

## Appendix A

{County Name}

Local Control and Accountability Plan (LCAP)

LCAP Template Compliance Review

**For Use in County Review of District LCAPs**

Page 1

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Date Submitted:			Date Reviewed:		
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### EXECUTIVE SUMMARY

<b>SBE Template</b>	
Page(s) Ref#	Comments / Follow Up Required:
<b>Plan Summary</b>	
Page(s) Ref#	Comments / Follow Up Required:
<b>Annual Update</b>	
Page(s) Ref#	Comments / Follow Up Required:
<b>Stakeholder Engagement</b>	
Page(s) Ref#	Comments / Follow Up Required:
<b>Goals, Actions, and Services</b>	
Page(s) Ref#	Comments / Follow Up Required:
<b>Demonstration of Increased or Improved Services for Unduplicated Pupils</b>	
Page(s) Ref#	Comments / Follow Up Required:

### LCAP FINANCIAL ANALYSIS

Total S/C Funds for LCAP Year (based on LCFF Calculator)	
Total S/C Expenditures for LCAP Year	
S/C Expenditures Described in Goals, Actions, and Services but not included in Demonstration of Increased/Improved Services	
Expenditures Described in Demonstration of Increased/Improved Services but not included in Goals, Actions, and Services	

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LCAP REVIEW CRITERIA		
<p><i><b>Instructions to reviewer:</b> Mark the Yes box next to each criteria to indicate if the criteria is met based on review of the LCAP. If follow up is required, describe the follow up required using the Comments/Follow Up Required box. The Page Reference boxes may be used to help track where the criteria is met (or follow up required) in the LCAP. Note: Sections of the review form related to the Annual Update and Goals, Actions, and Services may be duplicated for each LCAP goal if reviewers prefer to complete a separate review for each goal.</i></p>		
Yes	Page(s) Ref#	<b>SBE Template:</b>
<input type="checkbox"/>		T1 LCAP / annual update adheres to template adopted by the SBE (revised November 2016)
<b>Comments/Follow Up Required:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
Yes	Page(s) Ref#	<b>Plan Summary:</b>
<input type="checkbox"/>		1.01 Correct LCAP Year is entered.
<input type="checkbox"/>		1.02 LEA name and contact information is provided.
<input type="checkbox"/>		1.03 <b>The Story:</b> Includes brief description of students and community and how LEA serves them.
<input type="checkbox"/>		1.04 <b>LCAP Highlights:</b> Identifies and summarizes key features of LCAP for the current year.
<input type="checkbox"/>		1.05 <b>Review of Performance:</b> Greatest Progress:
<input type="checkbox"/>		1.051 What progress LEA is most proud of, based on review of LCFF Evaluation Rubrics, performance on state and local indicators, progress toward LCAP goals, local self-assessment, stakeholder input, or other information
<input type="checkbox"/>		1.052 How LEA plans to maintain or build upon that success
<input type="checkbox"/>		1.06 <b>Review of Performance:</b> Greatest Needs:
<input type="checkbox"/>		1.061 Identifies indicators where overall performance was in the "Red" or "Orange" categories or for which LEA received a "Not Met" or "Not Met for Two or More Years" rating in Evaluation Rubrics, as well as other areas in need of significant improvement based on review of local indicators
<input type="checkbox"/>		1.062 Describes steps LEA is planning to take to address these needs
<input type="checkbox"/>		1.07 <b>Review of Performance:</b> Performance Gaps:
<input type="checkbox"/>		1.071 Identifies state indicators for which performance of any student group was two or more performance levels below the "all student" performance in the LCFF Evaluation Rubrics
<input type="checkbox"/>		1.072 For these indicators, identifies any modifications to the goals, actions/services and/or expenditures within the LCAP to improve performance levels
<input type="checkbox"/>		1.08 <b>Comprehensive Support and Improvement:</b> Identifies schools identified for comprehensive support and improvement (CSI) under the Every Student Succeeds Act (ESSA) and describes LEA plans to address needs of school sites.
<input type="checkbox"/>		1.081 <b>Schools Identified:</b> LEA has identified schools identified for CSI.
<input type="checkbox"/>		1.082 <b>Support for Identified Schools:</b> Describes how the LEA supported identified schools in developing CSI plans.
<input type="checkbox"/>		1.083 <b>Monitoring and Evaluating Effectiveness:</b> Describes how the LEA will monitor and evaluate the implementation and effectiveness of CSI plans.
<b>Comments/Follow Up Required:</b> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

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Yes	Page(s) Ref#	Annual Update
<input type="checkbox"/>		2.01 Each goal in the prior year LCAP is addressed, including the following information copied verbatim from the prior year LCAP:
	<input type="checkbox"/>	2.011 Goal description
	<input type="checkbox"/>	2.012 Identified state/local priorities
	<input type="checkbox"/>	2.013 Expected annual measurable outcomes
	<input type="checkbox"/>	2.014 Planned actions/services
	<input type="checkbox"/>	2.015 Planned expenditures
<input type="checkbox"/>		2.02 Actual Annual Measurable Outcomes: Progress toward the expected annual outcomes(s) based on, at a minimum, the required metrics pursuant to EC 52060 are reviewed.
<input type="checkbox"/>		2.03 Actual Annual Services: A description of the actual actions/services is included.
<input type="checkbox"/>		2.04 Estimated Actual Annual Expenditures: Estimated actual annual expenditures are included.
<input type="checkbox"/>		2.05 <b>Analysis:</b> Implementation:
	<input type="checkbox"/>	2.051 For each goal, the overall implementation of the actions/services to achieve the articulated goal is described
	<input type="checkbox"/>	2.052 For each goal, a discussion of the relevant challenges and successes during the implementation process is included
<input type="checkbox"/>		2.06 <b>Analysis:</b> For each goal, the review of progress includes an assessment of the effectiveness of the specified actions toward the achievement of the goal.
<input type="checkbox"/>		2.07 <b>Analysis:</b> For each goal, any material differences between Budgeted Expenditures and Estimated Actual Expenditures are described.
<input type="checkbox"/>		2.08 <b>Analysis:</b> Any changes to the goal and/or actions/services as a result of this analysis are described, and location(s) of changes to actions/services within the LCAP are identified.
<b>Comments/Follow Up Required:</b>		
Yes	Page(s) Ref#	Stakeholder Engagement
<input type="checkbox"/>		3.01 Correct LCAP year is entered.
<input type="checkbox"/>		3.02 <b>Involvement Process:</b> Describes the process used to consult with groups below on LCAP and Annual Update:
	<input type="checkbox"/>	3.021 Parents
	<input type="checkbox"/>	3.022 Pupils
	<input type="checkbox"/>	3.023 School Personnel
	<input type="checkbox"/>	3.024 Local Bargaining Units, as applicable
	<input type="checkbox"/>	3.025 Community
<input type="checkbox"/>		3.03 <b>Impact:</b> Describes the impact of stakeholder engagement on the development of the LCAP and Annual Review, including the impact on the LCAP goals, actions, services, and expenditures.
<b>Comments/Follow Up Required:</b>		
Yes	Page(s) Ref#	Goals, Actions, and Services
<input type="checkbox"/>		4.01 <b>Goal Status:</b> Each goal is identified as "New", "Modified" or "Unchanged".
<input type="checkbox"/>		4.02 <b>Goals:</b> Includes annual goals for all pupils and/or specific goals for schoolsites and each specific subgroup, including pupils with disabilities, both at the LEA level and where applicable, at the schoolsite level.

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<input type="checkbox"/>		4.03 <b>Related State Priorities:</b> Each state priority below is addressed within the goals:
<input type="checkbox"/>	<input type="checkbox"/>	4.031 Priority 1: Basic (Conditions of Learning)
<input type="checkbox"/>	<input type="checkbox"/>	4.032 Priority 2: Implementation of State Standards (Conditions of Learning)
<input type="checkbox"/>	<input type="checkbox"/>	4.033 Priority 3: Parent Involvement (Engagement)
<input type="checkbox"/>	<input type="checkbox"/>	4.034 Priority 4: Pupil Achievement (Pupil Outcomes)
<input type="checkbox"/>	<input type="checkbox"/>	4.035 Priority 5: Pupil Engagement (Engagement)
<input type="checkbox"/>	<input type="checkbox"/>	4.036 Priority 6: School Climate (Engagement)
<input type="checkbox"/>	<input type="checkbox"/>	4.037 Priority 7: Course Access (Conditions of Learning)
<input type="checkbox"/>	<input type="checkbox"/>	4.038 Priority 8: Other Pupil Outcomes (Pupil Outcomes)
<input type="checkbox"/>	<input type="checkbox"/>	4.039 Priority 9: Expelled Pupils (Conditions of Learning) <i>(County Office of Education only)</i>
<input type="checkbox"/>	<input type="checkbox"/>	4.0310 Priority 10: Foster Youth (Conditions of Learning) <i>(County Office of Education only)</i>
<input type="checkbox"/>		4.04 <b>Identified Need:</b> Need(s) address by the goal is/are described including a description of the supporting data (metrics) used to identify the need(s).
<input type="checkbox"/>		4.05 <b>Expected Annual Measurable Outcomes:</b> For each goal, all required metrics as set forth in EC 52060(d) for each state priority listed are described either quantitatively or qualitatively for each LCAP year. For each identified state and/or local priority, at least one of the corresponding metrics is identified. Note that LEAs may identify metrics for specific student groups.
<input type="checkbox"/>		<b>Priority 1: Basic</b>
<input type="checkbox"/>	<input type="checkbox"/>	A. Teachers of the school district are appropriately assigned and fully credentialed in the subject areas and for the pupils they are teaching
<input type="checkbox"/>	<input type="checkbox"/>	B. Every pupil in the school district has sufficient access to standards-aligned instructional materials
<input type="checkbox"/>	<input type="checkbox"/>	C. School facilities are maintained in good repair
<input type="checkbox"/>		<b>Priority 2: Implementation of State Standards</b>
<input type="checkbox"/>	<input type="checkbox"/>	A. Implementation of the academic content and performance standards adopted by the state board
<input type="checkbox"/>	<input type="checkbox"/>	B. How the programs and services will enable English learners to access the CCSS and the ELD standards for purposes of gaining academic content knowledge and English language proficiency
<input type="checkbox"/>		<b>Priority 3: Parent Involvement</b>
<input type="checkbox"/>	<input type="checkbox"/>	A. Efforts the school district makes to seek parent input in making decisions for the school district and each individual schoolsite
<input type="checkbox"/>	<input type="checkbox"/>	B. How the school district will promote parental participation in programs for unduplicated pupils
<input type="checkbox"/>	<input type="checkbox"/>	C. How the school district will promote parental participation in programs for individuals with exceptional needs
<input type="checkbox"/>		<b>Priority 4: Pupil Achievement</b>
<input type="checkbox"/>	<input type="checkbox"/>	A. Statewide assessments
<input type="checkbox"/>	<input type="checkbox"/>	B. The Academic Performance Index
<input type="checkbox"/>	<input type="checkbox"/>	C. The percentage of pupils who have successfully completed courses that satisfy the requirements for entrance to the UC or CSU, or career technical education sequences or programs of study that align with state board approved career technical education standards and frameworks
<input type="checkbox"/>	<input type="checkbox"/>	D. The percentage of English learner pupils who make progress toward English proficiency as measured by the CELDT; or any subsequent assessment of English proficiency, as certified by the state board
<input type="checkbox"/>	<input type="checkbox"/>	E. The English learner reclassification rate



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<input type="checkbox"/>		4.14 <b>Actions/Services:</b> For each LCAP goal, annual actions to be performed and services to be provided for each goal are included.
<input type="checkbox"/>		4.15 <b>Expenditure Amount:</b> For each action/service under each LCAP Year, budgeted expenditures are listed /described and enumerated.
<input type="checkbox"/>		4.16 <b>Expenditure Source(s):</b> All fund sources are referenced for each proposed expenditure.
<input type="checkbox"/>		4.17 <b>Expenditure Budget Reference:</b> All expenditures are classified using CSAM to identify where the expenditures can be found in the district's budget.
<b>Comments/Follow Up Required:</b>		
<input style="width: 100%;" type="text"/>		
<b>Yes</b>	<b>Page(s) Ref#</b>	<b>Demonstration of Increased or Improved Services for Unduplicated Pupils</b>
<input type="checkbox"/>		5.01 All prior year tables for each of the three years within the LCAP are retained.
<input type="checkbox"/>		5.02 Correct LCAP year is entered for table(s) included.
<input type="checkbox"/>		5.03 Amount of Supplemental/Concentration Funds for LCAP year is identified and agrees to line 5 of proportionality calculation determined pursuant to 5 CCR 15496(a)(5).
<input type="checkbox"/>		5.04 Percentage by which services for unduplicated pupils must be increased or improved as compared to services provided to all pupils in the LCAP year is identified for LCAP year and agrees to line 7 of proportionality calculation determined pursuant to 5 CCR 15496(a)(7).
<input type="checkbox"/>		5.05 School district has fully demonstrated that it will increase and/or improve services for unduplicated pupils by the Minimum Proportionality Percentage pursuant to 5 CCF 15496(a).
<input type="checkbox"/>		5.06 Description of increased/improved services to meet MPP requirement aligns to actions/services indicated as "Contributes to Increased or Improved Services" in Goals, Actions, and Services section.
<input type="checkbox"/>		5.07 A description of how the Supplemental/Concentration funds are being expended is included.
<input type="checkbox"/>		5.08 If the use of any of the Supplemental/Concentration funds are being used in a districtwide or schoolwide manner, includes a description of the use of any funds used in that manner, includes all of 5.071-5.073 below (if funds are not used in a districtwide or schoolwide manner, indicate N/A):
<input type="checkbox"/>		5.081 Includes a description of those services that are being provided on a districtwide or schoolwide basis.
<input type="checkbox"/>		5.082 Includes a justification for the use in a districtwide or schoolwide manner.
<input type="checkbox"/>		5.083 Includes how services are principally directed toward and are effective in meeting district goals for its unduplicated pupils in the state priority areas.
<input type="checkbox"/>		5.09 For school districts below 55% enrollment of unduplicated pupils districtwide or below 40% enrollment of unduplicated pupils at a school site, when using supplemental/concentration funds in a districtwide or schoolwide manner, a description of how the services provided are the most effective use of funds to meet the goals for unduplicated pupils in the state and local priority areas is included (if not applicable, indicate N/A).
<input type="checkbox"/>		5.10 For school districts below 55% enrollment of unduplicated pupils districtwide or below 40% enrollment of unduplicated pupils at a school site, when using supplemental/concentration funds in a districtwide or schoolwide manner, the description required in 5.08 above includes providing the basis for determination, including but not limited to any alternatives considered and any supporting research, experience, or educational theory (if not applicable, indicate N/A).
<b>Comments/Follow Up Required:</b>		
<input style="width: 100%;" type="text"/>		

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