

## GOAL Review Checklist

Appendix A

(Complete one per goal)

COUNTY OFFICE OF EDUCATION

**Individual Goal Checklist:** Local Control and Accountability Plan (LCAP) and Annual Update Review

|   |  |
|---|--|
| District: <input style="width: 90%;" type="text"/>  | Reviewer: <input style="width: 90%;" type="text"/>   |
| Goal Title: <input style="width: 95%;" type="text"/>  |  |
| <b>LCAP GOAL REVIEW:</b>  |  |
| <p><i><b>Instructions to Reviewer:</b> This checklist may be used to review each Goal in the LCAP. The compilation of the results from each goal checklist will be the basis for the entries on the summary <u>Local Control and Accountability Plan (LCAP) and Annual Update Review Checklist</u>. 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, mark the FR (follow up required) box and describe the follow up required using the Comments/Follow Up Required box. The FR (follow up required) column is initially intended to be used only as a place holder indicating further review is necessary; after the further review is completed, either change to mark the Yes box, if the review resulted in the criteria being met, or leave the FR column marked indicating the criteria has not yet been met and further work is necessary. For criteria 2.07, if the goal does not include state priority #8, indicate "N/A" in the Yes box.</i></p> |  |
| <b>LCAP YEAR 1 (BUDGET YEAR) GOAL REVIEW:</b>   |  |
| <div style="display: flex; justify-content: space-around;"> <div>Yes</div> <div>FR</div> </div> <div style="text-align: center; font-size: small;">LCAP<br/>Checklist<br/>Reference</div>   | <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <input type="checkbox"/> <input type="checkbox"/> <b>2.03 Identified Need:</b> Need(s) addressed by the goal is/are described <u>including a description of the supporting data used to identify the need(s)</u> </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <input type="checkbox"/> <input type="checkbox"/> <b>2.04 Schools:</b> Goal identifies the schoolsites to which the goal applies or indicates "all" for all schools, or a subset of schools or grade spans (e.g. all high schools or grades K-5)         </div> <div style="border: 1px solid black; padding: 5px;"> <input type="checkbox"/> <input type="checkbox"/> <b>2.05 Applicable Pupil Subgroups:</b> Goal identifies the pupil subgroups as defined in Ed Code 52052 to which the goal applies, or indicates "all" for all pupils         </div> <div style="border: 1px solid black; padding: 5px; height: 40px; margin-top: 5px;"> <b>Comments/Follow Up Required:</b> </div>  |
| <b>LCAP YEAR 1, 2, &amp; 3 GOAL REVIEW:</b>   |  |
| <div style="display: flex; justify-content: space-around;"> <div>Yes</div> <div>FR</div> </div> <div style="text-align: center; font-size: small;">LCAP<br/>Checklist<br/>Reference</div>   | <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <input type="checkbox"/> <input type="checkbox"/> <b>2.02 &amp; 2.06 Related State Priorities and Expected Annual Measurable Outcomes:</b> Below, check each Priority indicated in the LCAP for this goal. For each Priority checked, indicate if the related required metric is described either quantitatively or qualitatively or in the case of those metrics that are not applicable indicate by entering "N/A"         </div> <div style="margin-left: 20px;"> <input type="checkbox"/> <b>Priority 1: Basic</b> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <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         </div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> B. Every pupil in the school district has sufficient access to the standards-aligned instructional materials         </div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> C. School facilities are maintained in good repair         </div> </div> <div style="margin-left: 20px; margin-top: 5px;"> <input type="checkbox"/> <b>Priority 2: Implementation of State Standards</b> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> A. Implementation of the academic content and performance standards adopted by the state board         </div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <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         </div> </div> <div style="margin-left: 20px; margin-top: 5px;"> <input type="checkbox"/> <b>Priority 3: Parental Involvement</b> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> A. Efforts the school district makes to seek parent input in making decisions for the school district and each individual schoolsite         </div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> B. How the school district will promote parental participation in programs for unduplicated pupils         </div> <div style="border: 1px solid black; padding: 2px; margin-left: 20px;"> <input type="checkbox"/> C. How the school district will promote parental participation in programs for individuals with exceptional needs         </div> </div> |

## GOAL Review Checklist

(Complete one per goal)

Appendix A

COUNTY OFFICE OF EDUCATION

**Individual Goal Checklist:** Local Control and Accountability Plan (LCAP) and Annual Update ReviewDistrict:  Reviewer: Goal Title: 

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | <b>Priority 4: Pupil Achievement</b> as measured by all of the following, as applicable:   |
| <input type="checkbox"/> | A. Statewide assessments   |
| <input type="checkbox"/> | B. The Academic Performance Index  |
| <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"/> | 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"/> | E. The English learner reclassification rate   |
| <input type="checkbox"/> | F. The percentage of pupils who have passed an advanced placement examination with a score of 3 or higher  |
| <input type="checkbox"/> | G. The percentage of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness   |
| <input type="checkbox"/> | <b>Priority 5: Pupil Engagement</b> as measured by all of the following, as applicable:  |
| <input type="checkbox"/> | A. School attendance rates   |
| <input type="checkbox"/> | B. Chronic absenteeism rates   |
| <input type="checkbox"/> | C. Middle school dropout rates   |
| <input type="checkbox"/> | D. High school dropout rates   |
| <input type="checkbox"/> | E. High school graduation rates  |
| <input type="checkbox"/> | <b>Priority 6: School Climate</b> as measured by all of the following, as applicable:  |
| <input type="checkbox"/> | A. Pupil suspension rates  |
| <input type="checkbox"/> | B. Pupil expulsion rates   |
| <input type="checkbox"/> | C. Other local measures, including surveys of pupils, parents, and teachers on the sense of safety and school connectedness  |
| <input type="checkbox"/> | <b>Priority 7: Course Access:</b> The extent to which pupils have access to, and are enrolled in:  |
| <input type="checkbox"/> | A. A broad course of study that includes all of the subject areas described in Section 51210 and Section 51220(a) to (i), as applicable  |
| <input type="checkbox"/> | B. Programs and services developed and provided to unduplicated pupils   |
| <input type="checkbox"/> | C. Programs and services developed and provided to individuals with exceptional needs  |
| <input type="checkbox"/> | <b>Priority 8: Other Pupil Outcomes</b>  |
| <input type="checkbox"/> | A. Pupil outcomes, if available, in the subject areas described in Section 51210 and subdivisions (a) to (i), inclusive, of Section 51220, as applicable   |

LCAP  
Checklist  
Reference

Yes FR

|                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.07 Expected Annual Measurable Outcomes:</b> If the Pupil Engagement state priority is checked above, are the rates specified in the LCAP and Annual Update (a)-(e) calculated and included. If priority 8 above not checked, indicate N/A in Yes box. |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.08 LCAP Year 1, LCAP Year 2, and LCAP Year 3:</b> LCAP has the budget year entered in LCAP Year 1, and the two subsequent years entered in LCAP Year 2 and 3  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.09 Actions/Services:</b> For each year of the LCAP, annual actions to be performed and services to be provided are included   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.10 Scope of Services:</b> For each action/service, the scope of service is identified by schools/sites covered or "all" for all schools, or a subset of schools or grade spans (e.g. all high schools or grades K-5)                                  |

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(Complete one per goal)

Appendix A

COUNTY OFFICE OF EDUCATION

## Individual Goal Checklist: Local Control and Accountability Plan (LCAP) and Annual Update Review

|   |  |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
|---|--|--|----|--|--------------------------|--------------------------|--|-------------------------------|--|--|--------------------------|--------------------------|--|--------------------------|--------------------------|---|--------------------------|--------------------------|---|--------------------------|--------------------------|---|
| District: <input style="width: 90%;" type="text"/>  | Reviewer: <input style="width: 90%;" type="text"/> |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| Goal Title: <input style="width: 95%;" type="text"/>  |  |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">Yes</td> <td style="width: 10%; text-align: center;">FR</td> <td></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <b>2.11 Pupils to be served within identified scope of service:</b> For each action/service, identifies pupils to be served as either "ALL" or the specific subgroup(s) served </td> </tr> <tr> <td colspan="3"> <b>Budgeted Expenditures:</b> </td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <b>2.12</b> For each action/service, budgeted expenditures are listed/described and enumerated </td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <b>2.13</b> All fund sources are referenced for each proposed expenditure </td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <b>2.14</b> All expenditures are classified using CSAM to identify where the expenditure can be found in the LEA's budget </td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <b>2.15</b> Adopted budget for the applicable fiscal year includes expenditures sufficient to implement the LCAP. </td> </tr> </table> |  | Yes  | FR |  | <input type="checkbox"/> | <input type="checkbox"/> | <b>2.11 Pupils to be served within identified scope of service:</b> For each action/service, identifies pupils to be served as either "ALL" or the specific subgroup(s) served | <b>Budgeted Expenditures:</b> |  |  | <input type="checkbox"/> | <input type="checkbox"/> | <b>2.12</b> For each action/service, budgeted expenditures are listed/described and enumerated | <input type="checkbox"/> | <input type="checkbox"/> | <b>2.13</b> All fund sources are referenced for each proposed expenditure | <input type="checkbox"/> | <input type="checkbox"/> | <b>2.14</b> All expenditures are classified using CSAM to identify where the expenditure can be found in the LEA's budget | <input type="checkbox"/> | <input type="checkbox"/> | <b>2.15</b> Adopted budget for the applicable fiscal year includes expenditures sufficient to implement the LCAP. |
| Yes   | FR   |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <input type="checkbox"/>  | <input type="checkbox"/>                           | <b>2.11 Pupils to be served within identified scope of service:</b> For each action/service, identifies pupils to be served as either "ALL" or the specific subgroup(s) served |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <b>Budgeted Expenditures:</b>   |  |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <input type="checkbox"/>  | <input type="checkbox"/>                           | <b>2.12</b> For each action/service, budgeted expenditures are listed/described and enumerated   |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <input type="checkbox"/>  | <input type="checkbox"/>                           | <b>2.13</b> All fund sources are referenced for each proposed expenditure  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <input type="checkbox"/>  | <input type="checkbox"/>                           | <b>2.14</b> All expenditures are classified using CSAM to identify where the expenditure can be found in the LEA's budget  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <input type="checkbox"/>  | <input type="checkbox"/>                           | <b>2.15</b> Adopted budget for the applicable fiscal year includes expenditures sufficient to implement the LCAP.  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |
| <b>Comments/Follow Up Required:</b><br><div style="border: 1px solid black; height: 60px; margin-top: 5px;"></div>  |  |  |    |  |                          |                          |  |                               |  |  |                          |                          |  |                          |                          |   |                          |                          |   |                          |                          |   |

### ANNUAL UPDATE GOAL REVIEW:

|                          |                          |  |
|--------------------------|--------------------------|--|
| Yes                      | FR                       |  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.16</b> Information is included from the prior year LCAP for: Related Priorities, Schools and Pupil Subgroups the goal applies to, Expected measurable outcomes, Planned Actions/Services, Budgeted Expenditures, and Scope of Service |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.17</b> Actual Annual Measurable Outcomes: Progress toward the expected annual outcome(s) based on, at a minimum, the required metrics pursuant to EC 52060 are reviewed   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.18</b> Actual Annual Measurable Outcomes: The review of progress includes an assessment of the effectiveness of the specific actions  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.19</b> LCAP year for the Annual update is entered (e.g. The annual update year references the year of the prior year LCAP (the current year))   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.20</b> Actual Annual Services: A description of the actual actions/services is included   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.21</b> Estimated Actual Annual Expenditures: Estimated actual annual expenditures is included   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.22</b> Actual Scope of Service: the scope of service is identified by schoolsites covered or "all" for all schools, or a subset of schools or grade spans   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.23</b> Actual Pupils Served: Identifies pupils to be served as either "ALL" or the specific subgroup(s) served  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>2.24</b> Any changes to the goal, actions, services, and expenditures are described   |

**Comments/Follow Up Required:**

## PROCESS Review Checklist

Appendix B

COUNTY OFFICE OF EDUCATION

## Local Control and Accountability Plan (LCAP) and Annual Update Review Checklist

|   |   |   |  |
|---|---|---|--|
| District: <input style="width: 300px;" type="text"/>  |   | Reviewer: <input style="width: 200px;" type="text"/>                  |  |
| LCAP Version:   | Final: <input type="checkbox"/> Draft: <input type="checkbox"/> | Date Reviewed: <input style="width: 100px;" type="text"/>             |  |
| Date Submitted: <input style="width: 100px;" type="text"/>  | Draft #: <input style="width: 50px;" type="text"/>              | Recommendation: <input type="checkbox"/>                              | Approve: <input type="checkbox"/> Clarification Required: <input type="checkbox"/> |
| Meeting Dates (For Final Reviews Only): <input style="width: 150px;" type="text"/>  |   | Public Hearing Board Date: <input style="width: 100px;" type="text"/> |  |
| LCAP Approval Board Date: <input style="width: 100px;" type="text"/>  |   |   |  |
| Unduplicated Pupil %: <input style="width: 50px;" type="text"/>   | Reviewer Signature: <input style="width: 200px;" type="text"/>  |   |  |
| Does the district have any school with Unduplicated % below 40%? (Indicate Yes or No): <input type="checkbox"/> If Yes, Schools: <input style="width: 150px;" type="text"/> |   |   |  |

## LCAP REVIEW CRITERIA:

**Instructions to Reviewer:** Mark the Yes box next to each criteria to indicate if the criteria is met based on review of the LCAP. If follow up is required, mark the FR (follow up required) box and describe the follow up required using the Comments/Follow Up Required box. The FR (follow up required) column is initially intended to be used only as a place holder indicating further review is necessary; after the further review is completed, either change to mark the Yes box, if the review resulted in the criteria being met, or leave the FR column marked indicating the criteria has not yet been met and further work is necessary (i.e. written clarification to the board). If any of criteria 3.03 through 3.05 are determined to be not applicable, indicate "N/A" in the Yes box. The Page/Goal Reference boxes may be used for ease of tracking where the criteria is met or found in the LCAP. **Note For Section 2:** The reviewer should first complete the Individual Goal Checklist for each goal of the LCAP and then move to Section 2 of this checklist. The Individual Goal Checklist may be used for each individual goal to compile the results and determine the entry into the checklist below. "Appr. #" indicates the approval determination criteria listed under EC 52070(d)(1), (2), or (3).

Yes FR

SBE Template:

☐ ☐

T1 District utilized the adopted State Board of Education (SBE) template (revised and adopted November 2014)

Comments/Follow Up Required:

## Section 1 - Stakeholder Engagement

Involvement Process: Describes the process used to consult with the groups below on the LCAP and Annual Update:

| Yes                      | FR                       | Page(s) / Ref#                            | Appr # |  |
|--------------------------|--------------------------|---|--------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.01 Parents   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.02 Pupils  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.03 School Personnel  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.04 Local Bargaining Units, as applicable   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.05 Community   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 1.06 Impact on LCAP: Describes how the consultation contributed to the development of the LCAP or Annual Update including the impact on, the development of the annual update to LCAP goals, actions, services, and expenditures |

## Annual Update:

|                          |                          |   |   |   |
|--------------------------|--------------------------|---|---|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1 | 1.07 Describes stakeholder involvement process for the review   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1 | 1.08 Describes the impact of stakeholder engagement on, the development of the annual update to LCAP goals, actions, services, and expenditures |

Comments/Follow Up Required:

## Section 2 - Goals, Actions, Expenditures, and Progress Indicators

| Yes                      | FR                       | Page(s) / Goal Ref#                       | Appr # |   |
|--------------------------|--------------------------|---|--------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.01 Goals: Includes annual goals for all pupils and/or specific goals for schoolsites and each specific subgroup, including pupils with disabilities, both at the LEA level and, where applicable, at the schoolsite level |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.02 Related State Priorities: Each state priority below is addressed within the goals:   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.021 Priority 1: Basic (Conditions of Learning)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.022 Priority 2: Implementation of State Standards (Conditions of Learning)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.023 Priority 3: Parental Involvement (Engagement)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.024 Priority 4: Pupil Achievement (Pupil Outcomes)  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.025 Priority 5: Pupil Engagement (Engagement)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 80px;" type="text"/> | 1      | 2.026 Priority 6: School Climate (Engagement)   |

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## Local Control and Accountability Plan (LCAP) and Annual Update Review Checklist

|   |                          |              |                                 |  |                      |
|---|--------------------------|--------------|---------------------------------|--|----------------------|
| District: _____                             |                          |              | Reviewer: _____                 |  |                      |
| LCAP Version: _____                         |                          |              | Final: <input type="checkbox"/> | Draft: <input type="checkbox"/>  | Date Reviewed: _____ |
| Yes   | FR                       | Page(s) Ref# | Appr #                          |  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.027 Priority 7: Course Access (Conditions of Learning)   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.028 Priority 8: Other Pupil Outcomes (Pupil Outcomes)  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.03 Identified Need: Need(s) addressed by the goal is/are described including a description of the supporting data (metrics) used to identify the need(s)   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.04 Schools: Each goal identifies the schoolsites to which the goal applies or indicates "all" for all schools, or a subset of schools or grade spans (e.g. all high schools or grades K-5)   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.05 Applicable Pupil Subgroups: Each goal identifies the pupil subgroups as defined in Ed Code 52052 to which the goal applies, or indicates "all" for all pupils   |                      |
| <b>Expected Annual Measurable Outcomes:</b> |                          |              |                                 |  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.06 For each Goal, all required metrics as set forth in EC 52060(d) for each state priority checked are described either quantitatively or qualitatively  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.07 For each Goal with the Pupil Engagement state priority checked, the rates specified in the LCAP and Annual Update Appendix (a)-(d) are calculated and included  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.08 LCAP Year 1, LCAP Year 2, and LCAP Year 3: LCAP has the budget year entered in LCAP Year 1, and the two subsequent years entered in LCAP Year 2 and 3   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.09 Actions/Services: For each year of the LCAP, annual actions to be performed and services to be provided for each goal are included  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.10 Scope of Services: For each action/service, the scope of service is identified by schoolsites covered or "all" for all schools, or a subset of schools or grade spans (e.g. all high schools or grades K-5)   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.11 Pupils to be served within identified scope of service: For each action/service, identifies pupils to be served as either "ALL" or the specific subgroup(s) served  |                      |
| <b>Budgeted Expenditures:</b>               |                          |              |                                 |  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1, 2                            | 2.12 For each action/service, budgeted expenditures are listed/described and enumerated  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1, 2                            | 2.13 All fund sources are referenced for each proposed expenditure   |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1, 2                            | 2.14 All expenditures are classified using CSAM to identify where the expenditure can be found in the district's budget  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 2                               | 2.15 Adopted budget for the applicable fiscal year includes expenditures sufficient to implement the LCAP.   |                      |
| Comments/Follow Up Required:                |                          |              |                                 |  |                      |
|   |                          |              |                                 |  |                      |
| Yes   | FR                       | Page(s) Ref# | Appr #                          | Section 2 - Annual Update  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.16 Each goal in the prior year LCAP is addressed, including information from the prior year LCAP for: Related Priorities, Schools and Pupil Subgroups the goal applies to, Expected measurable outcomes, Planned Actions/Services, Budgeted Expenditures, and Scope of Service |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.17 Actual Annual Measurable Outcomes: Progress toward the expected annual outcome(s) based on, at a minimum, the required metrics pursuant to EC 52060 are reviewed  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.18 Actual Annual Measurable Outcomes: For each goal, the review of progress includes an assessment of the effectiveness of the specific actions  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.19 LCAP year for the Annual update is entered (e.g. The annual update year references the year of the prior year LCAP (the current year))  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.20 Actual Annual Services: A description of the actual actions/services is included  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.21 Estimated Actual Annual Expenditures: Estimated actual annual expenditures is included  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.22 Actual Scope of Service: the scope of service is identified by schoolsites covered or "all" for all schools, or a subset of schools or grade spans  |                      |
| <input type="checkbox"/>                    | <input type="checkbox"/> |              | 1                               | 2.23 Actual Pupils Served: Identifies pupils to be served as either "ALL" or the specific subgroup(s) served   |                      |

## PROCESS Review Checklist

Appendix B

COUNTY OFFICE OF EDUCATION

## Local Control and Accountability Plan (LCAP) and Annual Update Review Checklist

|   |  |   |                                 |
|---|--|---|---------------------------------|
| District: <input style="width: 300px;" type="text"/>    |  | Reviewer: <input style="width: 200px;" type="text"/>      |                                 |
| LCAP Version: <input style="width: 50px;" type="text"/> |  | Final: <input type="checkbox"/>                           | Draft: <input type="checkbox"/> |
|   |  | Date Reviewed: <input style="width: 100px;" type="text"/> |                                 |

  

| Yes   | FR                       | Page(s) Ref# | Appr # |   |
|---|--------------------------|--------------|--------|---|
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1      | 2.24 Any changes to the goal, actions, services, and expenditures are described |
| Comments/Follow Up Required:<br><div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div> |                          |              |        |   |

  

**Section 3 - Use of Supplemental and Concentration Grant funds and Proportionality**

| Yes   | FR                       | Page(s) Ref# | Appr # |   |
|---|--------------------------|--------------|--------|---|
| <b>Section A:</b>   |                          |              |        |   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.01 Amount of Supplemental/Concentration Funds is identified and agrees to line 5 of proportionality calculation determined pursuant to 5 CCR 15496(a)(5)  |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.02 A description of how the Supplemental/Concentration funds are being expended is included   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.03 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, and includes all of 3.031-3.033 below (if funds are not used in a districtwide or schoolwide manner, indicate N/A in the Yes box for 3.03 and 3.031-3.033) :  |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.031 Includes a description of those services that are being provided on a districtwide or schoolwide manner   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.032 Includes a justification for the use in a districtwide or schoolwide manner   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.033 Includes how such services are principally directed toward meeting the district's goals for its unduplicated pupils in the state priority areas   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.04 For school districts below 55 percent enrollment of unduplicated pupil in the district or below 40 percent 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 in Yes box)   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.05 For school districts below 55 percent enrollment of unduplicated pupil in the district or below 40 percent enrollment of unduplicated pupils at a school site, when using supplemental/concentration funds in a districtwide or schoolwide manner, the description required in 3.04 above, includes providing the basis for the determination, including, but not limited to, any alternatives considered and any supporting research experience, or educational theory (If not applicable, indicate N/A in Yes box) |
| <b>Section B:</b>   |                          |              |        |   |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.06 Percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all pupils in the LCAP year is identified and agrees to line 7 of proportionality calculation determined pursuant to 5 CCR 15496(a)(7)  |
| <input type="checkbox"/>  | <input type="checkbox"/> |              | 1, 3   | 3.07 The narrative describes how the proportionality percentage is met using a quantitative and/or qualitative description of the increased and/or improved services for unduplicated pupils as compared to the services provided to all pupils   |
| Comments/Follow Up Required:<br><div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div> |                          |              |        |   |