

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Plan Summary	Y / N	Clarification Required for Approval	Additional Comments
The Story	Y		
LCAP Highlights	Y		
Greatest Progress	Y		
Greatest Needs	Y		
Performance Gaps	Y		
Increased or Improved Services	Y		

Budget Summary	Y / N	Clarification Required for Approval	Additional Comments
Total General Fund Budget Expenditure for LCAP Year.	Y		Total GF budgeted expenditure of \$46.5M is comparable to \$45.8M projected in the 16-17 2nd interim. RC
Total Funds Budgeted for Planned Actions/Services to Meet the Goals in the LCAP for LCAP Year.	Y		The total funds budgeted in the LCAP is \$31,727,225 which is consistent with the elcap expenditure summary total. -ASM
Description of any of the General Fund Budget Expenditures <u>not</u> included in the LCAP.	Y		
Total Projected LCFF Revenues for LCAP Year.	Y		\$32,142,036 LCFF Revenues is consistent with the \$32,142,036 on the RAD form dated 5/22/17. -ASM

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Annual Update		Y / N	Clarification Required for Approval	Additional Comments
All information carried forward from 2016-17 LCAP verbatim		N	<b>Information Carried forward Verbatim</b> Need to correct the following discrepancies: Goal 7: Action 7/Expenditures Budgeted (Pg. 81) New Plan: 2000-2999: Classified Personnel Salaries Other \$11,759 (Pg. 139) Old Plan: 6000-6999: Capital Outlay Other \$11,759  <b>Actual Outcomes</b> Reviewed by AP on 6/19/17 Goal 3: CAASSPP scores - Actual Outcome reads "will be released in late summer." Report on the most current data available each year in the Spring when LCAP is developed. Use the 2016 scores.  <b>Actual Actions/Services:</b> 2.5 - Planned and Actual are exactly the same.  <b>Changes:</b> Goals 1- 3: Describe any <u>changes</u> for 2017-18. No need to describe what is continuing. If there are no changes to the goal, write a statement to that effect. OK: Goals 4, 5, 6, 7	Reviewed by AP on 6/19/17
All actual annual outcomes described		Y		Delete Goals 8-10
All actual action/services described		N		
All Estimated Actual Annual Expenditures included		Y		
Description of overall implementation		Y		
Description of overall effectiveness		Y		
Explanation of material differences between budget expenditures and Estimated Actual Expenditures		Y		
Description of any changes made including analysis of Evaluation Rubrics (identification of where changes are found)		N		
Amount of S&C funds identified in section 3A for 2016-17		\$753,166		
Total Estimated Actual Annual S&C Expenditures		\$684,088		
			S&C Estimated Actual Expenditures reflect 91% of the budgeted S&C expenditures.	

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Stakeholder Engagement	Y / N	Clarification Required for Approval	Additional Comments
LCAP year checked	Y	Verify Dates below: The Narrative states November 2017 in first sentence.	
Involvement process for LCAP and Annual Update	Y	P. 92 - April 18, 2016.	
Impact on LCAP and Annual Update	Y	p. 94 - Supplemental Grant dollars \$343,579. Should that read 2016-17 instead of 2015-16?	
Evidence of required consultation with teachers, principals, administrators, other school personnel, local bargaining units of the school district, parents, and pupils	Y	Page 92 Change " first reading will be held.." to "...was held on..."	
Evidence of required parent advisory committee and EL parent advisory committee commenting on the LCAP	Y		
Evidence of the superintendent response, in writing, to any comments from the PAC and EL PAC committees.	Y		

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Goals, Actions and Services	Y / N	Clarification Required for Approval	Additional Comments
Goals identified as New, Modified or Unchanged	N	Need to indicate if Goal 7 is New, Modified or Unchanged.	Ensure that the Priorities checked for each goal match the outcome or actions/services. Goals #5 - Priorities 2-8 & Goal #6 Priorities 1-8 are checked. However, there are no Outcomes, Actions/Services related to all of these priorities. For example, Priority 3 is Parent Involvement. Where is the action/service or outcome related to Parent Involvement? Priorities 5 & 6 School Climate, Student Engagement appear to be addressed in Goal 5.  Goals 8, 9 and 10 are blank and should be deleted.
1. Basic		Need to address implementation of state standards.	
- Teacher	Y		
- Materials			
- Facilities	Y	Need to address parent participation and input into decision-making.	
2. State Standards			
3. Parent Involvement	N		
- Parent Participation	N		
- Decision-making	N		
4. Pupil Achievement	Y		
5. Pupil Engagement	Y		
6. School Climate	Y		
7. Course Access	Y		
8. Other Outcomes	Y		

Identified Needs	Y / N	Clarification Required for Approval	Additional Comments
Needs identified including supporting data and evaluation rubric data	Y		

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Expected Annual Measurable Outcomes	Y / N	Clarification Required for Approval	Additional Comments	
<b>Pupil Achievement</b>		It appears that Actions/Services are included where the Metric/Indicators should be. The Metrics from the prior year's LCAP were not included in the new LCAP.	For some Goals - The same information is included in the Metric column and the Actions/Services column. It is not necessary to include in both sections.	
Statewide Assessments	N			
API or local indicators	N			
College/Career Ready (a-g/CTE)	N			
EL Proficiency	Y			
Reclassification rate	Y			
Score of 3 or higher on AP Exam	N			
Prepared for College (EAP)	N			
<b>Pupil Engagement</b>		Refer to your Outcomes from last year which included all of the required metrics. Also, refer to the emails sent with sample format for all required metrics.		
Attendance rates	N			
Chronic Absenteeism rates	N			
Middle School dropout rates	N			
High school dropout rates	N			
High School graduation rates	N			
<b>School Climate</b>				The Metrics, Baseline and AMAOs columns needs to reflect the following information. METRICS: All of the required metrics must be listed in the Metrics column. i.e. "SBAC ELA" BASELINE: Include the most recent data associated with each metric. i.e. "SBAC ELA 2015-16 - Overall 42%" MEASURABLE OUTCOMES: Include an outcome for each LCAP year. i.e. 2017-18 - 45%, 2018-19 - 50%, 2019-20 - 55%
Suspension rates	N			
Expulsion rates	N			
Safety & school connectedness	N			
		Need to Address: -Fully credentialed and appropriately assigned teachers. -All students will have instructional materials. -Facilities will be in "good repair" or better.		
		Metric says "reclassification," however Baseline reads English Proficiency. Data is reclassification percentages. Need to change the Baseline narrative.		

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Actions & Services	Y / N	Clarification Required for Approval	Additional Comments
Actions/Services included as contributing or not contributing to meeting the Increased or Improved Services Requirement	N	Most actions are marked in boxes as both contributing and not contributing. 1.1,1.8,3.1,3.3,3.4,3.5,3.6,3.8,3.9,3.10,3.11,3.12,3.13,3.14,3.15,7.1,7.2,7.3,7.5,7.6,7.7,7.8,7.9,7.10	LCAP includes CTE Pathways. -CTE Unit
Students to be served	N	Actions with no boxes checked: 3.7, 3.16, 7.4	
Scope of service	N	Scope missing: 1.6,2.5,2.6,2.7,4.10,4.11,4.12,4.13,4.14,5.7,5.8,5.9,6.5	
Locations	N	Locations were missing in almost all of the actions.	
Actions/Services are identified as New, Modified or Unchanged	N	New and Modified checked in Action 7.1	
Actions/Services for all pupils in each state priority area	Y	Reminder: Ensure that actions/services marked as NOT Contributing are funded with BASE while actions Contributing to meeting the increased or improved services requirement are funded with supplemental.	
Low Income	Y	Also any action/service marked as contributing must be above the base level service. The new template does not allow for base and increased services to be in the same action. These will need to be separated out and marked as either "Contributing" or "Not Contributing"	
English Learners	Y		
Reclassified	Y		
Foster Youth	Y	Until all actions/services are marked correctly as contributing or not, we are unable to determine if services demonstrate growth in quality or quantity.	
Actions and services marked as contributing to increasing or improving services demonstrate growth in quantity or quality	N		

**Los Angeles County Office of Education****Local Control and Accountability Plan 2017 District Review Checklist**

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

<b>Expenditures</b>	<b>Y / N</b>	<b>Clarification Required for Approval</b>	<b>Additional Comments</b>
Funding source(s) listed	Y		The district identifies \$441,361 in estimated Supplemental funds, representing 98.22% of the projected 17-18 Supplemental funds. RC 6-21-17
Budget reference using CSAM descriptions	Y		
Budget sufficient to support plan	Y		
Expenditures identified as contributing to meeting increased or improved service requirement reflect, at a minimum, the amount equivalent to the amount identified in SCCR 15496(a)	Y		The total S&C expenditures included in the LCAP \$632,022 meets the minimum S&C funding of \$449,376 per the RAD dated 5/22/17. –ASM

# Los Angeles County Office of Education

## Local Control and Accountability Plan 2017 District Review Checklist

La Canada Unified

Pre-Review For: Complete Plan

UDP Percentage: 6.78%

Increased or Improved Services	Y / N	Clarification Required for Approval	Additional Comments
LCAP year identified	Y	The total S&C funding identified in the LCAP \$441,361 is not consistent with minimum S&C funding of \$449,376 per the RAD form dated 5/22/17. -ASM	
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).	N	The MPP 1.3% identified on the LCAP is not consistent with the MPP 1.42% on the RAD form dated 5/22/17. -ASM	
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).	N	In this section, <u>all actions/services</u> that were identified as an increased or improved service will need to be listed. For <u>any LEA-wide or schoolwide services</u> , include a explanation to demonstrate why that particular <u>action/service</u> is the most effective in meeting the needs of your UDPs. Also, the <u>description should reference research, experience or educational theory</u> because your unduplicated pupil percentage is below 55%.	
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.	N	Once you have identified each action/service as Contributing or NOT contributing, this section must describe each action/service that is identified as contributing to meeting the increased or improved services requirement.	
Includes justification for district/school-wide use describing how such actions/services are "principally directed" towards and effective in meeting district goals for unduplicated pupils.	N	Only increased/improved services should be described. For example, ELA adoption is not an increased or improved service.	
If < 55% district-wide/<40% schoolwide unduplicated count, includes explanation of how this such actions/services are the "most effective use" of funds, including alternatives considered and supporting research, experience, or educational theory.	N		