

AGENDA  
 ELK GROVE UNIFIED SCHOOL DISTRICT  
 Regular Meeting of the Board of Education  
 Board Room, Education Center  
 9510 Elk Grove-Florin Road  
 Elk Grove, CA 95624  
 June 4, 2013  
 Closed Session – 4:30 p.m.  
 Regular Session – 7:00 p.m.

Item

Time – Approximate

Public Comment on Items on Agenda or Not on the Agenda

NOTICE

Cards are available at the table just outside of the Board Room for anyone who wishes to address the Board. If you wish to address the Board, complete a card and hand it to a staff member at the table to the left as you enter the Board Room. Please be sure to complete the card indicating whether the matter you wish to address is on the agenda or not on the agenda. If the matter is on the agenda, we will assume you wish to speak when it comes time to address that item on the agenda and will hold your card until then. Presentations will be limited to a maximum of three (3) minutes, with a total of thirty (30) minutes designated for public comment on an item. Time limitations are at the discretion of the President of the Board of Trustees.

CLOSED SESSION – 4:30 p.m.

2 Hours

1. Superintendent's Evaluation

2. Conference with Labor Negotiators

Agency designated representatives: Glen De Graw, Richard Fagan,  
Steven M. Ladd, Karen Rezendes

Employee Organization: All Elk Grove Unified School District  
Bargaining Units

3. Public Employee Appointment/Employment: Elementary Middle and  
High School Vice-Principals; Elementary and Middle School Principals

EMPLOYEES-OF-THE-YEAR RECEPTION – 6:30-7:00 p.m.

I. Pledge of Allegiance

5 Minutes

II. Presentations/Recognitions

4. 2012-13 Employees of the Year Recognition

15 Minutes

5. Recognition of CIF Sac-Joaquin Section Champions

10 Minutes

6. 2013 FFA California State Judging Contest Finals

10 Minutes

III. Student Expulsion Recommendations

7. Requests for Student Expulsions

5 Minutes

8. Requests for Return from Student Expulsions

5 Minutes

AGENDA  
ELK GROVE UNIFIED SCHOOL DISTRICT  
Regular Meeting of the Board of Education  
June 4, 2013

Page 2

<u>Item</u>	<u>Time – Approximate</u>
IV. Budget Update	
9. 2013-14 Budget Update and Preliminary District Adopted Budget	15 Minutes
V. Board Member Reports	
VI. Public Comment	
VII. Bargaining Units	
VIII. Reports	
10. Educationally-Related Mental Health Services (ERMHS) Presentation	20 Minutes
IX. Public Hearing/Action Item	
11. 2013-14 Categorical Flexibility	5 Minutes
X. Discussion Items	
12. Adjustment to School Facilities Fees	10 Minutes
XI. Action Items	
13. Revisions to Board Policy 3260, Fees and Charges - Second Reading and Adoption	5 Minutes
XII. Consent Agenda – Action	5 Minutes
14. Approval of Minutes	
15. Personnel Actions	
16. Declaration of Need for Fully Qualified Educators for 2013-14	
17. Approval of Purchase Order History	
18. Approval of Budget Transfers	
19. Acceptance of Gifts	
20. Carl D. Perkins Career and Technical Education Improvement Act Funding applications for 2013-14	
21. Out-of-State Field Trip Approval	
22. Lease of Real Property Extension for a Special Education Riding Program at Jessie Baker Elementary School Site	
23. Monterey Trail High School Band Room Fire Restoration, Award of Contract	
24. Gate Project at Valley High School, Award of Contract	
25. Gate Project at Florin High School, Award of Contract	

AGENDA  
ELK GROVE UNIFIED SCHOOL DISTRICT  
Regular Meeting of the Board of Education  
June 4, 2013

<u>Item</u>	<u>Time – Approximate</u>
XIII. Other Action Items	
26. Discussion and Action on Items Removed From Consent Agenda	5 Minutes
XIV. Information Items	
27. Other Items from the Floor	5 Minutes
28. Items for Future Agendas	5 Minutes
XV. Adjournment	

**AMERICAN WITH DISABILITIES COMPLIANCE NOTICE**

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Arlene Hein, at (916) 686-7700. Notification of at least 24 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

**DOCUMENT AVAILABILITY**

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in District office located at 9510 Elk Grove-Florin Road, Elk Grove, CA during normal business hours.

Agenda Item No.: \_\_\_\_\_

**Board Agenda Item**

Supplement No.: \_\_\_\_\_

Meeting Date: June 4, 2013

**Subject:** 2012-2013 EMPLOYEES OF THE YEAR **Department:** Human Resources

**Action Requested:**  
The Board is asked to recognize the 2012-2013 Employees of the Year.

**Discussion:**  
Representatives from American Federation of State, County, and Municipal Employees (AFSCME); Amalgamated Transit Union (ATU); California School Employees Association (CSEA); Elk Grove Education Association (EGEA); and Elk Grove Team for Education/Administrative Management and Support (EGTEAMS) - Elk Grove Administrative Team (EGAT) and Elk Grove Business and Educational Support Team (EGBEST) received dozens of nomination forms submitted by members of each employee group and selected luminaries deserving recognition. The 2012-2013 Employees of the Year are as follows:

**AFSCME**

- Tam Nguyen, Custodian II, William Daylor High School

**ATU**

- Walter Davis, Jr., Bus Driver, Transportation

**CSEA**

- Grace Villalobos, Paraeducator-Mild/Moderate & Bilingual Teaching Associate, Samuel Jackman MS

**EGEA**

- Donna Mc Neel, Activities Director and Reading & Social Sciences Teacher, Katherine Albiani MS
- Timothy Smith, Mathematics Teacher, Florin High School

**EGTEAMS:**

**EGAT**

- Kevin Schaefer, Lead Program Specialist, Student Services (Certificated Administrator)

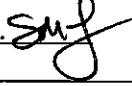
**EGBEST**

- Michelle Drake, Director, Food & Nutrition Services (Classified Administrator)
- Deborah Petersen, Sr. Administrative Assistant, Elementary Education (Confidential/Supervisory)
- Lynette Edom, Middle School Secretary, James Rutter Middle School I (Administrative Support)

We offer them our congratulations on receiving this honor.

**Financial Summary:**

Prepared By: \_\_\_\_\_ Division Approval: Glen De Graw 

Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. 

**Board Agenda Item**

**Subject:**  
Athletic Recognition **Division:** Secondary Education

**Action Requested:**  
The Board is asked to recognize CIF Sac-Joaquin Section Champions

**Discussion:**

The Board is asked to recognize the Franklin High School girls' soccer team for winning the CIF Sac-Joaquin Section Division I Championship. They beat top-seeded Davis 4-3 on penalty kicks after the game was tied 0-0 during 100 minutes of play.

In the 32 year history of the section soccer playoffs, Franklin is the first EGUSD school in any division to win a championship in either the boys' or girls' competition.

Results of ongoing CIF championship competitions will be reflected in a revised Board Agenda Item.

**Financial Summary:**  
N/A

Prepared By: Jim Smrekar Division Approval: Christina Corona  
Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. *smj*


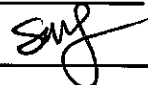
**Board Agenda Item**

**Subject:** 2013 FFA California State Judging Contest Finals      **Division:** Secondary Education

**Action Requested:**  
The Board of Education is asked to recognize Elk Grove Unified School District students who received recognition at the FFA State Finals contests.

**Discussion:**  
The Board is asked to recognize Elk Grove Unified School District students who competed with over 2000 students from throughout California in the FFA State Finals and were honored for their achievements in agriculture.

**Financial Summary:**  
N/A

**Prepared By:** Kathy Hamilton, Career Technical Ed.      **Division Approval:**  Christina Penna, Secondary Education  
**Prepared By:** \_\_\_\_\_      **Superintendent Approval:** Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 9  
Supplement No. \_\_\_\_\_  
Meeting Date: June 4, 2013

**Board Agenda Item**

**Subject:** 2013-14 Budget Update and Preliminary District Adopted Budget  
**Department:** Budget

**Action Requested:**  
The Board is asked to receive a report regarding the 2013-14 State Budget Update and Preliminary District Adopted Budget.

**Discussion:**  
  
The 2013-14 preliminary adopted budget reflects an increase of \$285/ADA of revenue based on the proposed Local Control Funding Formula (LCFF). Staff will continue to monitor actions at the state level, evaluate new information as it is known and adjust the budget accordingly.  
  
Attachment to follow.

**Financial Summary:**

Prepared By: Shannon Stenrods  
Division Approval: Rich Fagan  
Prepared By: \_\_\_\_\_  
Superintendent Approval: Steven M. Ladd, Ed.D.

Agenda Item No: 10

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date June 4, 2013

**Subject:**

**Department:** Student Services

**Educationally-Related Mental Health Services**

**Action Requested:**

The Board of Education is requested to receive a presentation on Educationally-Related Mental Health Services (ERHMS) and Coordinated Early Intervening Services (CEIS).

**Discussion:**

The purpose of this presentation is to provide an update on the District's Educationally-Related Mental Health Services (ERMHS) and Coordinated Early Intervening Services (CEIS) programs.

**Financial Summary:**

N/A

Prepared By: Bill Tollestrup

Approval: <sup>MC</sup> Mark Cerutti

Prepared By: \_\_\_\_\_

Superintendent Approval: Steven M. Ladd, Ed.D. 



**Educationally-Related Mental Health Services  
Coordinated Early Intervening Services  
*Wellness***

**Elk Grove Unified School District  
Board of Education Presentation  
June 4, 2013**

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**Mark Cerutti, Associate Superintendent of Education Services  
William Tollestrup, Director of Special Education/SELPA  
Doug Phillips, Program Specialist, Special Education**

# The Goal

**Our Goal is to**

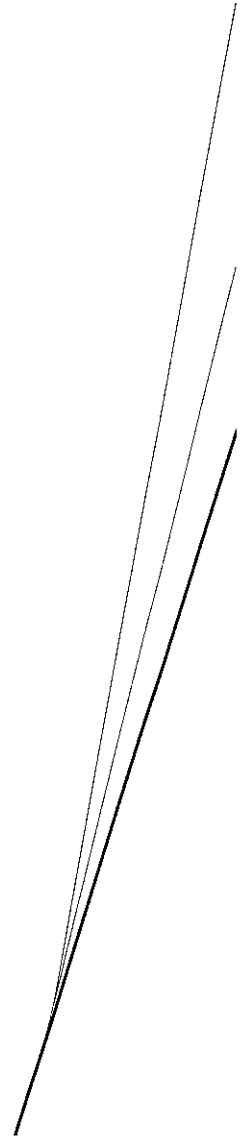
- facilitate the effective teaching and learning of positive behavioral expectations; through positive behavior supports, we aspire to model, teach, and reinforce the life skills that enable students to deal confidently with the complex and rapidly changing world.

**We will accomplish our Goal by**

- developing, implementing and evaluating a comprehensive and collaborative system that promotes healthy minds through a continuum of services that are proactive, culturally responsive, and research based. These services will support social-emotional learning and growth, will be educationally related, will provide measurable results and will be implemented with fidelity.

**These efforts will result in**

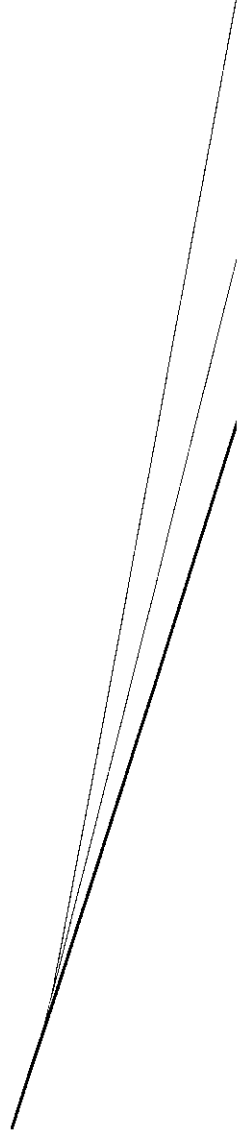
- increase attendance, academic performance, promote a positive, safe environment, reduce suspensions/expulsions disruption and referrals.



# Historical Perspective

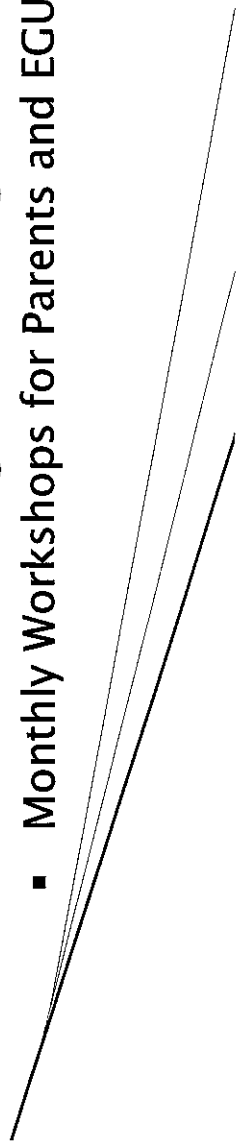
July, 2011

- California AB 114 shifted the responsibility for providing educationally-related mental health service for identified ***SPECIAL EDUCATION STUDENTS*** from county mental health agencies to local educational agencies (District/SELPA)
- Funding streams were established to build and fund District/SELPA mental health support systems



# **Educationally Related Mental Health Services (ERMHS) Planning – Spring 2012...**

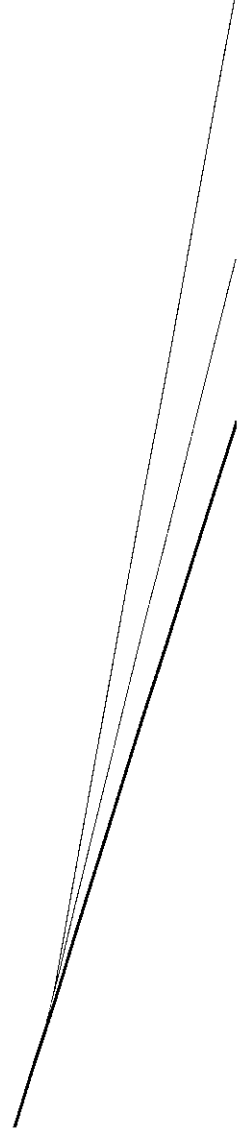
Special Education and Student Support and Health Services began the work of developing an effective model for identifying and referring special education students that qualify for Educationally Related Mental Health Services (ERMHS). Data included:

- Students Receiving Mental Health Services
  - 5 Year Trends of Mental Health Referrals
  - Determination of Professional Licensure required to provide Direct Individual Service (DIS) to students:
    - Counseling & Guidance
    - Individual Counseling
    - Social Work Services
    - Parent Counseling and Training
    - Monthly Workshops for Parents and EGUSD Staff
- 

# 2012 - 2013

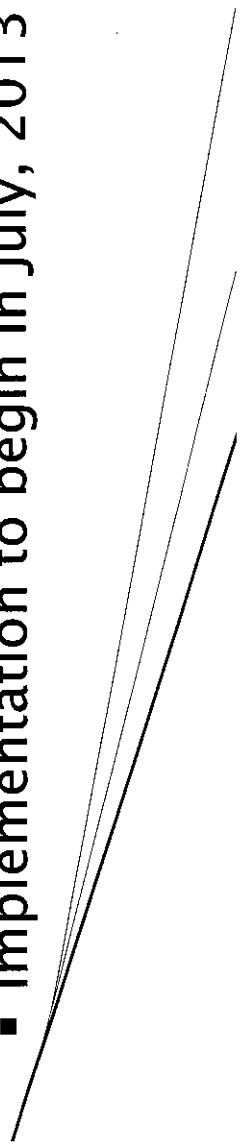
## Transitioning to the first year of ERMHS Implementation

- ERMHS Students identified
- Staffing in place
  - Additional Psychologist support
  - Mental Health Therapists
  - Positive Behavior Intervention Systems Coaches
- ERMHS referrals completed
- ERMHS counseling and guidance service provided
- Valley High School MHT office location



## Coordinated Early Intervening Services (CEIS)

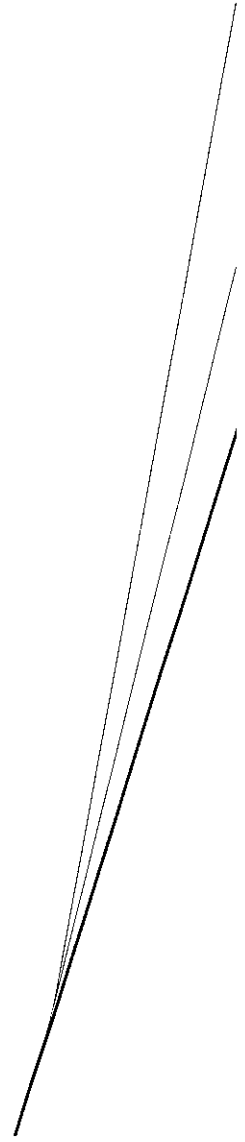
In July, 2012, The Elk Grove Unified School District was identified by The California Department of Education (CDE) as significantly disproportionate in its over identification of African-American students in the category of Emotional Disturbance for the academic year 2009–2010. This necessitated:

- convening a CEIS Stakeholder's group to develop a CEIS Plan
  - setting aside 15% of IDEA Federal funding for the provision of a pre-referral intervention system for general education students with a recommended focus K–3
  - Our CEIS plan was approved by the Board of Education and submitted to the California Department of Education (CDE) in January, 2013
  - The plan was approved by CDE in March, 2013
  - Implementation to begin in July, 2013
- 

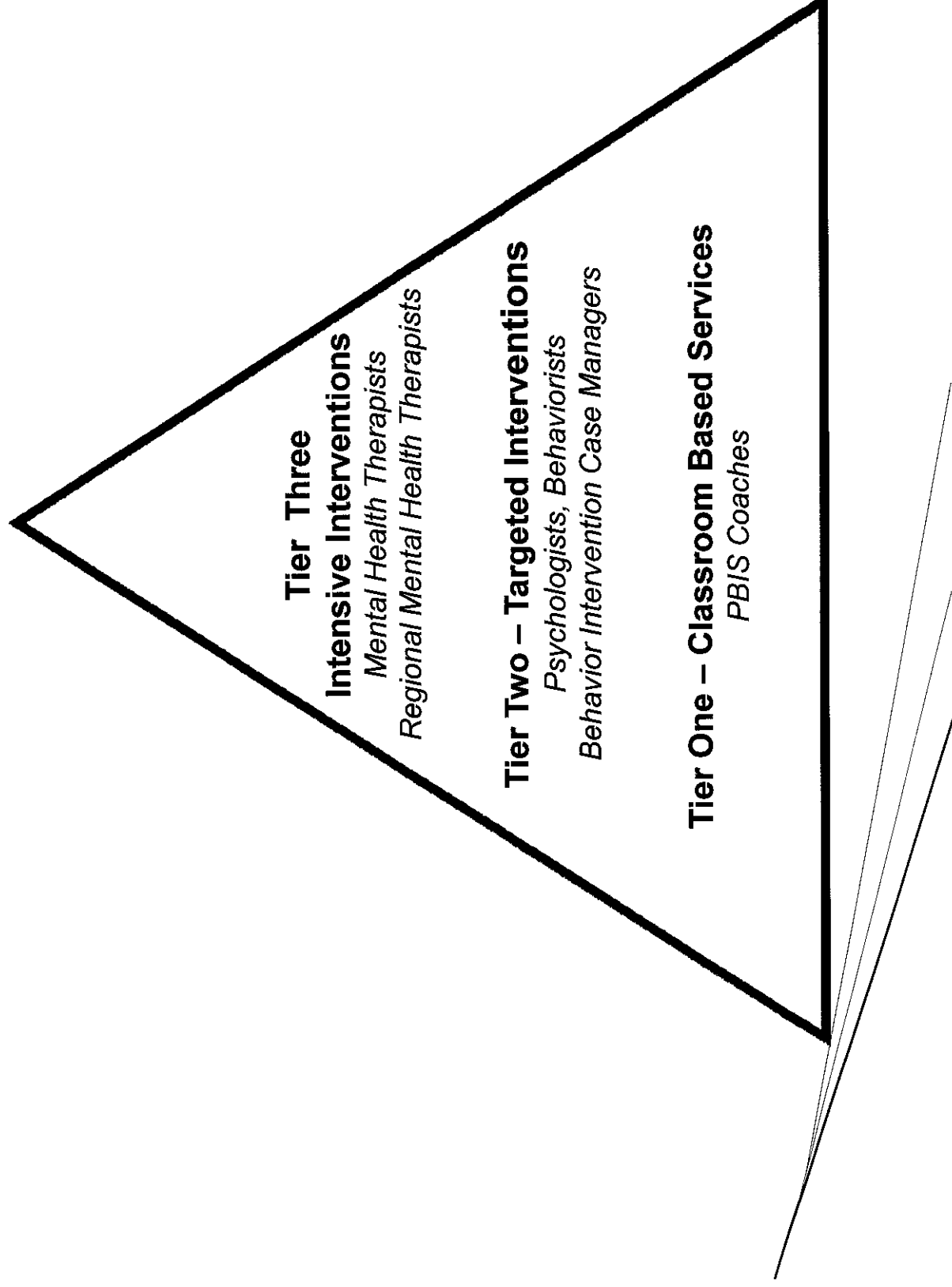
# Maximizing Opportunity and Resources

A broad based team of district experts saw great promise in combining the services and funding of ERMHS and CEIS. A combined planning approach would:

- Expand the types of services available to students
- Expand the numbers of students able to receive services
- Extend the longevity of programs



# Integrating Educationally Related Mental Health and Coordinated Early Intervening Services



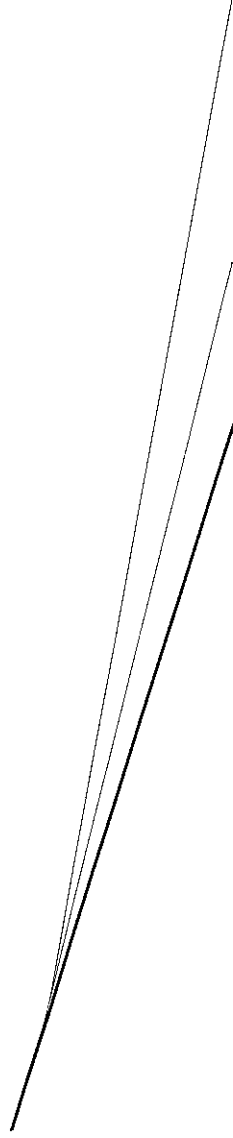


# ERMHS + CEIS = “Healthy Minds”

- ▶ Educationally Related Mental Health Services
- ▶ Coordinated Early Intervening Services
- ▶ District Wellness
- ▶ Coordinated School Health Program

## *Healthy Body - Healthy Mind - Healthy Learning*

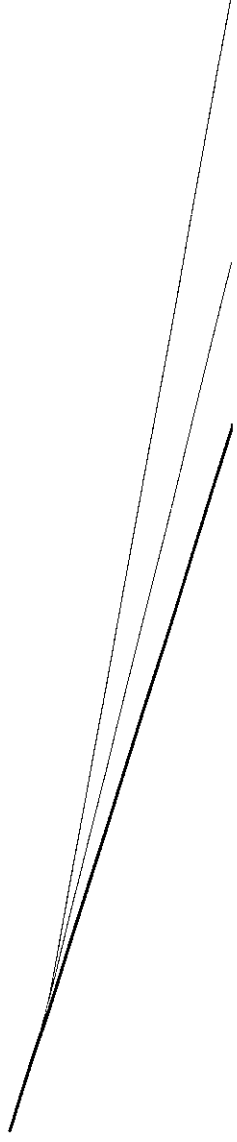
- ▶ Leveraging district and community resources to optimally provide mental health services to students and families



# The Building of New Divisions

Mental Health Services Department combines resources from two Divisions; Education Services and Student Support and Health Services:

- Mental Health Therapists
- Clinical Social Workers
- Special Education Program Specialists
- Psychologists
- Positive Behavior Intervention System Coaches
- Educationally Related Mental Health Services Coach
- Research Analyst
- Technology Services Programmer

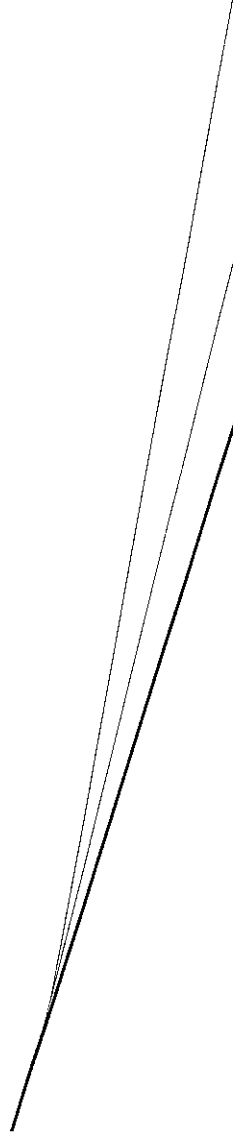


# **Mental Health Services**

## **“Healthy Minds”**

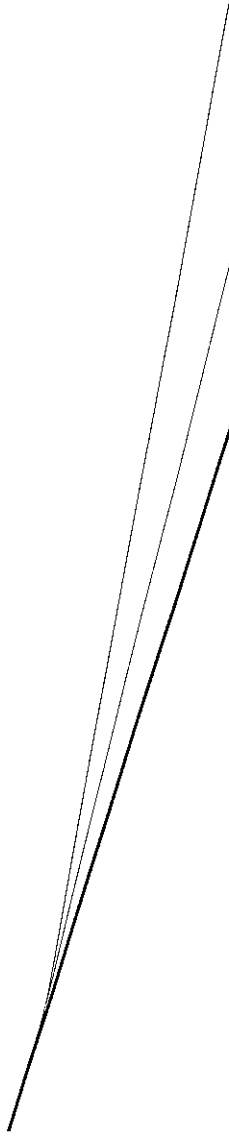
**Provide intervention and prevention services for all students:**

- Hire necessary staff
- Continue to develop, implement and evaluate access systems and protocols
- Develop rollout and communication plan
- Train sites in Positive Behavior Intervention and Support (PBIS)
- Develop and deliver professional development for staff/families/community
- Develop data tracking systems in SISWeb
- Build parent and community involvement and support



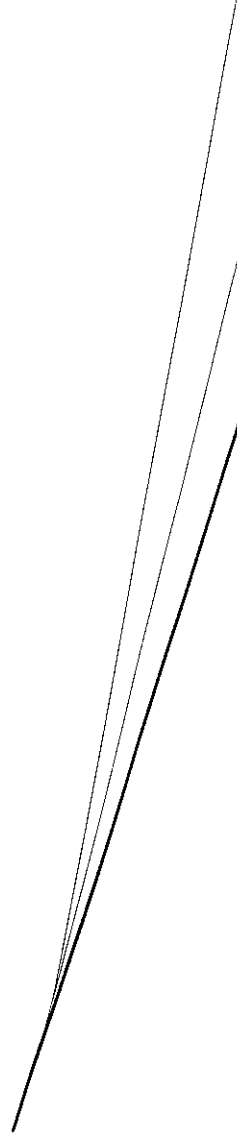
# Collaboration is the Key

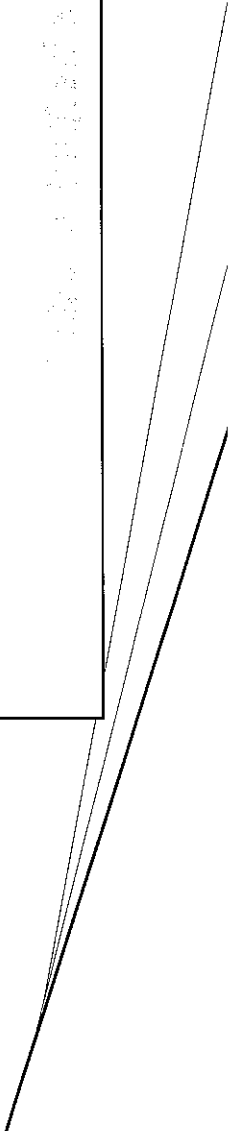
- District Staff
- Site Staff
- Parents
- Community
- Agencies
- Bargaining unit leadership and members
  - EGEA / CSEA / ACSME / ATU / PSWA / EGTEAMS



# The Healthy Minds Goals

- Reduction in Special Education Referrals
- Reduction in Non–Public School Placements
- Reduction in Suspensions/Expulsions
- Reduction in Exclusionary Discipline
- Increase in Access to Mental Health/Wellness Supports
- Increase in Parent/Family, Community Involvement
- Increase in Student Engagement
- Support for Common Core State Standards (CCSS)
- Support Closing of the Achievement Gap





**Educationally-Related Mental Health Services  
Coordinated Early Intervening Services  
*Wellness***

**Elk Grove Unified School District  
Board of Education Presentation  
June 4, 2013**

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**Mark Cerutti, Associate Superintendent of Education Services  
William Tollestrup, Director of Special Education/SELPA  
Doug Phillips, Program Specialist, Special Education**

ELK GROVE UNIFIED SCHOOL DISTRICT

11

Agenda Item No:

Board Agenda Item

Supplement No.

Meeting Date:

June 4, 2013

Subject: 2013/14 Categorical Flexibility Public Hearing

Department: Budget Department

Action Requested:

The Board is asked to receive a report on the use of categorical funding flexibility, hold the required public hearing, and take action on recommendations for the district to use categorical funding flexibility included in the state budget.

Discussion:

The fragile California economy is recovering; however our district is still experiencing annual operation deficits. Therefore, it is recommended the District continue to use the Tier III categorical flexibility in order to meet its financial obligations for the 2013-14 school year.

This would include the redirection of all funds for the following programs to be used for other educational purposes:

- |  |  |
|--|--|
| Program for Intern Teachers                | Physical Education Teacher Incentive Program |
| Instructional Materials                    | Art & Music Block Grant                      |
| Staff Development Math & Reading & EL      | Deferred Maintenance                         |
| 9 <sup>th</sup> Grade Class Size Reduction | Cal-Safe Supportive Services                 |
| California High School Exit Exam           | Supplemental School Counseling               |

This would also include the redirection of a portion of the funding for the following programs to be used for other educational purposes:

- |                                     |  |
|-------------------------------------|--|
| Peer Assistance Review Program      | School & Library Improvement Block Grant |
| Regional Occupational Program (ROP) | Adult Education                          |

In accordance with EC 42605 the governing board of a school district must discuss, approve or disapprove the proposed use of funding for Tier III categorical programs listed in the annual California State Budget Act.

The attached report includes the programs recommended to be transferred with a description of what the funding was previously used for.

Financial Summary:

There is no change in revenue, only a change in documentation.

Prepared By: Shannon Stenroos

Division Approval:

Rich Fagan

Prepared By:

Superintendent Approval:

Steven M. Ladd, Ed.D.



ELK GROVE UNIFIED SCHOOL DISTRICT  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

PROGRAM FOR INTERN TEACHERS - CTC (6260)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$33,523	\$33,523	\$0	\$33,523

The original intent of the funds was to support and prepare public school teachers to earn a teaching credential. This revenue was generated by the number of intern teachers employed by our district annually. These funds were used in conjunction with our local fee based program (Teacher Education Institute TEI). **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff was not released as a result of flexing the funds for this program.

GIFTED AND TALENTED EDUCATION - GATE (7140)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$396,236	\$396,236	\$50,000	\$346,236

The original intent of the funds was to establish programs for gifted and talented pupils consisting of special day classes, part-time groupings, and cluster groupings. GATE curricular components were required to be planned and organized as integrated differentiated learning experiences within the regular school day and could be augmented or supplemented with other differentiated activities related to the core curriculum, including independent study, acceleration, postsecondary education, and enrichment. GATE students continue to be served within their elementary classrooms and Honor/AP classes at the secondary level. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of flexing the funds for this program.

INSTRUCTIONAL MATERIALS- IMFRP (7156)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$3,393,870	\$3,393,870	\$0	\$3,393,870

The original intent of the funds were restricted to the Instructional Materials Funding Realignment Program (IMFRP) that replaces three previous funding sources for instructional materials: The K-8 Instructional Materials Fund, the 9-12 Instructional Materials Fund, and the Schiff-Bustamante Standards-Aligned Instructional Materials Fund, K-12. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Textbook funds received under another revenue stream (Proposition 20) are being utilized to maintain current textbook inventories. We will continue to provide textbooks to all of our students and meet all requirements of the Williams legislation. These funds cannot be used for salaries or benefits therefore staff was not released.

ELK GROVE UNIFIED SCHOOL DISTRICT  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

PEER ASSISTANCE REVIEW PROGRAM - CPARP (7271)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$242,300	\$242,300	\$135,000	\$107,300

The original intent of the funds were restricted to the PAR program supporting a teacher peer assistance and review system and the coordination of employment policies and procedures with activities for professional development. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of scaling back funding for this program to its proposed level of funding. Funds are proposed to be added back to provide assistance to tenured teachers as specified in the EGEA contract for the 2013-14 school year.

STAFF DEVELOPMENT MATH & READING (7294)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$276,575	\$276,575	\$0	\$276,575

The original intent of the funds were restricted to providing professional development for mathematics and reading/language arts teachers. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of flexing the funds for this program. Necessary staff professional development has been provided by the district during the time these funds have been flexed from Title II.

STAFF DEVELOPMENT MATH & READING (7296) EL			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$279,573	\$279,573	\$0	\$279,573

The original intent of the funds were restricted to providing professional development for mathematics and reading/language arts teachers of English learners. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of flexing the funds for this program. Necessary staff professional development has been provided by the district during the time these funds have been flexed from Title II.

TEACHER CREDENTIALING BLOCK GRANT (7392)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$743,607	\$743,607	\$0	\$743,607

The original intent of the funds were restricted to the Teacher Credentialing Block Grant that includes funding for the Beginning Teacher Support and Assessment (BTSA) program. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Title II funds will be used to provide probationary teachers with the support necessary for them to meet their preliminary teacher credentialing requirements. The effect of flexing the funds for this program resulted in 1.00 FTE Program Specialist of staff being reassigned to the Title II program.

ELK GROVE UNIFIED SCHOOL DISTRICT  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

SCHOOL & LIBRARY IMPROVEMENT BLOCK GRANT - SLIB (7395)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$2,589,534	\$2,589,534	\$465,407	\$2,124,127

The original intent of the funds were restricted to the School and Library Improvement Block Grant combining funds from School Library Materials (SLM) and the School Improvement Program (SIP). The funds were dispersed to K-6 schools and budgets were development and approved by the school site council. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Funds are proposed to be added back to provide for copying machine contracts for the 2013-14 school year. Copy machine maintenance/lease contracts were one of the activities sites funded with this allocation. The effect of flexing funds for this program resulted in the release of 26.62 FTE of Library Technicians at Elementary Schools beginning with the 2010-11 school year.

9TH GRADE CLASS SIZE REDUCTION (1200)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$955,281	\$955,281	\$0	\$955,281

The original intent of the funds were restricted to the Class Size Reduction Grade Nine program to reduce class size in grade nine English and one other course required for graduation (either mathematics, science, or social studies). **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** The effect of flexing the funds for this program resulted in the release of 14.10 FTE of Teachers. The district has maintained a 9th grade class size reduction program funding 9.00 FTE of Teachers through Title II funds.

CAL-SAFE SUPPORTIVE SERVICES (6091)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$237,643	\$237,643	\$0	\$237,643

The original intent of the funds were restricted to the Cal-SAFE program, a comprehensive community-linked school program for expectant and parenting students and their children. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Pregnant and Parenting Teens will continue to receive support through the Healthy Start Centers. The district still maintains the child care portion of the program (\$101,017). Staff were not released as a result of flexing the funds for this program.

ELK GROVE UNIFIED SCHOOL DISTRICT  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

REGIONAL OCCUPATION PROGRAM - ROP (6350)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$2,030,274	\$2,030,274	\$1,725,733	\$304,541

The original intent of the funds were to provide ROP courses standardized curriculum infused with academic coursework in a project based educational setting. Students develop valuable skills in a supportive environment. Hands-on training, project development, and internships paired with laboratory, clinical or shop time is built into the students educational experiences. These funds are provided on a per ADA basis from the Sacramento County Office of Education. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Funds are proposed to be added back to provide ROP programs for the 2013-14 school year.

ADULT EDUCATION (6390)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$1,743,095	\$1,743,095	\$800,000	\$943,095

The original intent of the funds were to support adult schools based on average daily attendance (ADA), which equals to 525 hours per unit of ADA. Courses under the following program areas can be funded by state apportionment: Adult Literacy/High School Diploma, English as a Second Language/Citizenship, Adults with Disabilities, Career Technician Education/Apprenticeships, Parenting, Family and Consumer Awareness, and Older Adults. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Funds are proposed to be added back to operate an Adult School program for the 2013-14 school year. The effect of flexing the funds for this program resulted in the release of 12.53 FTE of certificated and classified staff beginning in the 2010-11 school year.

CALIFORNIA HIGH SCHOOL EXIT EXAM - CAHSEE (7055)			
2013/14 PRELIMINARY ALLOCATION	2013/14 STATE APPROVED FLEXIBILITY	2013/14 PROPOSED ADD BACK	2013/14 PROPOSED NET FLEXIBILITY
\$469,379	\$469,379	\$0	\$469,379

The original intent of the funds were restricted to the California High School Exit Exam Intensive Instruction and Services program providing intensive instruction and services to assist pupils in passing the California High School Exit Examination (CAHSEE). **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of flexing the funds for this program.

**ELK GROVE UNIFIED SCHOOL DISTRICT**  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

<b>PUPIL RETENTION BLOCK GRANT (7390)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$635,876	\$635,876	\$635,876	\$0

The original intent of the funds were restricted to the Pupil Retention Block Grant combining funding for the following programs that target pupils who require additional assistance to succeed in school: Continuation High School Foundation, Tenth Grade Counseling, District Opportunity Classes and Programs, and Dropout Prevention and Recovery. Funds are proposed to be added back to support at risk students attending continuation school programs for the 2013-14 school year.

<b>SUPPLEMENTAL SCHOOL COUNSELING - AB 1802 (7080)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$1,669,725	\$1,669,725	\$0	\$1,669,725

The original intent of the funds were restricted to the Middle and High School Supplemental School Counseling program that provides funds to support additional, appropriate counseling services for students in grades seven through twelve at risk of (1) not passing the California High School Exit Examination (CAHSEE) or (2) not accessing the standards curriculum because they are two or more grade levels below standards by the seventh grade. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** The effect of flexing the funds for this program resulted in the release of 17.82 FTE Counselors beginning in the 2010-11 school year.

<b>PHYSICAL EDUCATION TEACHER INCENTIVE PROGRAM (6258)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$352,217	\$352,217	\$0	\$352,217

The original intent of the funds were restricted to the Physical Education Teacher Incentive program providing funding to hire credentialed physical education teachers to teach physical education in selected schools serving kindergarten and any of grades one through eight. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** The effect of flexing the funds for this program resulted in the release of 4.00 FTE of Teachers beginning in the 2009-10 school year.

<b>ART AND MUSIC BLOCK GRANT (6760)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$842,343	\$842,343	\$0	\$842,343

The original intent of the funds were restricted to providing support for standards-aligned instruction in arts and music. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** These funds had been used to supplement band, choir, and other art programs. Staff were not released as a result of flexing the funds for this program.

**ELK GROVE UNIFIED SCHOOL DISTRICT**  
Budget Department

**2013-14 BUDGET DEVELOPMENT  
CATEGORICAL FLEXIBILITY  
DETAIL BY RESOURCE**

**2013-14 TIER III FLEXED PROGRAMS**

<b>DEFERRED MAINTENANCE (6205)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$2,125,628	\$2,125,628	\$0	\$2,125,628

The original intent of the funds were to provide state matching funds on a dollar-for-dollar basis to assist school districts with such items as major repair or replacement of existing school facility systems, hazard abatement, and interior and exterior painting of school buildings. **The flexed funds are being used to maintain staffing such as K-3 teachers, counselors, librarians, para-educators, and administrative personnel throughout the District.** Staff were not released as a result of flexing the funds for this program.

<b>SCHOOL SAFETY &amp; VIOLENCE PREVENTION - CARL WASHINGTON (6405)</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$757,553	\$757,553	\$757,553	\$0

The original intent of the funds were restricted to the School Safety and Violence Prevention program providing funding to school districts maintaining grades eight through twelve for purposes that improve school safety or reduce violence among students. Funds were approved and added back to support Police Services and the School Resource Officer (SRO) contract for the 2013-14 school year.

<b>TOTAL FUNDING AND FLEXIBILITY</b>			
<b>2013/14 PRELIMINARY ALLOCATION</b>	<b>2013/14 STATE APPROVED FLEXIBILITY</b>	<b>2013/14 PROPOSED ADD BACK</b>	<b>2013/14 PROPOSED NET FLEXIBILITY</b>
\$19,774,232	\$19,774,232	\$4,569,569	\$15,204,663

*\$15,204,663 will be included in the 2013-14 Adopted Budget for other purposes.*

Agenda Item No: 12

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date June 4, 2013

**Subject:** \_\_\_\_\_ **Division:** Facilities and Planning  
**Adjustment to School Facilities Fees**

**Action Requested:**  
The Board is asked to 1) Receive information regarding the April 2013 School Facilities Needs Analysis; and 2) Move the item forward for public hearing and adoption at the June 18, 2013, regular Board of Education meeting.

**Discussion:**  
Pursuant to Government Code Sections 65995.5 et. seq., the District is required to adopt a School Facilities Needs Analysis (SFNA) in order to levy on new residential construction alternative school impact fees (Level 2 and Level 3 Fees) that are higher than the statutory (Level 1) fees set by the State of California. The April 2013 SFNA prepared by Odell Planning and Research, Inc., demonstrates that the District can impose \$4.67 per square foot in Level 2 Fees and \$9.33 per square foot in Level 3 Fees on new residential construction. Prior to adopting the SFNA, the Board must conduct a public hearing and respond to any comments it receives.  
  
This new Level 2 rate of \$4.67 represents an increase of \$0.01 from the current square footage rate of \$4.66, which was adopted by the Board of Education on July 10, 2012. To put this fee increase into perspective, based upon the proposed new rate, the school impact fee for the construction of a new 2,200 square foot home in our district would go from \$10,252 to \$10,274.  
  
Level 3 fees are collected only in the event that the State Allocation Board (SAB) is no longer apportioning funds for new construction, and the SAB has notified the Secretary of the Senate and Chief Clerk of the Assembly, in writing, of the determination that such funds are no longer being allocated. However in June 2012 Senate Bill 1016 precludes school districts from levying Level 3 Developer Fees. The exact length of the suspension depends on certain factors. The suspension will automatically end if a statewide school facilities bond passes anytime before December 31, 2014. Further, if a bond is not placed on the November 4, 2014 ballot by August 31, 2014, the suspension will end on September 1, 2014. If none of these events occur, the suspension will terminate on December 14, 2014.  
  
The District's April 2013 SFNA is attached and was made available for public review at least 30 days prior to the public meeting, as required by law for the adoption of alternative school fees. In addition the SFNA has been shared with the North State Building Industry Association.  
  
On June 18, 2013, the Board will be asked to conduct a public hearing, review, consider, and adopt the findings contained in the proposed Resolution approving the April 2013 School Facilities Needs Analysis and adopting the increased Level 2 and Level 3 Fees for residential development identified therein.

**Financial Summary:** N/A

Prepared By: Kim Williams *KW* Division Approval: Robert Pierce *RP*  
Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. *SL*

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE GOVERNING BOARD OF THE  
ELK GROVE UNIFIED SCHOOL DISTRICT  
ADOPTING A SCHOOL FACILITIES NEEDS ANALYSIS AND  
ESTABLISHING AND ADOPTING ALTERNATIVE SCHOOL FACILITY  
FEES IN ACCORDANCE WITH GOVERNMENT CODE  
SECTIONS 65995.5, 65995.6, AND 65995.7**

**WHEREAS**, the Governing Board of the Elk Grove Unified School District (“Board”) has elected to participate in the school facilities funding program established pursuant to the Leroy F. Greene School Facilities Act of 1998 (“Act”) for both modernization and new construction projects; and

**WHEREAS**, under the Act, the Board may establish fees to offset the cost of school facilities made necessary by new construction following the making of certain findings; and

**WHEREAS**, the Elk Grove Unified School District (“District”) has undertaken a review of its eligibility to establish fees under the Act; and

**WHEREAS**, the District has completed and certified State Allocation Board (“SAB”) Form 50-04 (Application for Funding) and SAB Form 50-05 (Fund Release Authorization) for new construction funding prior to the adoption of this Resolution; and

**WHEREAS**, at least twenty percent (20%) of the District's teaching stations are relocatable classrooms; and

**WHEREAS**, the District meets the bonding capacity requirements of the Act; and

**WHEREAS**, the District has prepared an analysis entitled "Schools Facility Needs Analysis/Development Fee Justification Study," dated April 2013, (the “Needs Analysis”) for purposes of adopting alternative school facility fees pursuant to Government Code Sections 65995.5 (“Level 2 Fee”) and 65996.7 (“Level 3 Fee”) (collectively referred to as “Alternative School Facility Fees”) in accordance with applicable law; and

**WHEREAS**, the Board has reviewed and considered the Needs Analysis which includes all of the findings required by applicable law, including an analysis of the



purpose of the Alternative School Facility Fees and the reasonable relationship between the Alternative School Facility Fees and the need for new school facilities to accommodate students generated from new residential construction; and

**WHEREAS**, the District does not have sufficient funds available for the construction or reconstruction of school facilities, including acquisition of school sites, construction of permanent school facilities, and interim school facilities to accommodate students generated from new development; and

**WHEREAS**, the Board has satisfied all of the requirements of Government Code Section 65995.5 to be eligible to establish and levy fees pursuant to the Act; and

**WHEREAS**, in accordance with Government Code Sections 65995.5, 65995.6 and 65995.7, the purpose of this Resolution is to adopt a Needs Analysis and to establish and levy fees under the provisions of the Act consistent with the information and data set forth in the Needs Analysis and upon such other information and documentation prepared by or on file with the District, as presented and described to the Board.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE GOVERNING BOARD OF THE ELK GROVE UNIFIED SCHOOL DISTRICT AS FOLLOWS:**

Section 1.     Recitals. The above recitals are true and correct.

Section 2.     Procedure. The District has complied with all applicable notice, public review, and hearing requirements necessary to adopt the Needs Analysis and establish and levy fees under the Act. Specifically:

(a) Prior to the adoption of this Resolution, the Board conducted a public hearing to adopt the Needs Analysis at its June 18, 2013 regular meeting, at which time all persons desiring to comment on the Needs Analysis were heard and all information was duly considered.

(b) Notice of the time and place of the public hearing, including the location and procedure for viewing or requesting a copy of the proposed Needs Analysis and any proposed revision of the Needs Analysis, has been published in a newspaper of general circulation in accordance with Government Code Section 65995.6(d), and a

notice, including a statement that the Needs Analysis required by Government Code Section 65995.6 was available, was mailed at least 30 days prior to the public hearing to any interested party who had previously filed a written request with the District for mailed notice of the meeting on new or increased fees or service charges within the period specified by law.

(c) At least 30 days prior to the public hearing, the District made available to the public in its Needs Analysis, data indicating the amount of the costs, or estimated costs, required to provide the facilities for which the fee is to be levied pursuant to this Resolution, and the revenue sources anticipated to provide this service.

(d) By way of a public meeting, the Board received oral and written presentations by District staff which are summarized and contained in the District's Needs Analysis and the District's applications and related documents filed with the State Allocation Board in accordance with relevant law, along with materials which formed the basis for the action taken pursuant to this Resolution.

Section 3. Findings. The Board has reviewed the provisions of the Needs Analysis as it relates to proposed and potential development, the resulting school facilities needs, the cost thereof, and the available sources of revenue including the fees provided by this Resolution, and based thereon and upon all other written and oral presentations to the Board, the Board hereby approves and adopts the Needs Analysis and makes the following findings:

(a) Enrollment at the various District schools is presently at or exceeding capacity;

(b) Additional development projects within the District, whether new residential construction or residential reconstruction involving increases in habitable area will increase the need for school facilities;

(c) Without the addition of new school facilities, further residential development projects within the District will result in a significant decrease in the quality of education presently offered by the District;

(d) New residential development is projected within the District's boundaries and the enrollment produced thereby will exceed the capacity of the schools of the District. Projected development within the District, without additional school facilities, will result in conditions of overcrowding which will impair the normal functioning of the District's educational programs;

(e) The fees proposed in the Needs Analysis and levied pursuant to this Resolution are for the purpose of providing adequate school facilities and related support facilities to maintain the quality of education offered by the District;

(f) The fees proposed in the Needs Analysis and levied pursuant to this Resolution will be used for construction and reconstruction of school facilities and support facilities as identified in the Needs Analysis;

(g) The uses of the fees proposed in the Needs Analysis and levied pursuant to this Resolution are reasonably related to the types of development projects on which the fees are imposed;

(h) The fees proposed in the Needs Analysis and levied pursuant to this Resolution bear a reasonable relationship to the need for school and support facilities created by the types of development projects on which the fees are imposed;

(i) The fees proposed in the Needs Analysis and levied pursuant to this Resolution do not exceed the estimated amount required to provide funding for the construction of reconstruction of school and support facilities for which the fees are levied; and in making this finding, the Board declares that it has considered the availability of revenue sources anticipated to provide such facilities, including general fund revenue; and

(j) The fees will be collected for school and support facilities for which an account has been established and funds appropriated and for which the District has adopted a construction schedule or in some instances, will be used to reimburse the District for expenditures previously made.

Section 4. Determination of Eligibility.

(a) The District has submitted a timely application to the State Allocation Board for new construction funding, and has met the eligibility requirements for new construction funding pursuant to the provisions of the Leroy F. Green School Facilities Act of 1998.

(b) In accordance with the provisions of Government Code Section 65995.5(b)(3)(C) and 65995.5(b)(3)(D), the District meets the local bonding capacity requirements and the District uses relocatable classrooms for at least 20% of its teacher stations.

Section 5. Adoption of Needs Analysis.

(a) The Board has reviewed the provisions of the Needs Analysis along with such oral and written information as has been presented by District staff and consultants and has determined that the Needs Analysis meets the requirements of Government Code Section 65995.6 and is a suitable basis for the establishment of Level 2 and Level 3 fees in accordance with the provisions of Government Code Section 65995.5 and 65995.7, and hereby adopts the Needs Analysis.

Section 6. Determination and Establishment of Fees. Based upon the foregoing findings, the Board hereby establishes and levies a new fee upon residential construction within the District, to be known as the "Level 2 Fee" and the "Level 3 Fee" as follows:

(a) **Level 2 Fees.** The Level 2 Fee for new residential construction is hereby established and set at the rate of \$4.67 per square foot of residential development. The Level 2 Fee shall be collected as a precondition to the issuance of any building permit for construction within the District's boundaries.

(b) **Level 3 Fees.** In accordance with the provisions of Government Code Section 65995.7, the District's Board is authorized to establish a fee in an amount higher than the Level 2 fee in the event the State Allocation Board is no longer approving

apportionments for new construction in accordance with Education Code Section 17072.20 et seq. due to lack of funds, and the State Allocation Board has notified the Secretary of the Senate and Chief Clerk of the Assembly, in writing, of the determination that such funds are no longer being allocated. However, Senate Bill 1016 passed in June 2012 temporarily precludes districts from charging Level 3 Fees for the duration of this Resolution. In the event that on or before the Anniversary Date of this Resolution as defined below, the law is changed to again permit districts to levy Level 3 Fees. The Level 3 Fee for residential construction is hereby established and set at the rate of \$9.33 per square foot of residential development.

(c) The Level 3 Fee shall be placed in effect immediately by action of the Superintendent, without any additional action by the Board other than a determination by the Superintendent that the requirements of Government Code Section 65995.7 as outlined above have been met.

Section 7. Fee Adjustments and Limitations. The fees established herewith shall be subject to the following:

(a) The District's Level 2 Fee (or the Level 3 Fee when applicable) shall be effective for a period of one year following the effective date of this Resolution as set forth below and shall be reviewed annually to determine if such fee is to be re-established or revised.

(b) The Level 2 Fee established hereby (or the Level 3 Fee when applicable) shall not apply during the term of any contract entered into between a subdivider or builder and the District, or any applicable city or county on or before January 1, 1987, that requires the payment of a fee, charge or dedication for the construction of school facilities as a condition to the approval of residential development.

(c) The Level 2 Fee established hereby (or the Level 3 Fee when applicable) shall not apply during the term of any contract entered into between a person and the District or any applicable city or the County, after January 1, 1987 but before November 4, 1998, that requires payment of a fee, charge, or dedication for school facilities mitigation.

(d) The Level 2 Fee established hereby (or the Level 3 Fee when applicable) shall not apply to any construction that is not subject to a contract such as described above, but that is carried out on real property for which residential development was made subject to a condition relating to school facilities imposed by a state or local agency in connection with a legislative act approving or authorizing such residential development after January 1, 2000, such construction shall be subject to the Level 2 Fee or the Level 3 Fee as applicable.

Section 8. Additional Mitigation Methods. The policies set forth in this Resolution are not exclusive, and the Board reserves the authority to undertake other or additional methods to finance school facilities including but not limited to the Mello-Roos Community Facilities Act of 1982 (Government Code §§53311, et seq.) and such other funding mechanisms as are authorized by Government Code Section 65996. This Board reserves the authority to substitute the dedication of land or other property or other form of mitigation requirement in lieu of the fees levied by way of this Resolution at its discretion, so long as the reasonable value of land to be dedicated does not exceed the maximum fee amounts contained herein or modified pursuant hereto.

Section 9. Implementation. For construction projects within the District, the Superintendent, or the Superintendent's designee, is authorized to issue Certificates of Compliance upon the payment of any fee levied under the authority of this Resolution.

Section 10. California Environmental Quality Act. The Board hereby finds that, in accordance with Government Code Section 65995.6(g), the fees established pursuant to this Resolution are exempt from the provisions of the California Environmental Quality Act (CEQA), and hereby directs District staff to file a Notice of Exemption with the Office of the Sacramento County Clerk.

Section 11. Effective Date. The Board orders that the fees established hereby shall take effect immediately after adoption of this Resolution and shall be in effect for one (1) year.

Section 12. Notification of Local Agencies. The Secretary of the Board or District staff designee is hereby directed to forward certified copies of this Resolution,

accompanied by all relevant supporting documentation including the Needs Analysis, and a map of the boundary area of the District subject to the Level 2 Fees and Level 3 Fees, to all appropriate land use jurisdictions issuing building permits within the District, informing each of them of the District's current school facilities fee for development projects.

Section 13. Severability. If any portion of this Resolution is found by a Court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares its intent to adopt this Resolution irrespective of the fact that one or more of its provisions may be declared invalid subsequent hereto.

**APPROVED, PASSED and ADOPTED** by the governing board of the Elk Grove Unified School District this 18<sup>th</sup> day of June 2013, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Secretary, Governing Board  
Elk Grove Unified School District

# **School Facilities Needs Analysis**

*Prepared for*

**Elk Grove Unified School District**

**April 2013**

**ODELL *Planning & Research, Inc.***

*School Facility Planning • Environmental Analysis • Demographics*



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# **School Facilities Needs Analysis**

*Prepared for*

**Elk Grove Unified School District**

9510 Elk Grove-Florin Road

Elk Grove, California 95624

(916) 686-7711

*Prepared by*

**Odell Planning & Research, Inc.**

School Facility Planning, Environmental Analysis, Demographics

7600 N. Ingram Avenue, Suite 121

Fresno, California 93711

(559) 233-7260

**April 2013**

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## INTRODUCTION

School districts are authorized to collect fees on new residential and commercial/industrial development in accordance with Education Code Section 17620 and Government Code Section 65995. The traditional development fees, referred to as “Level 1” fees, are currently capped at \$3.20 per square foot for residential development and \$0.51 per square foot for commercial/industrial development. The law provides for the Level 1 fee caps to be adjusted by the State Allocation Board every two years at its January meeting. The next possible adjustment could take place in January 2014.

The Leroy F. Greene School Facilities Act of 1998 allows school districts to charge a fee on new residential construction as an alternative to the traditional (“Level 1”) residential developer fee, if certain requirements are met. The alternative fees are referred to as Level 2 and Level 3 fees and may exceed the Level 1 fee up to an amount justified through the preparation of a “school facilities needs analysis” in accordance with Government Code Section 65995.6 and the related fee calculation requirements of Sections 65995.5 and 65995.7.

This School Facilities Needs Analysis is intended to replace the analysis prepared in May 2012 and adopted on July 10, 2012. A School Facilities Needs Analysis may be revised any time and is subject to the same conditions and requirements applicable to the original adoption. The alternative fees adopted in accordance with the prior needs analysis are effective for no more than one year.

The current Level 2 fee is \$4.66 per square foot. This updated analysis justifies an increase in the Level 2 fee to \$4.67 per square foot.

In addition to preparing a School Facilities Needs Analysis, Government Code Section 65995.5(b) states that a school district must meet two other requirements to be eligible to impose alternative fees:

- (1) The district must make timely application to and be determined to be eligible by the State Allocation Board for new school facility construction funding.
- (2) The district must satisfy at least two of the four requirements set forth in Government Code Section 65995.5 (b)(3). The four requirements are:
  - (a) the district has substantial enrollment on a multi track year-round schedule;
  - (b) the district has placed a local general obligation bond measure for school facilities on the ballot in the last four years that received at least 50 percent plus one vote;
  - (c) the district has issued debt or incurred obligations for capital outlay in an amount equivalent to 15 percent of its local bonding capacity; or in an amount equivalent to 30 percent of such local bonding capacity, if special taxes levied pursuant to Chapter 2.5 (commencing with Section 53311) of Division 2 of Title 5, approved by a vote of landowners after November 4, 1998, are included in the repayment of indebtedness; and
  - (d) at least 20 percent of the district’s teaching stations are relocatable classrooms.

Requirement 1, above, is met because the District has been determined to be eligible by the State Allocation Board for new school facility construction funding and has applied for such funding. Requirement 2 has been met because the District meets the local bonding capacity requirement and because at least 20 percent of the District’s teaching stations are relocatable classrooms.

## LEVEL 2 AND LEVEL 3 FEE JUSTIFICATION

### INTRODUCTION

This section presents a step-by-step calculation of the Level 2 school facilities fees that can be justified for new residential development in the District in accordance with the requirements of Government Code Sections 65995.5 and 65995.6. The Level 3 fee is also calculated pursuant to Government Code Section 65995.7.

### STEP 1: FIVE-YEAR PROJECTION OF RESIDENTIAL UNITS

The first step in the analysis is to project the number of residential units to be constructed in the District during the next five years. As a first step in this process, it is appropriate to evaluate District development activity in the recent past and to consider local agency plans and projections for residential development activity.

Residential development activity in the District between January 1, 2008, and December 31, 2012, based on developer fee records, is shown below on Table 1-1.

**TABLE 1-1**  
**Elk Grove Unified School District**  
**RESIDENTIAL DEVELOPMENT 2008-2012**

Year	Single Family Units	Multiple Family Units	Condominium Units	Total Residential Units
2008	482	423	45	950
2009	437	0	33	470
2010	445	0	0	445
2011	470	204	0	674
2012	722	102	0	824
Total	2,556	729	78	3,363
Average	511	146	16	673

Source: Elk Grove Unified School District (Developer Fee Records), 2008-2012

Table 1-1 indicates that developer fees were paid for 2,556 single family units in the District during the past five years. This is an average of 511 single family units per year. As shown in Table 1-1, single family residential development activity did not exceed 482 units in the four years from 2008-2011. However, the number of units increased substantially to 722 units in 2012, which is indicative of an improving housing market.

The number of multiple family units has ranged from a high of 423 units in 2008 to a low of zero units in 2009 and 2010. The annual average for the past five years was 146 units.

Table 1-1 indicates that developer fees were paid for 45 condominium units in 2008 and 33 units in 2009, but no units during the past three years. The annual average for the past five years was 16 units.

The Sacramento County 2030 General Plan update was adopted by the Sacramento County Board of Supervisors on November 9, 2011. The County currently has adequate residential holding capacity to meet its housing needs through 2030. Approximately 60% of this existing holding capacity is in the Elk Grove Unified School District. Key changes in the 2030 General

Plan update include a new growth management strategy, a stronger focus on addressing existing communities and revitalizing aging commercial corridors, a new Economic Development Element, and strategies to reduce greenhouse gas emissions consistent with state law.

The City of Elk Grove General Plan was adopted in November 2003. All expected growth in the City of Elk Grove General Plan is within the boundaries of EGUSD. The City of Sacramento's recently adopted 2030 General Plan anticipates very little growth in the EGUSD portion of its boundaries. The City of Rancho Cordova General Plan, adopted in June 2006, anticipates thousands of additional residential units in new growth areas of the Sunrise Douglas Community Plan area.

Projections for residential development during the next five years are presented in Table 1-2. Table 1-2 projects that approximately 5,200 single family units, 775 multiple family units and 50 condominium units will be constructed during the next five years. The projections take into consideration current housing market conditions (which are improving), adopted land use plans and approved development projects.

**TABLE 1-2**  
**Elk Grove Unified School District**  
**PROJECTED RESIDENTIAL DEVELOPMENT**

Year	Single Family Units	Multiple Family Units	Condominium Units	Total Residential Units
2013-14	1,000	100	0	1,100
2014-15	1,000	250	0	1,250
2015-16	1,025	75	0	1,100
2016-17	1,075	200	0	1,275
2017-18	1,100	150	50	1,300
Total	5,200	775	50	6,025

Source: Elk Grove Unified School District, 2013 (Appendix B-1)

**STEP 2: PROJECT NUMBER OF STUDENTS GENERATED BY NEW RESIDENTIAL UNITS**

The number of students generated by residential units constructed during the next five years is projected by multiplying the student generation rates for new residential development in the District by the number of units projected in Step 1. The student generation rates for new residential units in the District are shown in Table 2-1. The methodology used by the District to determine the student generation rates is detailed in Appendix B-2.

**TABLE 2-1****Elk Grove Unified School District  
STUDENT GENERATION RATES**

Grade Level	Single Family Units	Multi-Family Units	Condo Units
Elementary (K-6)	0.3812	0.3059	0.1291
Middle School (7-8)	0.1238	0.0782	0.0430
High School (9-12)	0.2076	0.1591	0.0762
Total (K-12)	0.7126	0.5432	0.2483

Source: Elk Grove Unified School District (Appendix B-2), 2013

Table 2-2 shows the projected number of students generated by residential units constructed during the next five years. As indicated by the table, a total of 2,225 elementary school students, 707 middle school students and 1,207 high school students are projected to be generated by residential units projected to be constructed during the next five years.

The number of students generated in Table 2-2 is adjusted in Table 2-3 to account for the number of Special Day Class (SDC) students that would be generated by new development. Based upon the existing percentage of SDC students in each grade grouping, Table 2-3 estimates the number of SDC students generated by new development (12 Non-severe and 90 Severe) and subtracts them from the number of students projected in Table 2-2. The net number of students generated by new development, less SDC students, would be 2,177 in grades K-6, 692 in grades 7-8 and 1,168 in grades 9-12.

**TABLE 2-2****Elk Grove Unified School District  
STUDENTS GENERATED BY RESIDENTIAL UNITS  
CONSTRUCTED DURING THE NEXT FIVE YEARS**

Grade Level	Number of Units	Student Generation Rate	New Development Students
<i>Single Family Development</i>			
K-6	5,200	0.3812	1,982
7-8	5,200	0.1238	644
9-12	5,200	0.2076	1,080
<i>Multiple Family Development</i>			
K-6	775	0.3059	237
7-8	775	0.0782	61
9-12	775	0.1591	123
<i>Condominium Development</i>			
K-6	50	0.1271	6
7-8	50	0.0435	2
9-12	50	0.0870	4
<i>Total Students From New Development</i>			
K-6			2,225
7-8			707
9-12			1,207

Source: Elk Grove Unified School District (Student Generation Rates), 2013; Odell Planning & Research, Inc., 2013

**TABLE 2-3**

**Elk Grove Unified School District  
SDC STUDENTS GENERATED BY NEW RESIDENTIAL UNITS  
(FIVE YEARS)**

Grade Level	Students Projected in Table 2-2	SDC Percentage		SDC Students		Table 2-2 Students Less SDC
		Non- severe	Severe	Non- Severe	Severe	
K-6	2,225	0.50%	1.67%	11	37	2,177
7-8	707	0.06%	2.03%	0	14	692
9-12	1,207	0.10%	3.15%	1	38	1,168
<b>Total SDC</b>				12	90	

Source: Elk Grove Unified School District, 2013; Odell Planning & Research, Inc., 2013

**STEP 3: DETERMINE EXCESS FACILITIES CAPACITY**

Based on the information on the District's most recent Capacity Baseline Adjustment Worksheet, the District's existing school building capacity is 26,339 for grades K-6, 9,547 for grades 7-8, 19,055 for grades 9-12, 975 for SDC Non-severe students and 315 for SDC Severe students. The total capacity is inclusive of projects at all grade levels that have been approved for apportionment by the State Allocation Board but have not yet completed construction.

Section 65995.6(b)(2) of the Government Code requires that the analysis "identify and consider the extent to which projected enrollment growth may be accommodated by excess capacity in existing facilities." To determine whether there is any excess capacity to house new development students, Table 3-1 compares the 2012-13 enrollment in each grade grouping to the existing school building capacity. As shown by Table 3-1, facilities capacity exists to accommodate 59 students from new development in grades 7-8, 179 students in grades 9-12 and 789 SDC Non-severe students. Table 3-1 indicates the District currently needs capacity for 5,782 students in grades K-6 and 1,028 SDC Severe students.

**TABLE 3-1**

**Elk Grove Unified School District  
EXCESS FACILITIES CAPACITY (OR CAPACITY NEEDED)**

Grade Level	Facilities Capacity	2012-13 Enrollment	Excess Capacity (or Capacity Needed)
K-6	26,339	32,121	None (5,782)
7-8	9,547	9,488	59
9-12	19,055	18,876	179
SDC Non-severe	975	186	789
SDC Severe	315	1,343	None (1,028)

Source: Elk Grove Unified School District, 2013



**STEP 4: DETERMINE NUMBER OF UNHOUSED STUDENTS GENERATED BY NEW DEVELOPMENT**

The number of unhoused students from new development for the next five years is determined in Table 4-1 by subtracting any available capacity in Table 3-1 from the number of students generated by new development. Since there is no capacity available in grades K-6 and SDC Severe, all of the students projected from new development in grades K-6 and SDC Severe will be unhoused. However, Table 4-1 shows that there is excess capacity for 59 students in grades 7-8, 176 students in grades 9-12 and 789 SDC Non-severe students. Therefore, the number of unhoused students generated by new development would be 633 in grades 7-8, 989 in grades 9-12 and none in the SDC Non-severe category.

**TABLE 4-1**

**Elk Grove Unified School District  
UNHOUSED STUDENTS GENERATED BY NEW DEVELOPMENT**

Grade Level	New Development Students	Excess Capacity	Unhoused Students
K-6	2,177	0	2,177
7-8	692	59	633
9-12	1,168	179	989
SDC Non-severe	12	789	0
SDC Severe	90	0	90

Source: Odell Planning & Research, 2013; Elk Grove Unified School District, 2013

**STEP 5: CALCULATE ALLOWABLE SCHOOL FACILITIES COSTS**

School facilities costs are broken down into three categories: building construction, site acquisition and site development. The allowable District cost of school building construction for unhoused students from new development is calculated by multiplying the number of new development students needing facilities by the per student cost allowances specified in Education Code Section 17072.10(a), as annually adjusted by the State Allocation Board.<sup>1</sup> The allowances used in this report include the adjusted additional grants for automatic fire detection and sprinkler systems.

As indicated by Table 5-1, the total allowable District building construction cost for unhoused students generated by new development during the next five years is \$43,897,627.

<sup>1</sup> The per student cost allowances are intended to provide the District's 50 percent share of the cost of facilities, with the remaining 50 percent provided by the state building program. The actual District cost for school facilities may be greater than the state allowances.

**TABLE 5-1**  
**Elk Grove Unified School District**  
**ALLOWABLE BUILDING CONSTRUCTION COST FOR UNHOUSED**  
**NEW DEVELOPMENT STUDENTS**

Grade Level	Unhoused Students	Cost Per Student	Allowable Cost
K-6	2,177	\$9,926	\$21,608,902
7-8	633	\$10,524	\$6,661,692
9-12	989	\$13,347	\$13,200,183
SDC Non-severe	0	\$18,702	\$0
SDC Severe	90	\$27,965	\$2,516,850
Total			\$43,987,627

Source: Odell Planning & Research, Inc., 2013; State Allocation Board, January 2013.

Government Code Section 65995.5(c)(1) allows site acquisition and development costs to be added to the building construction cost for new development students. According to Section 65995.5(h), site acquisition costs “shall not exceed half of the amount determined by multiplying the land acreage determined to be necessary under the guidelines of the State Department of Education, as published in the ‘School Site Analysis and Development Handbook,’ as that handbook read as of January 1, 1998, by the estimated cost determined pursuant to Section 17072.12 of the Education Code. Site development costs shall not exceed the estimated amount that would be funded by the State Allocation Board pursuant to its regulations governing grants for site development costs.”

Site acquisition costs are estimated by the District, as follows: \$2,095,839 for an elementary school site and \$15,928,378 for a combined middle school and high school site (see Appendix B-3). (Future middle and high schools will be constructed on combined sites). One-half of these respective amounts, divided by a typical capacity of 850 for an elementary school, 1,200 for a middle school and 2,200 for a high school (3,400 total for secondary grades), equals an allowable District cost per student for site acquisition of \$1,233 per elementary school student and \$2,342 per middle and high school student. Site acquisition costs for SDC students were calculated based on a weighted average between elementary and secondary costs based on the projected proportion of SDC students in the elementary and secondary grades.

Table 5-2 indicates that the total allowable site acquisition cost to accommodate projected students from new development is \$6,653,605.

**TABLE 5-2**

**Elk Grove Unified School District  
ALLOWABLE SITE ACQUISITION COST FOR UNHOUSED  
NEW DEVELOPMENT STUDENTS**

Grade Level	Unhoused Students	Cost Per Student	Allowable Cost
K-6	2,177	\$1,233	\$2,684,241
7-8	633	\$2,342	\$1,482,486
9-12	989	\$2,342	\$2,316,238
SDC Non-severe	0	\$1,382	\$0
SDC Severe	90	\$1,896	\$170,640
Total			\$6,653,605

Source: Elk Grove Unified School District (Appendix B-3), 2013; Odell Planning & Research, Inc., 2013

Allowable site development costs include service site, offsite, utilities and general site costs. One-half the estimated service site, offsite, and utilities costs are allowable. Allowable general site amounts are based on a per acre grant amount plus a percent of the base student construction grant amount (see Appendix B-4 for details). The per student amounts in Table 5-3 are the sum of the service site, offsite, utilities, and general site amounts. Table 5-3 indicates that the total allowable site development cost to accommodate projected students from new development is \$8,678,288.

**TABLE 5-3**

**Elk Grove Unified School District  
ALLOWABLE SITE DEVELOPMENT COST FOR UNHOUSED  
NEW DEVELOPMENT STUDENTS**

Grade Level	Unhoused Students	Cost Per Student	Allowable Cost
K-6	2,177	\$1,957	\$4,260,389
7-8	633	\$2,671	\$1,690,743
9-12	989	\$2,544	\$2,516,016
SDC Non-severe	0	\$2,044	\$0
SDC Severe	90	\$2,346	\$211,140
Total			\$8,678,288

Source: Elk Grove Unified School District (Appendix B-4), 2013; Odell Planning & Research, Inc., 2013

The total allowable school facilities costs to accommodate students generated by new development during the next five years are shown on Table 5-4. The total costs were determined to be \$59,319,520.

**TABLE 5-4**

**Elk Grove Unified School District  
TOTAL ALLOWABLE SCHOOL FACILITIES COSTS  
FOR UNHOUSED NEW DEVELOPMENT STUDENTS**

Type of Cost	Allowable Costs
Building Construction	\$43,987,627
Site Acquisition	\$6,653,605
Site Development	\$8,678,288
Total	\$59,319,520

A list of the District's planned school facilities projects, for which developer fees will be expended, is included in Appendix B-5.

**STEP 6: DETERMINE DEDICATED LOCAL FUNDS**

Pursuant to Section 69995.5(c)(2), the full amount of any local funds dedicated to school facilities necessitated by students from new development must be subtracted from the cost determined in Step 5. The District has the following possible sources of local funding:

*Reimbursements:* There have been instances when the District received reimbursement money for infrastructure development not funded by the State School Building Program but reimbursed by the County of Sacramento or utility companies. Any reimbursements have been accounted for in the site development costs used in this analysis.

*Redevelopment Pass-Throughs:* Based on information provided by the Sacramento County Office of Education, the District's RDA income for the 2012-13 fiscal year will be \$18,256.

*Excess Tax Proceeds:* Excess tax proceeds refer to special tax dollars collected above the cost of the debt service owed on bonds. The excess tax proceeds for 2012-13 amounted to \$830,350. Excess tax revenue will be expended on operational costs, staff, to pay claims against the special tax district and to fund school projects.

*School Fees:* The District collects \$0.51 per square foot in statutory school fees for commercial and industrial development and \$4.66 per square foot for residential construction. In 2012, fees were collected on 345,273 square feet of non-exempt commercial/industrial development, which amounted to \$162,713. As of March 31, 2013, the District had approximately \$29.8 million in its developer fee fund. All of the monies in the developer fee fund are committed to school facilities projects. These funds are not available to provide facilities to students generated by new development over the next five years because the funds are necessary to provide adequate facilities for students from prior development. The cost to provide facilities for existing unhooused students is approximately \$107.9 million (see Table 6-1).

*Mello-Roos Special Tax:* Because of funding deficiencies associated with state funds and developer fees, the District, in 1987, implemented a Mello-Roos Special Tax. On March 10, 1998, the voters approved an additional \$205 million of bond authorization. Mello-Roos funds are intended to provide an alternate source of funds to mitigate the late arrival of state funds, offset state funding shortfalls, finance facilities needs that are not funded by the state building program or developer fees, and to provide funding for modernization, deferred maintenance related projects, core facility additions, non-growth related improvements, technology and

student support services. Mello-Roos funds, therefore, are not considered by the District to be available to supplement the developer fee.

As shown in Step 3, the District currently lacks capacity for 5,782 students in grades K-6 and 1,028 SDC Severe students. The cost to house these students from existing development is presented in Table 6-1 and is based upon the allowable per student costs for building construction, site acquisition and site development shown in Tables 5-1, 5-2 and 5-3.

The District owns one future elementary school site purchased using previously collected developer fees. Because this site can provide capacity for 850 students when constructed, the number of existing unhoused students for the purpose of calculating site acquisition cost in Table 6-1 has been reduced to 4,932 students (5,782 – 850).

By comparing the potentially available local funds for new construction with the cost of providing school facilities for unhoused students from existing development in Table 6-1, it is evident that all possible local funds for new construction would be exhausted providing school facilities for unhoused students from existing development. Therefore, no local funding will be available to provide facilities for projected unhoused students from new development.

**TABLE 6-1**  
**Elk Grove Unified School District**  
**COST TO PROVIDE FACILITIES FOR EXISTING UNHOUSED STUDENTS**

Grade Level	Number of Students	Cost Per Student	Total Cost
<i>Building Construction Cost</i>			
K-6	5,782	\$9,926	\$57,392,132
7-8	0	\$10,524	\$0
9-12	0	\$13,347	\$0
SDC Non-severe	0	\$18,702	\$0
SDC Severe	1,028	\$27,965	\$28,748,020
<i>Site Acquisition Cost</i>			
K-6	4,932	\$1,233	\$6,081,156
7-8	0	\$2,342	\$0
9-12	0	\$2,342	\$0
SDC Non-severe	0	\$1,382	\$0
SDC Severe	1,028	\$1,896	\$1,949,088
<i>Site Development Cost</i>			
K-6	5,782	\$1,957	\$11,315,374
7-8	0	\$2,671	\$0
9-12	0	\$2,544	\$0
SDC Non-severe	0	\$2,044	\$0
SDC Severe	1,028	\$2,346	\$2,411,688
<i>Total Cost</i>			
K-6			\$74,788,662
7-8			\$0
9-12			\$0
SDC Non-severe			\$0
SDC Severe			\$33,108,796
<b>Total</b>			<b>\$107,897,458</b>

Source: Elk Grove Unified School District, 2013; Odell Planning & Research, Inc., 2013.

**STEP 7: CALCULATE LEVEL 2 FEE**

In accordance with Section 65995.5(c)(3) of the Government Code, the District's justifiable Level 2 fee is calculated by dividing the allowable school facilities costs for new development students determined in Step 5 by the projected total square footage of assessable space of residential units anticipated to be constructed during the next five years. The total square footage for residential units projected to be constructed in the District is presented in Table 7-1. This was determined by multiplying the respective average square footage of single family, multiple family and condominium units developed in the District during the past three years<sup>2</sup> (see Appendix B-6) by the projected number of units determined in Step 1.

**TABLE 7-1**  
**Elk Grove Unified School District**  
**PROJECTED RESIDENTIAL SQUARE FOOTAGE**  
**(FIVE-YEAR PERIOD)**

Number/Type of Units	Square Footage Per Unit	Total Square Footage Constructed
5,200 Single Family	2,300	11,960,000
775 Multiple Family	880	682,000
50 Condominium	1,473	73,650
Total		12,715,650

Source: Elk Grove Unified School District (Developer Fee Records); Odell Planning & Research, Inc., 2013

Table 7-2 calculates the Level 2 fee by dividing the allowable school facilities costs for projected students generated by new development (Step 5) by the projected residential square footage determined in Table 7-1. The resulting Level 2 residential fee is \$4.67 per square foot.

**TABLE 7-2**  
**Elk Grove Unified School District**  
**LEVEL 2 FEE**

Allowable Costs For New Development Students	Projected Residential Square Footage	Cost Per Square Foot (Level 2 Fee)
\$59,319,520	12,715,650	\$4.67

Source: Odell Planning & Research, Inc., 2013

**STEP 8: CALCULATE LEVEL 3 FEE**

For the Level 3 fee, Government Code Section 65995.7(a) provides that if state funds for new facility construction are not available, a district that complies with Section 65995.5 may increase the alternative fee by an amount not to exceed the amount determined previously in Step 7. In other words, if state funding is not available, the Level 2 fee may be effectively doubled to cover

<sup>2</sup> For condominium unit square footage, four years of data was used since no condominium units were constructed during the past three years.

the full state-allowed cost of facilities. Therefore, the Level 3 fee is calculated in Table 8-1 by dividing the full state-allowed facilities costs by the projected residential square footage.

**TABLE 8-1**

**Elk Grove Unified School District  
LEVEL 3 FEE**

100% State-Allowable Facilities Costs For New Development Students	Projected Residential Square Footage	Cost Per Square Foot (Level 3 Fee)
\$118,639,040	12,715,650	\$9.33

Source: Odell Planning & Research, Inc., 2013

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## NEXUS FINDINGS

In order to charge development fees, Section 66001 of the Government Code requires that the District determine that there is a reasonable relationship or nexus between:

- the fee's use and the type of development project on which the fee is imposed;
- the need for the public facility and the type of development project on which the fee is imposed; and
- the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

As required by Section 66001, this report demonstrates the following:

**1. Use of the fee for new school facilities relates directly to the development of new residential units.**

- Based upon past development activity, adopted land use plans and approved development projects, approximately 5,200 single family units, 775 multiple family units and 50 condominium units will be constructed in the District during the next five years (see Section B, Step 1).
- Students will be generated by new residential development. Single family residential development generates an average of .7126 grades K-12 students per unit (see Section B, Step 2). Multiple family and condominium units generate an average of .5432 and .2483 grades K-12 students, respectively.
- New development is expected to generate approximately 4,139 additional students in the District during the next five years, including 2,177 in grades K-6, 692 in grades 7-8, 1,168 in grades 9-12, 12 SDC Non-severe students and 90 SDC Severe students (see Section B, Step 2).

**2. The District needs additional school facilities to accommodate students from new development.**

- The District currently lacks facilities capacity to adequately house existing students in grades K-6 and SDC Severe (see Section B, Step 3).
- The District will need additional school facilities to house the following number of students generated by new development during the next five years: 2,177 in grades K-6, 633 in grades 7-8, 989 in grades 9-12, and 90 SDC Severe students (see Section B, Step 4).

**3. The amount of fees charged is reasonably related to the cost of facilities attributable to new development projects.**

- Section B justifies a Level 2 fee of \$4.67 per square foot and a Level 3 fee of \$9.33 per square foot. The Level 2 and Level 3 fees are intended to provide 50% and 100% of the cost of providing school facilities for students from new development, respectively, using prescribed state cost allowances. Therefore, the fees are reasonably related to the cost of facilities attributable to new development projects. However, the specific and limited methodology used for the calculation of Level 2 and 3 fees may not reflect the full cost to the District for providing facilities for students from new development.



**Appendix B-1**

**Projected New Residential Units During the Next Five Years**

**Elk Grove Unified School District**  
**Residential Units With the Potential to Develop Within Five Years**

Year	New Homes Projected			
	Single Family	Condominiums	Apartments	All Housing Types
2013-14	1,000	0	100	1,100
2014-15	1,000	0	250	1,250
2015-16	1,025	0	75	1,100
2016-17	1,075	0	200	1,275
2017-18	1,100	50	150	1,300
Five Year Total	5,200	50	775	6,025

**Appendix B-2**

**Student Generation Rate Study Procedure and Rates**

## **2012-13 STUDENT GENERATION RATE STUDY PROCEDURE**

The Elk Grove Unified School District's Student Generation Rate (SGR) study was done in four steps.

### **1 Determination of areas to be analyzed based upon age of housing**

By law, in order for homes to be included in a school district's SGR study, they must have been constructed and occupied within the previous five years. Elk Grove Unified School District designated three types of housing units: single-family homes, apartments and condominiums. For 2012-13 eleven subdivisions in our district met the guidelines and were used in the single-family housing study, two condominium complexes and six apartment complexes were used for the multi-family housing study.

### **2 Determination of the number of owner occupied homes in the single family subdivisions**

After the single-family study areas were selected, the total lots were counted within each of those areas. County assessor data and ArcGIS software were used to determine a precise count of each of the areas. Tax records for each individual parcel were researched to determine if it was owner occupied. All lots still owned by a development company were eliminated.

### **3 Determination of the number of students residing within those areas**

The ArcGIS program was utilized to count the number of students within each of the selected study areas.

### **4 Calculation of the Student Generation Rates**

The SGR's were calculated by dividing the total number of students by the number of occupied homes within each study area. For each of the apartment complexes, the total number of occupied apartments was divided by the total number of students residing in the complex. For all three housing categories, the SGR was broken down into three grade levels: elementary (K-6), middle (7-8), and high (9-12).

**Elk Grove Unified School District  
SB50 School Facilities Needs Analysis  
Student Generation Rates**

**October 2012 Residing Students**

<i>Grade</i>	<i>Students By Individual Grade</i>	<i>Students By Grade Level</i>	<i>Student Yield Factor</i>
K	50		0.0499
1	65		0.0649
2	56		0.0559
3	58		0.0579
4	49		0.0489
5	61		0.0609
6	43		0.0429
<b>K-6</b>		<b>382</b>	<b>0.3812</b>
7	69		0.0689
8	55		0.0549
<b>7-8</b>		<b>124</b>	<b>0.1238</b>
9	52		0.0519
10	60		0.0599
11	48		0.0479
12	48		0.0479
<b>9-12</b>		<b>208</b>	<b>0.2076</b>
<b>Total</b>	<b>714</b>	<b>714</b>	<b>0.7126</b>
<b>Units</b>			<b>1,002</b>

**October 2012 Residing Students**

<i>Grade</i>	<i>Students By Individual Grade</i>	<i>Students By Grade Level</i>	<i>Student Yield Factor</i>
K	31		0.0425
1	31		0.0425
2	31		0.0425
3	32		0.0439
4	25		0.0343
5	39		0.0535
6	34		0.0466
<b>K-6</b>		<b>223</b>	<b>0.3059</b>
7	36		0.0494
8	21		0.0288
<b>7-8</b>		<b>57</b>	<b>0.0782</b>
9	35		0.0480
10	22		0.0302
11	23		0.0316
12	36		0.0494
<b>9-12</b>		<b>116</b>	<b>0.1591</b>
<b>Total</b>	<b>396</b>	<b>396</b>	<b>0.5432</b>
<b>Units</b>			<b>729</b>

**October 2012 Residing Students**

<i>Grade</i>	<i>Students By Individual Grade</i>	<i>Students By Grade Level</i>	<i>Student Yield Factor</i>
K	8		0.0265
1	0		0.0000
2	7		0.0232
3	6		0.0199
4	4		0.0132
5	6		0.0199
6	8		0.0265
<b>K-6</b>		<b>39</b>	<b>0.1291</b>
7	5		0.0166
8	8		0.0265
<b>7-8</b>		<b>13</b>	<b>0.0430</b>
9	5		0.0166
10	5		0.0166
11	6		0.0199
12	7		0.0232
<b>9-12</b>		<b>23</b>	<b>0.0762</b>
<b>Total</b>	<b>75</b>	<b>75</b>	<b>0.2483</b>
<b>Units</b>			<b>302</b>

**Appendix B-3**

**Site Acquisition Costs**

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**Elk Grove Unified School District Site Acquisition Costs**  
 2013 School Facilities Needs Analysis/Fee Justification Study  
 (Based Upon an Average of Recent School Site Acquisitions)

Elementary School Site	Cost per Acre	Acquisition Cost	Escrow/Other (4%)	Total
10 acre elementary school site	\$201,523	\$2,015,230	\$80,609	\$2,095,839

Secondary School Site (Combined Middle/High School)	Cost per Acre	Acquisition Cost	Escrow/Other (4%)	Total
76 Acre High School/Middle School Site	\$201,523	\$15,315,748	\$612,630	\$15,928,378



**Appendix B-4**

**Site Development Costs**

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**Elk Grove Unified School District  
Site Development Costs for SFNA**

**Elementary School Site Development Costs**

<b>Site Development Category</b>	<b>Cost (\$)</b>
Service Site Development	\$1,196,266
Off-Site Development	\$609,520
Utility Services	\$209,604
<b>TOTAL</b>	<b>\$2,015,390</b>
Cost per Student for 850 Student School	\$2,371
Allowable Amount (50%)	\$1,186

*Based upon Elementary #42 ("Anatolia I Elementary") School OPSC approval.*

**Secondary School Site Development Costs**

<b>Site Development Category</b>	<b>Cost (\$)</b>
Service Site Development	\$7,389,012
Off-Site Development	\$2,907,032
Utility Services	\$1,252,344
<b>TOTAL</b>	<b>\$11,548,388</b>
Cost per Student for 3,400 student 7-12 Site	\$3,397
Allowable Amount (50%)	\$1,698

*Based upon Cosumnes Oaks High School/Elizabeth Pinkerton Middle School OPSC Approval.*

**General Site Acreage Allowance**

	<b>Acres</b>	<b>Grant/Acre</b>	<b>Total</b>	<b>Grant/Student</b>
Elementary (K-6) Site	10	\$15,846	\$158,460	\$186
Middle & High School (Grades 7-12)	76	\$15,846	\$1,204,296	\$354

**General Site Per Student Grant**

	<b>Percent</b>	<b>Base Grant</b>	<b>Per Student</b>
Elementary (K-6)	6%	\$9,751	\$585
Middle (7-8)	6%	\$10,312	\$619
High School (9-12)	3.75%	\$13,119	\$492

**Total Site Development Per Student**

	<b>Site Development</b>	<b>General Site</b>	<b>Total</b>
Elementary (K-6)	\$1,186	\$771	\$1,957
Middle (7-8)	\$1,698	\$973	\$2,671
High School (9-12)	\$1,698	\$846	\$2,544
SDC Non-Severe*			\$2,044
SDC Severe*			\$2,346

*\*Weighted average of K-6 and 7-12 costs based on existing percentage of SDC students in K-6 and 7-12  
Sources: Elk Grove Unified, 2013; Odell Planning and Research, Inc., 2013; State Allocation Board, 2013*

**Appendix B-5**

**Planned New School Facilities and Other School Projects**

# **FUTURE SCHOOL FACILITIES**

The following schools and other facilities have the potential for initial planning or construction within the next five years. For planning purposes, schools are designed well in advance of projected need in order to provide maximum flexibility for changing development within given regions or areas. For elementary schools, a minimum of two to three years for planning and construction is required prior to opening a new school. For high school/middle schools, a minimum of five to six years is required. Future student projections and funding availability may change the following: 1) the order in which schools are built; 2) the year in which school are built; and/or, 3) the number of schools built in any given year. Some projects may be dependent on the passage of future local and/or State bonds.

## **Elementary Schools**

Marion Mix  
New C.W. Dillard Elementary  
"Anatolia II"  
"Laguna Ridge #1"  
Miwok Village  
"North Vineyard Station #1"  
"East Elk Grove South"  
"Laguna Ridge #2"  
"North Vineyard Station #2"

## **High School and Middle Schools**

#10 High School/Middle School (Vineyard Area)  
#11 High School/Middle School (Sunrise Douglas Area)

## **Alternative High Schools**

Alternative #5  
Alternative #6

## **Other Projects**

Jesse Baker School Addition  
Elk Grove Elementary School Addition  
Franklin Elementary School Addition  
Student Support Center Addition  
Various Classroom Modifications/Additions to Accommodate Growth

**Appendix B-6**

**Average Residential Unit Square Footage**

Elk Grove Unified School District  
Average Residential Unit Square Footage for SFNA

2010-2012 (3 Years)			
	Sq. Ft.	Units	Average
Single Family	3,765,230	1,637	2,300
Apartments	269,346	306	880
Condos (2009)*	48,598	33	1,473
*No condominium units were constructed from 2010-2012			

Elk Grove Unified School District Average Square Footage Report  
by Calendar Year

Year	Month	Total SF Units	Total Avg Units	Total Condo Units	Total Senior Units	Total SF Sq Ft	Total M/F Sq Ft	Total Condo Sq Ft	Total Senior Sq Ft	Avg SF Sq Ft	Avg Ad Sq Ft	Avg Condo Sq Ft	Avg Senior Sq Ft
2009	January	25	0	12	3	56,312	0	17,672	3,999	2,252	N/A	1,473	1,333
	February	7	0	0	0	16,990	0	0	0	2,427	N/A	N/A	N/A
	March	59	0	0	2	143,345	0	0	3,116	2,430	N/A	N/A	1,558
	April	26	0	12	6	52,741	0	17,672	9,388	2,029	N/A	1,473	1,565
	May	42	0	0	5	90,619	0	0	7,449	2,158	N/A	N/A	1,490
	June	48	0	9	5	112,583	0	13,254	8,715	2,345	N/A	N/A	1,743
	July	61	0	0	15	127,472	0	0	23,675	2,090	N/A	N/A	1,578
	August	42	0	0	3	94,260	0	0	3,999	2,244	N/A	N/A	1,333
	September	46	0	0	0	115,946	0	0	0	2,521	N/A	N/A	N/A
	October	38	0	0	2	78,174	0	0	3,428	2,057	N/A	N/A	1,714
	November	20	0	0	0	51,686	0	0	0	2,584	N/A	N/A	N/A
	December	48	0	0	0	111,550	0	0	0	2,324	N/A	N/A	N/A
	<b>2009 Total</b>	<b>462</b>	<b>0</b>	<b>33</b>	<b>41</b>	<b>1,051,678</b>	<b>0</b>	<b>48,598</b>	<b>63,769</b>	<b>2,276</b>	<b>0</b>	<b>1,473</b>	<b>1,555</b>

Year	Month	Total SF Units	Total Avg Units	Total Condo Units	Total Senior Units	Total SF Sq Ft	Total M/F Sq Ft	Total Condo Sq Ft	Total Senior Sq Ft	Avg SF Sq Ft	Avg Ad Sq Ft	Avg Condo Sq Ft	Avg Senior Sq Ft
2010	January	9	0	0	17	20,457	0	0	26,566	2,273	N/A	N/A	1,563
	February	24	0	0	6	48,269	0	0	10,284	2,011	N/A	N/A	N/A
	March	34	0	0	0	78,097	0	0	0	2,297	N/A	N/A	N/A
	April	69	0	0	0	164,368	0	0	0	2,382	N/A	N/A	N/A
	May	39	0	0	10	92,409	0	0	15,279	2,369	N/A	N/A	1,528
	June	47	0	0	41	116,501	0	0	57,831	2,479	N/A	N/A	1,411
	July	66	0	0	0	159,096	0	0	0	2,411	N/A	N/A	N/A
	August	40	0	0	2	92,764	0	0	3,116	2,319	N/A	N/A	1,558
	September	26	0	0	11	59,673	0	0	17,370	2,295	N/A	N/A	1,579
	October	19	0	0	20	46,263	0	0	34,415	2,435	N/A	N/A	1,721
	November	23	0	0	3	46,068	0	0	3,856	2,003	N/A	N/A	1,285
	December	49	0	0	6	101,090	0	0	9,903	2,063	N/A	N/A	1,651
	<b>2010 Total</b>	<b>445</b>	<b>0</b>	<b>0</b>	<b>116</b>	<b>1,025,055</b>	<b>0</b>	<b>0</b>	<b>178,620</b>	<b>2,303</b>	<b>0</b>	<b>0</b>	<b>1,540</b>

Elk Grove Unified School District Average Square Footage Report  
by Calendar Year

Year	Month	Total SF Units	Total Apt Units	Total Condo Units	Total Senior Units (SF & Apt)	Total SF Sq Ft	Total M/F Sq Ft	Total Condo Sq Ft	Total Senior Sq Ft	Avg SF Sq Ft	Avg Apt Sq Ft	Avg Condo Sq Ft	Avg Senior Sq Ft (SF & Apt)	
2011	January	35	0	0	5	71,384	0	0	9,315	2,040	N/A	N/A	1,863	
	February	61	0	0	3	149,936	0	0	6,384	2,458	N/A	N/A	2,128	
	March	9	0	0	16	16,737	0	0	14,278	1,860	N/A	N/A	892	
	April	33	0	0	0	71,131	0	0	0	2,155	N/A	N/A	N/A	
	May	22	0	0	13	49,641	0	0	18,890	2,256	N/A	N/A	1,453	
	June	58	204	0	4	135,364	180,156	0	4,309	2,334	883	N/A	N/A	1,077
	July	48	0	0	5	119,718	0	0	9,108	2,494	N/A	N/A	1,822	
	August	43	0	0	6	104,904	0	0	10,843	2,440	N/A	N/A	1,807	
	September	49	0	0	77	115,828	0	0	61,598	2,364	N/A	N/A	800	
	October	21	0	0	6	53,194	0	0	9,590	2,533	N/A	N/A	1,598	
	November	49	0	0	2	119,830	0	0	2,195	2,446	N/A	N/A	1,098	
	December	42	0	0	14	103,441	0	0	21,002	2,463	N/A	N/A	1,500	
2011 Total	470	204	0	151	1,111,108	180,156	0	167,512	2,364	883	0	0	1,109	

Year	Month	Total SF Units	Total Apt Units	Total Condo Units	Total Senior Units (SF & Apt)	Total SF Sq Ft	Total M/F Sq Ft	Total Condo Sq Ft	Total Senior Sq Ft	Avg SF Sq Ft	Avg Apt Sq Ft	Avg Condo Sq Ft	Avg Senior Sq Ft (SF & Apt)
2012	January	60	0	0	5	133,216	0	0	8,690	2,220	N/A	N/A	1,738
	February	37	0	0	6	85,588	0	0	9,452	2,313	N/A	N/A	1,575
	March	44	0	0	0	102,388	0	0	0	2,327	N/A	N/A	N/A
	April	57	0	0	7	134,862	0	0	10,400	2,366	N/A	N/A	1,486
	May	73	0	0	19	180,287	0	0	22,214	2,470	N/A	N/A	1,169
	June	37	102	0	13	79,238	89,190	0	22,657	2,142	874	N/A	1,743
	July	89	0	0	8	194,231	0	0	12,274	2,182	N/A	N/A	1,534
	August	68	0	0	15	157,914	0	0	21,051	2,322	N/A	N/A	1,403
	September	60	0	0	7	124,202	0	0	8,051	2,070	N/A	N/A	1,150
	October	87	0	0	6	189,943	0	0	8,882	2,183	N/A	N/A	1,480
	November	89	0	0	21	194,904	0	0	27,753	2,190	N/A	N/A	1,322
	December	21	0	0	16	52,294	0	0	24,997	2,490	N/A	N/A	1,562
2012 Total	722	102	0	123	1,629,067	89,190	0	176,421	2,256	874	0	0	1,434



ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 13  
Supplement No. \_\_\_\_\_  
Meeting Date: June 4, 2013

**Board Agenda Item**

**Subject:** REVISIONS TO BOARD POLICY (BP) 3260 – FEES & CHARGES – SECOND READING AND ADOPTION  
**Department:** Fiscal Services

**Action Requested:**  
The Board of Education is asked to read for the second time and adopt Board Policy 3260, Fees and Charges.

**Discussion:**  
On March 20, 2013, the California Department of Education (CDE) issued updated guidance on pupil fees as a result of the changes to the Education Code as amended by Assembly Bill (AB) 1575. California Education Code Sections 49010-49013 pertain to the laws which prohibit all public schools from requiring a pupil to pay a fee, deposit, or other charges not specifically authorized by law, in order to participate in an educational activity. As a result of these changes and updated guidance it is recommended that the District's current Board Policy 3260 – Fees & Charges be updated.  
  
The attached proposed BP 3260 was created using the sample language from California School Boards Association and in consultation with District legal counsel, Lozano Smith.

**Financial Summary:**

Prepared By: Carrie Hargis  
Prepared By: \_\_\_\_\_  
Division Approval: Rich Fagan  
Superintendent Approval: Steven M. Ladd, Ed.D.

**FEES AND CHARGES**

~~The Governing Board desires to furnish books, materials and instructional equipment as needed for the educational program. Because district needs must be met with limited available funds, the Board may charge fees when specifically authorized by law.~~

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the educational program are made available to them. No student shall be required to pay any fees, deposits, or other charges for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities.

*(cf. 1321 - Solicitation of Funds from and by Students)*

*(cf. 3100 - Budget)*

*(cf. 3290 - Gifts, Grants and Bequests)*

*(cf. 6145 - Extracurricular and Cocurricular Activities)*

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. For such authorized fees, deposits, and charges, the district shall consider students' and parents/guardians' ability to pay when establishing fee schedules and granting waivers or exceptions.

*(cf. 3250 - Transportation Fees)*

*(cf. 3515.4 - Recovery for Property Loss or Damage)*

*(cf. 3553 - Free and Reduced Price Meals)*

*(cf. 5143 - Insurance)*

*(cf. 9323.2 - Actions by the Board)*

Whenever a student or parent/guardian believes that an impermissible fee, deposit, or other charge is being required of the student for his/her participation in an educational activity, the student or his/her parent/guardian may file a complaint with the principal or designee using the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

*(cf. 1312.3 - Uniform Complaint Procedures)*

The Superintendent or designee shall include information in the annual notification required by 5 CCR 4622 to be provided to all district students, parents/guardians, employees, and other interested parties about the requirements relating to the prohibition against districts requiring students to pay fees, deposits or other charges in order to participate in an educational activity, unless authorized by law, and the filing of complaints for alleged violations using the uniform complaint procedures. (Education Code 49013)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

*(cf. 5145.6 - Parental Notifications)*

FEES AND CHARGES (cont'd)

The district shall consider the student and parent/guardian's ability to pay when establishing fee schedules and granting exceptions.

- ~~(cf. 1321 Solicitation of Funds from and by Students)~~
- ~~(cf. 3250 Transportation Fees)~~
- ~~(cf. 3290 Gifts, Grants and Bequests)~~
- ~~(cf. 3515.4 Recovery for Property Loss or Damage)~~
- ~~(cf. 3553 Free and Reduced Lunch Program)~~
- ~~(cf. 5143 Insurance)~~
- ~~(cf. 6145 Extracurricular and Cocurricular Activities)~~
- ~~(cf. 9323.2 Actions by the Board)~~

Legal Reference:

EDUCATION CODE

- 8239 Preschool and wraparound child care services
- 8263 Child care eligibility
- 8760-8773 Outdoor science and conservation programs
- 17551 Property fabricated by students
- ~~19910 Malicious cutting, tearing, defacing, breaking or injuring~~
- ~~19911 Willful detention of property~~
- 19910-19911 Offenses against libraries
- 32033 Eye protective devices
- 32221 Insurance for athletic team member
- 32390 Fingerprinting program
- 35160 Authority of governing boards
- ~~32390 Fingerprinting program~~
- 35330-35332 Excursions and field trips
- 35335 School camp programs
- 38080-38085 Cafeteria establishment and use
- 38120 Use of school band equipment on excursions to foreign countries
- 38119 Lease of personal property; caps and gowns
- ~~39526 Property fabricated by students~~
- 39807.5 Payment of transportation cost.
- ~~39870-39876 Cafeteria establishment and use~~
- 39837 Transportation of students to places of summer employment
- 41032 Authority of school board to accept gift or bequest; investments; gift of land requirements
- 41037 Rules and regulations by governing board
- ~~40014 Lease of personal property; caps and gowns~~
- ~~40015 Use of school band equipment on excursions to foreign countries~~
- ~~41902 Allowances by Superintendent of Public Instruction (re driver training)~~

FEES AND CHARGES (cont'd)

Legal Reference: (cont'd)

EDUCATION CODE (cont'd)

48050 Residents of adjoining states  
48052 Tuition for foreign residents  
48904 Liability of parent or guardian  
49010-49013 Student fees  
~~48932 Authorization for activities by student organizations; fund-raising~~  
~~49063 Notification of rights~~  
49065 Charge for copies  
49066 Grades, effect of physical education class apparel  
49091.14 Prospectus of school curriculum  
51520 School premises; prohibited solicitations  
51521 Fund-raising projects  
~~49490-49493 School Breakfast and Lunch Program~~  
~~49500-49505 Meals~~  
~~49530-49536 Child Nutrition Act of 1974~~  
~~49550-49560 Meals for needy students~~  
51810-51815 Community service classes  
~~52500 Adult classes; admission of minors~~  
~~52500.1 Eligibility of high school students for enrollment~~  
~~52523 Adult education as supplement for high school curriculum~~  
52612 Tuition for adult classes  
52613 Nonimmigrant aliens  
52240 et seq. Advanced placement program  
52920 et seq. International baccalaureate diploma program  
60410 Students in classes for adults

GOVERNMENT CODE

62537 \_\_\_\_\_ Request for copy; fee

VEHICLE CODE

21113 Public Grounds

VEHICLE CODE

~~21113 Public grounds (parking)~~

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

FEES AND CHARGES (cont'd)

Legal Reference: (cont'd)

CODE OF REGULATIONS, TITLE 5

~~350\_—Fees not permitted~~

~~4622 Notice~~

~~15500 Food sales in elementary schools~~

~~15501 Food sales in high schools and junior high schools~~

~~15510 Mandatory meals for needy students~~

~~15550-15565 School lunch and breakfast programs~~

UNITED STATES CODE, TITLE 8

1184 Foreign students

COURT DECISIONS CALIFORNIA CONSTITUTION

Article IX, Section 5 Common school system

Hartzell v. Connell (1984) 35 Cal. 3d 899

Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739

Arcadia Unified School District v. State Department of Education (1992) 2 Cal-4th 251

CTA v. Glendale SD Board of Education (1980) 109 Cal. App. 3d 738, 746-748

Driving School Assn of California v. San Mateo Union High School District (1993)

11 Cal. App. 4th 1513

ATTORNEY GENERAL OPINIONS

81 Ops. Cal. Atty. 153 (1998)

MANAGEMENT RESOURCES

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT ADVISORIES

1030.97 Fiscal Management Advisory 97-02: Fees, Deposits and Other Charges

Fiscal Management Advisory 11-01; Pupil Fees, Deposits and Other Charges

Fiscal Management Advisory 12-01; Pupil Fees, Deposits and Other Charges

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy

Adopted: October 15, 1984

Revised: June 19, 1995

, 2013

**ELK GROVE UNIFIED SCHOOL DISTRICT**

**Elk Grove,  
California**

**FEES AND CHARGES**

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the educational program are made available to them. No student shall be required to pay any fees, deposits, or other charges for his/her participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities.

*(cf. 1321 - Solicitation of Funds from and by Students)*  
*(cf. 3100 - Budget)*  
*(cf. 3290 - Gifts, Grants and Bequests)*  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. For such authorized fees, deposits, and charges, the district shall consider students' and parents/guardians' ability to pay when establishing fee schedules and granting waivers or exceptions.

*(cf. 3250 - Transportation Fees)*  
*(cf. 3515.4 - Recovery for Property Loss or Damage)*  
*(cf. 3553 - Free and Reduced Price Meals)*  
*(cf. 5143 - Insurance)*  
*(cf. 9323.2 - Actions by the Board)*

Whenever a student or parent/guardian believes that an impermissible fee, deposit, or other charge is being required of the student for his/her participation in an educational activity, the student or his/her parent/guardian may file a complaint with the principal or designee using the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

*(cf. 1312.3 - Uniform Complaint Procedures)*

The Superintendent or designee shall include information in the annual notification required by 5 CCR 4622 to be provided to all district students, parents/guardians, employees, and other interested parties about the requirements relating to the prohibition against districts requiring students to pay fees, deposits or other charges in order to participate in an educational activity, unless authorized by law, and the filing of complaints for alleged violations using the uniform complaint procedures. (Education Code 49013)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*  
*(cf. 5145.6 - Parental Notifications)*

**FEES AND CHARGES (cont'd)**

Legal Reference: EDUCATION CODE

- 8239           Preschool and wraparound child care services
- 8263           Child care eligibility
- 8760-8773   Outdoor science and conservation programs
- 17551         Property fabricated by students
- 19910-19911 Offenses against libraries
- 32033         Eye protective devices
- 32221         Insurance for athletic team member
- 32390         Fingerprinting program
- 35160         Authority of governing boards
- 35330-35332 Excursions and field trips
- 35335         School camp programs
- 38080-38085 Cafeteria establishment and use
- 38120         Use of school band equipment on excursions to foreign countries
- 38119         Lease of personal property; caps and gowns
- 39807.5       Payment of transportation cost
- 39837         Transportation of students to places of summer employment
- 41032         Authority of school board to accept gift or bequest; investments; gift of land requirements
- 41037         Rules and regulations by governing board
- 48050- 48050 Residents of adjoining states
- 48052         Tuition for foreign residents
- 48904         Liability of parent or guardian
- 49010-49013 Student fees
- 49065         Charge for copies
- 49066         Grades, effect of physical education class apparel
- 49091.14     Prospectus of school curriculum
- 51520         School premises; prohibited solicitations
- 51521         Fund-raising projects
- 51810-51815 Community service classes
- 52612         Tuition for adult classes
- 52613         Nonimmigrant aliens
- 52240 et seq. Advanced placement program
- 52920 et seq. International baccalaureate diploma program
- 60410         Students in classes for adults

**GOVERNMENT CODE**

- 6253           Request for copy; fee

**VEHICLE CODE**

- 21113         Public Grounds

**FEES AND CHARGES (cont'd)**

Legal Reference: (cont'd)

**CALIFORNIA CONSTITUTION**

Article 9, Section 5 Common school system

**CODE OF REGULATIONS, TITLE 5**

350 Fees not permitted

4622 Notice

**UNITED STATES CODE, TITLE 8**

1184 Foreign students

**COURT DECISIONS**

Hartzell v. Connell (1984) 35 Cal. 3d 899

Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739

Arcadia Unified School District v. State Department of Education (1992) 2 Cal-4th 251

CTA v. Glendale SD Board of Education (1980) 109 Cal. App. 3d 738, 746-748

Driving School Assn of California v. San Mateo Union High School District (1993)  
11 Cal. App. 4th 1513

**ATTORNEY GENERAL OPINIONS**

81 Ops. Cal. Atty. 153 (1998)

**MANAGEMENT RESOURCES**

**CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT ADVISORIES**

1030.97 Fiscal Management Advisory 97-02: Fees, Deposits and Other Charges

Fiscal Management Advisory 11-01; Pupil Fees, Deposits and Other Charges

Fiscal Management Advisory 12-01; Pupil Fees, Deposits and Other Charges

**WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy

Adopted: October 15, 1984

Revised: June 19, 1995

\_\_\_\_\_, 2013

**ELK GROVE UNIFIED SCHOOL DISTRICT**

**Elk Grove,  
California**



ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 14

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date 6-5-13

Subject: Approval of Minutes Department: Board of Education

Action Requested: Approve minutes of the regular board meetings held May 7 and 21, 2013, the feeder pattern meeting held May 8, 2013.

Discussion:

Financial Summary:

Prepared By: Arlene Hein Department Approval: \_\_\_\_\_  
Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D.

**Board Agenda Item**

**Subject:** Personnel Actions **Division:** Human Resources

**Action Requested:**  
Recommend the Board of Education approve the personnel actions as attached.

**Discussion:**

**CERTIFICATED:**

APPROVE:

1. Leave(s) of Absence
2. Resignation(s)
3. Retirement(s)

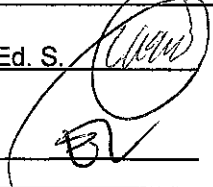

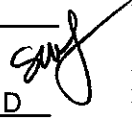
  

**CLASSIFIED:**

APPROVE:

1. New Hire(s) [10]
2. Leave(s) of Absence
3. Promotion(s)
4. Rescission of Resignation(s)
5. Resignation(s)
6. Retirement(s)
7. Returning from the Reemployment List

**Financial Summary:**

Prepared by: Clay McAllester, Ed. S.  Departmental Approval: Glen De Graw  
Prepared by: Evelyn Laluan  Superintendent Approval: Steven M. Ladd, Ed.D 

**Board Agenda Item**

**Subject:**  
**DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS FOR 2013-14**

**Action Requested:**  
 The Board is requested to adopt and approve the *Declaration of Need for Fully Qualified Educators* for 2013-14 as required by the California Commission on Teacher Credentialing (CCTC).

**Discussion:**

Four years ago, when the Sacramento County Office of Education (SCOE) audited the credentials of our teachers, they found us to have 1,463 teachers who did not possess the necessary certification required to work with English Learners. While they were fully credentialed in their subject matter areas, they lacked the EL certification element required for full authorization. The District implemented financial incentives for teachers to work toward full EL Authorizations several years ago. We now have less than 20 teachers who are still working towards compliance. Many of them are in assignments where certification is not required. The remainder of those teachers who must still complete their CLAD/BCLAD authorizations are required by law to hold an Emergency CLAD Permit.

With the recent changes in Special Education certification requirements, all teachers who hold a Mild/Moderate or Learning Handicapped credential and who have students with Autism must obtain the Added Authorization in Special Education for Autism Spectrum Disorders. The District has implemented a plan to assist the teachers with the coursework required to obtain this authorization. In the interim, all teachers who hold these credentials and have not yet obtained the authorization are required by law to hold a Special Education Limited Assignment Permit, Moderate/Severe. We have approximately 200 teachers who will need to earn the authorization.

The remainder of the requests for Emergency/Limited Assignment Permits are to address particular needs that may occur periodically throughout the 2013-2014 school year. Therefore, our *Declaration of Need for Fully Qualified Educators for 2013-14* includes the following request:

**Emergency Permits**

CLAD	20
Resource Specialist	5
Teacher Librarian Services	2

**Limited Assignment Permits**  
 (Limited Assignment Permits may only be issued to applicant holding a valid California teaching credential based upon a baccalaureate degree and a professional preparation program including student teaching.)

Multiple Subject	5
Single Subject	25
Special Education	225

As we make progress toward the certification goals, the Board will be updated accordingly.

**Financial Summary:** No fiscal impact.

Prepared By: Clay McAllester, Ed.S.  Division Approval: Glen De Graw   
 Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 17

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date June 4, 2013

**Subject:**  
**APPROVAL OF PURCHASE ORDER HISTORY.** Department: Finance & School Support

**Action Requested:**  
 The Board of Education is asked to approve purchase orders for the weeks of April 27, 2013 through May 15, 2013.

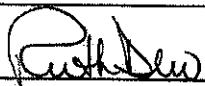
**Discussion:**  
 The Purchase Order History and Cost Modifications for the month April 27, 2013 through May 15, 2013 are listed below. The purchase orders are on file in the Purchasing Department if you wish to review them.


**Encumbrances:**

<u>Fund</u>	<u>Purchase Orders Issued</u>	<u>Purchase Order Encumbrance Costs</u>
01 General Fund	06	\$ 31,272.25
25 Developer Fee Capital Facilities Fund	02	\$ 9,509.83
35 State School Facilities Construction Fund	05	\$ 2,797,248.00
47 Mello Roos Bond Sale Proceeds	02	\$ 1,800.00
49 Facilities Special Project Fund	01	\$ 7,200.00
<b>Total Encumbrances</b>		<b>\$ 2,847,030.08</b>

**Modifications:**

<u>Fund</u>	<u>Purchase Orders Modified</u>	<u>Purchase Order Modification Costs</u>
01 General Fund	47	\$ 437,075.92
11 Adult Education Fund	03	\$ 3000.00
13 Food Nutrition Services Fund	06	\$ (147,500.00)
35 State School Facilities Construction Fund	01	\$ 680.00
<b>Total Modifications</b>		<b>\$ 293,255.92</b>
<b>Financial Summary Grand Total</b>		<b>\$ 3,140,286.00</b>

Prepared By: 

Division Approval: Rich Fagan 

Prepared By: Ruth Dew

Superintendent Approval: Steven M. Ladd Ed.D. 



**ELK GROVE UNIFIED SCHOOL DISTRICT**

19

Agenda Item No: \_\_\_\_\_

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date: June 4, 2013

**Subject:** Acceptance of Gifts **Department:** Fiscal Services

**Action Requested:**  
The Board is asked to accept the following donations to the District's schools/programs.

**Discussion:**

<u>Item</u>	<u>Donor</u>	<u>School/Program</u>	<u>Value</u>	<u>Date Received</u>
Gift Donation (20 Gateway computers)	State of California Department of Finance	Samuel Kennedy Elementary School	\$2,000.00	4/24/2013
Cash Donation	Realty World/Bruce Slaton	Herman Leimbach Elementary School	\$750.00	5/8/2013

Prepared By: Carrie Hargis *Carrie Hargis* Division Approval: Rich Fagan *[Signature]*  
 Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. *[Signature]*

**Board Agenda Item**

**Subject:** \_\_\_\_\_ **Division:** Secondary Education

Carl D. Perkins Career and Technical Education Improvement Act funding applications for 2013-2014.

**Action Requested:**

The Board of Education is asked to approve Elk Grove Unified School District's annual Secondary Career Technical Education and Elk Grove Adult and Community Education applications for the Carl D. Perkins Act funding for program year 2013-2014

**Discussion:**

The Elk Grove Unified School District receives two allocations from the Carl D. Perkins Career and Technical Education Improvement Act pending submission of the District's updated and Board-approved applications for funding to the State. One allocation is for secondary education career technical education (CTE) and the other is for adult education CTE.

The 2013-2014 preliminary funding request for the secondary education grant is \$373,242. EGACE is in a Perkins funding consortium with San Juan Adult Education and the projected 2013-14 funding for the consortium is \$82,010 with \$62,590 allocated to EGACE and \$19,420 allocated to San Juan.

Perkins funds are used to support CTE programs and career academies. CTE programs receiving Perkins funds must have a coherent sequence of courses to strengthen the academic and career technical skills of participating students and ensure learning in the core academic and CTE subjects.

The Board of Education is asked to approve the annual applications for the Carl D. Perkins Act funding, effective July 1, 2013 to June 30, 2014.

**Financial Summary:**

Preliminary Funding Allocation for Secondary CTE: \$373,242  
Preliminary Funding Allocation for EGACE CTE: \$62,590

Prepared By: KH Kathy Hamilton

Division Approval: Christina Penna

Prepared By: \_\_\_\_\_

Superintendent Approval: Steven M. Ladd, Ed.,D. SML

**Board Agenda Item**


**Subject:**  
 Out-of-State Field trip **Division:** Secondary Education

**Action Requested:**  
 The Board of Education is asked to approve the Out-of-State Field Trip listed below.

**Discussion:**  
 As part of its consent agenda, the Board is asked to approve the out-of-state field trip listed below.

School	Field Trip Destination	Field Trip Purpose	Dates of Trips
Franklin HS	Reno, NV	High Sierra Volleyball Invitational	August 29-31, 2013

**Financial Summary:**

Prepared By: Libby Sidhu Division Approval:  Christina C. Penna  
 Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D.



**Board Agenda Item**



**Subject:**  
 Out-of-State Field trips **Division:** Secondary Education

**Action Requested:**  
 The Board of Education is asked to approve the Out-of-State Field Trips listed below.

**Discussion:**  
 As part of its consent agenda, the Board is asked to approve the following out-of-state field trips.

School	Field Trip Destination	Field Trip Purpose	Dates of Trips
Elk Grove High	Louisville, KY	FFA National Convention	October 27 – November 2, 2013
Florin High	Louisville, KY	FFA National Convention	October 27 – November 2, 2013

**Financial Summary:**

Prepared By: Libby Sidhu Division Approval: Christina C. Penna   
 Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. 

**Board Agenda Item**

**Subject:** \_\_\_\_\_ **Division:** Facilities and Planning

Lease of Real Property Extension for a Special Education Riding Program at the Jessie Baker Elementary School Site

**Action Requested:**

The Board of Education is requested to (1) approve an extension of Ground Lease with Project R.I.D.E., Inc. at the Jessie Baker Elementary School Site, and (2) direct Robert Pierce, Associate Superintendent of Facilities and Planning, to execute the Lease on behalf of the District.

**Discussion:**

On September 8, 1992, the Board of Education adopted Resolution #41, 1992-93 of Intention to Lease Real Property for a Special Education Riding Program at the Jessie Baker Elementary School Site. This resolution authorized staff to enter into a Ground Lease with Project R.I.D.E., Inc. beginning in 1993. Since that time our partnership with Project R.I.D.E. has proved to be a collaborative partnership with members of the local community to provide a valued service to our students with disabilities. During this period the Lease Agreement maintains that Project R.I.D.E. provides our students with disabilities a minimum of 1,000 hours of ride experience, instruction and therapy per year. However our long standing service agreement with Project R.I.D.E. ensures that our students with disabilities receive a minimum of 1,937 hours of ride experience, instruction and therapy per year which Project R.I.D.E. has exceeded each year by at least 500 hours, free of charge to the District. To date the total hours provided to our students exceed 31,500 which equates to more than 3,900 therapy days.


At this time Administration wishes to extend the lease for an additional five (5) years pursuant to the extension provisions in the original lease.

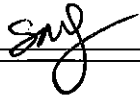
The significant terms of the lease extension are as follows:

1. Elk Grove Unified School District to provide a ground lease of approximately 2 acres at the south end of the Jessie Baker Elementary School site with access from the Southside Avenue through the Jessie Baker Elementary School Site.
2. Project R.I.D.E., Inc. is to provide 1,000 hours of riding experience and instruction each year.
3. The length of the agreement extension is for a term of five (5) years with an option for an additional five (5) years, extended thereafter.

The Elk Grove Unified School District and Project R.I.D.E., Inc.'s relationship continues to be a good example of a valued partnership between the District and community to provide services to our students with disabilities.

**Financial Summary:** N/A

Prepared By: \_\_\_\_\_ Division Approval: Robert Pierce 

Prepared By: \_\_\_\_\_ Superintendent Approval: Steven M. Ladd, Ed.D. 

Agenda Item No: \_\_\_\_\_

Supplement No. \_\_\_\_\_

Meeting Date June 4, 2013

**Board Agenda Item**

**Subject:**

Division: **Facilities and Planning**

**Monterey Trail High School Band Room Fire Restoration  
Award of Contract**

**Action Requested:**

The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

**Discussion:**

On the evening of March 7, 2013, vandals broke into the Band Room at Monterey Trail High School and set a fire in the center of the room. Since that time Facilities and Planning, in concert with Risk Management has hired a fire restoration firm to remove, clean, and deodorize the room's contents to enable the band to continue to function in another room.

The Administration has determined that the only way to permanently remove all traces of fire and smoke damage as well as odor is to strip the room of all finishes, deodorize the structure, and reinstall new finishes. Toward that end, the Administration has hired the original project Architect to utilize the original plans and specifications, obtain Division of State Architect (DSA) approval, and bid the work.

This project consists of demolition and removal of all floor, wall and ceiling finishes and installation of new finishes in one (1) instrumental room, three (3) practice rooms, and one (1) instrument storage room. The work also includes the removal, deodorization and reinstallation of casework and equipment, as well as cleaning of ductwork and registers, in all rooms listed above and one (1) additional office.

The Administration received and opened three (3) bids for the Monterey Trail High School Band Room Fire Restoration project on May 22, 2013, at 2:00 p.m. See Attachment A for a tabulation of bids. Garic Construction submitted the lowest base bid.

The Administration recommends the award of contract to Garic Construction for the base bid of \$137,000.

**Financial Summary:**

The project is funded from a reimbursement by Schools Insurance Authority in the amount of \$137,000.

Prepared By: Brad Parsons *BP* Division Approval: Robert Pierce *RP*

Prepared By: Lee Leavelle *LL* Superintendent Approval: Steven M. Ladd Ed.D. *SML*

**Bid Summary**

**Monterey Trail High School, Band Room Fire Restoration**

Elk Grove Unified School District

May 22, 2013, 2pm

Estimate: \$150,000



Plan Holder Name	Add	Bid Form Signed	Sub List w/ Lic #s	Finger-printing	Non-Coll Affidavit	Bid Bond	Base Bid
	#1						
Belfor Property Restoration							no bid
Bobo Construction, Inc.							\$186,000
BRCO Constructors, Inc.							\$398,000
Garic Construction							\$137,000
Peterson Developments							no bid
Restoration Management Company							no bid

2

3

1

These bids will receive Board consideration on:

June 4, 2013

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 24

**Board Agenda Item**

Supplement No. \_\_\_\_\_

Meeting Date June 4, 2013

**Subject:** \_\_\_\_\_ **Division:** Facilities and Planning

**Gate Project at Valley High School  
Award of Contract**

**Action Requested:**

The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

**Discussion:**

This project consists of the installation of new gates and hardware accessories for the new perimeter fencing at the Valley High School campus.



A previous fencing project for this site was postponed when it was discovered that access compliance regulation, under a strict interpretation by the Division of State Architect's (DSA) office, made the project cost prohibitive. District Staff immediately embarked on a discussion with DSA to amend a statewide Interpretation of Documents Regulation (IR A-22 rev. 3-22-13) to allow more streamlined and efficient security fencing improvements at school sites while still meeting the applicable building codes and access compliance laws. In order to continue progress toward the ultimate goal of a secure perimeter at the campus the fencing project was designed and bid excluding gates that crossed the accessible path of travel while District Staff and DSA worked through the regulatory process. Now that IR A-22 has been revised and codified we are proceeding with the installation of gates to complete the entire Security Fencing project.



The Administration will be opening bids on May 28, 2013, at 2:00 p.m. When the bids are opened a tabulation of bids and a recommendation for the lowest, responsible, responsive bidder will be made.

A revised board agenda item with the staff recommendation and tabulation of bids will be provided for the board prior to the board meeting.

**Financial Summary:**

The project is funded from Fund 49 in the amount of \$ \_\_\_\_\_. (final amount to be input when bids are opened on May 28, 2013).

Prepared By: Josef Tavora  Division Approval: Robert Pierce 

Prepared By: Lee Leavelle  Superintendent Approval: Steven M. Ladd Ed.D. 

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No: 25

**Board Agenda Item**

Supplement No. \_\_\_\_\_

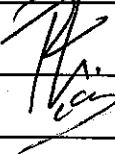

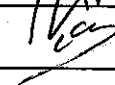
Meeting Date June 4, 2013

**Subject:** \_\_\_\_\_ **Division:** Facilities and Planning  
**Gate Project at Florin High School**  
**Award of Contract**

**Action Requested:**  
  
The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

**Discussion:**  
  
This project consists of the installation of new gates and hardware accessories for the new perimeter fencing at the Florin High School campus.  
  
A previous fencing project for this site was postponed when it was discovered that access compliance regulation, under a strict interpretation by the Division of State Architect's (DSA) office, made the project cost prohibitive. District Staff immediately embarked on a discussion with DSA to amend a statewide Interpretation of Documents Regulation (IR A-22 rev. 3-22-13) to allow more streamlined and efficient security fencing improvements at school sites while still meeting the applicable building codes and access compliance laws. In order to continue progress toward the ultimate goal of a secure perimeter at the campus the fencing project was designed and bid excluding gates that crossed the accessible path of travel while District Staff and DSA worked through the regulatory process. Now that IR A-22 has been revised and codified we are proceeding with the installation of gates to complete the entire Security Fencing project.  
  
The Administration will be opening bids on May 28, 2013, at 3:00 p.m. When the bids are opened a tabulation of bids and a recommendation for the lowest, responsible, responsive bidder will be made.  
  
A revised board agenda item with the staff recommendation and tabulation of bids will be provided for the board prior to the board meeting.

**Financial Summary:**  
  
The project is funded from Fund 49 in the amount of \$ \_\_\_\_\_. (final amount to be input when bids are opened on May 28, 2013).

Prepared By: Josef Tavora  Division Approval: \_\_\_\_\_ Robert Pierce   
Prepared By: Lee Leavelle  Superintendent Approval: \_\_\_\_\_ Steven M. Ladd Ed.D. 