementary School District

CDS Code: 29 66324 6027098

School Year: 2022-23

LEA contact information:

Carolyn Cramer

Superintendent/Principal

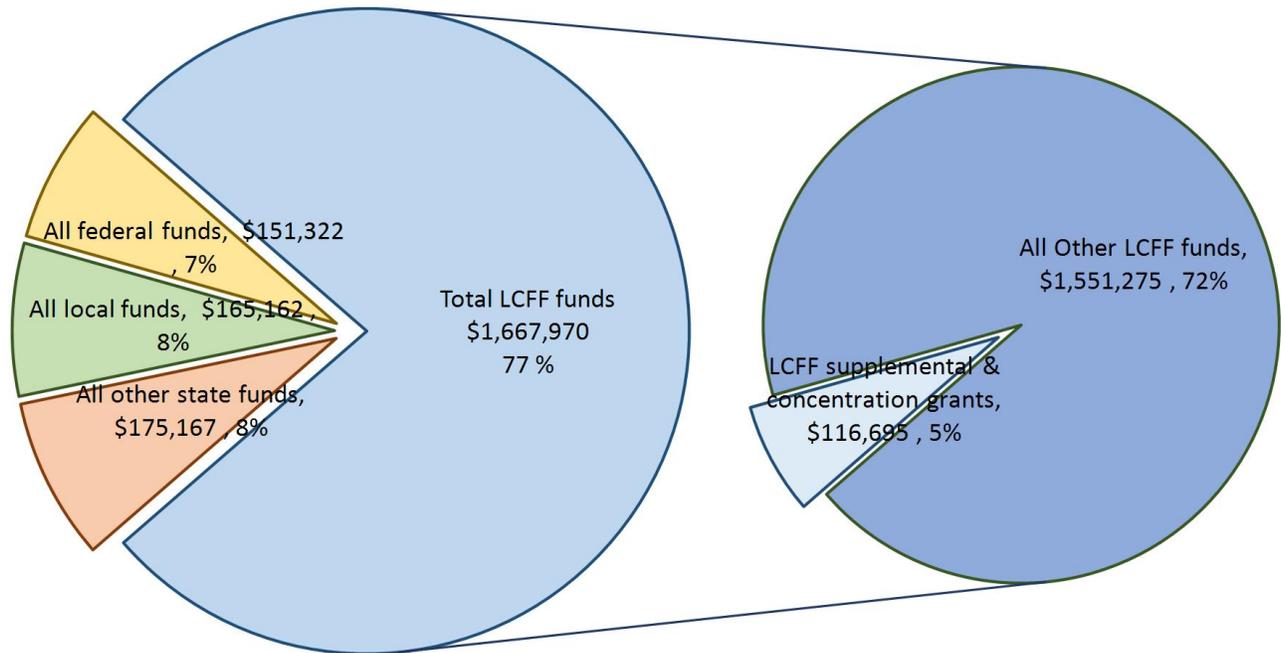
ccramer@clearcreekschool.org

530-273-3664 x203

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

## Budget Overview for the 2022-23 School Year

### Projected Revenue by Fund Source



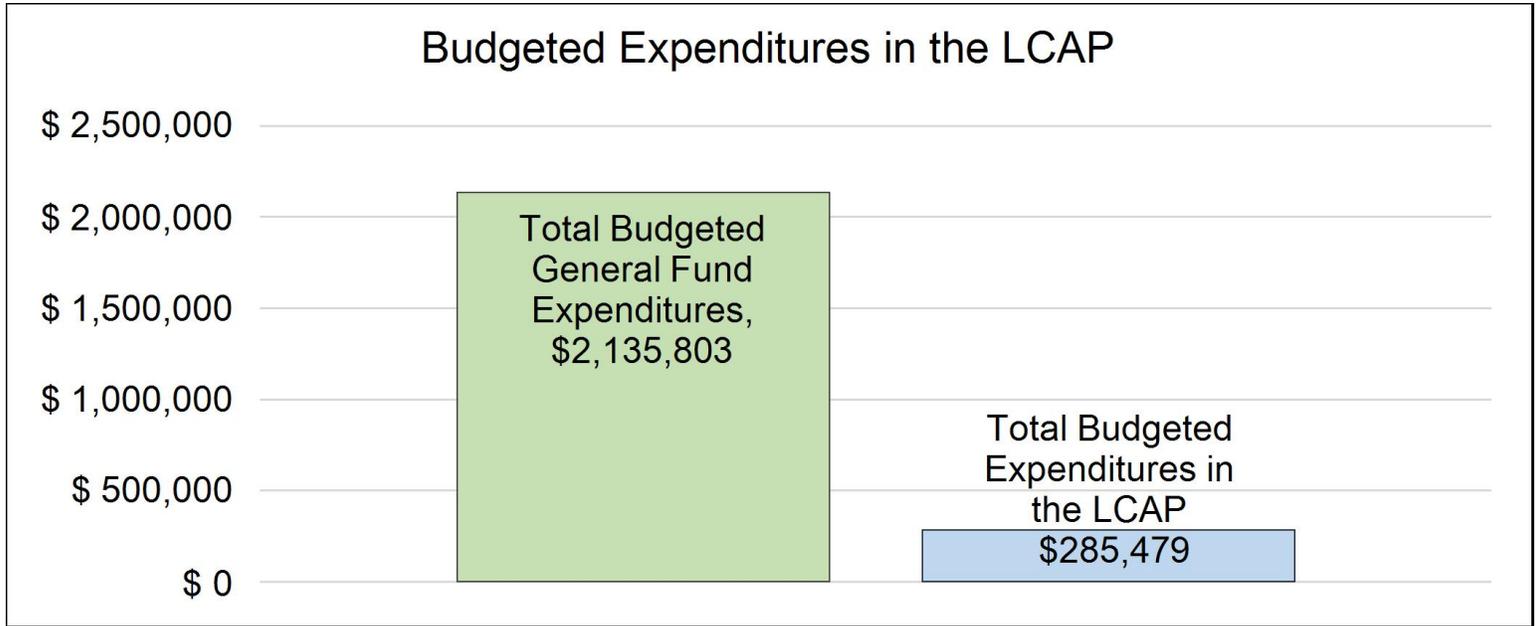
This chart shows the total general purpose revenue Clear Creek Elementary School District expects to receive in the coming year from all sources.

The text description for the above chart is as follows: The total revenue projected for Clear Creek Elementary School District is \$2,159,621, of which \$1667970 is Local Control Funding Formula (LCFF), \$175167 is other

state funds, \$165162 is local funds, and \$151322 is federal funds. Of the \$1667970 in LCFF Funds, \$116695 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

# LCFF Budget Overview for Parents

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students, and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.



This chart provides a quick summary of how much Clear Creek Elementary School District plans to spend for 2022-23. It shows how much of the total is tied to planned actions and services in the LCAP.

The text description of the above chart is as follows: Clear Creek Elementary School District plans to spend \$2135803 for the 2022-23 school year. Of that amount, \$285479 is tied to actions/services in the LCAP and \$1,850,324 is not included in the LCAP. The budgeted expenditures that are not included in the LCAP will be used for the following:

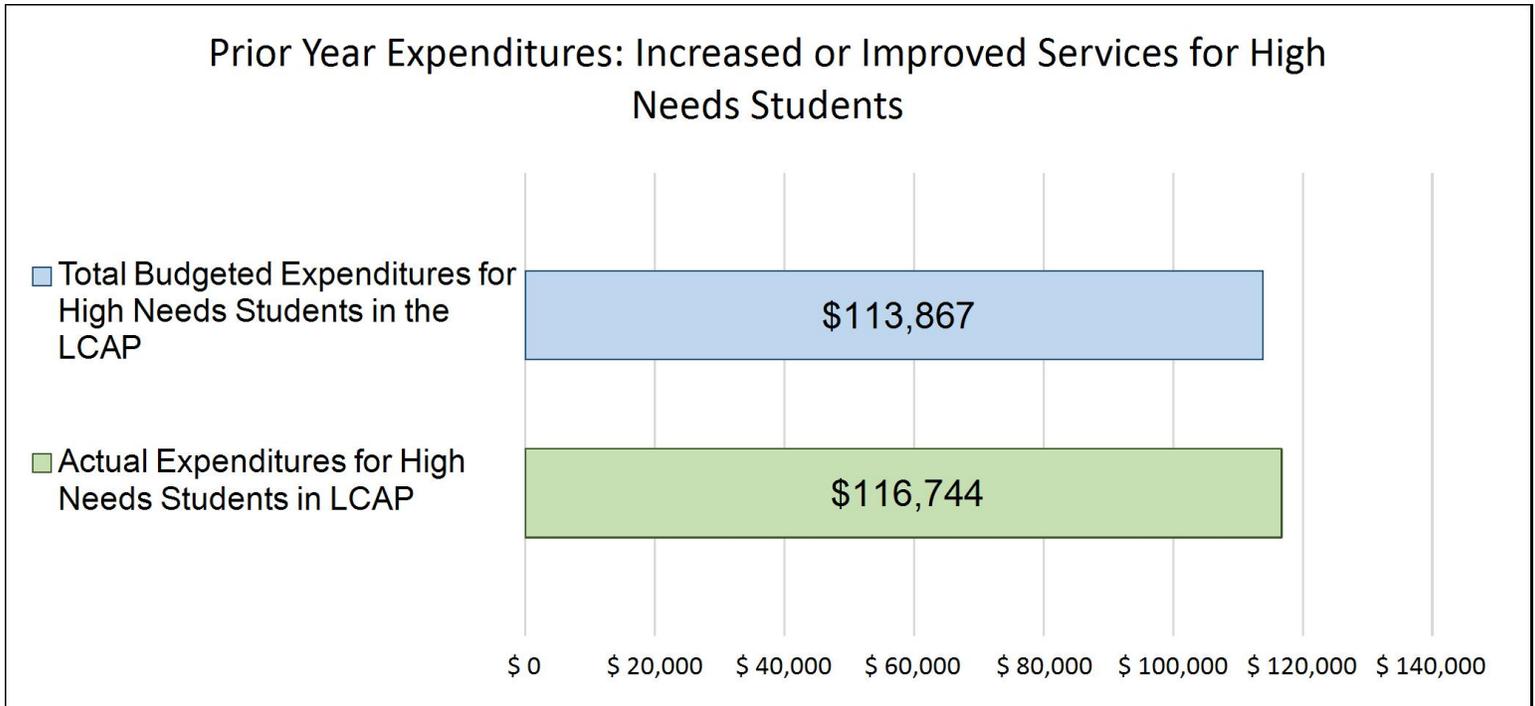
General Fund expenditures include all base program costs such as teacher, administrator and classified support salaries, as well as operational costs such as utilities and maintenance, annual curriculum costs, and other supplies.

## Increased or Improved Services for High Needs Students in the LCAP for the 2022-23 School Year

In 2022-23, Clear Creek Elementary School District is projecting it will receive \$116695 based on the enrollment of foster youth, English learner, and low-income students. Clear Creek Elementary School District must describe how it intends to increase or improve services for high needs students in the LCAP. Clear Creek Elementary School District plans to spend \$186895 towards meeting this requirement, as described in the LCAP.

## LCFF Budget Overview for Parents

### Update on Increased or Improved Services for High Needs Students in 2021-22



This chart compares what Clear Creek Elementary School District budgeted last year in the LCAP for actions and services that contribute to increasing or improving services for high needs students with what Clear Creek Elementary School District estimates it has spent on actions and services that contribute to increasing or improving services for high needs students in the current year.

The text description of the above chart is as follows: In 2021-22, Clear Creek Elementary School District's LCAP budgeted \$113,867 for planned actions to increase or improve services for high needs students. Clear Creek Elementary School District actually spent \$116,744 for actions to increase or improve services for high needs students in 2021-22.

# Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Clear Creek Elementary School District	Carolyn Cramer Superintendent/Principal	ccramer@clearcreekschool.org 530 273-3664

California’s 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. The following is a one-time mid-year report to the local governing board or body and educational partners related to engagement on, and implementation of, these Acts.

A description of how and when the LEA engaged, or plans to engage, its educational partners on the use of funds provided through the Budget Act of 2021 that were not included in the 2020–21 Local Control and Accountability Plan (LCAP).

Funds provided in the Budget Act of 2021 that were not included in the LCAP include the Educator Effectiveness Block Grant (<http://clearcreekschool.com/educator-effectiveness-grant-plan-2/>). The district engaged Educational Partners during the 21-22 school year as follows: A survey was sent out to staff requesting input on November 2, 2021. The plan was also discussed at the November 3, 2021 staff meeting. The draft plan was brought to the November 9, 2021 board meeting for a public hearing and discussion. The plan was an item on the December 1, 2021 staff meeting as well as a draft of the plan based on previous input and survey results. The EEBG was brought to November 2021 School Site Council meeting for discussion and input. Finally, the EEBG was approved at the December 14, 2021 school board meeting. The EEBG will be reviewed annually at both Site Council and Staff meetings to provide Educational Partners the continued opportunity to review and modify the spending activities. All other Budget Act funds that would normally be included in the LCAP were included in that plan.

A description of how the LEA used, or plans to use, the additional concentration grant add-on funding it received to increase the number of staff who provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.

The LEA did not receive concentration grant funds therefore this prompt is not applicable.

A description of how and when the LEA engaged its educational partners on the use of one-time federal funds received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on pupils.

Throughout the LCAP development process, the LEA receives input on a variety of district programs and services provided to students. The LEA has engaged Educational Partners during the 2021-22 school year as follows:

Efforts to engage with our educational partners during the development of the ESSER III (<http://clearcreekschool.com/esser-iii-expenditure-plan/>) plan included opportunities for meaningful input during the LCAP annual update and goal development process through the LCAP and CHKS survey sent to all staff, students, and parents. The input provided was discussed and analyzed by the school Site Council on 9/28/21 which includes our EL and Special Education advisory committees. Throughout the educational partner input process during the pandemic, their feedback was used to monitor existing programs and services as well as guide future planning efforts. The LEA strives to align and prioritize input from all of our partners in the development of each plan to coordinate actions and services that best serve our community.

We implemented similar efforts when planning expenditures for the Expanded Learning Opportunities Grant (<http://clearcreekschool.com/expanded-learning-opportunities-grant-plan/>). All parents, teachers and school staff were asked to participate in our LCAP and Healthy Kids surveys. Survey input was analyzed and a list of potential services and programs was created. In conjunction with our Business Official, the school staff participated in staff meetings to discuss and prioritize programs and services to be provided during the summer of 2021 and 2022.

A description of how the LEA is implementing the federal American Rescue Plan Act and federal Elementary and Secondary School Emergency Relief expenditure plan, and the successes and challenges experienced during implementation.

The Clear Creek School District has implemented all of the actions identified in our ESSER III expenditure plan (<http://clearcreekschool.com/esser-iii-expenditure-plan/>), but will continue to spend funds on the actions identified in the plan throughout the duration of the plan. Specifically, we have successfully purchased air filtration systems for the office, classrooms and library. We have an approved testing plan in place that enables both staff and students access to testing on campus. We restructured our custodial and secretary positions and purchased enough cleaning and PPE to maintain health and safety standards on campus. We increased our intervention time to include a full time teacher as well as offered a summer bridge program focusing on ELA and math standards. The LEA purchased additional technology equipment, added a part-time school counselor, and have provided professional development to staff in the area of special education support.

Our biggest challenge currently will be securing enough teaching staff members to continue offering multiple classrooms during the summer bridge program. Staff members have been stretched for some time now and are hesitant to commit to additional summer work.

A description of how the LEA is using its fiscal resources received for the 2021–22 school year in a manner that is consistent with the applicable plans and is aligned with the LEA’s 2021–22 LCAP and Annual Update.

The Clear Creek School District considers the LCAP to be the comprehensive planning document that captures the priorities, goals and actions to improve student outcomes. As such, all additional funds received are viewed through the lens of the LCAP to determine where student needs exist and what services are needed to address those needs. Some examples of how these additional funds are aligned are: Increasing our intervention services to include a full time teacher to provide small group ELA and math support to students (2021 LCAP Goal 1 Action 3 Pg. 9 of 36, <http://clearcreekschool.com/lcap/>), adding a part-time counselor to provide social emotional support to students (Goal 2 Action 5 Pg.15 of 36, <http://clearcreekschool.com/lcap/>) , and a continuation of cleaning protocol and providing PPE (ESSER III Pp. 4-5, <http://clearcreekschool.com/esser-iii-expenditure-plan/>) in order to maintain the health and safety of all students and staff.

## Instructions for the Supplement to the Annual Update for the 2021–22 Local Control and Accountability Plan Year

*For additional questions or technical assistance related to the completion of the Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan (LCAP), please contact the local county office of education (COE), or the California Department of Education’s (CDE’s) Local Agency Systems Support Office, by phone at 916-319-0809 or by email at [lcff@cde.ca.gov](mailto:lcff@cde.ca.gov).*

## Introduction

California’s 2021–22 Budget Act, the federal American Rescue Plan Act of 2021, and other state and federal relief acts have provided local educational agencies (LEAs) with a significant increase in funding to support students, teachers, staff, and their communities in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. Section 124(e) of Assembly Bill 130 requires LEAs to present an update on the Annual Update to the 2021–22 LCAP and Budget Overview for Parents on or before February 28, 2022, at a regularly scheduled meeting of the governing board or body of the LEA. At this meeting, the LEA must include all of the following:

- The Supplement to the Annual Update for the 2021–22 LCAP (2021–22 Supplement);
- All available mid-year outcome data related to metrics identified in the 2021–22 LCAP; and
- Mid-year expenditure and implementation data on all actions identified in the 2021–22 LCAP.

When reporting available mid-year outcome, expenditure, and implementation data, LEAs have flexibility to provide this information as best suits the local context, provided that it is succinct and contains a level of detail that is meaningful and accessible for the LEA’s educational partners.

The 2021–22 Supplement is considered part of the 2022–23 LCAP for the purposes of adoption, review, and approval, and must be included with the LCAP as follows:

- The 2022–23 Budget Overview for Parents
- The 2021–22 Supplement
- The 2022–23 LCAP
- The Action Tables for the 2022–23 LCAP
- The Instructions for the LCAP Template

As such, the 2021–22 Supplement will be submitted for review and approval as part of the LEA’s 2022–23 LCAP.

## Instructions

Respond to the following prompts, as required. In responding to these prompts, LEAs must, to the greatest extent practicable, provide succinct responses that contain a level of detail that will be meaningful and accessible for the LEA’s educational partners and the broader public and must, to the greatest extent practicable, use language that is understandable and accessible to parents.

In responding to these prompts, the LEA has flexibility to reference information provided in other planning documents. An LEA that chooses to reference information provided in other planning documents must identify the plan(s) being referenced, where the plan(s) are located (such as a link to a web page), and where in the plan the information being referenced may be found.

**Prompt 1:** *“A description of how and when the LEA engaged, or plans to engage, its educational partners on the use of funds provided through the Budget Act of 2021 that were not included in the 2020–21 Local Control and Accountability Plan (LCAP).”*

In general, LEAs have flexibility in deciding what funds are included in the LCAP and to what extent those funds are included. If the LEA received funding through the Budget Act of 2021 that it would have typically included within its LCAP, identify the funds provided in the Budget Act of 2021 that were not included in the LCAP and provide a description of how the LEA has engaged its educational partners on the use of funds. If an LEA included the applicable funds in its adopted 2021–22 LCAP, provide this explanation.

**Prompt 2:** *“A description of how LEA used, or plans to use, the concentration grant add-on funding it received to increase the number of staff who provide direct services to students on school campuses with an enrollment of students who are low-income, English learners, and/or foster youth that is greater than 55 percent.”*

If LEA does not receive a concentration grant or the concentration grant add-on, provide this explanation.

Describe how the LEA is using, or plans to use, the concentration grant add-on funds received consistent with California *Education Code*

Section 42238.02, as amended, to increase the number of certificated staff, classified staff, or both, including custodial staff, who provide direct services to students on school campuses with greater than 55 percent unduplicated pupil enrollment, as compared to schools with an enrollment of unduplicated students that is equal to or less than 55 percent.

In the event that the additional concentration grant add-on is not sufficient to increase the number of staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent, describe how the LEA is using the funds to retain staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent.

**Prompt 3:** *“A description of how and when the LEA engaged its educational partners on the use of one-time federal funds received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on pupils.”*

If the LEA did not receive one-time federal funding to support recovery from the COVID-19 pandemic and the impacts of distance learning on students, provide this explanation.

Describe how and when the LEA engaged its educational partners on the use of one-time federal funds it received that are intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on students. See the COVID-19 Relief Funding Summary Sheet web page (<https://www.cde.ca.gov/fg/cr/relieffunds.asp>) for a listing of COVID-19 relief funding and the Federal Stimulus Funding web page (<https://www.cde.ca.gov/fg/cr/>) for additional information on these funds. The LEA is not required to describe engagement that has taken place related to state funds.

**Prompt 4:** *“A description of how the LEA is implementing the federal American Rescue Plan Act and federal Elementary and Secondary School Emergency Relief expenditure plan, and the successes and challenges experienced during implementation.”*

If an LEA does not receive ESSER III funding, provide this explanation.

Describe the LEA’s implementation of its efforts to maintain the health and safety of students, educators, and other staff and ensure the continuity of services, as required by the federal American Rescue Plan Act of 2021, and its implementation of the federal Elementary and Secondary School Emergency Relief (ESSER) expenditure plan to date, including successes and challenges.

**Prompt 5:** *“A description of how the LEA is using its fiscal resources received for the 2021–22 school year in a manner that is consistent with the applicable plans and is aligned with the LEA’s 2021–22 LCAP and Annual Update.”*

Summarize how the LEA is using its fiscal resources received for the 2021–22 school year to implement the requirements of applicable plans in a manner that is aligned with the LEA’s 2021–22 LCAP. For purposes of responding to this prompt, “applicable plans” include the Safe Return to In-Person Instruction and Continuity of Services Plan and the ESSER III Expenditure Plan.

California Department of Education  
November 2021



# Local Control Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Clear Creek Elementary School District	Carolyn Cramer Superintendent/Principal	ccramer@clearcreekschool.org 530-273-3664 x203

## Plan Summary [2022-23]

### General Information

A description of the LEA, its schools, and its students in grades transitional kindergarten–12, as applicable to the LEA.

Clear Creek Elementary School District is a single school district in rural western Nevada County. We currently serve approximately 155 students from Transitional Kindergarten through Eighth grade. Our student demographics include 72.8% White, 13% Hispanic, 11.70% Two or more races, 1.90% American Indian or Alaskan Native, and 0.60% Filipino. The school employs approximately 25 staff members. Our goal is to provide a high quality learning experience in a safe, nurturing, family-friendly environment.

### Reflections: Successes

A description of successes and/or progress based on a review of the California School Dashboard (Dashboard) and local data.

Based on a review of our performance on the 2021 spring CAASPP test, our overall scores in both ELA and Math continue to be above state and county averages since 2017. We maintain one of the highest overall elementary school scores in both ELA and Math in our county. Our students scored in the top third of elementary schools in our county on the California Science Test. Based on input from our educational partners, we added a part-time school counselor during the 21-22 school year which was very well received and will be maintained during the 22-23 school year.

We continue to implement SEL and anti-bullying/harassment curriculum across all grade levels to model and improve conflict resolution strategies for students. The CHKS and LCAP surveys continue to show that the majority of students, staff, and parents feel Clear Creek provides a safe and positive school environment in which to learn and work. During the 21-22 school year, we included full-time pull-out or push-in intervention support to students across all grade levels. We have committed to another year of full-time intervention services by a certificated teacher based on the positive feedback from teachers and student progress.

Our facilities are maintained well and received an exemplary rating on both facilities and playground inspections. We continue to prioritize campus maintenance by scheduling annual exterior painting, annual carpet replacement in classrooms, resealing our parking lot and blacktop area to maintain the clean, fresh look of our rural school.

Each classroom has their own set of laptops or tablets and charging station so that the teachers can seamlessly integrate technology in their daily curriculum. We continue to increase the number of wireless boosters throughout the school to improve both teacher and student connectivity as well as contracted to improve internet wiring and plugs located in classrooms and the office.

## Reflections: Identified Need

A description of any areas that need significant improvement based on a review of Dashboard and local data, including any areas of low performance and significant performance gaps among student groups on Dashboard indicators, and any steps taken to address those areas.

Based on the review of the spring 2021 CAASPP data, students tested dropped in the overall percentage of students meeting or exceeding the standard in math by 5%, by 1% in ELA, and by 16% in Science. 60% of our low income students either nearly met or did not meet the standard in math and 42% of these students either nearly met or did not meet the standard in ELA on the CAASPP test. Therefore, we are committed to maintaining our single-grade, small class sizes, a full-time certificated teacher to provide intervention services, after school tutoring, as well as implementing our local STAR 360 reading and math assessments to monitor student progress each trimester.

The Chronic Absenteeism rate increased to 26% due to the mandated quarantine requirements for students exposed to COVID-19. While teachers spent time and made the effort to provide Independent Study work for students during quarantine, it was sometimes difficult to get students and/or parents to return the work to school within the required timeline to be counted for attendance. If we did not have to include the excluded students for quarantine, our chronic absenteeism rate would be less than 3%. To improve attendance now that quarantine guidelines have loosened, students will be recognized each trimester for perfect attendance to encourage better attendance and increase engagement.

Based on input from staff, students, and parents on our LCAP survey, enrichment classes, field trips, and extracurricular activities for our students have become a priority as our health and safety guidelines have been relaxed. Strict health and safety guidelines during the pandemic hindered offering these type of activities on our small campus as well as made it challenging to find qualified staff to lead these offerings. Enrichment activities, extracurricular activities, and field trips should increase student's interest in school and potentially lower the absenteeism rate through participation in higher interest activities.

## LCAP Highlights

A brief overview of the LCAP, including any key features that should be emphasized.

Decisions and planning regarding this budget and LCAP were made with the direct involvement of staff, parent, and student input in conjunction with our school Site Council. Discussion prioritized providing our students with high academic standards integrated with increased technology use and student devices. We continue to cultivate a positive and safe school culture for all community members while also providing students full-time in person instruction.

Highlights for this year included:

- \*Maintain a part-time school counselor
- \*Increase TK instructional time
- \*Add Maker's Cart
- \*Provide in-school small group pull out and push in support services with certificated staff member
- \*Implement STAR 360 Reading and Math Assessments to measure student growth throughout the year
- \*Increase instructional aide time to provide additional support in class as well as after school homework and tutoring support
- \*Participate in Professional Development and regular teacher collaboration for improved student instruction
- \*Establish a student leadership team/student council
- \*Reintroduce in school and before or after school enrichment classes
- \*Improve school facilities with exterior paint, classroom carpet, and new windows
- \*Provide single grade classes with small class sizes

## Comprehensive Support and Improvement

An LEA with a school or schools eligible for comprehensive support and improvement must respond to the following prompts.

### ***Schools Identified***

A list of the schools in the LEA that are eligible for comprehensive support and improvement.

Clear Creek School was not identified for CSI.

### ***Support for Identified Schools***

A description of how the LEA has or will support its eligible schools in developing comprehensive support and improvement plans.

N/A

## ***Monitoring and Evaluating Effectiveness***

A description of how the LEA will monitor and evaluate the plan to support student and school improvement.

N/A

# Engaging Educational Partners

A summary of the process used to engage educational partners and how this engagement was considered before finalizing the LCAP.

A summary of the engagement process included all educational partners in the planning process for the LCAP as the school year progressed. Our partners included all staff members, parents, students, Site Council and School Board members. The 2021-22 LCAP Mid-year report was included on the March 2nd, 2022 staff meeting agenda. On 5/4/22, a draft of the LCAP was brought to the staff for review and input. Throughout the input process, staff members made clear their desire to not have combination classes.

The LCAP survey was reviewed and updated during the November 23, 2022 and December 13, 2022 Site Council meetings. The LCAP survey was approved on 1/25/22 by Site Council and then sent out to all staff, students, and parents in February 2022. The LCAP survey results were reviewed by Site Council on 2/23/22. A draft of the 2022-23 LCAP and Mid year report was brought to Site Council which includes the EL and Title I advisory committee on 4/26/22, for input and review. On 5/24/22, Site Council approved both documents.

The 21-22 LCAP mid-year report was brought to the School Board meeting on 2/8/22 for information and discussion. A draft of the 2022-23 LCAP was sent to the School Board members in May for review, questions, input, feedback. June 14, 2022 the final parent and community input meeting was held. On 6/21/22, the School Board approved the final version of the LCAP.

A summary of the feedback provided by specific educational partners.

Over 90% of parents that responded to the CHKS and LCAP survey stated that Clear Creek School provides a safe place for their children to learn, welcomes parent input in the decision making process, and believes our school is a caring and welcoming learning environment for their children. In comments on the LCAP survey, parents stated that they appreciated our responsive staff and our small, rural school community. Our staff survey also indicated that over 90% of staff members stated the school is a safe and welcoming place to work and is an environment that promotes trust and collegiality as well as promotes participation in the decision making process. According to the CHKS survey data, staff members would like to continue participating in the county Professional Development offerings, but in particular 50% of staff members requested more training in the social, emotional, and developmental needs of youth.

Academically, our students continue to score above state and county averages on the CAASPP test. While our students did well comparatively with other schools and students, the percentage of students that met or exceeded the standard dropped 1% in ELA and by 5% in math. Our students also scored in the top third of elementary schools in our county on the CAST scores for Science, but the percentage of students meeting or exceeding the standard dropped by 16% from 2019 scores. Based on the STAR 360 reading and math assessments implemented at each trimester mark, 80% of students are demonstrating growth in ELA and 77% of students have shown growth in math, therefore teachers believe the small group intervention support has been beneficial to their students. In response to this academic progress data, we will maintain full-time Intervention instruction by a certificated staff member as well as small, single grade level classes.

A description of the aspects of the LCAP that were influenced by specific input from educational partners.

In the development of the 2022-23 LCAP goals and actions, we considered state and local academic data as well as LCAP and CHKS survey input. Based on academic progress monitoring and input from staff, we will continue to prioritize a full-time intervention teacher. Maintaining a full-time Intervention teacher enables us to increase the time, number of days, and number of students that will receive additional push in or pull out support. In addition to academic data, based on feedback from the LCAP and CHKS survey, staff and students prioritized social emotional well-being, therefore, we will continue to provide a part-time school counselor.

# Goals and Actions

## Goal

Goal #	Description
1	All students will demonstrate growth towards meeting or exceeding grade level standards in all core academic subjects as well as acquire 21st century learning skills as demonstrated through local assessments, course grades, and California Dashboard data. Priorities: 1,2,4,8

An explanation of why the LEA has developed this goal.

While our district performs well on state assessments, our overall percentage of students that met or exceeded the standards has dropped in ELA, math, and science since our last available CAASPP data in 2019.

Based on district goals and educational partner input, the district has the desire to improve academic achievement for all students. We plan to improve academic performance specifically through the actions of providing Intervention support, monitoring growth through consistent local STAR 360 assessments, and providing collaboration time to certificated members to enhance instructional strategies. It is our expectation that these actions will improve student learning and thus improve CAASPP test scores demonstrating increased growth toward meeting or exceeding state standards.

## Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Percent of students in 3rd-8th grade that met or exceeded standard in ELA, Math on the CAASPP test and percent of students that met or exceeded standard in Science on the CAST.	Spring 2019 CAASPP scores ELA: 61% Math: 50% 2019 CAST score Science: 51%	Spring 2021 CAASPP scores ELA: 59.43% Math: 45.28% 2021 CAST Scores Science: 35%			ELA:68% Math:53% Science:44%

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
EL reclassification rate as demonstrated by the ELPAC Assessment Report.	One EL student enrolled at Level 3 based on 20-21 ELPAC Assessment Report.	One EL student enrolled at Level 4 based on 21-22 ELPAC Assessment Report will successfully transition out of the program.			100% of EL students will show growth toward reclassification as measured by the ELPAC assessment report.
Teachers are appropriately assigned and fully credentialed based on data from CALPADS and SARC.	100% are appropriately assigned based on 20-21 CALPADS and SARC.	100% are appropriately assigned based on 21-22 CALPADS and SARC.			100% of teachers will be appropriately assigned. No miss-assignments.
Students will have access to state board adopted standards aligned curriculum in all core subjects as demonstrated by the Williams Compliant Report.	100% of students have access standards aligned instructional materials based on 20-21 Williams Uniform Complaint Summary Reports.	100% of students have access standards aligned instructional materials based on 21-22 Williams Uniform Complaint Summary Reports.			100% of students will have access to state board adopted standards aligned curriculum in all core subjects as measured by the Williams Complaint Report.
Students will demonstrate growth in ELA and Math as reported by STAR 360 Reading and Math Assessments data.	85% of students across grade levels demonstrated growth in ELA on local assessments. 82% of students across grade levels demonstrated growth in Math on local assessments based on 20-21 STAR 360 ELA and Math Assessment Reports.	80% of students across grade levels demonstrated growth in ELA on local assessments. 77% of students across grade levels demonstrated growth in Math on local assessments based on 21-22 STAR 360 ELA and Math Assessment Reports.			90% of students across grade levels will demonstrate growth in ELA on local assessments. 88% of students across grade levels will demonstrate growth in Math on local assessments.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Percent of EL students that progress toward English language proficiency	100% of EL students enrolled will make progress toward English language proficiency based on the 21-22 ELPAC Assessment Report.	100% of EL students enrolled made progress toward English language proficiency based on the 21-22 ELPAC Assessment Report.			100% of EL students will show growth toward English proficiency as measured by the ELPAC assessment report.
All students will have standards aligned instructional materials to support implementation of CCSS standards, including ELD standards as reported on the Dashboard Priority 2 self reflection tool.	100% of students including unduplicated, EL and students with disabilities will have access to CCSS and ELD standards aligned curriculum based on the 19-20 Dashboard Priority 2 Self Reflection tool.	100% of students including unduplicated, EL and students with disabilities had access to CCSS and ELD standards aligned curriculum based on the 21--22 Dashboard Priority 2 Self Reflection tool.			100% of students including unduplicated, EL and students with disabilities will use CCSS and ELD standards aligned curriculum.

## Actions

Action #	Title	Description	Total Funds	Contributing
1.1	Certificated instructional support	Certificated staff to eliminate combination classes to provide small class sizes principally directed toward closing the achievement gap for low income students.	\$186,895.00	Yes
1.2	Intervention Support	A 1.0 FTE Intervention teacher provides small group and 1-1 support in ELA and math.	\$72,898.00	No

Action #	Title	Description	Total Funds	Contributing
1.3	Local assessment tool to inform and drive daily instruction	Use of STAR 360 Reading and Math assessment windows scheduled 4 times throughout the school year to monitor and evaluate student progress.	\$4,000.00	No
1.4	Provide teacher collaboration time	Teaching staff will participate in weekly collaboration activities to review student data and analyze teaching strategies to promote quality instruction, improve student achievement, and identify intervention support needs for all students, but will focus on differentiated instructional strategies to support our low income students.		Yes
1.5	After-school tutoring	The school will provide after school homework support up to 4 days per week for 1 hour for all students identified for support or as recommended by classroom teacher, but our unduplicated students will have priority status.	\$7,425.00	No

## Goal Analysis [2021-22]

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

Each of the actions listed in this goal support increasing student academic success which is the primary outcome of this goal. We successfully implemented Actions 1.1 - 1.4 in this goal. Action 1.5 was not able to be implemented due to a lack of staff.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

Funds budgeted for these actions and services were implemented as shown above except for the aide time for after-school tutoring, Action 1.5. We were unable to find a qualified employee or certificated staff member willing to take on the position.

An explanation of how effective the specific actions were in making progress toward the goal.

Based on our local STAR 360 assessment data, 80% of students across all grade levels have shown growth in ELA and 77% of students across all grade levels have shown growth in math. We attribute this growth to the combination of the following specific implemented actions.

Action 1.1, single-grade classrooms, Action 1.2, full-time small group Intervention support by a certificated teacher, Action 1.3, analyzing local assessment data four times throughout the year, and Action 1.4, collaboration time focused on differentiated instructional strategies.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

The desired outcome for 23-24 CAASPP score metric has been modified after re evaluating our goals based on learning loss that occurred during the COVID -19 pandemic. After a more thorough analysis of our LCAP actions, we determined that actions of our base program provided to all students are not necessary to include in the current LCAP. Actions moving forward will be focused on increased and improved services to achieve the goal. The Actions removed from the 2021-22 LCAP are: 1.1 Provide high quality instruction, 1.4 Integrate technology with curriculum, 1.5 Technology instruction, 1.8 Provide induction support, 1.9 Provide professional development, 1.12 Instructional Aides for classroom support, 1.11 Library access, and 1.13 Special Education Services. Description language was modified in Action 1.1 and 1.2. Added baseline date and/or data source in each metric. Changed language in the why analysis prompt to justify continuation of the goal. As a result of removing the action related to technology, the reference to activity logs in the stated Goal has been removed as well as the metric for monthly technology logs.

**A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.**

# Goals and Actions

## Goal

Goal #	Description
2	Provide a safe, welcoming and inclusive school climate for students, their families, and staff so that all students are in their classrooms ready to learn, feeling engaged and supported. Priorities: 1,3,5,6, 7

An explanation of why the LEA has developed this goal.

Based on feedback from our educational partners and surveys, this goal is continued because survey results demonstrate that in order for children to learn and families to connect with the school, they need to feel safe and welcomed into the school community. Actions to achieve progress in this goal include providing enrichment classes and attendance incentives to engage student interest and therefore increase student attendance. Providing a school counselor, SEL curriculum, and SEL Professional Development provides both student and staff support with social emotional learning therefore increasing a positive school climate as well as student, staff, and parent connectedness.

## Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Parent input in decision making as measured by the LCAP and CHKS survey	<p>Participation Rate LCAP Survey: 27% CHKS Survey: 32%</p> <p>Welcomes parent involvement LCAP: 91% Strongly agree or agree CHKS: 81% Strongly agree or agree according to the 20-21 LCAP and CHKS surveys.</p>	<p>Participation Rate LCAP Survey: 21% CHKS Survey: 21%</p> <p>Welcomes parent involvement LCAP: 97% Strongly agree or agree CHKS: 83% Strongly agree or agree according to the 21-22 LCAP and CHKS surveys.</p>			<p>Participation Rate LCAP Survey: 36% CHKS Survey: 41%</p> <p>Welcomes parent involvement LCAP: 94% Strongly agree or agree CHKS: 85% Strongly agree or agree</p>

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Students have access and are enrolled in a broad course of study per the Local Performance Indicator	100% of students, including unduplicated populations and those with special needs have access to a broad course of study according to the 19-20 Local Performance Indicator.	100% of students, including unduplicated populations and those with special needs have access to a broad course of study according to the 21-22 Local Performance Indicator.			100% of students, including unduplicated populations and those with special needs have access to a broad course of study
Parent participation in programs for unduplicated pupils and individuals with exceptional needs as measured by Site Council meeting minutes	100% of Site Council meetings will include EL, Title I, and Sp. Ed parent advisory committees according to the 20-21 Site Council meeting minutes.	100% of Site Council meetings included EL, Title I, and Sp. Ed parent advisory committees according to the 21-22 Site Council meeting minutes.			100% of Site Council meetings will include EL, Title I, and Sp. Ed parent advisory committees
School facilities in good repair per Facility Inspection Tool	Exemplary Rating according to the 20-21 FIT.	Exemplary Rating according to the 21-22 FIT.			Maintain Exemplary Rating
Attendance Rate as measured by school SIS	School rate at or above 95% according to the 20-21 school information system.	School rate at or above 93.5% according to the 21-22 school information system.			At or above 97%
Chronic Absenteeism Rate as measured on the CA Dashboard	7.0% according to the 20-21 CDE DataQuest.	26% according to the SIS			At or below 5%
Suspension Rate as measured on the CA Dashboard	At or below 2% according to the 20-21 CDE DataQuest.	At or below 2% according to the SIS			Below 2%

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Expulsion Rate as measured on Data Quest	0% according to 20-21 Data Quest	0% according to SIS			0%
Middle School Drop Out Rate as measured by school SIS	0% according to the 20-21 school information system.	0% according to the SIS.			0%
School safety and connectedness as measured by the LCAP and CHKS survey	Feelings of safe and supportive environment LCAP: 93% Strongly agree or agree CHKS: 94% Strongly agree or agree according to the 20-21 LCAP and CHKS surveys.	Feelings of safe and supportive environment LCAP: 91% Strongly agree or agree CHKS: 93.5% Strongly agree or agree according to the 21-22 LCAP and CHKS surveys.			Feelings of safe and supportive environment LCAP: 96% Strongly agree or agree CHKS: 97% Strongly agree or agree

## Actions

Action #	Title	Description	Total Funds	Contributing
2.1	Enrichment opportunities	Students will have access to enrichment opportunities.		No
2.2	SEL Curriculum, Instruction, and Professional Development,	The district will implement Second Step SEL curriculum in all grades TK/K-8th as well as professional development in Social Emotional Learning, Trauma informed care, and county office sponsored training as available.		No
2.3	School counselor	The district will employ a part-time school counselor.	\$14,261.00	No

Action #	Title	Description	Total Funds	Contributing
2.4	Attendance and incentives	Students will be recognized each trimester for their attendance efforts. We will implement "Caught You Being Good" awards to promote positive behavior and student recognition.		No
2.5	After-school care	We will provide after-school care for students across the grade levels on school days.		No

## Goal Analysis [2021-22]

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

Action 2.1 enrichment classes except for the Music teacher portion of the action, Action 2.2 Social Emotional Learning curriculum across all grade levels, Action 2.3 school counselor, Action 2.4 Attendance and Incentives, and Action 2.5 After-school care were successfully implemented. We were able to implement some of the Enrichment opportunities, but not the Music teacher due to COVID safety guidelines.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures and/or Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services.

Funds budgeted for these actions and services were implemented as shown above except for the Music teacher portion Action 2.1 Enrichment opportunities due to COVID safety guidelines.

An explanation of how effective the specific actions were in making progress toward the goal.

Based on the CHKS and LCAP surveys, an average of over 90% of parents and staff indicated our school is a safe place for children to learn. 84% of students also indicated they felt safe at school. 97% of parents responded that our school is welcoming and facilitates parent involvement. These high response ratings indicate that our specific actions in this goal to provide Action 2.2 Social Emotional Learning curriculum and Professional Development for staff, and Action 2.3 school counselor, and Action 2.1 Enrichment opportunities, Action 2.4 Attendance and incentives, and Action 2.5 After-school care contribute to progress in this goal therefore creating and maintaining a safe and welcoming learning environment for our students.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

After a more thorough analysis of our LCAP actions, we determined that actions of our base program provided to all students are not necessary to include in the current LCAP. Included actions moving forward will be focused on increased and improved services to achieve the goal. Actions removed from the 2021-22 goal are: Action 2.3 Student activities and incentives, Action 2.4 Information and sign up booth, Action 2.6 Staff school safety training, and Action 2.8 School nurse. Updated language occurred in Actions 2.1, 2.2, 2.4, and 2.5 was made to allow for broad descriptions and titles. Added the year and data source to one metric. Two metrics measuring Site Council membership and Student Council membership were removed in conjunction with the removal of the associated action. Changed the language of the why analysis to justify the continuation of the goal. Moved verbiage "Caught you being good" from SEL curriculum action to Attendance and incentives action 2.5. The word "classes" in the stated Goal 2 was changed to "classrooms" and the words "and challenged" were removed.

**A report of the Total Estimated Actual Expenditures for last year's actions may be found in the Annual Update Table. A report of the Estimated Actual Percentages of Improved Services for last year's actions may be found in the Contributing Actions Annual Update Table.**

# Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students [2022-23]

Projected LCFF Supplemental and/or Concentration Grants	Projected Additional LCFF Concentration Grant (15 percent)
116,695	0

## Required Percentage to Increase or Improve Services for the LCAP Year

Projected Percentage to Increase or Improve Services for the Coming School Year	LCFF Carryover — Percentage	LCFF Carryover — Dollar	Total Percentage to Increase or Improve Services for the Coming School Year
7.52%	0.00%	\$0.00	7.52%

The Budgeted Expenditures for Actions identified as Contributing may be found in the Contributing Actions Table.

## Required Descriptions

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

After assessing the needs, conditions, and circumstances of our low-income students, we learned that 60% of low income student group nearly met or did not meet the standard in Math and 42% of our low income student group nearly met or did not meet the standard in ELA as measured on the 2021 CAASPP test.

In order to address the condition of our low income students first, we are maintaining additional certificated staffing in order to prevent combination classes as well as maintain small class sizes for a lower teacher to student ratio. In addition, our weekly collaboration time is effective in meeting the goals of our unduplicated pupils by enabling staff to analyze academic data in order to identify and target support services needed by our unduplicated students. Collaboration time provides teachers the opportunity to reflect on student progress in order to plan and implement differentiated lessons targeted to the students' needs. We are maintaining our classified staff to provide after-school homework support. Goal 1 Actions 1, and 4 are contributing actions and provide staff and planning time to improve instructional practices schoolwide.

These actions are being provided on a LEA-wide basis and we expect/hope that all students not meeting grade level standards will benefit. However, because the actions will prioritize participation by our academically struggling low income students, we expect that the performance rate for this group will increase more than the average rate of all students.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

Services are improved by the required percentage because the actions will prioritize inclusion and strategies that will benefit our low income students. Focusing on improved instructional strategies, the social emotional well being of students and providing additional academic support to students should improve achievement for all, but we expect a greater improvement in particular by our low income students. These increased and improved services are principally directed toward our unduplicated students, however, they are available to all students. When combined, these actions are expected to result in the required proportional increase or improved services. Through these actions, we have demonstrated qualitative increased or improved services above the required percentage of 7.52%.

A description of the plan for how the additional concentration grant add-on funding identified above will be used to increase the number of staff providing direct services to students at schools that have a high concentration (above 55 percent) of foster youth, English learners, and low-income students, as applicable.

<b>Staff-to-student ratios by type of school and concentration of unduplicated students</b>	Schools with a student concentration of 55 percent or less	Schools with a student concentration of greater than 55 percent
Staff-to-student ratio of classified staff providing direct services to students		0
Staff-to-student ratio of certificated staff providing direct services to students		0

## 2022-23 Total Expenditures Table

Totals	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds	Total Personnel	Total Non-personnel
Totals	\$194,320.00	\$18,261.00		\$72,898.00	\$285,479.00	\$281,479.00	\$4,000.00

Goal	Action #	Action Title	Student Group(s)	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds
1	1.1	Certificated instructional support	English Learners Foster Youth Low Income	\$186,895.00				\$186,895.00
1	1.2	Intervention Support	All				\$72,898.00	\$72,898.00
1	1.3	Local assessment tool to inform and drive daily instruction	All		\$4,000.00			\$4,000.00
1	1.4	Provide teacher collaboration time	English Learners Foster Youth Low Income					
1	1.5	After-school tutoring	All	\$7,425.00				\$7,425.00
2	2.1	Enrichment opportunities	All					
2	2.2	SEL Curriculum, Instruction, and Professional Development,	All					
2	2.3	School counselor	All		\$14,261.00			\$14,261.00
2	2.4	Attendance and incentives	All					
2	2.5	After-school care	All					

## 2022-23 Contributing Actions Table

1. Projected LCFF Base Grant	2. Projected LCFF Supplemental and/or Concentration Grants	3. Projected Percentage to Increase or Improve Services for the Coming School Year (2 divided by 1)	LCFF Carryover — Percentage (Percentage from Prior Year)	Total Percentage to Increase or Improve Services for the Coming School Year (3 + Carryover %)	4. Total Planned Contributing Expenditures (LCFF Funds)	5. Total Planned Percentage of Improved Services (%)	Planned Percentage to Increase or Improve Services for the Coming School Year (4 divided by 1, plus 5)	Totals by Type	Total LCFF Funds
1551275	116,695	7.52%	0.00%	7.52%	\$186,895.00	0.00%	12.05 %	<b>Total:</b>	\$186,895.00
								<b>LEA-wide Total:</b>	\$186,895.00
								<b>Limited Total:</b>	\$0.00
								<b>Schoolwide Total:</b>	\$0.00

Goal	Action #	Action Title	Contributing to Increased or Improved Services?	Scope	Unduplicated Student Group(s)	Location	Planned Expenditures for Contributing Actions (LCFF Funds)	Planned Percentage of Improved Services (%)
1	1.1	Certificated instructional support	Yes	LEA-wide	English Learners Foster Youth Low Income	All Schools	\$186,895.00	
1	1.4	Provide teacher collaboration time	Yes	LEA-wide	English Learners Foster Youth Low Income	All Schools		

## 2021-22 Annual Update Table

Totals	Last Year's Total Planned Expenditures (Total Funds)	Total Estimated Expenditures (Total Funds)
<b>Totals</b>	\$983,617.31	\$990,184.00

Last Year's Goal #	Last Year's Action #	Prior Action/Service Title	Contributed to Increased or Improved Services?	Last Year's Planned Expenditures (Total Funds)	Estimated Actual Expenditures (Input Total Funds)
1	1.1	Provide high quality instruction.	No	\$615,313.00	\$620,177
1	1.2	Certificated instructional support	Yes	\$94,609.31	\$100,391
1	1.3	Intervention Support	No	\$89,505.40	\$94,114
1	1.4	Integrate technology with curriculum	No	\$8,353.93	\$6,216
1	1.5	Technology instruction	No		
1	1.6	Local assessment tool to inform and drive daily instruction	No	\$4,000.00	\$4,968
1	1.7	Provide teacher collaboration time	Yes	\$20,561.69	\$23,474
1	1.8	Provide new teachers with induction support	No	\$3,600.00	\$3,600
1	1.9	Provide relevant professional development	No		
1	1.10	After-school tutoring	Yes	\$7,425.00	\$0

Last Year's Goal #	Last Year's Action #	Prior Action/Service Title	Contributed to Increased or Improved Services?	Last Year's Planned Expenditures (Total Funds)	Estimated Actual Expenditures (Input Total Funds)
1	1.11	Library access	No	\$5,437.03	\$6,950
1	1.12	Instructional aides for classroom support	No	\$22,403.02	\$33,368
1	1.13	Special Education services	No	\$56,146.80	\$61,099
2	2.1	Enrichment opportunities	No	\$8,573.25	0
2	2.2	SEL Professional Development, Curriculum and Instruction	Yes	\$50.00	\$50
2	2.3	Student activities and incentives	No	\$12,000.00	\$12,000
2	2.4	Information and sign-up booth	No		
2	2.5	School counselor	No	\$15,911.51	\$14,537
2	2.6	Provide staff with school safety training	No		
2	2.7	Attendance outreach and incentives	No		
2	2.8	School Nurse	No	\$5,000.00	\$2,194
2	2.9	After-school care	No	\$14,727.37	\$7,046

**2021-22 Contributing Actions Annual Update Table**

6. Estimated LCFF Supplemental and/or Concentration Grants (Input Dollar Amount)	4. Total Planned Contributing Expenditures (LCFF Funds)	7. Total Estimated Expenditures for Contributing Actions (LCFF Funds)	Difference Between Planned and Estimated Expenditures for Contributing Actions (Subtract 7 from 4)	5. Total Planned Percentage of Improved Services (%)	8. Total Estimated Percentage of Improved Services (%)	Difference Between Planned and Estimated Percentage of Improved Services (Subtract 5 from 8)
	\$122,646.00	\$0.00	\$0.00	0.00%	0.00%	0.00%

Last Year's Goal #	Last Year's Action #	Prior Action/Service Title	Contributing to Increased or Improved Services?	Last Year's Planned Expenditures for Contributing Actions (LCFF Funds)	Estimated Actual Expenditures for Contributing Actions (Input LCFF Funds)	Planned Percentage of Improved Services	Estimated Actual Percentage of Improved Services (Input Percentage)
1	1.2	Certificated instructional support	Yes	\$94,609.31			
1	1.7	Provide teacher collaboration time	Yes	\$20,561.69			
1	1.10	After-school tutoring	Yes	\$7,425.00			
2	2.2	SEL Professional Development, Curriculum and Instruction	Yes	\$50.00			

**2021-22 LCFF Carryover Table**

9. Estimated Actual LCFF Base Grant (Input Dollar Amount)	6. Estimated Actual LCFF Supplemental and/or Concentration Grants	LCFF Carryover — Percentage (Percentage from Prior Year)	10. Total Percentage to Increase or Improve Services for the Current School Year (6 divided by 9 + Carryover %)	7. Total Estimated Actual Expenditures for Contributing Actions (LCFF Funds)	8. Total Estimated Actual Percentage of Improved Services (%)	11. Estimated Actual Percentage of Increased or Improved Services (7 divided by 9, plus 8)	12. LCFF Carryover — Dollar Amount (Subtract 11 from 10 and multiply by 9)	13. LCFF Carryover — Percentage (12 divided by 9)
			0.00%	\$0.00	0.00%	0.00%	\$0.00	0.00%

# Instructions

[Plan Summary](#)

[Engaging Educational Partners](#)

[Goals and Actions](#)

[Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students](#)

*For additional questions or technical assistance related to the completion of the Local Control and Accountability Plan (LCAP) template, please contact the local county office of education (COE), or the California Department of Education's (CDE's) Local Agency Systems Support Office, by phone at 916-319-0809 or by email at [lcff@cde.ca.gov](mailto:lcff@cde.ca.gov).*

## Introduction and Instructions

The Local Control Funding Formula (LCFF) requires local educational agencies (LEAs) to engage their local educational partners in an annual planning process to evaluate their progress within eight state priority areas encompassing all statutory metrics (COEs have 10 state priorities). LEAs document the results of this planning process in the LCAP using the template adopted by the State Board of Education.

The LCAP development process serves three distinct, but related functions:

- **Comprehensive Strategic Planning:** The process of developing and annually updating the LCAP supports comprehensive strategic planning (California *Education Code* [EC] Section 52064[e][1]). Strategic planning that is comprehensive connects budgetary decisions to teaching and learning performance data. LEAs should continually evaluate the hard choices they make about the use of limited resources to meet student and community needs to ensure opportunities and outcomes are improved for all students.
- **Meaningful Engagement of Educational Partners:** The LCAP development process should result in an LCAP that reflects decisions made through meaningful engagement (EC Section 52064[e][1]). Local educational partners possess valuable perspectives and insights about an LEA's programs and services. Effective strategic planning will incorporate these perspectives and insights in order to identify potential goals and actions to be included in the LCAP.
- **Accountability and Compliance:** The LCAP serves an important accountability function because aspects of the LCAP template require LEAs to show that they have complied with various requirements specified in the LCFF statutes and regulations, most notably:
  - Demonstrating that LEAs are increasing or improving services for foster youth, English learners, and low-income students in proportion to the amount of additional funding those students generate under LCFF (EC Section 52064[b][4-6]).
  - Establishing goals, supported by actions and related expenditures, that address the statutory priority areas and statutory metrics (EC sections 52064[b][1] and [2]).
  - Annually reviewing and updating the LCAP to reflect progress toward the goals (EC Section 52064[b][7]).

The LCAP template, like each LEA’s final adopted LCAP, is a document, not a process. LEAs must use the template to memorialize the outcome of their LCAP development process, which should: (a) reflect comprehensive strategic planning (b) through meaningful engagement with educational partners that (c) meets legal requirements, as reflected in the final adopted LCAP. The sections included within the LCAP template do not and cannot reflect the full development process, just as the LCAP template itself is not intended as a tool for engaging educational partners.

If a county superintendent of schools has jurisdiction over a single school district, the county board of education and the governing board of the school district may adopt and file for review and approval a single LCAP consistent with the requirements in *EC* sections 52060, 52062, 52066, 52068, and 52070. The LCAP must clearly articulate to which entity’s budget (school district or county superintendent of schools) all budgeted and actual expenditures are aligned.

The revised LCAP template for the 2021–22, 2022–23, and 2023–24 school years reflects statutory changes made through Assembly Bill 1840 (Committee on Budget), Chapter 243, Statutes of 2018. These statutory changes enhance transparency regarding expenditures on actions included in the LCAP, including actions that contribute to meeting the requirement to increase or improve services for foster youth, English learners, and low-income students, and to streamline the information presented within the LCAP to make adopted LCAPs more accessible for educational partners and the public.

At its most basic, the adopted LCAP should attempt to distill not just what the LEA is doing for students in transitional kindergarten through grade twelve (TK–12), but also allow educational partners to understand why, and whether those strategies are leading to improved opportunities and outcomes for students. LEAs are strongly encouraged to use language and a level of detail in their adopted LCAPs intended to be meaningful and accessible for the LEA’s diverse educational partners and the broader public.

In developing and finalizing the LCAP for adoption, LEAs are encouraged to keep the following overarching frame at the forefront of the strategic planning and educational partner engagement functions:

Given present performance across the state priorities and on indicators in the California School Dashboard (Dashboard), how is the LEA using its budgetary resources to respond to TK–12 student and community needs, and address any performance gaps, including by meeting its obligation to increase or improve services for foster youth, English learners, and low-income students?

LEAs are encouraged to focus on a set of metrics and actions that the LEA believes, based on input gathered from educational partners, research, and experience, will have the biggest impact on behalf of its TK–12 students.

These instructions address the requirements for each section of the LCAP, but may include information about effective practices when developing the LCAP and completing the LCAP itself. Additionally, information is included at the beginning of each section emphasizing the purpose that each section serves.

## **Plan Summary**

### **Purpose**

A well-developed Plan Summary section provides a meaningful context for the LCAP. This section provides information about an LEA's community as well as relevant information about student needs and performance. In order to provide a meaningful context for the rest of the LCAP, the content of this section should be clearly and meaningfully related to the content included in the subsequent sections of the LCAP.

## Requirements and Instructions

**General Information** – Briefly describe the LEA, its schools, and its students in grades TK–12, as applicable to the LEA. For example, information about an LEA in terms of geography, enrollment, or employment, the number and size of specific schools, recent community challenges, and other such information as an LEA wishes to include can enable a reader to more fully understand an LEA's LCAP.

**Reflections: Successes** – Based on a review of performance on the state indicators and local performance indicators included in the Dashboard, progress toward LCAP goals, local self-assessment tools, input from educational partners, and any 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 specific examples of how past increases or improvements in services for foster youth, English learners, and low-income students have led to improved performance for these students.

**Reflections: Identified Need** – Referring to the Dashboard, identify: (a) any state indicator for which overall performance was in the “Red” or “Orange” performance category or any local indicator where the LEA received a “Not Met” or “Not Met for Two or More Years” rating AND (b) 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 areas of low performance and performance gaps? An LEA that is required to include a goal to address one or more consistently low-performing student groups or low-performing schools must identify that it is required to include this goal and must also identify the applicable student group(s) and/or school(s). Other needs may be identified using locally collected data including data collected to inform the self-reflection tools and reporting local indicators on the Dashboard.

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

**Comprehensive Support and Improvement** – An LEA with a school or schools identified for comprehensive support and improvement (CSI) under the Every Student Succeeds Act must respond to the following prompts:

- **Schools Identified:** Identify the schools within the LEA that have been identified for CSI.
- **Support for Identified Schools:** Describe how the LEA has or will support the identified schools in developing CSI plans that included a school-level needs assessment, evidence-based interventions, and the identification of any resource inequities to be addressed through the implementation of the CSI plan.
- **Monitoring and Evaluating Effectiveness:** Describe how the LEA will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

## Engaging Educational Partners

## Purpose

Significant and purposeful engagement of parents, students, educators, and other educational partners, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. Consistent with statute, such engagement should support comprehensive strategic planning, accountability, and improvement across the state priorities and locally identified priorities (*EC Section 52064[e][1]*). Engagement of educational partners is an ongoing, annual process.

This section is designed to reflect how the engagement of educational partners influenced the decisions reflected in the adopted LCAP. The goal is to allow educational partners that participated in the LCAP development process and the broader public understand how the LEA engaged educational partners and the impact of that engagement. LEAs are encouraged to keep this goal in the forefront when completing this section.

Statute and regulations specify the educational partners that school districts and COEs must consult when developing the LCAP: teachers, principals, administrators, other school personnel, local bargaining units of the LEA, parents, and students. Before adopting the LCAP, school districts and COEs must share it with the Parent Advisory Committee and, if applicable, to its English Learner Parent Advisory Committee. The superintendent is required by statute to respond in writing to the comments received from these committees. School districts and COEs must also consult with the special education local plan area administrator(s) when developing the LCAP.

Statute requires charter schools to consult with teachers, principals, administrators, other school personnel, parents, and students in developing the LCAP. The LCAP should also be shared with, and LEAs should request input from, schoolsite-level advisory groups, as applicable (e.g., schoolsite councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between schoolsite and district-level goals and actions.

Information and resources that support effective engagement, define student consultation, and provide the requirements for advisory group composition, can be found under Resources on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc/>.

## Requirements and Instructions

Below is an excerpt from the 2018–19 *Guide for Annual Audits of K–12 Local Education Agencies and State Compliance Reporting*, which is provided to highlight the legal requirements for engagement of educational partners in the LCAP development process:

### **Local Control and Accountability Plan:**

For county offices of education and school districts only, verify the LEA:

- a) Presented the local control and accountability plan to the parent advisory committee in accordance with Education Code section 52062(a)(1) or 52068(a)(1), as appropriate.
- b) If applicable, presented the local control and accountability plan to the English learner parent advisory committee, in accordance with Education Code section 52062(a)(2) or 52068(a)(2), as appropriate.

- c) Notified members of the public of the opportunity to submit comments regarding specific actions and expenditures proposed to be included in the local control and accountability plan in accordance with Education Code section 52062(a)(3) or 52068(a)(3), as appropriate.
- d) Held at least one public hearing in accordance with Education Code section 52062(b)(1) or 52068(b)(1), as appropriate.
- e) Adopted the local control and accountability plan in a public meeting in accordance with Education Code section 52062(b)(2) or 52068(b)(2), as appropriate.

**Prompt 1:** “A summary of the process used to engage educational partners and how this engagement was considered before finalizing the LCAP.”

Describe the engagement process used by the LEA to involve educational partners in the development of the LCAP, including, at a minimum, describing how the LEA met its obligation to consult with all statutorily required educational partners as applicable to the type of LEA. A sufficient response to this prompt must include general information about the timeline of the process and meetings or other engagement strategies with educational partners. A response may also include information about an LEA’s philosophical approach to engaging its educational partners.

**Prompt 2:** “A summary of the feedback provided by specific educational partners.”

Describe and summarize the feedback provided by specific educational partners. A sufficient response to this prompt will indicate ideas, trends, or inputs that emerged from an analysis of the feedback received from educational partners.

**Prompt 3:** “A description of the aspects of the LCAP that were influenced by specific input from educational partners.”

A sufficient response to this prompt will provide educational partners and the public with clear, specific information about how the engagement process influenced the development of the LCAP. The response must describe aspects of the LCAP that were influenced by or developed in response to the educational partner feedback described in response to Prompt 2. This may include a description of how the LEA prioritized requests of educational partners within the context of the budgetary resources available or otherwise prioritized areas of focus within the LCAP. For the purposes of this prompt, “aspects” of an LCAP that may have been influenced by educational partner input can include, but are not necessarily limited to:

- Inclusion of a goal or decision to pursue a Focus Goal (as described below)
- Inclusion of metrics other than the statutorily required metrics
- Determination of the desired outcome on one or more metrics
- Inclusion of performance by one or more student groups in the Measuring and Reporting Results subsection
- Inclusion of action(s) or a group of actions
- Elimination of action(s) or group of actions
- Changes to the level of proposed expenditures for one or more actions

- Inclusion of action(s) as contributing to increased or improved services for unduplicated services
- Determination of effectiveness of the specific actions to achieve the goal
- Determination of material differences in expenditures
- Determination of changes made to a goal for the ensuing LCAP year based on the annual update process
- Determination of challenges or successes in the implementation of actions

## Goals and Actions

### Purpose

Well-developed goals will clearly communicate to educational partners what the LEA plans to accomplish, what the LEA plans to do in order to accomplish the goal, and how the LEA will know when it has accomplished the goal. A goal statement, associated metrics and expected outcomes, and the actions included in the goal should be in alignment. The explanation for why the LEA included a goal is an opportunity for LEAs to clearly communicate to educational partners and the public why, among the various strengths and areas for improvement highlighted by performance data and strategies and actions that could be pursued, the LEA decided to pursue this goal, and the related metrics, expected outcomes, actions, and expenditures.

A well-developed goal can be focused on the performance relative to a metric or metrics for all students, a specific student group(s), narrowing performance gaps, or implementing programs or strategies expected to impact outcomes. LEAs should assess the performance of their student groups when developing goals and the related actions to achieve such goals.

### Requirements and Instructions

LEAs should prioritize the goals, specific actions, and related expenditures included within the LCAP within one or more state priorities. LEAs should consider performance on the state and local indicators, including their locally collected and reported data for the local indicators that are included in the Dashboard in determining whether and how to prioritize its goals within the LCAP.

In order to support prioritization of goals, the LCAP template provides LEAs with the option of developing three different kinds of goals:

- **Focus Goal:** A Focus Goal is relatively more concentrated in scope and may focus on a fewer number of metrics to measure improvement. A Focus Goal statement will be time bound and make clear how the goal is to be measured.
- **Broad Goal:** A Broad Goal is relatively less concentrated in its scope and may focus on improving performance across a wide range of metrics.
- **Maintenance of Progress Goal:** A Maintenance of Progress Goal includes actions that may be ongoing without significant changes and allows an LEA to track performance on any metrics not addressed in the other goals of the LCAP.

At a minimum, the LCAP must address all LCFF priorities and associated metrics.

## **Focus Goal(s)**

**Goal Description:** The description provided for a Focus Goal must be specific, measurable, and time bound. An LEA develops a Focus Goal to address areas of need that may require or benefit from a more specific and data intensive approach. The Focus Goal can explicitly reference the metric(s) by which achievement of the goal will be measured and the time frame according to which the LEA expects to achieve the goal.

**Explanation of why the LEA has developed this goal:** Explain why the LEA has chosen to prioritize this goal. An explanation must be based on Dashboard data or other locally collected data. LEAs must describe how the LEA identified this goal for focused attention, including relevant consultation with educational partners. LEAs are encouraged to promote transparency and understanding around the decision to pursue a focus goal.

## **Broad Goal**

**Goal Description:** Describe what the LEA plans to achieve through the actions included in the goal. The description of a broad goal will be clearly aligned with the expected measurable outcomes included for the goal. The goal description organizes the actions and expected outcomes in a cohesive and consistent manner. A goal description is specific enough to be measurable in either quantitative or qualitative terms. A broad goal is not as specific as a focus goal. While it is specific enough to be measurable, there are many different metrics for measuring progress toward the goal.

**Explanation of why the LEA has developed this goal:** Explain why the LEA developed this goal and how the actions and metrics grouped together will help achieve the goal.

## **Maintenance of Progress Goal**

**Goal Description:** Describe how the LEA intends to maintain the progress made in the LCFF State Priorities not addressed by the other goals in the LCAP. Use this type of goal to address the state priorities and applicable metrics not addressed within the other goals in the LCAP. The state priorities and metrics to be addressed in this section are those for which the LEA, in consultation with educational partners, has determined to maintain actions and monitor progress while focusing implementation efforts on the actions covered by other goals in the LCAP.

**Explanation of why the LEA has developed this goal:** Explain how the actions will sustain the progress exemplified by the related metrics.

## **Required Goals**

In general, LEAs have flexibility in determining what goals to include in the LCAP and what those goals will address; however, beginning with the development of the 2022–23 LCAP, LEAs that meet certain criteria are required to include a specific goal in their LCAP.

**Consistently low-performing student group(s) criteria:** An LEA is eligible for Differentiated Assistance for three or more consecutive years based on the performance of the same student group or groups in the Dashboard. A list of the LEAs required to include a goal in the LCAP based on student group performance, and the student group(s) that lead to identification, may be found on the CDE’s Local Control Funding Formula web page at <https://www.cde.ca.gov/fg/aa/lc/>.

- **Consistently low-performing student group(s) goal requirement:** An LEA meeting the consistently low-performing student group(s) criteria must include a goal in its LCAP focused on improving the performance of the student group or groups that led to the LEA’s eligibility for Differentiated

Assistance. This goal must include metrics, outcomes, actions, and expenditures specific to addressing the needs of, and improving outcomes for, this student group or groups. An LEA required to address multiple student groups is not required to have a goal to address each student group; however, each student group must be specifically addressed in the goal. This requirement may not be met by combining this required goal with another goal.

- **Goal Description:** Describe the outcomes the LEA plans to achieve to address the needs of, and improve outcomes for, the student group or groups that led to the LEA's eligibility for Differentiated Assistance.
- **Explanation of why the LEA has developed this goal:** Explain why the LEA is required to develop this goal, including identifying the student group(s) that lead to the LEA being required to develop this goal, how the actions and associated metrics included in this goal differ from previous efforts to improve outcomes for the student group(s), and why the LEA believes the actions, metrics, and expenditures included in this goal will help achieve the outcomes identified in the goal description.

**Low-performing school(s) criteria:** The following criteria only applies to a school district or COE with two or more schools; it does not apply to a single-school district. A school district or COE has one or more schools that, for two consecutive years, received the two lowest performance levels on all but one of the state indicators for which the school(s) receive performance levels in the Dashboard and the performance of the "All Students" student group for the LEA is at least one performance level higher in all of those indicators. A list of the LEAs required to include a goal in the LCAP based on school performance, and the school(s) that lead to identification, may be found on the CDE's Local Control Funding Formula web page at <https://www.cde.ca.gov/fg/aa/lc/>.

- **Low-performing school(s) goal requirement:** A school district or COE meeting the low-performing school(s) criteria must include a goal in its LCAP focusing on addressing the disparities in performance between the school(s) and the LEA as a whole. This goal must include metrics, outcomes, actions, and expenditures specific to addressing the needs of, and improving outcomes for, the students enrolled at the low-performing school or schools. An LEA required to address multiple schools is not required to have a goal to address each school; however, each school must be specifically addressed in the goal. This requirement may not be met by combining this goal with another goal.
- **Goal Description:** Describe what outcomes the LEA plans to achieve to address the disparities in performance between the students enrolled at the low-performing school(s) and the students enrolled at the LEA as a whole.
- **Explanation of why the LEA has developed this goal:** Explain why the LEA is required to develop this goal, including identifying the schools(s) that lead to the LEA being required to develop this goal; how the actions and associated metrics included in this goal differ from previous efforts to improve outcomes for the school(s); and why the LEA believes the actions, metrics, and expenditures included in this goal will help achieve the outcomes for students enrolled at the low-performing school or schools identified in the goal description.

### **Measuring and Reporting Results:**

For each LCAP year, identify the metric(s) that the LEA will use to track progress toward the expected outcomes. LEAs are encouraged to identify metrics for specific student groups, as appropriate, including expected outcomes that would reflect narrowing of any existing performance gaps.

Include in the baseline column the most recent data associated with this metric available at the time of adoption of the LCAP for the first year of the three-year plan. LEAs may use data as reported on the 2019 Dashboard for the baseline of a metric only if that data represents the most recent available (e.g., high school graduation rate).

Using the most recent data available may involve reviewing data the LEA is preparing for submission to the California Longitudinal Pupil Achievement Data System (CALPADS) or data that the LEA has recently submitted to CALPADS. Because final 2020–21 outcomes on some metrics may not be computable at the time the 2021–24 LCAP is adopted (e.g., graduation rate, suspension rate), the most recent data available may include a point in time calculation taken each year on the same date for comparability purposes.

The baseline data shall remain unchanged throughout the three-year LCAP.

Complete the table as follows:

- **Metric:** Indicate how progress is being measured using a metric.
- **Baseline:** Enter the baseline when completing the LCAP for 2021–22. As described above, the baseline is the most recent data associated with a metric. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 1 Outcome:** When completing the LCAP for 2022–23, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 2 Outcome:** When completing the LCAP for 2023–24, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 3 Outcome:** When completing the LCAP for 2024–25, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above. The 2024–25 LCAP will be the first year in the next three-year cycle. Completing this column will be part of the Annual Update for that year.
- **Desired Outcome for 2023–24:** When completing the first year of the LCAP, enter the desired outcome for the relevant metric the LEA expects to achieve by the end of the 2023–24 LCAP year.

Timeline for completing the “**Measuring and Reporting Results**” part of the Goal.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for Year 3 (2023–24)
Enter information in this box when completing the LCAP for <b>2021–22</b> .	Enter information in this box when completing the LCAP for <b>2021–22</b> .	Enter information in this box when completing the LCAP for <b>2022–23</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2023–24</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2024–25</b> . Leave blank until then.	Enter information in this box when completing the LCAP for <b>2021–22</b> or when adding a new metric.

The metrics may be quantitative or qualitative; but at minimum, an LEA’s LCAP must include goals that are measured using all of the applicable metrics for the related state priorities, in each LCAP year as applicable to the type of LEA. To the extent a state priority does not specify one or more metrics (e.g., implementation of state academic content and performance standards), the LEA must identify a metric to use within the LCAP. For these state priorities, LEAs are encouraged to use metrics based on or reported through the relevant self-reflection tool for local indicators within the Dashboard.

**Actions:** Enter the action number. Provide a short title for the action. This title will also appear in the action tables. Provide a description of the action. Enter the total amount of expenditures associated with this action. Budgeted expenditures from specific fund sources will be provided in the summary tables. Indicate whether the action contributes to meeting the increase or improved services requirement as described in the Increased or Improved Services section using a “Y” for Yes or an “N” for No. (**Note:** for each such action offered on an LEA-wide or schoolwide basis, the LEA will need to provide additional information in the Increased or Improved Summary Section to address the requirements in *California Code of Regulations*, Title 5 [5 CCR] Section 15496(b) in the Increased or Improved Services Section of the LCAP).

**Actions for English Learners:** School districts, COEs, and charter schools that have a numerically significant English learner student subgroup must include specific actions in the LCAP related to, at a minimum, the language acquisition programs, as defined in *EC* Section 306, provided to students and professional development activities specific to English learners.

**Actions for Foster Youth:** School districts, COEs, and charter schools that have a numerically significant Foster Youth student subgroup are encouraged to include specific actions in the LCAP designed to meet needs specific to Foster Youth students.

**Goal Analysis:**

Enter the LCAP Year.

Using actual annual measurable outcome data, including data from the Dashboard, analyze whether the planned actions were effective in achieving the goal. Respond to the prompts as instructed.

- Describe the overall implementation of the actions to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process. This must include any instance where the LEA did not implement a planned action or implemented a planned action in a manner that differs substantively from how it was described in the adopted LCAP.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures and between the Planned Percentages of Improved Services and Estimated Actual Percentages of Improved Services, as applicable. Minor variances in expenditures or percentages do not need to be addressed, and a dollar-for-dollar accounting is not required.
- Describe the effectiveness of the specific actions to achieve the articulated goal as measured by the LEA. In some cases, not all actions in a goal will be intended to improve performance on all of the metrics associated with the goal. When responding to this prompt, LEAs may assess the effectiveness of a single action or group of actions within the goal in the context of performance on a single metric or group of specific metrics within the goal that are applicable to the action(s). Grouping actions with metrics will allow for more robust analysis of whether the strategy the LEA is using to impact a specified set of metrics is working and increase transparency for educational partners. LEAs are encouraged to use such an approach when goals include multiple actions and metrics that are not closely associated.
- Describe any changes made to this goal, expected outcomes, metrics, or actions to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard or other local data, as applicable.

## Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

### Purpose

A well-written Increased or Improved Services section provides educational partners with a comprehensive description, within a single dedicated section, of how an LEA plans to increase or improve services for its unduplicated students in grades TK–12 as compared to all students in grades TK–12, as applicable, and how LEA-wide or schoolwide actions identified for this purpose meet regulatory requirements. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of educational partners to facilitate their ability to provide input. An LEA’s description in this section must align with the actions included in the Goals and Actions section as contributing.

### Requirements and Instructions

***Projected LCFF Supplemental and/or Concentration Grants:*** Specify the amount of LCFF supplemental and concentration grant funds the LEA estimates it will receive in the coming year based on the number and concentration of low income, foster youth, and English learner students.

**Projected Additional LCFF Concentration Grant (15 percent):** Specify the amount of additional LCFF concentration grant add-on funding, as described in EC Section 42238.02, that the LEA estimates it will receive in the coming year.

**Projected Percentage to Increase or Improve Services for the Coming School Year:** Specify the estimated percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year as calculated pursuant to 5 CCR Section 15496(a)(7).

**LCFF Carryover — Percentage:** Specify the LCFF Carryover — Percentage identified in the LCFF Carryover Table. If a carryover percentage is not identified in the LCFF Carryover Table, specify a percentage of zero (0.00%).

**LCFF Carryover — Dollar:** Specify the LCFF Carryover — Dollar amount identified in the LCFF Carryover Table. If a carryover amount is not identified in the LCFF Carryover Table, specify an amount of zero (\$0).

**Total Percentage to Increase or Improve Services for the Coming School Year:** Add the Projected Percentage to Increase or Improve Services for the Coming School Year and the Proportional LCFF Required Carryover Percentage and specify the percentage. This is the LEAs percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year, as calculated pursuant to 5 CCR Section 15496(a)(7).

**Required Descriptions:**

**For each action being provided to an entire school, or across the entire school district or COE, an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.**

For each action included in the Goals and Actions section as contributing to the increased or improved services requirement for unduplicated pupils and provided on an LEA-wide or schoolwide basis, the LEA must include an explanation consistent with 5 CCR Section 15496(b). For any such actions continued into the 2021–24 LCAP from the 2017–2020 LCAP, the LEA must determine whether or not the action was effective as expected, and this determination must reflect evidence of outcome data or actual implementation to date.

**Principally Directed and Effective:** An LEA demonstrates how an action is principally directed towards and effective in meeting the LEA’s goals for unduplicated students when the LEA explains how:

- It considers the needs, conditions, or circumstances of its unduplicated pupils;
- The action, or aspect(s) of the action (including, for example, its design, content, methods, or location), is based on these considerations; and
- The action is intended to help achieve an expected measurable outcome of the associated goal.

As such, the response provided in this section may rely on a needs assessment of unduplicated students.

Conclusory statements that a service will help achieve an expected outcome for the goal, without an explicit connection or further explanation as to how, are not sufficient. Further, simply stating that an LEA has a high enrollment percentage of a specific student group or groups does not meet the increase or improve services standard because enrolling students is not the same as serving students.

For example, if an LEA determines that low-income students have a significantly lower attendance rate than the attendance rate for all students, it might justify LEA-wide or schoolwide actions to address this area of need in the following way:

After assessing the needs, conditions, and circumstances of our low-income students, we learned that the attendance rate of our low-income students is 7 percent lower than the attendance rate for all students. (Needs, Conditions, Circumstances [Principally Directed])

In order to address this condition of our low-income students, we will develop and implement a new attendance program that is designed to address some of the major causes of absenteeism, including lack of reliable transportation and food, as well as a school climate that does not emphasize the importance of attendance. Goal N, Actions X, Y, and Z provide additional transportation and nutritional resources as well as a districtwide educational campaign on the benefits of high attendance rates. (Contributing Action[s])

These actions are being provided on an LEA-wide basis and we expect/hope that all students with less than a 100 percent attendance rate will benefit. However, because of the significantly lower attendance rate of low-income students, and because the actions meet needs most associated with the chronic stresses and experiences of a socio-economically disadvantaged status, we expect that the attendance rate for our low-income students will increase significantly more than the average attendance rate of all other students. (Measurable Outcomes [Effective In])

**COEs and Charter Schools:** Describe how actions included as contributing to meeting the increased or improved services requirement on an LEA-wide basis are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above. In the case of COEs and charter schools, schoolwide and LEA-wide are considered to be synonymous.

## **For School Districts Only:**

### **Actions Provided on an LEA-Wide Basis:**

***Unduplicated Percentage > 55 percent:*** For school districts with an unduplicated pupil percentage of 55 percent or more, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above.

***Unduplicated Percentage < 55 percent:*** For school districts with an unduplicated pupil percentage of less than 55 percent, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the actions **are the most effective use of the funds** to meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience, or educational theory.

### **Actions Provided on a Schoolwide Basis:**

School Districts must identify in the description those actions being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis.

**For schools with 40 percent or more enrollment of unduplicated pupils:** Describe how these actions are principally directed to and effective in meeting its goals for its unduplicated pupils in the state and any local priorities.

**For school districts expending funds on a schoolwide basis at a school with less than 40 percent enrollment of unduplicated pupils:** Describe how these actions are principally directed to and how the actions are the most effective use of the funds to meet its goals for foster youth, English learners, and low-income students in the state and any local priorities.

**A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.**

Consistent with the requirements of 5 CCR Section 15496, describe how services provided for unduplicated pupils are increased or improved by at least the percentage calculated as compared to the services provided for all students in the LCAP year. To improve services means to grow services in quality and to increase services means to grow services in quantity. Services are increased or improved by those actions in the LCAP that are included in the Goals and Actions section as contributing to the increased or improved services requirement, whether they are provided on an LEA-wide or schoolwide basis or provided on a limited basis to unduplicated students. A limited action is an action that only serves foster youth, English learners, and/or low-income students. This description must address how these action(s) are expected to result in the required proportional increase or improvement in services for unduplicated pupils as compared to the services the LEA provides to all students for the relevant LCAP year.

For any action contributing to meeting the increased or improved services requirement that is associated with a Planned Percentage of Improved Services in the Contributing Summary Table rather than an expenditure of LCFF funds, describe the methodology that was used to determine the contribution of the action towards the proportional percentage. See the instructions for determining the Planned Percentage of Improved Services for information on calculating the Percentage of Improved Services.

**A description of the plan for how the additional concentration grant add-on funding identified above will be used to increase the number of staff providing direct services to students at schools that have a high concentration (above 55 percent) of foster youth, English learners, and low-income students, as applicable.**

An LEA that receives the additional concentration grant add-on described in EC Section 42238.02 is required to demonstrate how it is using these funds to increase the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is greater than 55 percent as compared to the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is equal to or less than 55 percent. The staff who provide direct services to students must be certificated staff and/or classified staff employed by the LEA; classified staff includes custodial staff.

Provide the following descriptions, as applicable to the LEA:

An LEA that does not receive a concentration grant or the concentration grant add-on must indicate that a response to this prompt is not applicable.

Identify the goal and action numbers of the actions in the LCAP that the LEA is implementing to meet the requirement to increase the number of staff who provide direct services to students at schools with an enrollment of unduplicated students that is greater than 55 percent.

An LEA that does not have comparison schools from which to describe how it is using the concentration grant add-on funds, such as an LEA that only has schools with an enrollment of unduplicated students that is greater than 55 percent, must describe how it is using the funds to increase the number of credentialed staff, classified staff, or both, including custodial staff, who provide direct services to students at selected schools and the criteria used to determine which schools require additional staffing support.

In the event that an additional concentration grant add-on is not sufficient to increase staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent, the LEA must describe how it is using the funds to retain staff providing direct services to students at a school with an enrollment of unduplicated students that is greater than 55 percent.

Complete the table as follows:

- Provide the staff-to-student ratio of classified staff providing direct services to students with a concentration of unduplicated students that is 55 percent or less and the staff-to-student ratio of classified staff providing direct services to students at schools with a concentration of unduplicated students that is greater than 55 percent, as applicable to the LEA. The LEA may group its schools by grade span (Elementary, Middle/Junior High, and High Schools), as applicable to the LEA. The staff-to-student ratio must be based on the number of full time equivalent (FTE) staff and the number of enrolled students as counted on the first Wednesday in October of each year.
- Provide the staff-to-student ratio of certificated staff providing direct services to students at schools with a concentration of unduplicated students that is 55 percent or less and the staff-to-student ratio of certificated staff providing direct services to students at schools with a concentration of unduplicated students that is greater than 55 percent, as applicable to the LEA. The LEA may group its schools by grade span (Elementary, Middle/Junior High, and High Schools), as applicable to the LEA. The staff-to-student ratio must be based on the number of FTE staff and the number of enrolled students as counted on the first Wednesday in October of each year.

## Action Tables

Complete the Data Entry Table for each action in the LCAP. The information entered into this table will automatically populate the other Action Tables. Information is only entered into the Data Entry Table, the Annual Update Table, the Contributing Actions Annual Update Table, and the LCFF Carryover Table. With the exception of the Data Entry Table, the word “input” has been added to column headers to aid in identifying the column(s) where information will be entered. Information is not entered on the remaining Action tables.

The following tables are required to be included as part of the LCAP adopted by the local governing board or governing body:

- Table 1: Total Planned Expenditures Table (for the coming LCAP Year)

- Table 2: Contributing Actions Table (for the coming LCAP Year)
- Table 3: Annual Update Table (for the current LCAP Year)
- Table 4: Contributing Actions Annual Update Table (for the current LCAP Year)
- Table 5: LCFF Carryover Table (for the current LCAP Year)

Note: The coming LCAP Year is the year that is being planned for, while the current LCAP year is the current year of implementation. For example, when developing the 2022–23 LCAP, 2022–23 will be the coming LCAP Year and 2021–22 will be the current LCAP Year.

## Data Entry Table

The Data Entry Table may be included in the LCAP as adopted by the local governing board or governing body, but is not required to be included. In the Data Entry Table, input the following information for each action in the LCAP for that applicable LCAP year:

- **LCAP Year:** Identify the applicable LCAP Year.
- **1. Projected LCFF Base Grant:** Provide the total amount of LCFF funding the LEA estimates it will receive for the coming school year, excluding the supplemental and concentration grants and the add-ons for the Targeted Instructional Improvement Grant Program and the Home to School Transportation Program, pursuant to 5 CCR Section 15496(a)(8).

See *EC* sections 2574 (for COEs) and 42238.02 (for school districts and charter schools), as applicable, for LCFF apportionment calculations.

- **2. Projected LCFF Supplemental and/or Concentration Grants:** Provide the total amount of LCFF supplemental and concentration grants the LEA estimates it will receive on the basis of the number and concentration of unduplicated students for the coming school year.
- **3. Projected Percentage to Increase or Improve Services for the Coming School Year:** This percentage will not be entered; it is calculated based on the Projected LCFF Base Grant and the Projected LCFF Supplemental and/or Concentration Grants, pursuant to 5 CCR Section 15496(a)(8). This is the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the coming LCAP year.
- **LCFF Carryover — Percentage:** Specify the LCFF Carryover — Percentage identified in the LCFF Carryover Table from the prior LCAP year. If a carryover percentage is not identified in the LCFF Carryover Table, specify a percentage of zero (0.00%).
- **Total Percentage to Increase or Improve Services for the Coming School Year:** This percentage will not be entered; it is calculated based on the Projected Percentage to Increase or Improve Services for the Coming School Year and the LCFF Carryover —

Percentage. This is the percentage by which the LEA must increase or improve services for unduplicated pupils as compared to the services provided to all students in the coming LCAP year.

- **Goal #:** Enter the LCAP Goal number for the action.
- **Action #:** Enter the action's number as indicated in the LCAP Goal.
- **Action Title:** Provide a title of the action.
- **Student Group(s):** Indicate the student group or groups who will be the primary beneficiary of the action by entering "All," or by entering a specific student group or groups.
- **Contributing to Increased or Improved Services?:** Type "Yes" if the action **is** included as contributing to meeting the increased or improved services; OR, type "No" if the action is **not** included as contributing to meeting the increased or improved services.
- If "Yes" is entered into the Contributing column, then complete the following columns:
  - **Scope:** The scope of an action may be LEA-wide (i.e., districtwide, countywide, or charterwide), schoolwide, or limited. An action that is LEA-wide in scope upgrades the entire educational program of the LEA. An action that is schoolwide in scope upgrades the entire educational program of a single school. An action that is limited in its scope is an action that serves only one or more unduplicated student groups.
  - **Unduplicated Student Group(s):** Regardless of scope, contributing actions serve one or more unduplicated student groups. Indicate one or more unduplicated student groups for whom services are being increased or improved as compared to what all students receive.
  - **Location:** Identify the location where the action will be provided. If the action is provided to all schools within the LEA, the LEA must indicate "All Schools." If the action is provided to specific schools within the LEA or specific grade spans only, the LEA must enter "Specific Schools" or "Specific Grade Spans." Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades transitional kindergarten through grade five), as appropriate.
- **Time Span:** Enter "ongoing" if the action will be implemented for an indeterminate period of time. Otherwise, indicate the span of time for which the action will be implemented. For example, an LEA might enter "1 Year," or "2 Years," or "6 Months."
- **Total Personnel:** Enter the total amount of personnel expenditures utilized to implement this action.
- **Total Non-Personnel:** This amount will be automatically calculated based on information provided in the Total Personnel column and the Total Funds column.

- **LCFF Funds:** Enter the total amount of LCFF funds utilized to implement this action, if any. LCFF funds include all funds that make up an LEA’s total LCFF target (i.e., base grant, grade span adjustment, supplemental grant, concentration grant, Targeted Instructional Improvement Block Grant, and Home-To-School Transportation).
  - **Note:** For an action to contribute towards meeting the increased or improved services requirement it must include some measure of LCFF funding. The action may also include funding from other sources, however the extent to which an action contributes to meeting the increased or improved services requirement is based on the LCFF funding being used to implement the action.
- **Other State Funds:** Enter the total amount of Other State Funds utilized to implement this action, if any.
- **Local Funds:** Enter the total amount of Local Funds utilized to implement this action, if any.
- **Federal Funds:** Enter the total amount of Federal Funds utilized to implement this action, if any.
- **Total Funds:** This amount is automatically calculated based on amounts entered in the previous four columns.
- **Planned Percentage of Improved Services:** For any action identified as contributing, being provided on a Limited basis to unduplicated students, and that does not have funding associated with the action, enter the planned quality improvement anticipated for the action as a percentage rounded to the nearest hundredth (0.00%). A limited action is an action that only serves foster youth, English learners, and/or low-income students.
  - As noted in the instructions for the Increased or Improved Services section, when identifying a Planned Percentage of Improved Services, the LEA must describe the methodology that it used to determine the contribution of the action towards the proportional percentage. The percentage of improved services for an action corresponds to the amount of LCFF funding that the LEA estimates it would expend to implement the action if it were funded.

For example, an LEA determines that there is a need to analyze data to ensure that instructional aides and expanded learning providers know what targeted supports to provide to students who are foster youth. The LEA could implement this action by hiring additional staff to collect and analyze data and to coordinate supports for students, which the LEA estimates would cost \$165,000. Instead, the LEA chooses to utilize a portion of existing staff time to analyze data relating to students who are foster youth. This analysis will then be shared with site principals who will use the data to coordinate services provided by instructional assistants and expanded learning providers to target support to students. In this example, the LEA would divide the estimated cost of \$165,000 by the amount of LCFF Funding identified in the Data Entry Table and then convert the quotient to a percentage. This percentage is the Planned Percentage of Improved Service for the action.

## Contributing Actions Table

As noted above, information will not be entered in the Contributing Actions Table; however, the ‘Contributing to Increased or Improved Services?’ column will need to be checked to ensure that only actions with a “Yes” are displaying. If actions with a “No” are displayed or if actions that are contributing are not displaying in the column, use the drop-down menu in the column header to filter only the “Yes” responses.

## Annual Update Table

In the Annual Update Table, provide the following information for each action in the LCAP for the relevant LCAP year:

- **Estimated Actual Expenditures:** Enter the total estimated actual expenditures to implement this action, if any.

## Contributing Actions Annual Update Table

In the Contributing Actions Annual Update Table, check the ‘Contributing to Increased or Improved Services?’ column to ensure that only actions with a “Yes” are displaying. If actions with a “No” are displayed or if actions that are contributing are not displaying in the column, use the drop-down menu in the column header to filter only the “Yes” responses. Provide the following information for each contributing action in the LCAP for the relevant LCAP year:

- **6. Estimated Actual LCFF Supplemental and/or Concentration Grants:** Provide the total amount of LCFF supplemental and concentration grants the LEA estimates it will actually receive based on of the number and concentration of unduplicated students in the current school year.
- **Estimated Actual Expenditures for Contributing Actions:** Enter the total estimated actual expenditure of LCFF funds used to implement this action, if any.
- **Estimated Actual Percentage of Improved Services:** For any action identified as contributing, being provided on a Limited basis only to unduplicated students, and that does not have funding associated with the action, enter the total estimated actual quality improvement anticipated for the action as a percentage rounded to the nearest hundredth (0.00%).
  - Building on the example provided above for calculating the Planned Percentage of Improved Services, the LEA in the example implements the action. As part of the annual update process, the LEA reviews implementation and student outcome data and determines that the action was implemented with fidelity and that outcomes for foster youth students improved. The LEA reviews the original estimated cost for the action and determines that had it hired additional staff to collect and analyze data and to coordinate supports for students that estimated actual cost would have been \$169,500 due to a cost of living adjustment. The LEA would divide the estimated actual cost of \$169,500 by the amount of LCFF Funding identified in the Data Entry Table and then convert the quotient to a percentage. This percentage is the Estimated Actual Percentage of Improved Services for the action.

## LCFF Carryover Table

- **9. Estimated Actual LCFF Base Grant:** Provide the total amount of LCFF funding the LEA estimates it will receive for the current school year, excluding the supplemental and concentration grants and the add-ons for the Targeted Instructional Improvement Grant Program and the Home to School Transportation Program, pursuant to 5 CCR Section 15496(a)(8).

- **10. Total Percentage to Increase or Improve Services for the Current School Year:** This percentage will not be entered. The percentage is calculated based on the amounts of the Estimated Actual LCFF Base Grant (9) and the Estimated Actual LCFF Supplemental and/or Concentration Grants (6), pursuant to 5 CCR Section 15496(a)(8), plus the LCFF Carryover – Percentage from the prior year. This is the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the current LCAP year.

## Calculations in the Action Tables

To reduce the duplication of effort of LEAs, the Action Tables include functionality such as pre-population of fields and cells based on the information provided in the Data Entry Table, the Annual Update Summary Table, and the Contributing Actions Table. For transparency, the functionality and calculations used are provided below.

### Contributing Actions Table

- 4. Total Planned Contributing Expenditures (LCFF Funds)
  - This amount is the total of the Planned Expenditures for Contributing Actions (LCFF Funds) column
- 5. Total Planned Percentage of Improved Services
  - This percentage is the total of the Planned Percentage of Improved Services column
- Planned Percentage to Increase or Improve Services for the coming school year (4 divided by 1, plus 5)
  - This percentage is calculated by dividing the Total Planned Contributing Expenditures (4) by the Projected LCFF Base Grant (1), converting the quotient to a percentage, and adding it to the Total Planned Percentage of Improved Services (5).

### Contributing Actions Annual Update Table

Pursuant to *EC* Section 42238.07(c)(2), if the Total Planned Contributing Expenditures (4) is less than the Estimated Actual LCFF Supplemental and Concentration Grants (6), the LEA is required to calculate the difference between the Total Planned Percentage of Improved Services (5) and the Total Estimated Actual Percentage of Improved Services (7). If the Total Planned Contributing Expenditures (4) is equal to or greater than the Estimated Actual LCFF Supplemental and Concentration Grants (6), the Difference Between Planned and Estimated Actual Percentage of Improved Services will display “Not Required.”

- 6. Estimated Actual LCFF Supplemental and Concentration Grants
  - This is the total amount of LCFF supplemental and concentration grants the LEA estimates it will actually receive based on of the number and concentration of unduplicated students in the current school year.
- 4. Total Planned Contributing Expenditures (LCFF Funds)
  - This amount is the total of the Last Year's Planned Expenditures for Contributing Actions (LCFF Funds)

- 7. Total Estimated Actual Expenditures for Contributing Actions
  - This amount is the total of the Estimated Actual Expenditures for Contributing Actions (LCFF Funds)
- Difference Between Planned and Estimated Actual Expenditures for Contributing Actions (Subtract 7 from 4)
  - This amount is the Total Estimated Actual Expenditures for Contributing Actions (7) subtracted from the Total Planned Contributing Expenditures (4)
- 5. Total Planned Percentage of Improved Services (%)
  - This amount is the total of the Planned Percentage of Improved Services column
- 8. Total Estimated Actual Percentage of Improved Services (%)
  - This amount is the total of the Estimated Actual Percentage of Improved Services column
- Difference Between Planned and Estimated Actual Percentage of Improved Services (Subtract 5 from 8)
  - This amount is the Total Planned Percentage of Improved Services (5) subtracted from the Total Estimated Actual Percentage of Improved Services (8)

**LCFF Carryover Table**

- 10. Total Percentage to Increase or Improve Services for the Current School Year (6 divided by 9 + Carryover %)
  - This percentage is the Estimated Actual LCFF Supplemental and/or Concentration Grants (6) divided by the Estimated Actual LCFF Base Grant (9) plus the LCFF Carryover – Percentage from the prior year.
- 11. Estimated Actual Percentage of Increased or Improved Services (7 divided by 9, plus 8)
  - This percentage is the Total Estimated Actual Expenditures for Contributing Actions (7) divided by the LCFF Funding (9), then converting the quotient to a percentage and adding the Total Estimated Actual Percentage of Improved Services (8).
- 12. LCFF Carryover — Dollar Amount LCFF Carryover (Subtract 11 from 10 and multiply by 9)
  - If the Estimated Actual Percentage of Increased or Improved Services (11) is less than the Estimated Actual Percentage to Increase or Improve Services (10), the LEA is required to carry over LCFF funds.

The amount of LCFF funds is calculated by subtracting the Estimated Actual Percentage to Increase or Improve Services (11) from the Estimated Actual Percentage of Increased or Improved Services (10) and then multiplying by the Estimated Actual LCFF Base Grant (9). This amount is the amount of LCFF funds that is required to be carried over to the coming year.

- 13. LCFF Carryover — Percentage (12 divided by 9)
  - This percentage is the unmet portion of the Percentage to Increase or Improve Services that the LEA must carry over into the coming LCAP year. The percentage is calculated by dividing the LCFF Carryover (12) by the LCFF Funding (9).

California Department of Education  
January 2022