

Internal 2015-2016 LCAP Approval - Clarification Table

District: _____ Reviewer(s): _____

LCAP Manual Flow Chart Reference	Examples of Evidence Note: Evidence for approval of blue section ("I") is not a judgment of content, but rather an assessment of adherence to the SBE template.	SBAS	C & I	LCAP Pg #	Notes / Observations	<i>Follow Up Required</i>
I 1(1)	Provides description of actions the district used to obtain meaningful engagement. May include evidence such as dates of meetings, dates when surveys were distributed or made available, dates of consultations, and other pertinent facts to disclose all actions the district used to obtain meaningful engagement in the LCAP development process.		X			
I 1(2)	Includes the input from the involvement process that is summarized and used in the district goals. The synthesized version of the input could include categories where similar types of input are included as goal areas. Districts might choose to include or describe the input that wasn't used in the current LCAP and will be set aside and considered in the future.		X			
I 1(3)	Provides evidence of how stakeholders were involved in the review of progress on the LCAP goals and the creation of the Annual Update . The district may have included evidence such as dates of meetings and pertinent data provided to stakeholders for their review, as well as any other measures taken by the district to meaningfully involve stakeholders in the creation of the Annual Update.		X			
I 1(4)	This section captures the input of stakeholders after their review of progress data on the LCAP goals . The synthesized version of the input could include categories where similar types of input are included as goal adjustments or new goals. Districts might choose to include or describe the input that wasn't used in the newest LCAP and will be set aside and considered in the future.		X			
I 2(1)	Goals are described and state or local priorities are identified . All state priorities must be addressed in at least one of the district's LCAP goals and some goals may address more than one state priority.		X			
I 2(2)	Metric(s) are identified and a description of data is provided that demonstrates the need that is addressed by the goal;		X			
I 2(3)	School sites are identified to which this goal applies . May indicate "all" for all schools, specify an individual school or a subset of schools, or specify grade spans (high schools, middle school or elementary school). Second, identifies which pupil subgroups , as defined in Education Code		X			

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	52052, this goal applies to or indicates "ALL."					
I 2(4)	For each LCAP year, the district identified and described specific expected measurable outcomes for all pupils and school sites identified in the Row 3 header section using the applicable metrics for the related state priorities.		X			
I 2(5)	Descriptions for each goal in each of three years unless the goal is for a shorter duration . School years are provided for the goal in LCAP Year 1, LCAP Year 2 and LCAP Year 3.		X			
I 2(6)	For each LCAP year, identifies all annual actions to be performed and the services provided to meet the described goal . Actions may describe a group of services that are implemented to achieve the identified goal. Actions and services are addressed for each of the 8 State priorities . It is not the COE's responsibility to make a judgment on the probability of the success of a specific action or service only that an action or services addresses one of the 8 State priorities or any local priority.		X			
I 2(7)	For each LCAP year, identifies the schoolsites covered . Districts may indicate "ALL" schools, specify an individual school or a subset of schools, or specify grade spans (e.g., all high schools or grades K-5). If supplemental and concentration funds are used to support the action/service, the district must identify if the scope of service is districtwide or schoolwide.		X			
I 2(8)	For each LCAP year and for each action/service, the district identifies the pupils to be served within the identified scope of service . If the action to be performed or the services to be provided is for all pupils, the district places a check mark next to "ALL." For each action/service provided above what is being provided for all students, the district indicates by checking the box of the applicable unduplicated pupil subgroups (Education Code 52052) and /or specifies in "Other", the pupil subgroups (Education Code 42238.01) that will benefit from the additional action, and/or will receive the additional services.		X			
I 2(9)	For each LCAP year and for each action/service, describes budgeted expenditures to implement these actions , including where those expenditures can be found in the district's budget. The information shall include funding source .	X				
I 2(10)	All expenditures are classified using CSAM to identify where the expenditure can be found in the budget. Does not require the full CSAM account string. However, an object code or other code may be provided. A	X				

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	classified expenditure could be provided by using the name of a specific Standardized Account Code Structure (SACS) field, e.g. teacher salaries, counselor salaries, instructional services, pupil support services, etc.					
I 2(11) Update	Annual Update: Each goal from the prior year LCAP appears in the Annual Update table for that goal [Found in Section 2, Column 2 of LCAP 2014-15]. Goal wording the same in the original LCAP and the Annual Update for that year. Changes to prior year goals are described within the Update section under Changes.		X			
I 2(12) Update	Annual Update: State and local priorities, Schools and Subgroups are <i>brought forward</i> from prior year LCAP [Found in Section 2, Column 9 of LCAP 2014-15].		X			
I 2(13) Update	Annual Update: Expected measurable outcomes for students are <i>brought forward</i> from the prior year LCAP [Found in Section 2, Column 6 of LCAP 2014-15]		X			
I 2(14) Update	Annual Update: Actual improved outcomes for students , using the metrics in Education Code 52060, at a minimum, and other metrics and local data connected to that goal are identified that reveal how outcomes have changed for the student subgroups the goal was designed to address. <i>*see metrics page</i>		X			
I 2(15) Update	Annual Update: Actions and services are carried over from prior year LCAP under Planned Actions/Services [Found in Sections 3A and 3B, Column 6 of LCAP 2014-15]. Actual actions and services that addressed the identified needs and goals are described, including whether these actions/services were effective in achieving the desired outcomes for all pupils or identified pupils for the specified goal.		X			
I 2(16) Update	Annual Update: Budgeted expenditures are carried over from prior year LCAP under Budgeted Expenditures [Found in Sections 3A and 3B, Column 6 of LCAP 2014-15]. Description of the estimated annual expenditures for the actions and services as of the time of the LCAP writing.	X				
I 2(17) Update	Annual Update: All students or specific student subgroups are identified as found in the prior year LCAP [Found in Sections 3A and 3B, Column 3 & 4 of LCAP 2014-15]. The district identifies which unduplicated student subgroups were the focus of the goal.		X			
I 2(18) Update	Annual Update: Describes which student subgroups actually received the actions and services connected to the goal or if actions and services were actually provided.		X			

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I 2(19) Update	Annual Update: Captures the result of consultations with stakeholders and analysis by the district and which actions and services will be discontinued and/or how current actions and services will be modified to achieve the intended outcomes.		X			
I 3(1)	The LCAP includes the dollar amount of the increase , as calculated in Step 5 of the regulations [CCR 15496(a)], as may be verified through the LCFF Calculator .	X				
I 3(2)	The LCAP's estimated calculation of Step 5 of the regulations (CCR 15496(a)) is reasonable considering the district's unduplicated percentage of pupils.	X				
I 3(3)	The LCAP includes a description of how the supplemental/concentration funds are expended .	X	X			
II 2(1)	For each action/service, budgeted expenditures are listed/described and enumerated	X				
II 2(2)	All fund sources are referenced for each proposed expenditure	X				
II 2(3)	All expenditures are classified using CSAM to identify where the expenditure can be found in the LEA's budget	X				
II 2(4)	The adopted budget includes expenditures sufficient to implement the specific actions based on the costs listed in the LCAP.	X				
III 3(1)	Amount of Supplemental/Concentration Funds is identified and agrees to line 5 of proportionality calculation determined pursuant to 5 CCR 15496(a)(5)	X				
III 3(2)	A description of how the Supplemental/Concentration funds are being expended is included	X	X			
III 3(3)	If 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 3.031-3.032 below:		X			
III 3(4)	Includes a description of those services that are being provided on a districtwide or schoolwide manner		X			
III 3(5)	Includes a justification for the use in a districtwide or schoolwide manner		X			
III 3(6)	Includes how such services are principally directed toward meeting the district's goals for its unduplicated pupils in the state priority areas		X			
III 3(7)	For school districts below 55 percent enrollment of unduplicated pupil in the district or below 40 percent enrollment of unduplicated pupils at a		X			

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	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					
III 3(8)	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 3.07 above, includes providing the basis for the determination , including, but not limited to, any alternatives considered and any supporting research experience, or educational theory		X			
III 3(9)	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)	X				
III 3(10)	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		X			