



Annual Report to the Board of Education: CVUSD Budget/LCAP Committee

May 2022



Committee Overview

The Budget / LCAP Committee is responsible for ensuring the budget assigned for the fiscal year supports the LCAP for the school year. As per Board of Education Administrative Regulation 3100:

The committee's duties may include, but not necessarily limited to:

1. Making recommendations regarding budget priorities.
2. Recommending cost reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued.
3. Reviewing the clarity and effectiveness of budget documents and communications.
4. Presenting progress reports on the committee's work and a final report of recommendation to the Superintendent or designee and to the Board.



Members of the Committee

BOE

Lauren Gill, Board Member

Rocky Capobianco, Board Member

Administration

Dr. Victor Hayek, Deputy Superintendent, Business Services

Jeanne Valentine, Assistant Superintendent, Human Resources

Dr. Lisa Miller, Assistant Superintendent, Student Support

Kenny Loo, Assistant Superintendent, Instruction

Susan Tucker, Director, Fiscal Services

Marina Mihalevsky, Director, Classified Human Resources

Dr. Ricardo Araiza, Director, Multilingual Learners & Equity

Committee Chair

Allice Chou, Special Education DAC Representative

Student Representative

Frida Moreno, Student DAC Representative

Principals

Megan Triplett, Principal, Lang Ranch ES

Shane Frank, Principal, Colina MS

Dr. Eric Bergmann, Principal, Thousand Oaks HS

Union Representatives

Courtney Stockton, UACT Representative

Doug Freed, UACT Representative

Darla Scott, CVPPA Representative

Chris Charles, CSEA Representative

Parent/Community Groups

Cathy Riggs, Conejo Council PTA Representative

Jon Power, Conejo Schools Foundation Representative

Heather Skelly, DAC Representative

Hun Kaplowitz, GATE DAC Representative

Gulnihal Ertugrul, DELAC Representative

Elizabeth Allen, AADAC Representative

2022 Goals of the Committee

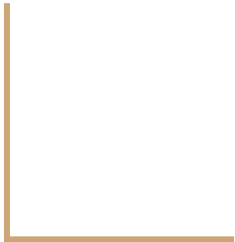
1. Understand the Local Control Accountability Plan and discuss, examine metrics and actions/services.
2. Understand the connection between LCAP and School Plan for Student Achievement (SPSA)
3. Understand District Financial Statements (“how” to read financial reports), discuss, examine/establish metrics
4. Understand declining enrollment and its impact
5. Provide feedback and input on revisions to the 22-23 LCAP.
6. Report to the Board of Education by June 30, 2022

Meeting Dates and Agenda

September 9, 2021	Election of Executive Committee Members - Goal Setting
October 6, 2021	LCAP Goal 1
November 3, 2021	LCAP Goal 1
December 7, 2021	LCAP Goal 2 & 3
January 25, 2022	LCAP Goal 4
February 23, 2022	How LCAP feeds SPSA
March 23, 2022	Financial Reports / Impact of declining enrollment
April 26, 2022	Annual recap and report preparation
May 25, 2022	Annual Report to BOE



Review Summary



LCAP Goal 1



Implement targeted actions and services that support positive student outcomes.
(Student focused)

Committee Discussion:

- UDL listed under math but no other subjects
- Focus more on the honor route instead of AP to take off pressure of AP testing
 - Encourage students to take AP courses without pressure to take the AP exam
- Adding metrics with multiple measures with increased frequency to get a better picture of programs
 - Incorporate more qualitative data
 - Identifying growth
- Intervention/Summer School-expand to after school program
- Adding EL component for summer school
- Pre and Post Markers/Assessments

Suggestions for LCAP

- Modify SBAC (ELA, Math) metrics to reflect % of students meeting or exceeding standard.
- Adjust metric for AP and IB to reflect students' test score and student participation.
- Add all student demographic groups for secondary D/F rate

LCAP Goal 2



Ensure highly qualified and effective staff are provided with targeted professional development, and have an understanding that all job responsibilities are structured to support positive student outcomes. (Internal focused)

Committee Discussion:

- PD goals should be better aligned with actions and goals in Goal 1
- Additional metrics on staff hired, utilize optional paid PD, retention rates
- Utilizing staff feedback to determine professional learning; and having colleague to colleague training.
- Measuring the effectiveness of training
- Training related to classified staff, AVID

Suggestions for LCAP

- Move English Learner reclassification and EL progress to Goal 1
- Add a metric to increase recruitment, hiring, and retention of credentialed educators representing diversity.
- Include additional metric(s) to determine the effectiveness of professional learning, including staff survey.
- Add details on specific professional learning for classified staff.

LCAP Goal 3



Provide communication and targeted outreach that informs the community of programs & opportunities that support positive student outcomes. (Community focused)

Committee Discussion:

- Strides to regularly communicate to families
- Identifying other means to engage families
- Details on advertising for CVUSD programs (i.e. Dual Language Immersion, SHINE, Century Academy)
- Ensure the metrics align to actions/services in Goal 3

Suggestions for LCAP

- Add details to actions/services that market CVUSD programs (DLI, SHINE, Century Academy)
- Move HS graduation rate, and dropout rates to Goal 1 metrics.
- Add action/service to survey all families to continuously identify effective ways to engage and communicate.

LCAP Goal 4



Enhance the social, emotional and physical well-being for all students through targeted actions that support positive student outcomes. (Student and school focused)

Committee Discussion:

- Identifying additional metrics and indicators to formatively assess student social-emotional needs
- Adjustments to SEL lessons based on first year of implementation at the secondary level
- Identifying how SEL supports can be provided to CVUSD staff and families
- Ongoing monitoring and support of Wellness Centers

Suggestions for LCAP

- Add additional metrics such as red flag warnings, and student SEL screener data
- Include the formation teacher and staff working groups to make adjustments to secondary SEL implementation.
- Add action/service to identify presentations and supports provided to families by BreakThrough and elementary Outreach staff.

LCAP and SPSA



Description

- Three CVUSD principals on the LCAP Budget Committee provided presentations.
- Described each school's process to engage it's School Site Council in the creation and monitoring of the SPSA.
- Highlighted the specific actions in the SPSA that align with the 4 LCAP goals or specifically reflect an action/service in the LCAP.

Comments:

- Benefits of doing the SPSA earlier in the year
- Expanding knowledge of SPSA and LCAP to more students, families and staff.
- SPSA as a living document - cycle of continuous improvement
- Importance of engaging educational partners
- LCAP provides common goals with SPSAs individualizing implementation of those goals

Financial Reports and Impact of Enrollment



Financial Reports

District Finances ([Presentation](#))

- a. Where do I [find reports](#)?
- b. Financial Reporting Cycle
- c. Audit vs. Interim Reports vs. Budget
- d. Understanding SACS (Standardized Account Code Structure)
 - o Fund-Object-Resource-Function-Location-Management-Optional (program)
 - o Significance of Management Codes
- e. [Review of SACS Report](#)
 - o Certification
 - o Criteria and Standards (met vs. not met)
 - o ADA
 - o Combined vs. Restricted vs. Unrestricted
 - o Multi-year projection
 - o Maintenance of Effort
 - o Indirect Cost Rate Worksheet
 - o Other Funds
- f. School site allocations and staffing ratios

Enrollment and Funding

- a. Review of FCMAT presentation from October 2021
- b. Enrollment vs. ADA
- c. CALPADS
- d. October Census Day
- e. Review of current enrollment and ADA by school
- f. SSC Dartboard
- g. Funding breakdown by grade band
- h. Review and discussion of data charts
 - o UPP count
 - o Grade band changes
 - o Enrollment by age
 - o Enrollment by grade
 - o ADA vs. Enrollment
- i. Breakdown of funding dollars

Key Takeaways from Committee Members



- *“Our discussion on the link between CVUSD’s LCAP goals and each school’s SPSA goals indicated that the new SPSA creation timeline is being met with widespread support. Sharing this information with the community helps solidify a widespread understanding and appreciation of LCAP creation, SPSA creation and how the two drive school goals, actions and budgets.”*
- *“The Budget Committee’s LCAP goal review sessions provided an opportunity for members to discuss additions, deletions and/or edits to the metrics or actions/services within each goal. This was a beneficial area for the committee to concentrate on during a year in which discussing budget reductions may not have been suitable given the current budget climate.”*
- *“The detail work on the LCAP and Budget has truly been valuable in fostering discussions and giving everyone the ability to ask questions.”*

Key Takeaways from Committee Members



- *“Much information was dissected and analyzed by this committee, so much of this information would be beneficial to CVUSD’s families. However, the most important would be school funding by ADA and declining enrollment. Families need to be aware of how this will impact our school district.”*
- *“ADA is a source of constant frustration to me. It incentivizes families to send sick children to school, which then leads to the spread of illness. Schools should be funded based on enrollment numbers.”*
- *“This committee will become even more critical in the coming years to nimbly evaluate, discuss, and propose solutions whilst navigating new obstacles and established challenges.”*

Key Takeaways from Committee Members



- *“The committee tried diligently to look at the LCAP and associated expenditures. We had great discussions but struggled with our role in the process. Should we be proposing rewrites to the goals? Do we make recommendations on how to better spend the money? A better idea of the intended goal from the start should help us to feel more value in our efforts.”*
- *“The committee’s discussions correlating actual costs and program results to corresponding LCAP goals was extremely beneficial in understanding the districts priorities and their implementation.”*

Looking Forward



- The committee has completed its deep dive into LCAP and Financial Reporting.
- Should the committee continue on given current economic conditions?
 - If so, what would be the charge of the committee?
- One option would be to suspend the committee for 2022-23 and revisit at the end of 2023 depending on the economic conditions for 2024.
- Another option would be to meet after January's budget proposal and determine the need and charge for the 2023-24 budget.
- Or we can continue with the usual number of meetings
- Thank you for the privilege to serve!

Thank you