

# LATROBE SCHOOL DISTRICT BOARD OF TRUSTEES

Tuesday, April 16, 2024

## REGULAR MEETING MINUTES

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**Board Members Present:** Jared Meredith, Scot Yarnell

**Board Member Absent:** Janet Saitman

**District Office Staff Present:** Dave Scroggins, Superintendent; Jennifer Fusano, Chief Fiscal Officer; Tracy Pearson, District Secretary

**Others:** None

### ***CALL TO ORDER***

The regular meeting of the Latrobe School District Board of Trustees was called to order at 6:00pm by Jared Meredith at Miller's Hill Library, 7900 South Shingle Road, Latrobe, CA, 95682. Jared Meredith led the flag salute.

### ***APPROVAL OF AGENDA AND MINUTES***

**Agenda** – It was motioned by Scot Yarnell, seconded by Jared Meredith to approve the agenda of the April 16, 2024 regular board meeting.

Motion passed: 2-0

**Minutes** - It was motioned by Scot Yarnell, seconded by Jared Meredith to approve the following minutes:

- March 15, 2024 – Special Board meeting
- March 19, 2024 – Regular meeting

Motion passed: 2-0

### ***PUBLIC COMMENTS***

There were no comments from the public.

### ***APPROVAL OF DISTRICT WARRANTS***

It was motioned by Scot Yarnell, seconded by Jared Meredith to approve the district warrants report for the period of March 11 – April 9, 2024.

Motion passed: 2-0.

### ***CONSENT AGENDA***

It was motioned by Scot Yarnell, seconded by Jared Meredith to approve the Consent Agenda, including the following item(s):

- Accept Quarterly Report of Williams Complaints for the period of January 1 – March 31, 2024. There were no complaints.
- Accept 2024-25 Contract for Services with EDCOE. New for next year we are increasing our psychologist services from 10 days to 15 days.

Motion passed: 2-0.

## ***ACTION/DISCUSSION ITEMS***

### **Carpeting Proposal – BT Mancini**

It was motioned by Scot Yarnell, seconded by Jared Meredith to accept the proposal from BT Mancini to replace carpeting in Miller’s Hill classrooms 5 and 6 in the amount of \$6,390 per room.

Motion passed: 2-0.

### **2023-24 Special Services Contracts**

It was motioned by Scot Yarnell, seconded by Jared Meredith to accept special services contracts for the remainder of this school year, as required by student IEPs:

- Accept MOU with Placerville USD for 4.5 days of school psychology services at the rate of \$621.65 per day.
- Accept contract/rates with Easter Seals Superior California to provide physical therapy evaluations at the rate of \$600 per student.

Motion passed: 2-0.

### **Purchase Contract with Quest Technology for New Telephone System**

It was motioned by Scot Yarnell, seconded by Jared Meredith to accept contracts with Quest Technology to install a new district-wide telephone system over the summer:

- Accept Purchase agreement for installation of the new telephone system at a cost of \$19,300.40.
- Accept Managed Service Agreement for ongoing technical support in the amount of \$295.45 per quarter.

Motion passed: 2-0.

### **Transfer of Funds from Fund 01 to Fund 14**

It was motioned by Scot Yarnell, seconded by Jared Meredith to approve a transfer from Fund 01-General Fund to Fund 14-Deferred Maintenance in the amount of \$200,000. Funds are periodically set aside for anticipated deferred maintenance projects. An initial transfer of \$350,000 was made in February 2022 with an additional \$50,000 in January 2023.

Motion passed: 2-0.

### **April 2024 Personnel Action Report (PAR)**

It was motioned by Scot Yarnell, seconded by Jared Meredith to approve the April 2024 personnel action(s) including the following:

- Stephanie Allen, Temporary 1:1 Instructional Health Aide, Employment, effective 4/9/2024

Motion passed: 2-0.

## ***BOARD POLICIES/ADMINISTRATIVE REGULATIONS***

There were no board policies for review.

## ***INFORMATION/CORRESPONDENCE***

The Board received a thank you card from Cheryl Weidert for the recent 5% salary increase.

## ***BOARD MEMBER REPORTS***

There were no reports from Board members.

***SUPERINTENDENT’S REPORT***

Dave Scroggins presented information to the Board including:

- 2023-24 Enrollment: 173 students (67 LES; 106 MH)
- State Testing: Teachers are preparing for state testing, currently administering practice and interim tests.
- Garden Grant: We received a \$6,000 grant from the Latrobe Fund.
- Nature Bowl: Our two Nature Bowl teams compete tomorrow in Elk Grove.
- Boys Volleyball: Our boys volleyball team won the league championships for the first time in Latrobe history – we have a championship banner to hang in the gym.
- Superintendent’s Retreat is next Thursday-Friday in Tahoe.

***CLOSED SESSION***

The Board adjourned to Closed Session at 6:35pm to discuss the following confidential material:

- Conference with Legal Counsel – Anticipated Litigation (Gov Code 54956.9).

***REPORT OUT OF CLOSED SESSION***

The regular meeting was reconvened by Jared Meredith at 7:36pm.

Report out of Closed Session: Direction given to the Superintendent.

***ADJOURNMENT***

There being no further business the regular meeting was adjourned at 7:36pm.

Next regular meeting: Tuesday, May 21, 2024 at 6:00pm.

***Copies of all reports, contracts, agreements, and resolutions are made a part of these minutes as if contained fully herein. All documents are available in the district office.***

Adopted:

\_\_\_\_\_  
Jared Meredith, President of the Board

\_\_\_\_\_  
Date

008 LATROBE SCHOOL DISTRICT  
APRIL 24, 2024

J76033

ACCOUNTS PAYABLE PRELIST  
BATCH: 0033 APRIL 24, 2024

APY500 L.00.22 04/24/24 16:22 PAGE 1  
<< Held for Audit >>

0033

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101235/00	AMERGIS HEALTHCARE STAFFING 12558 Collection Center Drive Chicago, IL 60693		521590951						
245157	PO-240157 04/24/2024	WEEK 4/2-4/5 BEHAVIOR TECH		1	01-6500-0-5806-5770-1120-000-0000-00-001	NY P	707.68	710.32	
		TOTAL PAYMENT AMOUNT						710.32	
101026/00	CANON FINANCIAL SERVICES INC. 14904 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693-0149		223056822						
245012	PO-240012 04/24/2024	COPIER COSTS		3	01-0000-0-5630-0000-2700-000-0000-00-100	NN P	101.59	101.59	
245012	PO-240012 04/24/2024	COPIER COSTS		1	01-0000-0-5630-1110-1000-000-0000-00-001	NN P	457.18	457.18	
245012	PO-240012 04/24/2024	COPIER COSTS		2	01-0000-0-5630-1110-1000-000-0000-00-002	NN P	457.18	457.18	
		TOTAL PAYMENT AMOUNT						1,015.95	1,015.95
101421/00	FOOTHILL FIRE PROTECTION INC 5948 KING RD LOOMIS, CA 95650		680451213						
245182	PO-240182 04/24/2024	INV12496218/FIRE PUMP HOSE REP		1	01-8150-0-5806-0000-8110-000-0000-00-002	NN F	525.00	525.00	
245182	PO-240182 04/24/2024	INV12496218/FIRE PUMP HOSE REP		2	01-8150-0-4300-0000-8110-000-0000-00-002	YN F	881.16	821.59	
245185	PO-240185 04/24/2024	INV.12496343/ANNUAL FLOW TEST		1	01-8150-0-5806-0000-8110-000-0000-00-002	NN F	804.38	750.00	
245186	PO-240186 04/24/2024	INV.12496220/FIRE PUMP SERVICE		1	01-8150-0-5806-0000-8110-000-0000-00-002	NN P	790.00	790.00	
245186	PO-240186 04/24/2024	ENCUMBRANCE CHANGE		2	01-8150-0-4300-0000-8110-000-0000-00-002	NN C	79.88	0.00	
245186	PO-240186 04/24/2024	ENCUMBRANCE CHANGE		2	01-8150-0-4300-0000-8110-000-0000-00-002	NN O	-189.14	0.00	
245186	PO-240186 04/24/2024	INV.12496220/FIRE PUMP SERVICE		2	01-8150-0-4300-0000-8110-000-0000-00-002	YN F	189.14	189.14	
245187	PO-240187 04/24/2024	INV.12496217/FIRE PUMP REPAIR		1	01-8150-0-4300-0000-8110-000-0000-00-002	YN F	1,458.47	1,359.88	
245187	PO-240187 04/24/2024	INV.12496217/FIRE PUMP REPAIRS		2	01-8150-0-5806-0000-8110-000-0000-00-002	NN F	1,490.00	1,490.00	
		TOTAL PAYMENT AMOUNT						5,925.61	5,925.61
		TOTAL USE TAX AMOUNT						171.87	171.87
101216/00	HASTIE'S CAPITOL SAND & GRAVEL 9350 JACKSON RD SACRAMENTO, CA 95826								
PV-240209	04/24/2024	SHREDDED CEDAR			01-8150-0-4300-0000-8200-000-0000-00-001	NN		274.77	
		TOTAL PAYMENT AMOUNT						274.77	274.77

Item 5.

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE	ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD	RESC	Y OBJT GOAL FUNC LC1 LOC2 L3 SCH T9MPS	Liq Amt	Net	Amount	

100034/00 HILLYARD/SACRAMENTO  
 P.O. BOX 801400  
 KANSAS CITY, MO 64180-1400

245027	PO-240027	04/24/2024	ENCUMBRANCE CHANGE	1	01-0000-0-4300-0000-8200-000-0000-00-001	NN	C			1,000.18	0.00
245027	PO-240027	04/24/2024	ENCUMBRANCE CHANGE	1	01-0000-0-4300-0000-8200-000-0000-00-001	NN	O			-1,060.79	0.00
245027	PO-240027	04/24/2024	ENCUMBRANCE CHANGE	2	01-0000-0-4300-0000-8200-000-0000-00-002	NN	C			1,000.18	0.00
245027	PO-240027	04/24/2024	ENCUMBRANCE CHANGE	2	01-0000-0-4300-0000-8200-000-0000-00-002	NN	O			-1,060.79	0.00
245027	PO-240027	04/24/2024	INV.60545116/CUSTODIAL SUPPL	1	01-0000-0-4300-0000-8200-000-0000-00-001	NN	P			1,060.79	1,060.79
245027	PO-240027	04/24/2024	INV.60545116/CUSTODIAL SUPPL	2	01-0000-0-4300-0000-8200-000-0000-00-002	NN	F			1,060.79	1,060.79
TOTAL PAYMENT AMOUNT										2,121.58 *	2,121.58

101353/00 IT TAKES THE VILLAGE 352467410  
 4987 GOLDEN FOOTHILL PARKWAY  
 STE 100  
 EL DORADO HILLS, CA 95762

245031	PO-240031	04/24/2024	OT SERVICES/MARCH	1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P			112.50	112.50
245031	PO-240031	04/24/2024	IEP & OT SERVICES/MARCH	1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P			450.00	450.00
245031	PO-240031	04/24/2024	OT SERVICES/MARCH	1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P			150.00	150.00
245031	PO-240031	04/24/2024	OT SERVICES/MARCH	1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P			225.00	225.00
245031	PO-240031	04/24/2024	OT SERVICES/MARCH	1	01-6500-0-5811-5770-1180-000-0000-00-001	N6	P			225.00	225.00
245162	PO-240162	04/24/2024	COUNSELING/MARCH	5	01-0000-0-5806-0000-3110-032-0000-00-001	N6	P			1,143.75	1,143.75
245162	PO-240162	04/24/2024	COUNSELING/MARCH	6	01-0000-0-5806-0000-3110-032-0000-00-002	N6	P			1,143.75	1,143.75
TOTAL PAYMENT AMOUNT										3,450.00 *	3,450.00

101129/00 OLNEY, KELLY  
 3128 SACRAMENTO STREET  
 PLACERVILLE, CA 95667

PV-240207	04/24/2024	REIMB TPT - STUDENT SUPPLIES	01-9012-0-4300-1110-1000-009-0000-00-002	NN						55.00	
PV-240207	04/24/2024	REIMB TPT - SEL SUPPLIES	01-9012-0-4300-1110-1000-014-0000-00-002	NN						28.50	
TOTAL PAYMENT AMOUNT										83.50 *	

000232/00 PACIFIC GAS & ELECTRIC COMPANY  
 PO BOX 997300  
 SACRAMENTO, CA 95899-7300

245038	PO-240038	04/24/2024	ACCT.3265436500-9/MH	2	01-0000-0-5540-0000-8200-000-0000-00-002	NN	P			248.29	248.29
245038	PO-240038	04/24/2024	ACCT.2549674067-8/LES	1	01-0000-0-5540-0000-8200-000-0000-00-001	NN	P			552.94	552.94
TOTAL PAYMENT AMOUNT										801.23 *	801.23

008 LATROBE SCHOOL DISTRICT  
 APRIL 24, 2024

J76033

ACCOUNTS PAYABLE PRELIST  
 BATCH: 0033 APRIL 24, 2024

APY500 L.00.22 04/24/24 16:22 PAGE 3  
 << Held for Audit >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
100141/00	QUEST UCCS 9000 FOOTHILLS BLVD STE 100 ROSEVILLE, CA 95747		770441971						
245191	PO-240191 04/24/2024	INV.50DOWN/NEW PHONE SYST	DEP 1	01-0000-0-6410-0000-8500-000-0000-00-100	NN	P	9,650.20	9,650.20	9,650.20
		TOTAL PAYMENT AMOUNT					9,650.20 *		9,650.20
101413/00	Quarry Park Adaventures 3900 Rocklin Rd, Ste 200 Rockline, CA 95677		833654286						
245147	PO-240147 04/24/2024	8th GR TRIP FINAL PAYMENT		1 01-9012-0-5835-1110-1000-012-0000-00-002	NY	C	1,063.78	0.00	
245147	PO-240147 04/24/2024	8th GR TRIP FINAL PAYMENT		1 01-9012-0-5835-1110-1000-012-0000-00-002	NY	O	-1,083.90	0.00	
245147	PO-240147 04/24/2024	FINAL PAYMNT 8TH GR TRIP		1 01-9012-0-5835-1110-1000-012-0000-00-002	NY	F	1,083.90	1,083.90	1,083.90
		TOTAL PAYMENT AMOUNT					1,083.90 *		1,083.90
101146/00	RESHA, CHRIS 6721 SODALITE ST EL DORADO, CA 95623								
	PV-240208 04/24/2024	REIMB CLASSROOM SUPPLIES		01-9012-0-4200-1110-1000-001-0000-00-001	NN			89.53	89.53
		TOTAL PAYMENT AMOUNT					89.53 *		89.53
		TOTAL BATCH PAYMENT					25,206.59 ***	0.00	25,206.59
		TOTAL USE TAX AMOUNT							171.87
		TOTAL DISTRICT PAYMENT					25,206.59 ****	0.00	25,206.59
		TOTAL USE TAX AMOUNT							171.87
		TOTAL FOR ALL DISTRICTS:					25,206.59 ****	0.00	25,206.59
		TOTAL USE TAX AMOUNT							171.87

Number of checks to be printed: 11, not counting voids due to stub overflows.

25,206.59

Pursuant to Latrobe School District policy, the  
 El Dorado County Superintendent of Schools  
 is hereby authorized and directed to issue  
 individual warrants to the payees named hereon.

District Designee

4/24/24  
 Date

008 LATROBE SCHOOL DISTRICT  
MAY 8, 2024

J79255

ACCOUNTS PAYABLE PRELIST  
BATCH: 0034 MAY 7, 2024

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<< Held for Audit >>

0034

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
100323/00	ACSA EL DORADO CHAPTER 6767 GREEN VALLEY RD. PLACERVILLE, CA 95667		000000000						
	PV-240214 05/08/2024	ACSA AWARD DINNER			01-0000-0-5300-0000-7150-000-0000-00-100	NN		180.00	
		TOTAL PAYMENT AMOUNT					180.00 *	180.00	
101350/00	ALHAMBRA PO BOX 660579 DALLAS, TX 75266-0579								
245003 PO-240003	05/08/2024	BOTTLED WATER/APRIL		1	01-0000-0-5520-0000-8200-000-0000-00-001	NN P	87.91	87.91	
245003 PO-240003	05/08/2024	BOTTLED WATER/APRIL		2	01-0000-0-5520-0000-8200-000-0000-00-002	NN P	87.91	87.91	
		TOTAL PAYMENT AMOUNT					175.82 *	175.82	
008233/00	AMERICAN FIDELITY ASSURANCE ACCOUNT ADMIN PO BOX 268805 OKLAHOMA CITY, OK 73126-8805		730714500						
	PV-240212 05/08/2024	PRODUCTS/APRIL			01-0000-0-9582-0000-0000-000-0000-00-000	NN		1,956.97	
		TOTAL PAYMENT AMOUNT					1,956.97 *	1,956.97	
100979/00	AMERICAN FIDELITY ASSURANCE CO ATTN; FLEX ACCOUNT ADMIN. P.O. BOX 219326 KANSAS CITY, MO 64121-9326								
	PV-240211 05/08/2024	FLEX/APRIL			01-0000-0-9582-0000-0000-000-0000-00-000	NN		200.00	
		TOTAL PAYMENT AMOUNT					200.00 *	200.00	
101396/00	AQUALITY WATER MANAGEMENT 1900 TERRACINA DRIVE STE 110 SACRAMENTO, CA 95834		030414363						
245091 PO-240091	05/08/2024	WATER MANAGEMENT/MARCH		1	01-8150-0-5806-0000-8110-000-0000-00-002	NN P	3,885.00	3,885.00	
245091 PO-240091	05/08/2024	WATER MANAGEMENT/MARCH		2	01-8150-0-5806-0000-8110-000-0000-00-001	NN P	1,665.00	1,665.00	
245091 PO-240091	05/08/2024	WATER MANAGEMENT/APRIL		1	01-8150-0-5806-0000-8110-000-0000-00-002	NN F	9.90	9.90	
245091 PO-240091	05/08/2024	WATER MANAGEMENT/APRIL		2	01-8150-0-5806-0000-8110-000-0000-00-001	NN F	4.24	4.24	
245091 PO-240091	05/08/2024	WATER MANAGEMENT/APRIL		3	01-8150-0-5100-0000-8100-000-0000-00-002	NN P	3,734.30	3,734.30	
245091 PO-240091	05/08/2024	WATER MANAGEMENT/APRIL		4	01-8150-0-5100-0000-8110-000-0000-00-001	NN P	1,600.42	1,600.42	
		TOTAL PAYMENT AMOUNT					10,898.86 *	10,898.86	

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net	E-ExtRef Amount
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100880/00	ASCIP 16550 BLOOMFIELD AVE. CERRITOS, CA 90703		954260198						
245009	PO-240009	05/08/2024	DENTAL/MAY	1	01-0000-0-9586-0000-0000-000-000-000	NN P	1,889.38		1,889.38
245009	PO-240009	05/08/2024	DENTAL/MAY-COBRA	1	01-0000-0-9586-0000-0000-000-000-000	NN P	111.14		111.14
245009	PO-240009	05/08/2024	VISION/MAY	2	01-0000-0-9587-0000-0000-000-000-000	NN P	393.21		393.21
245009	PO-240009	05/08/2024	VISION/MAY-COBRA	2	01-0000-0-9587-0000-0000-000-000-000	NN P	23.13		23.13
245009	PO-240009	05/08/2024	VISION/RETIREE-MAY	2	01-0000-0-9587-0000-0000-000-000-000	NN P	23.13		23.13
TOTAL PAYMENT AMOUNT							2,439.99 *		2,439.99

100839/00 AT&T  
PO BOX 9011  
CAROL STREAM, IL 60197-9011

245006	PO-240006	05/07/2024	BAN93914047287/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	27.99		27.99
245006	PO-240006	05/07/2024	BAN93914047287/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	27.98		27.98
245006	PO-240006	05/07/2024	BAN93914047287/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	27.98		27.98
245006	PO-240006	05/08/2024	BAN9391007284/PHONE SERVICE	2	01-0000-0-5901-0000-2700-000-0000-00-002	NN P	54.46		54.46
245006	PO-240006	05/08/2024	BAN9391007284/PHONE SERVICE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	54.48		54.48
245006	PO-240006	05/08/2024	BAN9391007284/PHONE SERVICE	3	01-0000-0-5901-0000-2700-000-0000-00-001	NN P	54.46		54.46
TOTAL PAYMENT AMOUNT							247.35 *		247.35

100776/00 AT&T MOBILITY  
P.O. BOX 6463  
CAROL STREAM, IL 60197-6463

245007	PO-240007	05/07/2024	ENCUMBRANCE CHANGE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN C	165.66		0.00
245007	PO-240007	05/07/2024	ENCUMBRANCE CHANGE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN O	-350.00		0.00
245007	PO-240007	05/07/2024	ACCT.287252191647/CELL PHONE	1	01-0000-0-5901-0000-2700-000-0000-00-100	NN P	170.66		170.66
TOTAL PAYMENT AMOUNT							170.66 *		170.66

100062/00 BANK OF AMERICA  
BUSINESS CARD  
P.O. BOX 15796  
WILMINGTON, DE 19886-5796

PV-240210	05/08/2024	SPOTIFY/SPOTIFY			01-0000-0-4300-1110-1000-000-0000-00-002	NN			10.99
PV-240210	05/08/2024	WEVIDEO/ADDITIONAL SEATS ELECT			01-0000-0-4300-1110-1000-000-0000-00-002	NN			94.59
PV-240210	05/08/2024	ADOBE/ADOBE			01-0000-0-4300-0000-7100-000-0000-00-100	NN			19.99
TOTAL PAYMENT AMOUNT							125.57 *		125.57



008 LATROBE SCHOOL DISTRICT  
MAY 8, 2024

J79255

ACCOUNTS PAYABLE PRELIST  
BATCH: 0034 MAY 7, 2024

APY500 L.00.22 05/08/24 16:16 PAGE 3  
<< Held for Audit >>

Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	EE ES	E-Term	E-ExtRef
Req Reference	Date	Description	FD RESC Y OBJT GOAL	FUNC LC1	LOC2 L3 SCH T9MPS	Liq Amt	Net Amount	
101071/00	CALIFORNIA CHOICE BENEFIT ADMIN ATTN: ACCOUNTS RECEIVABLE PO BOX 7088 ORANGE, CA 92863-7088	330115986						
245013	PO-240013 05/08/2024	MEDICAL/JUNE	1	01-0000-0-9570-0000-0000-0000-00-000	NN P	14,248.53	14,248.53	
			TOTAL PAYMENT AMOUNT		14,248.53 *		14,248.53	
101429/00	DORSETT MECHANICAL 4946 PLEASANT VALLEY RD DIAMOND SPRINGS, CA 95619	624909969						
PV-240215	05/08/2024	AC REPAIR		01-8150-0-5806-0000-8110-000-0000-00-001	NY		89.00	
PV-240215	05/08/2024	AC REPAIR		01-8150-0-5806-0000-8110-000-0000-00-001	NY		245.00	
			TOTAL PAYMENT AMOUNT		334.00 *		334.00	
100908/00	EL DORADO DISPOSAL A WASTE CONNECTION CO. PO BOX 7428 PASADENA, CA 91109-7428							
245018	PO-240018 05/07/2024	ACCT.4030-10243/MH	2	01-0000-0-5560-0000-8200-000-0000-00-002	NN P	308.80	308.80	
245018	PO-240018 05/08/2024	ACCT.4030-10260/MH	2	01-0000-0-5560-0000-8200-000-0000-00-002	NN P	150.63	150.63	
			TOTAL PAYMENT AMOUNT		459.43 *		459.43	
101035/00	EWING IRRIGATION PRODUCTS INC. PO BOX 208728 DALLAS, TX 75320-8728	941351799						
245020	PO-240020 05/08/2024	INV.12655978/MAINT SUPPLIES	1	01-8150-0-4300-0000-8200-000-0000-00-001	NN P	441.97	441.97	
245020	PO-240020 05/08/2024	INV.12655978/MAINT SUPPLIES	2	01-8150-0-4300-0000-8200-000-0000-00-002	NN P	54.77	54.77	
			TOTAL PAYMENT AMOUNT		496.74 *		496.74	
101372/00	HEUSER, CLAUDIA 4980 BARNETT RANCH RD SHINGLE SPRINGS, CA 95682	626232485						
245025	PO-240025 05/08/2024	FAME/APRIL	1	01-5810-0-5800-1132-1000-000-0000-00-001	NY P	495.00	495.00	
245025	PO-240025 05/08/2024	FAME/APRIL	2	01-5810-0-5800-1132-1000-000-0000-00-002	NY P	255.00	255.00	
			TOTAL PAYMENT AMOUNT		750.00 *		750.00	

008 LATROBE SCHOOL DISTRICT  
MAY 8, 2024

J79255

ACCOUNTS PAYABLE PRELIST  
BATCH: 0034 MAY 7, 2024

APY500 L.00.22 05/08/24 16:16 PAGE 4  
<< Held for Audit >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT GOAL	ABA num FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
083043/00	HOME DEPOT CREDIT SERVICES DEPT. 32-2540181868 P.O. BOX 78047 PHOENIZ, AZ 85062-8047								
245028	PO-240028	05/08/2024	INV.7612550/MAINT SUPPLIES	2	01-8150-0-4300-0000-8110-000-0000-00-002	NN P	214.26	214.26	
245028	PO-240028	05/08/2024	INV.9613902/MAINT SUPPLIES	2	01-8150-0-4300-0000-8110-000-0000-00-002	NN P	73.10	73.10	
			TOTAL PAYMENT AMOUNT			287.36 *		287.36	
100853/00	HSA BANK PO BOX 939 SHEBOYGAN, WI 53082-0939								
245029	PO-240029	05/08/2024	CONTRIBUTIONS/MAY	1	01-0000-0-9570-0000-0000-000-0000-00-000	NN P	400.00	400.00	
			TOTAL PAYMENT AMOUNT			400.00 *		400.00	
100875/00	HUNT & SONS INC. 5725 Alder Avenue Sacramento, CA 95828		000000000						
245030	PO-240030	05/07/2024	INV.58910/MAINT FUEL	1	01-0000-0-4370-0000-8100-000-0000-00-001	NN P	36.31	36.31	
245030	PO-240030	05/07/2024	INV.58910/MAINT FUEL	2	01-0000-0-4370-0000-8100-000-0000-00-002	NN P	36.32	36.32	
			TOTAL PAYMENT AMOUNT			72.63 *		72.63	
101084/00	Henry Del Valle dba RDV Consulting Services 1945 S Ocean Drive Unit 2111 Hallandale Beach, FL 33009		203871858						
245024	PO-240024	05/08/2024	ERATE BILLING	1	01-0000-0-5806-0000-2700-000-0000-00-100	NY P	400.00	400.00	
			TOTAL PAYMENT AMOUNT			400.00 *		400.00	
101376/00	KOBY PEST CONTROL PO BOX 2137 PLACERVILLE, CA 95667		680424520						
245034	PO-240034	05/08/2024	PEST CONTROL/MAY-LES	1	01-8150-0-5806-0000-8200-000-0000-00-001	NN P	100.00	100.00	
245034	PO-240034	05/08/2024	PEST CONTROL/APRIL-MH	2	01-8150-0-5806-0000-8200-000-0000-00-002	NN P	150.00	150.00	
			TOTAL PAYMENT AMOUNT			250.00 *		250.00	

008 LATROBE SCHOOL DISTRICT  
MAY 8, 2024

J79255

ACCOUNTS PAYABLE PRELIST  
BATCH: 0034 MAY 7, 2024

APY500 L.00.22 05/08/24 16:16 PAGE 5  
<< Held for Audit >>

Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type FD RESC Y OBJT	ABA num GOAL FUNC LC1	Account num LOC2 L3 SCH T9MPS	EE ES Liq Amt	E-Term Net Amount	E-ExtRef
101384/00	LOZANO SMITH 7404 NORTH SPALDING AVENUE FRESNO, CA 93720-3370		800874383						
245194	PO-240194	05/08/2024 INV.2214430/PROFESSIONAL SERV	1	25-9013-0-5810-0000-8500-000-0000-00-100			2,499.00	2,499.00	
		TOTAL PAYMENT AMOUNT					2,499.00 *	2,499.00	
000232/00	PACIFIC GAS & ELECTRIC COMPANY PO BOX 997300 SACRAMENTO, CA 95899-7300								
245038	PO-240038	05/08/2024 ACCT.3223769836-3/MH		2	01-0000-0-5540-0000-8200-000-0000-00-002		801.44	801.44	
245038	PO-240038	05/08/2024 ACCT.4463182038-6/LES		1	01-0000-0-5540-0000-8200-000-0000-00-001		629.63	629.63	
		TOTAL PAYMENT AMOUNT					1,431.07 *	1,431.07	
101259/00	SCHOOL FACILITY CONSULTANTS 1303 J STREET, SUITE 500 SACRAMENTO, CA 95814		680100909						
PV-240216	05/08/2024 INV.21268/PROFESSIONAL SERVICE			25-9013-0-5806-0000-8500-000-0000-00-100				1,893.75	
		TOTAL PAYMENT AMOUNT					1,893.75 *	1,893.75	
100950/00	SCHOOLS INSURANCE AUTHORITY P.O. BOX 511598 LOS ANGELES, CA 90051-8153								
PV-240213	05/08/2024 EAP FEES/MAY-TEACHER			01-0000-0-3401-1110-1000-000-0000-00-100				35.93	
PV-240213	05/08/2024 EAP FEES/MAY-STAFF			01-0000-0-3402-0000-2700-000-0000-00-100				10.05	
		TOTAL PAYMENT AMOUNT					45.98 *	45.98	
TOTAL BATCH PAYMENT							39,963.71 ***	0.00	39,963.71
TOTAL DISTRICT PAYMENT							39,963.71 ****	0.00	39,963.71
TOTAL FOR ALL DISTRICTS:							39,963.71 ****	0.00	39,963.71

Number of checks to be printed: 23, not counting voids due to stub overflows.

Pursuant to Latrobe School District policy, the  
El Dorado County Superintendent of Schools  
is hereby authorized and directed to issue  
individual warrants to the payees named hereon.

  
District Designee  
5/8/24  
Date



# Latrobe School District

**Superintendent/Principal**  
*Dave Scroggins*

**Board Members**  
*Jared Meredith*  
*Janet Saitman*  
*Scot Yarnell*



April 18, 2024

Dear Liz Drummond and Latrobe Fund Representatives,

On behalf of the Latrobe School District, I extend our sincerest gratitude for your generous donation of \$6000 in support of our garden program. Your contribution will play a pivotal role in enhancing our students' educational experience and fostering a deeper connection with nature.

Your donation will be allocated towards several essential aspects of our garden program's development. Firstly, we plan to utilize the funds to construct covers for our garden beds, ensuring the protection of our plants from adverse weather conditions and pests. These covers will not only safeguard the growth of our "crops" but also provide valuable learning opportunities for our students about plant care and sustainability.

Additionally, your donation will enable us to acquire additional planters, expanding the capacity of our garden and allowing us to cultivate a more diverse array of fruits, vegetables, and herbs. This expansion will not only enhance the aesthetic appeal of our garden but also provide hands-on learning experiences in horticulture and nutrition for our students.

Furthermore, we are thrilled to announce that a portion of your donation will be allocated towards the addition of fruit trees to our garden. These trees will serve as living laboratories for students to study the life cycle of fruit-bearing plants and the importance of orchard management.

Your generosity has truly enriched our garden program, empowering us to provide our students with invaluable experiential learning opportunities that foster a deeper appreciation for the natural world and sustainable living practices. We are immensely grateful for your support and look forward to sharing the progress of our garden program with you in the coming months.

Once again, thank you for your gracious donation and your commitment to enriching the educational experiences of the students in our district.

Sincerely,

Dave Scroggins  
Superintendent/Principal  
Latrobe School District

0101926 01 RE 0.547 \*\*AUTO H2 1 5483 95682-802600 2 -P01927 C06



Miller's Hill  
 7900 S. Shingle RD  
 Shingle Springs CA 95682-8026

AMERICAN ONLINE GIVING FOUNDATION, INC. 40 EAST MAIN STREET, SUITE 887, NEWARK, DE, 19711, US			Charity ID: 840-NCES12_062118008151	
Name Miller's Hill	Date MM-DD-YYYY 04-24-2024	Check # 0000276648	Amount USD \$*****8,600.00	Disbursement ID CXHRBSHAL7
Intel Involved Volunteer Matching G				
<p>You have received this cheque from the American Online Giving Foundation a Partner Foundation of the Benevity Giving Platform. This disbursement includes donations from employees and/or matching funds from at least one of Benevity's corporate clients (listed above). These companies and applicable privacy laws require us to confirm your organization's identity before releasing any confidential information. To see reports and donor information on this and other donations, please activate your Charity Profile at <a href="https://causes.benevity.org">causes.benevity.org</a>.                  By accepting these funds, your are agreeing to the terms of use at the Benevity Causes Portal, located here: <a href="https://causes.benevity.org/terms-of-use">causes.benevity.org/terms-of-use</a>.</p>				



DETACH AND RETAIN THIS STUB FOR YOUR RECORDS

CHECK # 0000276648 ATTACHED BELOW

American Online Giving Foundation  
 611 Meredith Rd NE #700  
 Calgary, AB T2E 2W5

62-20  
 311

NO. 0000276648

Date 04 24 2024  
 MM DD YYYY

Eight Thousand Six Hundred and 00/100 Dollars

Disbursement ID CXHRBSHAL7

PAY TO THE ORDER OF Miller's Hill  
 7900 S. Shingle RD  
 Shingle Springs CA 95682

USD

\$\*\*\*\*\*8,600.00

Void After 180 days

AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

CITIBANK, N.A.  
 ONE PENN'S WAY, NEW CASTLE, DE 19720

6.B.

0000 2766 48 03 1 100 209

540 27 1 29

EL DORADO UNION HIGH SCHOOL DISTRICT  
AGREEMENT FOR HOME TO SCHOOL TRANSPORTATION SERVICES  
SCHOOL YEAR 2024-2025

The EL DORADO UNION HIGH SCHOOL DISTRICT, hereinafter referred to as the "High School" and LATROBE SCHOOL DISTRICT, hereinafter referred to as the "District," mutually agree as follows:

1. BASIS OF AGREEMENT AND SCOPE OF THE WORK

The High School has been requested by the District to provide home-to-school transportation services for pupils attending classes and programs operated by the District. The High School has agreed to provide such services.

2. TERMS OF AGREEMENT

This Agreement is effective for school year 2024-2025. The District shall provide the High School with written notification if the District does not intend to renew this Agreement for the 2025-2026 school year. This notification shall be submitted to the High School on or before May 1, 2025.

3. SERVICES TO BE PROVIDED BY THE HIGH SCHOOL

The High School shall provide the following services to the District;

- a. Provide 180 days of home-to-school services to the District;
- b. Develop routes and schedules according to information provided by the District;
- c. Monitor the service provided by the High School and correct any deficiencies in the service;
- d. Provide parent and school complaint resolution regarding transportation;
- e. Handle communication with parents and schools regarding transportation;
- f. Provide parents and school district staff with school bus procedures and safety information;
- g. Provide the District with school bus emergency procedures;
- h. Provide, as requested, library, assembly shuttles, and/or field trips. District driver will have priority on all District field trips.
- i. Provide one school bus on initial dispatch for the emergency evacuation of Latrobe Elementary and/or Miller's Hill Middle Schools.

4. PUPIL LISTS AND OTHER INFORMATION REQUIRED

Start of a year:

The District shall provide the High School with information required to develop routes and schedule at least thirty (30) days prior to the start of school. Such information shall include, but may not be limited to the following:

- Pupil name and address;
- Regular and emergency information, including telephone number of responsible parties;

B.C.

e-m 5/10/24

- Adopted school calendar, including information of minimum days;
- School start and stop times;
- Other information as required.

5. ENFORCEMENT OF SCHOOL BUS PROCEDURES AND SAFETY RULES

The District shall enforce school bus procedures and safety rules with school site administration, staff, parents and pupils.

6. PAYMENT

- The charge for home-to-school transportation for the 2024-2025 school year, as currently estimated, will be \$80,466.14. The charge will be divided into two payments of approximately \$40,233.07. A final invoice, adjusting the billing to actual costs, will be sent after the close of the year.
- Library and assembly shuttle(s), and field trips, will be billed at \$4.75 per mile plus the actual hourly rate and/or overtime rate, if applicable, of the driver taking the trip, and any costs related to the trip that is incurred by the driver.
- In the event that our cost of fuel exceeds \$4.99 per gallon, we will increase the billing by \$0.01 per mile for each \$0.10 in fuel cost increase.
- An invoice will be sent to the District at the end of each semester. Payment shall be within 20 working days of the receipt of the invoice.

7. HOLD HARMLESS AND INDEMNIFICATION

In accordance with the provisions of Section 895.4 of the Government Code of the State of California, each party agrees to indemnify and hold the other party harmless from all liability, actual or alleged, to person or property arising out of or resulting from negligent acts or omissions of the indemnifying party.

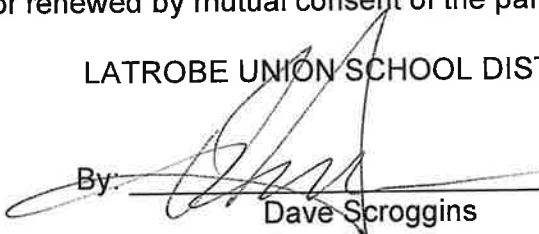
8. AMENDMENT TO AGREEMENT

This agreement may be amended or renewed by mutual consent of the parties.

EL DORADO UNION HIGH SCHOOL DISTRICT

LATROBE UNION SCHOOL DISTRICT

By: \_\_\_\_\_  
 Robert Whittenberg  
 Assistant Superintendent

By:  \_\_\_\_\_  
 Dave Scroggins  
 Superintendent

\_\_\_\_\_  
 Date

4/30/24  
 \_\_\_\_\_  
 Date



Food Services Agreement between  
The Latrobe School District and Folsom Cordova Unified School District  
2024-2025

This agreement entered between the Latrobe School District, hereinafter referred to as LATROBE, which consists of the following school sites:

*Latrobe Elementary School* at 7680 S. Shingle Road, Shingle Springs, CA 95682  
*Miller's Hill School* at 7900 S. Shingle Road, Shingle Springs, CA 95682

and Folsom Cordova Unified School District, hereinafter referred to as FCUSD, is made for the purpose of preparing school meals which meet the National School Lunch and School Breakfast Programs' meal pattern requirements. It is hereby agreed:

1. FCUSD shall prepare meals that comply with the National School Lunch Program and School Breakfast Program nutrition standards as established by the United States Department of Agriculture (USDA). Meals shall be of similar quality and quantity as FCUSD serves to its students. FCUSD will claim reimbursement from the California Department of Education for all meals served to children enrolled in LATROBE. Reimbursement will be claimed at the rate of one breakfast or lunch per child per day, only for complete meals according to each child's eligibility.
2. FCUSD shall maintain all necessary records on the nutritional components and quantities of food prepared for LATROBE and make said records available for inspection by State and Federal authorities upon request.
3. FCUSD will be responsible for taking point of service counts and training personnel in accurately taking these counts and will perform the required edit checks. FCUSD will assume responsibility for any over-claims identified during a review or audit and will reimburse the State accordingly.
4. FCUSD will conduct the free and reduced-price application process, including review and approval of applications for LATROBE, and will keep accurate records on file for three years.
5. FCUSD will perform the verification process and will notify the families of its findings. FCUSD shall assume all liability for proper use and protection of commodities assigned to it by LATROBE.
6. FCUSD will make deliveries to LATROBE in a timely manner.
7. FCUSD shall not be obligated to provide any meals outside the LATROBE school year.
8. LATROBE shall maintain the appropriate state and local health certificates for the preparation and serving sites.
9. LATROBE or other organizations will not provide or sell lunches or foods prior to or through the lunch period, which is in conflict with the federally funded National School Lunch Program.
10. The cost of milk is included with the meal. All monies collected for meals, milk and a la carte sales shall be the property of the FCUSD Food Services Department.



11. The State of California has implemented Universal Free Meals for All, whereby all students shall receive meals at no charge. FCUSD will claim reimbursement per State of California rules and regulations.
12. LATROBE shall be responsible for purchasing annual licensing fees for the point of service program unless other technology agreements override this statement.
13. FCUSD shall bill LATROBE SCHOOLS at the rate of \$.35 per student meal served at LATROBE for direct costs related to the food service operation incurred by FCUSD as breakeven calculation.
14. At the end of the fiscal year, FCUSD will be completing an accounting of all costs associated with LATROBE and if a deficit is identified FCUSD will bill LATROBE for any shortfall no later than July 15<sup>th</sup>.
15. Maintenance and cleaning of kitchens and equipment shall be a shared responsibility of FCUSD and LATROBE.

LATROBE shall be responsible for the following:

- a. Cleaning and disinfecting of floors, baseboards, doors, and floor drains (daily)
- b. Cleaning evaporative coils on refrigeration equipment (annually)
- c. Cleaning or treating of in-ground grease traps, if applicable (annually)
- d. Periodic maintenance and repairs of HVAC equipment and exhaust fans
- e. Repairs and replacement as necessary on sinks, faucets, garbage disposal, and all other kitchen equipment and kitchen facilities
- f. Annual/seasonal deep cleaning of floors, walls, ceilings, and other interior building surfaces

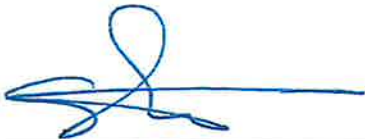
FCUSD shall be responsible for the following:

- a. All daily cleaning of kitchen equipment that is not mentioned above
  - b. Hiring and training of new staff on safe, proper use and care of kitchen equipment
  - c. Immediate notifications to LATROBE staff of any items requiring repairs, thus preventing expensive repairs at a later date
  - d. Seasonal deep cleaning of food preparation and storage equipment (warmer, ovens, refrigerator, sinks, cooler, and serving equipment)
16. Equipment required for the milk storage and on-site preparation of the school meals will be provided by LATROBE. Repairs and maintenance of equipment shall be handled through LATROBE. FCUSD shall notify the School Site Administrator or designee of needed repair. LATROBE will determine if the repair can be done by custodial staff, maintenance staff, or an outside vendor and will coordinate the repairs.
  17. Any loss of perishable items due to equipment failure will be an equally shared responsibility of LATROBE and FCUSD. Any repairs contracted for directly by FCUSD will not be reimbursed by LATROBE. Replacement cost or repair cost will be negotiated at the time of need.
  18. When requested by LATROBE, FCUSD shall provide LATROBE with sack lunches for field trips that meet the National School Lunch Program meal pattern requirements. LATROBE shall notify FCUSD at least 10 working days in advance using the FCUSD field trip meal request form when

lunches are required. The cost per sack lunch shall remain the same as for the regular lunches and will not identify the eligibility of students requiring the meals.

19. FCUSD shall provide the necessary utensils, straws, napkins, and other necessary condiments at no additional cost.
20. FCUSD shall provide all personnel necessary to receive, prepare and serve the breakfasts and lunches. FCUSD shall train and evaluate food service personnel. Personnel issues will be addressed by FCUSD with the assistance of Latrobe School District Administrators.
21. FCUSD and LATROBE shall comply with all applicable federal, state, and local statutes and regulations with regard to the preparation and service of the National School Lunch Program meals, including, but not limited to, all applicable regulations relating to the overt identification of needy pupils, the nutritional content of meals and nondiscrimination. *All* records maintained by LATROBE and FCUSD shall be open to inspection by proper federal, state, and local authorities in accordance with applicable statutes and regulations.
22. All business and information relating to the execution of this agreement and the services thereof, including kitchen visitation, shall be directed to the FCUSD Director of Food Services.
23. The term of this agreement shall commence on July 1, 2024, and end on June 30, 2025. Either party may terminate this agreement with written notice by March 31<sup>st</sup> prior to the beginning of the next school year. In the event a change in schedule occurs, a special agreement will be attached to cover such circumstances.

**Folsom Cordova Unified School District**



Sean Martin, Asst. Superintendent, Business Services

Date

5/6/24

**Latrobe School District**

Jennifer Fusano, Chief Financial Officer

Date

**COST ESTIMATE**

***Latrobe Projection Contract Cost for 2024-25***

	<b>Breakfast</b>	<b>Lunch</b>
Enrollment (SY23-24 Aug-Mar)	165	165
Participation Rate	21.2%	67.9%
# of Meals per days	35	112
# of School Days	180	180
<b>Total Meals Served</b>	<b>6,300</b>	<b>20,160</b>

<u><b>Reimbursement Rates</b></u>	<u><b>Per Meal</b></u>	<u><b>Revenue</b></u>
Breakfast	\$ 3.2486	\$ 20,466
Lunch	\$ 5.2450	\$ 105,739
Projected Total Revenue		\$ 126,205

<u><b>Expenditure Breakdown</b></u>		
Staffing - 0.875 FTE	\$ 65,645	
Transportation - FS2 1 hr/2x per wk (54 times)	\$ 2,843	
Food	\$ 53,393	
Supplies - \$.25/meal	\$ 6,615	
Mileage 24 miles x \$.67 x 37 times (Jul-Jun)	\$ 595	
Indirect Cost 5%	\$ 6,455	
Projected Expenses		\$ 135,545
Projected Surplus (Shortfall)		\$ (9,340)

Per Meal Surplus (Shortfall) (0.35)

**Note: Any final shortfall from this contract will be paid by Latrobe to FCUSD.**

MEMORANDUM OF UNDERSTANDING BETWEEN  
EL DORADO COUNTY OFFICE OF EDUCATION  
AND

Latrobe School District

This Memorandum of Understanding (MOU) is entered into on July 1, 2023, and ending June 30, 2024 by and between Latrobe School District, and the El Dorado County Office of Education and sets forth each agency's role and responsibilities relative to the delivery of library services to schools within this district.

WHEREAS, Latrobe School District has identified the El Dorado County Office of Education as the entity that will provide general oversight of school library services;

WHEREAS, the authorization statement in Title 5 §80053(b) provides a comprehensive statement of duties of a librarian;

WHEREAS, Latrobe School District provides a staff person assigned to carry out the day to day operations of their school library;

NOW, THEREFORE, it is mutually agreed that the El Dorado County Office of Education will provide assistance and direction to school library staff who

1. instruct pupils in the choice and use of library materials;
2. plan and coordinate library programs with the instructional programs of the school district;
3. select materials for school libraries including books, reference materials and electronic information resources;
4. coordinate or supervise library programs at the county level;
5. plan and conduct a course of instruction for those pupils who assist in the operation of the libraries;

G.E.

The parties have caused this Agreement to be executed by their duly authorized officers in the County of El Dorado, State of California.

El Dorado County Office of Education

  
\_\_\_\_\_  
Kevin Monsma (May 9, 2024 14:19 PDT)

Kevin Monsma, Deputy Superintendent  
Educational Services

\_\_\_\_\_  
May 9, 2024

Date

Latrobe School District

  
\_\_\_\_\_  
Dave Scroggins (May 9, 2024 13:20 PDT)

David Scroggins, Superintendent

\_\_\_\_\_  
May 9, 2024

Date









# Library MOU Latrobe 23-2024

Final Audit Report

2024-05-09

Created:	2024-05-09
By:	Carissa Piper (cpiper@edcoe.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAD2jpmQCGccPDDjnsuUL_B4ztTF968MU

## "Library MOU Latrobe 23-2024" History

-  Document created by Carissa Piper (cpiper@edcoe.org)  
2024-05-09 - 8:12:36 PM GMT- IP address: 209.129.223.231
-  Document emailed to Dave Scroggins (dscroggins@latrobeschool.com) for signature  
2024-05-09 - 8:13:25 PM GMT
-  Email viewed by Dave Scroggins (dscroggins@latrobeschool.com)  
2024-05-09 - 8:19:45 PM GMT- IP address: 66.249.84.70
-  Document e-signed by Dave Scroggins (dscroggins@latrobeschool.com)  
Signature Date: 2024-05-09 - 8:20:00 PM GMT - Time Source: server- IP address: 209.129.223.231
-  Document emailed to Kevin Monsma (kmonsma@edcoe.org) for signature  
2024-05-09 - 8:20:01 PM GMT
-  Email viewed by Kevin Monsma (kmonsma@edcoe.org)  
2024-05-09 - 9:19:10 PM GMT- IP address: 104.47.58.126
-  Document e-signed by Kevin Monsma (kmonsma@edcoe.org)  
Signature Date: 2024-05-09 - 9:19:30 PM GMT - Time Source: server- IP address: 209.129.223.1
-  Agreement completed.  
2024-05-09 - 9:19:30 PM GMT

*NONPUBLIC, NONSECTARIAN  
SCHOOL/AGENCY SERVICES*

Master Contract

**2024-2025**

G.F.

e-m 5/6/24

# Master Contract

GENERAL AGREEMENT FOR NONSECTARIAN,  
NONPUBLIC SCHOOL AND AGENCY SERVICES

LEA LATROBE SCHOOL DISTRICT

Contract Year 2024-2025

Nonpublic School  
 Nonpublic Agency

## Type of Contract:

Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of the LEA. Expiration Date: \_\_\_\_\_

***When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract***



LOCAL EDUCATION AGENCY: **Latrobe School District**

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: **It Takes the Village**

---

**NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
MASTER CONTRACT**

**AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS**

**1. MASTER CONTRACT**

This Master Contract (or "Contract") is entered into on July 1, 2024, between Latrobe School District, hereinafter referred to as the local educational agency ("LEA"), a member of the EDCOE SELPA and It Takes the Village (nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or "CONTRACTOR" for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Services Agreement (hereinafter referred to as "ISA"). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR's obligation to provide all relevant services specified in the student's Individualized Education Program (hereinafter referred to as "IEP"). The ISA shall be executed within ninety (90) days of a student's enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for ISA development, including invoicing.

Unless placement and/or services is made pursuant to an Office of Administrative Hearings (hereinafter referred to as "OAH") order, a lawfully executed settlement agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with NPS placement or NPS/A services until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student's parent.

**2. CERTIFICATION AND LICENSES**

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a NPS/A. All NPS/A services shall be provided consistent with the area of certification and licensure specified by CDE Certification and as defined in California Education Code, section 56366 *et seq.* and within the professional scope of practice of each provider's license, certification and/or credential. A current copy of CONTRACTOR's NPS/A certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Agreement is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 1<sup>st</sup> day of July, 2024 and terminates at 5:00 P.M. on June 30, 2025, unless sooner terminated as provided herein.

**CONTRACTOR**

**LEA**

It Takes the Village  
**Nonpublic School/Agency**

Latrobe School District  
**LEA Name**

By: Shera Barbour 5-1-24  
 Signature Date

By: [Signature] 5/6/24  
 Signature Date

Shera Barbour – Contracts Coordinator  
**Name and Title of Authorized Representative**

Dave Scroggins, Superintendent/Principal  
**Name and Title of Authorized Representative**

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

<b>Name and Title</b> Shera Barbour, Office Manager	<b>Name and Title</b> Dave Scroggins, Superintendent/Principal
<b>Nonpublic School/Agency/Related Service Provider</b> It Takes the Village	<b>LEA</b> Latrobe School District
<b>Address</b> 4987 Golden Foothill Parkway, #100	<b>Address</b> 7900 South Shingle Road
<b>City</b> <b>State</b> <b>Zip</b> El Dorado Hills,                      CA                      95762	<b>City</b> <b>State</b> <b>Zip</b> Shingle Springs,                      CA                      95682
<b>Phone</b> <b>Fax</b> 916-365-2411                      916-404-0322	<b>Phone</b> <b>Fax</b> 530-677-0260                      530-672-0463
<b>Email</b> contracts@ittakesthevillage.net	<b>Email</b> dscroggins@latrobeschool.com

**Additional LEA Notification  
 (Required if completed)**

Tracy Pearson, District Secretary  
**Name and Title**  
 Same  
**Address**  
 \_\_\_\_\_  
**City**                      **State**                      **Zip**  
 \_\_\_\_\_  
**Phone**                      **Fax**  
 \_\_\_\_\_  
**Email**  
 tpearson@latrobeschool.com

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IT TAKES THE VILLAGE, Inc  
4987 Golden Foothill Pkwy, #100  
EL DORADO HILLS, CA. 95762  
916-365-2411

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**EXHIBIT A: 2024-2025 Rates**

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: It Takes The Village \_\_\_\_\_

The CONTRACTOR CDS NUMBER: 9900329 \_\_\_\_\_

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: \_\_\_\_\_

Maximum Contract Amount:

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract shall be as follows:

1) Daily Basic Education Rate:

<u>SERVICE</u>	<u>RATE</u>	<u>PERIOD</u>
<u>Language and Speech (415)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Occupational Therapy (450)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Individual Counseling (510) ERMHS</u>	<u>\$165.00/825.00</u>	<u>HR/Daily</u>
<u>Counseling and Guidance (515) ERMHS</u>	<u>\$165.00</u>	<u>HR</u>
<u>Behavior Intervention Services (535)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Parent Counseling (520) ERMHS</u>	<u>\$165.00</u>	<u>HR</u>
<u>Social Work Services (525) Social Skills Group</u>	<u>\$80.00</u>	<u>per session</u>
<u>Specialized Services for Low Incidence Disabilities (610)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Work Experience Education (850)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Other: SCHOOL AID/RBT (900)</u>	<u>\$50.00</u>	<u>HR</u>
<u>Other : Family Support Services(900) ERMHS</u>	<u>\$165.00</u>	<u>HR</u>
<u>Other: Case Management (900)</u>	<u>\$165.00</u>	<u>HR</u>
<u>Other: AAC ASSESSMENTS/TREATMENTS/CONSULTS</u>	<u>\$165.00</u>	<u>HR</u>

*We provide all our rates in our contract so our vendors are aware of all services provided. Some services listed on our rate sheet may not always be accessed or needed. In the case we need to add on a necessary service, there will be no delay in accessing the service for the students by having to amend our contract.*



# Lozano Smith

ATTORNEYS AT LAW

## AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT (“Agreement”) is effective July 1, 2024 (“Effective Date”), between the LATROBE SCHOOL DISTRICT (“Client”) and the law firm of LOZANO SMITH, LLP (“Attorney”) (each a “Party” and collectively the “Parties”). Attorney shall provide legal services as requested by Client on the following terms and conditions:

1. **ENGAGEMENT.** Client hires Attorney on an as-requested basis as its legal counsel with respect to matters the Client refers to Attorney. When Client refers a matter to Attorney, Attorney shall confirm availability and ability to perform legal services regarding the matter. After Attorney has completed services for the specific matter referred by Client, then no continuing attorney-client relationship exists unless Client requests further services and Attorney accepts a new engagement. If Attorney undertakes to provide legal services to represent Client in such matters, Attorney shall keep Client informed of significant developments and respond to Client’s inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client agrees to be forthcoming with Attorney, to cooperate with Attorney in protecting Client’s interests, to keep Attorney fully informed of developments material to Attorney’s representation of client, and to abide by this Agreement. Client is hereby advised of the right to seek independent legal advice regarding this Agreement.

2. **RATES TO BE CHARGED.** Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement).

3. **REIMBURSEMENT.** Client agrees to reimburse Attorney for actual and necessary expenses and costs incurred in the course of providing legal services to Client, including but not limited to expert, consultant, mediation, arbitration fees and e-discovery service fees. Attorney shall not be required to advance costs on behalf of Client over the amount of \$1,000 unless otherwise agreed to in writing by Attorney. Typical expenses advanced for Client, without prior authorization, include messenger fees, witness fees, expedited delivery charges, travel expenses, court reporter fees and transcript fees. Client authorizes Attorney to retain experts or consultants to perform services necessary to represent Client for a specific matter.

4. **MONTHLY INVOICES.** Attorney shall send Client a statement for fees and costs incurred every calendar month (the “Statement”). Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney’s Statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due, not to exceed 10% per annum.

5. **COMMUNICATIONS BETWEEN ATTORNEY AND CLIENT.** The Parties recognize that all legal advice provided by Attorney is protected by the Attorney-Client and Work Product

Privileges. In addition to regular telephone, mail and other common business communication methods, Client hereby authorizes Attorney to use facsimile transmissions, cellular telephone calls and text, unencrypted email, and other electronic transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

6. **POTENTIAL AND ACTUAL CONFLICTS OF INTEREST.** If Attorney becomes aware of any potential or actual conflict of interest between Client and one or more other clients represented by Attorney, Attorney will comply with applicable laws and rules of professional conduct.

7. **INDEPENDENT CONTRACTOR.** Attorney is an independent contractor and not an employee of Client.

8. **TERMINATION.**

a. **Termination by Client.** Client may discharge Attorney at any time, with or without cause, by written notice to Attorney.

b. **Termination by Mutual Consent or by Attorney.** Attorney may terminate its services at any time with Client's consent or for good cause. Good cause exists if (a) Client fails to pay Attorney's Statement within sixty (60) calendar days of its date; (b) Client fails to comply with other terms and conditions of this Agreement, including Client's duty to cooperate with Attorney in protecting Client's interests; (c) Client has failed to disclose material facts to Attorney; or (d) any other circumstance exists that requires termination of this engagement under the ethical rules applicable to Attorney. Additionally, to the extent allowed by law, Attorney may decline to provide services on new matters or may terminate the Agreement without cause upon written notice to Client if Attorney is not then providing any legal services to Client. Even if this Agreement is not terminated, under paragraph 1, an attorney-client relationship exists only when Attorney is providing legal services to Client.

c. **Following Termination.** Upon termination by either Party: (i) Client shall promptly pay all unpaid fees and costs for services provided or costs incurred pursuant to this Agreement up to the date of termination; (ii) unless otherwise required by law or agreed to by the Parties, Attorney will provide no legal services following notice of termination; (iii) Client will cooperate with Attorney in facilitating the orderly transfer of any outstanding matters to new counsel, including promptly signing a substitution of counsel form at Attorney's request; and (iv) Client shall, upon request, be provided the Client's file documents maintained for the Client by Attorney and shall sign acknowledgment of receipt upon delivery of that file. For all Statements received by Client from Attorney prior to the date of termination, Client's failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services as shown in the Statement within thirty (30) calendar days of the date of termination shall be deemed Client's acceptance of and agreement with the Statement. For any billing appearing for the first time on a Statement received by Client from

Attorney after the date of termination, failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services within thirty (30) calendar days from receipt of the Statement shall be deemed to signify Client's acceptance of and agreement with the Statement.

9. MAINTENANCE OF INSURANCE. Attorney agrees that, during the term of this Agreement, Attorney shall maintain commercial liability and professional errors and omissions insurance.

10. CONSULTANT SERVICES. Attorney works with professional consultants that provide services, including but not limited to, investigations, public relations, educational consulting, leadership mentoring and development, financial, budgeting, management auditing, board/superintendent/chancellor relations, administrator evaluation and best practices, and intergovernmental relations. Attorney does not share its legal fees with such consultants. Attorney may offer these services to Client upon request.

11. DISPUTE RESOLUTION.

a. Mediation. Except as otherwise set forth in this section, Client and Attorney agree to make a good faith effort to settle any dispute or claim that arises under this Agreement through discussions and negotiations and in compliance with applicable law. In the event of a claim or dispute, either Party may request, in writing to the other Party, to refer the dispute to mediation. This request shall be made within thirty (30) calendar days of the action giving rise to the dispute. Upon receipt of a request for mediation, both Parties shall make a good faith effort to select a mediator and complete the mediation process within sixty (60) calendar days. The mediator's fee shall be shared equally between Client and Attorney. Each Party shall bear its own attorney fees and costs. Whenever possible, any mediator selected shall have expertise in the area of the dispute and any selected mediator must be knowledgeable regarding the mediation process. No person shall serve as mediator in any dispute in which that person has any financial or personal interest in the outcome of the mediation. The mediator's recommendation for settlement, if any, is non-binding on the Parties. Mediation pursuant to this provision shall be private and confidential. Only the Parties and their representatives may attend any mediation session. Other persons may attend only with the written permission of both Parties. All persons who attend any mediation session shall be bound by the confidentiality requirements of California Evidence Code section 1115, et seq., and shall sign an agreement to that effect. Completion of mediation shall be a condition precedent to arbitration, unless the other Party refuses to cooperate in the setting of mediation.

b. Dispute Regarding Fees. Any dispute as to attorney fees and/or costs charged under this Agreement shall to the extent required by law be resolved under the California Mandatory Fee Arbitration Act (Bus. & Prof. Code §§ 6200, et seq.).

c. Binding Arbitration. Except as otherwise set forth in section (b) above, Client and Attorney agree to submit all disputes to final and binding arbitration, either following mediation which fails to resolve all disputes or in lieu of mediation as may be agreed by the Parties in writing. Either Party may make a written request to the other for arbitration. If made in lieu of mediation, the request must be made within sixty (60) calendar days of the action giving rise to the dispute. If the request for arbitration is made following an unsuccessful attempt to mediate the Parties' disputes, the request must be made within ten (10) calendar days of termination of the mediation. The Parties shall make a good faith attempt to select an arbitrator and complete the arbitration within ninety (90) calendar days. If there is no agreement on an arbitrator, the Parties shall use the Judicial Arbitration and Mediation Service (JAMS). The arbitrator's qualifications must meet the criteria set forth above for a mediator, except, in addition, the arbitrator shall be an attorney or a retired judge, unless otherwise agreed by the Parties. The arbitrator's fee shall be shared equally by both Parties. Each Party shall bear its own attorney fees and other costs. The arbitrator shall render a written decision and provide it to both Parties. The arbitrator may award any remedy or relief otherwise available in court and the decision shall set forth the reasons for the award. The arbitrator shall not have any authority to amend or modify this agreement. Any arbitration conducted pursuant to this paragraph shall be governed by California Code of Civil Procedure sections 1281, et seq. By signing this Agreement, Client acknowledges that this agreement to arbitrate results in a waiver of Client's right to a court or jury trial for any fee dispute or malpractice claim. This also means that Client is giving up Client's right to discovery and appeal. If Client later refuses to submit to arbitration after agreeing to do so, Client may be ordered to arbitrate pursuant to the provisions of California law. Client acknowledges that before signing this Agreement and agreeing to binding arbitration, Client is entitled, and has been given a reasonable opportunity, to seek the advice of independent counsel.

d. Effect of Termination. The terms and conditions of this section shall survive the termination of the Agreement.

12. ENTIRE AGREEMENT. This Agreement with its Professional Rate Schedule attached supersedes any and all other prior or contemporaneous oral or written agreements between the Parties. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by the Parties.

13. SEVERABILITY. Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties; provided, however, that if the invalidity or unenforceability of any provision of this Agreement results in a material failure of consideration, then, to the extent allowed by law, the Party adversely affected thereby shall have the right in its sole discretion to terminate this Agreement upon providing written notice of such termination to the other Party.



14. NON-WAIVER. None of the provisions of this Agreement shall be considered waived by either Party unless such waiver is specified in writing.

15. NO THIRD PARTY RIGHTS. This Agreement shall not create any rights in, or inure to the benefit of, any third party.

16. ASSIGNMENT. The terms and conditions of this Agreement may not be assigned to any third party. Neither Party may assign any right of recovery under or related to the Agreement to any third party.

17. EXECUTION IN COUNTERPARTS; SIGNATURES. This Agreement may be executed in counterparts with signatures appearing on separate signature pages. A copy, or an original, with all signatures appended together shall be deemed a fully executed Agreement. Signatures transmitted by facsimile or electronic image shall be deemed original signatures and binding on the Parties.

WHEREFORE, the Parties hereto, by their signatures below, enter into this Agreement pursuant to the above terms and conditions as of the Effective Date.

<b>CLIENT SIGNATURE</b>	<b>ATTORNEY SIGNATURE</b>
<b>Latrobe School District</b>	<b>Lozano Smith, LLP</b>
BY <i>(Authorized Signature)</i> 	BY <i>(Authorized Signature)</i> 
PRINTED NAME AND TITLE OF PERSON SIGNING Dave Scroggins, Superintendent/Principal	PRINTED NAME AND TITLE OF PERSON SIGNING Karen M. Rezendes, Managing Partner
DATE EXECUTED 5/6/24	DATE EXECUTED 07/01/2024





# Lozano Smith

ATTORNEYS AT LAW

## PROFESSIONAL RATE SCHEDULE FOR LATROBE SCHOOL DISTRICT

### 1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate\*:

Partner** / Senior Counsel / Of Counsel	\$ 295 - \$ 395 per hour
Associate	\$ 250 - \$ 295 per hour
Paralegal / Law Clerk	\$ 185 - \$ 225 per hour
Consultant	\$ 350 - \$ 395 per hour

\* Rates for individual attorneys within each category above vary based upon years of experience. Specific rates for each attorney are available upon request.

\*\* Rates for work performed by Senior Partners with 20 years of experience or more may range from \$395 - \$450 per hour. <sup>1</sup>

### 2. BILLING PRACTICE

Lozano Smith will provide a monthly, itemized Statement for services rendered. Time billed is broken into 1/10 (.10) hour increments, allowing for maximum efficiency in the use of attorney time. Invoices will clearly indicate the department or individuals for whom services were rendered.

Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours. Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

### 3. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 0.25 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

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#### <sup>1</sup> Sale or Lease of Real Property Work:

Partner / Senior Counsel / Of Counsel	\$ 450 per hour
Associate	\$ 375 per hour
Paralegal / Law Clerk	\$ 225 per hour

# Latrobe School District 2023-24 June Updated Budget & 2024-25 Adopted Budget

## Board Members

Jared Meredith-President

Scot Yarnell-Clerk

Janet Saitman-Member

Dave Scroggins- Superintendent/Principal

Jen Fusano-CBO


Public Hearing May 21<sup>st</sup> 2024

Adoption June 18<sup>th</sup> 2024





## 2023-24 June Update Assumptions (Since 2<sup>nd</sup> Interim)





- 
- **Increased interest revenue.**
  - **Increase certificated sub costs due to staff leaves of absence.**
  - **Moved \$20,000 from the book and supply budget to capital outlay for the new phone system.**
  - **Decreased book and supply budget by another \$24,000.**
  - **Transferred \$200,000 to Fund 14.**
  - **Contributions increased due to hiring special ed aide.**





## 2023-24 Assumptions Through 2<sup>nd</sup> Interim



- 
- Community funding increased due to lower EDCOE charter ADA.
  - Increasing lottery revenue estimate was the increase in Other State Revenue
  - Increased interest income under Other Local Revenue.
  - Negotiated settlements are included.
  - Supplies increased due to budgeting the phone system.
  - Legal, travel/conference, field trips were the increase in Services.
  - Contributions increased due to settlement.
  - Deleted transfer of \$5,000 to fund 13-Food Service.
  - Property taxes are budgeted to County estimates.
  - Budget includes the REAP Grant and Forest Reserve revenue
  - Budget includes one time CARES ACT revenue and expenses.
  - EPA revenue is budgeted.
  - Step and column is included.
  - Budgeted long term sub for PE
  - Increased certificated staff position .4FTE for SEL.
  - Increased contributions to Routine Maintenance for water vendor
  - Transfer to fund 14-Deferred Maintenance for \$50,000.
- 
- 
- 

# Revenue

	<u>2023-24 2nd interim</u>			<u>2023-24 June Update</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,084,722		3,084,722	3,084,722		3,084,722	-
Federal Revenue	3,500	77,190	80,690	3,500	68,743	72,243	-
Other State Revenue	36,626	215,267	251,893	36,626	167,043	203,669	-
Other Local Revenue	53,925	115,245	169,170	73,700	116,896	190,596	19,775
<b>Total Revenue</b>	<b>3,178,773</b>	<b>407,702</b>	<b>3,586,475</b>	<b>3,198,548</b>	<b>352,682</b>	<b>3,551,230</b>	<b>19,775</b>

Increased interest revenue.

# Expenses

Expenditure Detail	<u>2023-24 2nd interim</u>			<u>2023-24 June Update</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
			-			-	
Certificated	1,029,270	164,380	1,193,650	1,051,103	134,696	1,185,799	21,833
Classified	336,979	100,180	437,159	335,679	104,105	439,784	(1,300)
Employee benefits	489,330	212,056	701,386	492,596	206,765	699,361	3,266
Books & Supplies	181,958	156,922	338,880	137,459	146,222	283,681	(44,499)
Service, Other Operating	403,661	394,307	797,968	404,127	377,163	781,290	466
Capital Outlay	-	37,688	37,688	20,000	28,250	48,250	20,000
Other Outgo	13,305	18,660	31,965	13,305	18,660	31,965	-
Direct Support/Indirect	(3,869)	3,869	-	(4,519)	4,519	-	(650)
<b>Total Expenditures</b>	<b>2,450,634</b>	<b>1,088,062</b>	<b>3,538,696</b>	<b>2,449,750</b>	<b>1,020,380</b>	<b>3,470,130</b>	<b>(884)</b>

Increased sub costs for two leave of absences for certificated salaries.  
 Moved \$20,000 of book/supply budget to capital outlay for new phone system  
 Lowered \$24,000 of book/supply budget

## Other Financing Sources/Uses

	<u>2023-24 2nd interim</u>			<u>2023-24 June Update</u>			Unrestricted Variance
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
<b>Other Financing Sources/uses</b>							
Transfers Out	(50,000)		(50,000)	(200,000)		(200,000)	(150,000)
Contributions	(544,544)	544,544	-	(556,285)	556,285	-	(11,741)
<b>Total Other Sources/Uses</b>	<b>(594,544)</b>	<b>544,544</b>	<b>50,000</b>	<b>(756,285)</b>	<b>556,285</b>	<b>200,000</b>	<b>(161,741)</b>

Transfer out increase to \$200,000, board approved 4/15/24.  
 Contributions increase due to hiring special ed aide.

	<u>2023-24 2nd interim</u>			<u>2023-24 June Update</u>			
	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,084,722		3,084,722	3,084,722		3,084,722	-
Federal Revenue	3,500	77,190	80,690	3,500	68,743	72,243	-
Other State Revenue	36,626	215,267	251,893	36,626	167,043	203,669	-
Other Local Revenue	53,925	115,245	169,170	73,700	116,896	190,596	19,775
<b>Total Revenue</b>	<b>3,178,773</b>	<b>407,702</b>	<b>3,586,475</b>	<b>3,198,548</b>	<b>352,682</b>	<b>3,551,230</b>	<b>19,775</b>
<b>Expenditure Detail</b>							
Certificated	1,029,270	164,380	1,193,650	1,051,103	134,696	1,185,799	21,833
Classified	336,979	100,180	437,159	335,679	104,105	439,784	(1,300)
Employee benefits	489,330	212,056	701,386	492,596	206,765	699,361	3,266
Books & Supplies	181,958	156,922	338,880	137,459	146,222	283,681	(44,499)
Service, Other Operating	403,661	394,307	797,968	404,127	377,163	781,290	466
Capital Outlay	-	37,688	37,688	20,000	28,250	48,250	20,000
Other Outgo	13,305	18,660	31,965	13,305	18,660	31,965	-
Direct Support/Indirect	(3,869)	3,869	-	(4,519)	4,519	-	(650)
<b>Total Expenditures</b>	<b>2,450,634</b>	<b>1,088,062</b>	<b>3,538,696</b>	<b>2,449,750</b>	<b>1,020,380</b>	<b>3,470,130</b>	<b>(884)</b>
<b>Excess/(Deficiency)</b>	<b>728,139</b>	<b>(680,360)</b>	<b>47,779</b>	<b>748,798</b>	<b>(667,698)</b>	<b>81,100</b>	<b>20,659</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(50,000)		(50,000)	(200,000)		(200,000)	(150,000)
Contributions	(544,544)	544,544	-	(556,285)	556,285	-	(11,741)
<b>Total Other Sources/Uses</b>	<b>(594,544)</b>	<b>544,544</b>	<b>50,000</b>	<b>(756,285)</b>	<b>556,285</b>	<b>200,000</b>	<b>(161,741)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>133,595</b>	<b>(135,816)</b>	<b>(2,221)</b>	<b>(7,487)</b>	<b>(111,413)</b>	<b>(118,900)</b>	<b>(141,082)</b>
<b>Beginning Balance</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	
<b>Ending Balance</b>	<b>1,709,326</b>	<b>324,310</b>	<b>2,033,636</b>	<b>1,568,244</b>	<b>348,713</b>	<b>1,916,957</b>	<b>(141,082)</b>





## Other Funds

### 2023-24 June Update





Other Funds Fund #	Cafeteria 13	Def Maint. 14	Capital Fac 25	Spec Resv 40
Total Revenue	\$ 330	\$ 8,150	\$ 22,100	\$ 271,500
Total Expenses	\$ -	\$ -	\$ 30,475	
Excess/(Deficiency)	\$ 330	\$ 8,150	\$ (8,375)	\$ 271,500
Other Financing Sources/Uses		\$ 200,000		
Net Inc/Dec to Fund Balance	\$ 330	\$ 208,150	\$ (8,375)	\$ 271,500
Beginning Balance	\$ 15,192	\$ 429,077	\$ 270,799	\$ 1,246,610
Ending Balance	\$ 15,522	\$ 637,227	\$ 262,424	\$ 1,518,110

# 2024-25 Adopted Budget





## 2024-25 Assumptions

- 
- Property taxes are budgeted with a 5% increase.
  - Budget includes the REAP Grant and Forest Reserve revenue.
  - Lowered Other Local Income by \$16,775.
  - Budget includes one time revenue and expenses.
  - EPA revenue is budgeted.
  - Step and column is included.
  - Budgeted .4 FTE certificated and 1.0 FTE classified aide.
  - Moved .41FTE of classified staff from restricted to unrestricted.
  - PERS and STRS increase \$28,000.
  - Increased counseling contractor from 1 day to 2 days per week.
  - Increased EDCOE psychologist by 5 days for the year.
  - Contributions increase by \$68,000, the majority of the costs are special ed.
  - Budgeted a transfer to Cafeteria fund in the amount of \$9,340.
  - Transfer to fund 14-Deferred Maintenance for \$50,000.
- 
- 
- 

# Revenue

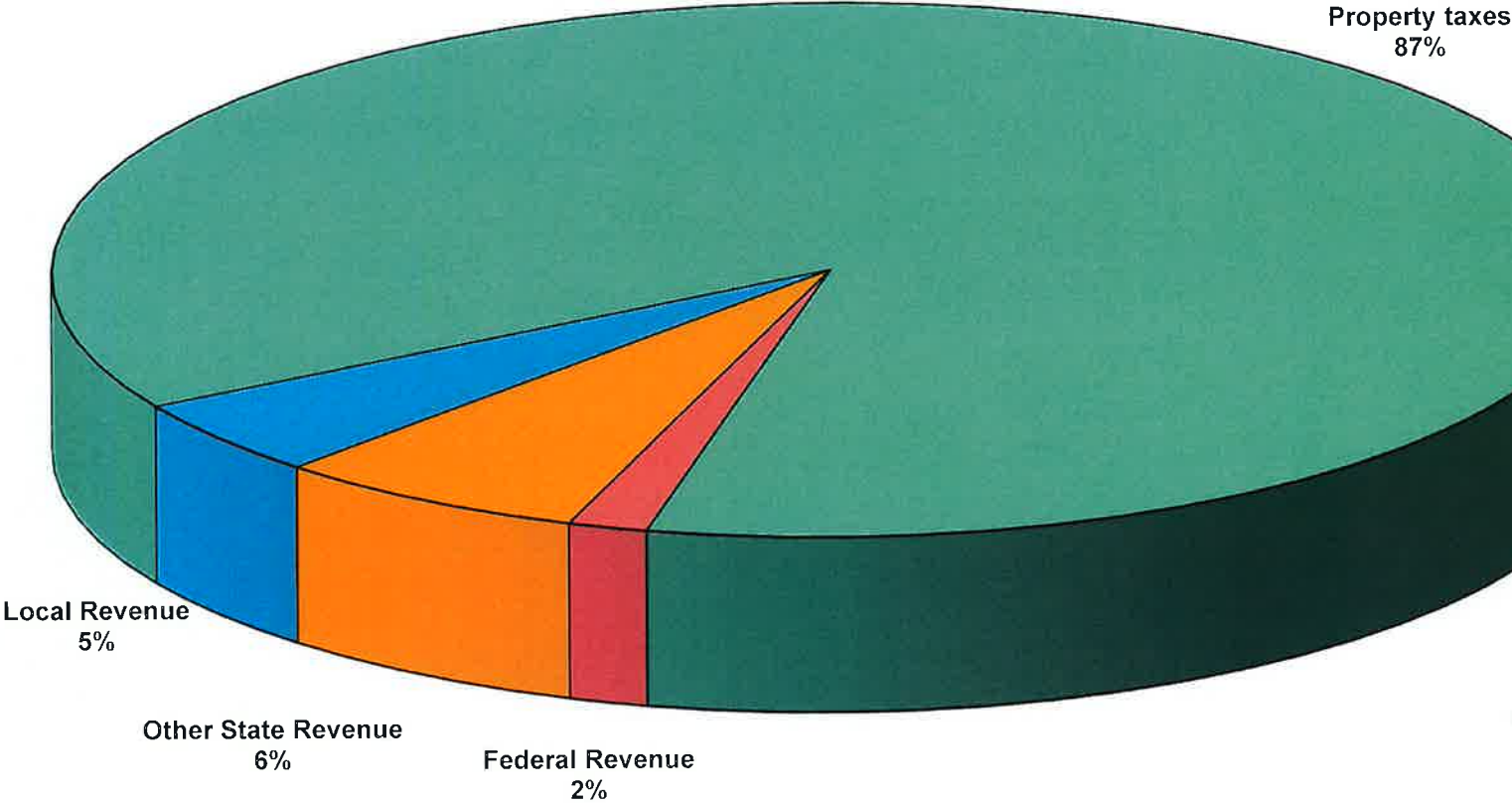
	<u>2023-24 June Update</u>			<u>2024-2025</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,084,722		3,084,722	3,232,167		3,232,167	147,445
Federal Revenue	3,500	68,743	72,243	3,500	57,710	61,210	-
Other State Revenue	36,626	167,043	203,669	36,626	206,269	242,895	-
Other Local Revenue	73,700	116,896	190,596	56,925	115,245	172,170	(16,775)
<b>Total Revenue</b>	<b>3,198,548</b>	<b>352,682</b>	<b>3,551,230</b>	<b>3,329,218</b>	<b>379,224</b>	<b>3,708,442</b>	<b>130,670</b>

Community funding projected with a 5% increase  
Lowered local income by \$16K

# Latrobe School District

## 2024-25

### Projected Revenues



# Expenses

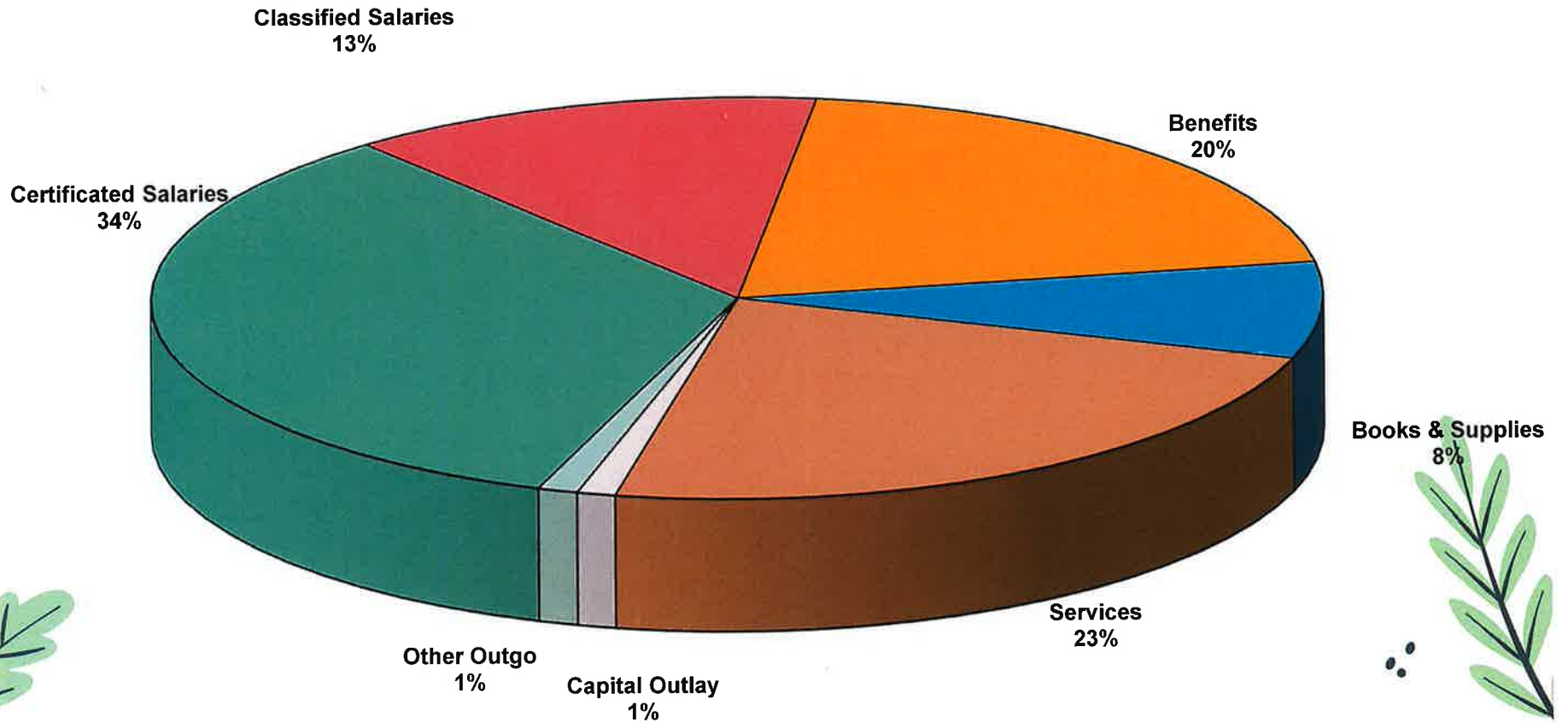
	<u>2023-24 June Update</u>			<u>2024-2025</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Expenditure Detail</b>			-				
Certificated	1,051,103	134,696	1,185,799	1,049,963	138,415	1,188,378	(1,140)
Classified	335,679	104,105	439,784	353,205	110,612	463,817	17,526
Employee benefits	492,596	206,765	699,361	500,022	215,139	715,161	7,426
Books & Supplies	137,459	146,222	283,681	143,960	132,967	276,927	6,501
Service, Other Operating	404,127	377,163	781,290	453,240	368,210	821,450	49,113
Capital Outlay	20,000	28,250	48,250	-	37,689	37,689	(20,000)
Other Outgo	13,305	18,660	31,965	13,522	25,660	39,182	217
Direct Support/Indirect	(4,519)	4,519	-	(3,869)	3,869	-	650
<b>Total Expenditures</b>	<b>2,449,750</b>	<b>1,020,380</b>	<b>3,470,130</b>	<b>2,510,043</b>	<b>1,032,561</b>	<b>3,542,604</b>	<b>60,293</b>

Moved .41 FTE classified staff from restricted to unrestricted.

Increased counseling, and psychologist services.

Decreased capital outlay by \$20,000. This was a one time expense for 23-24.

# Latrobe School District 2024-25 Projected Expense





# Other Financing Sources/Uses

	<u>2023-24 June Update</u>			<u>2024-2025</u>			
	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total	Unrestricted Variance
<b>Other Financing Sources/uses</b>							
Transfers Out	(200,000)		(200,000)	(59,340)		(59,340)	140,660
Contributions	(556,285)	556,285	-	(624,299)	624,299	-	(68,014)
<b>Total Other Sources/Uses</b>	<b>(756,285)</b>	556,285	200,000	<b>(683,639)</b>	624,299	59,340	72,646

Transfers Out are budgeted as follows:

\$50,000 to fund 14 as the annual transfer

\$9,340 to fund 13 (cafeteria) due to anticipated shortfall in food service.

Contribution increased by \$68,014 due to special ed needs.

	<u>2023-24 June Update</u>			<u>2024-2025</u>			Unrestricted Variance
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
<b>Revenue Detail</b>							
Community Funding	3,084,722		3,084,722	3,232,167		3,232,167	147,445
Federal Revenue	3,500	68,743	72,243	3,500	57,710	61,210	-
Other State Revenue	36,626	167,043	203,669	36,626	206,269	242,895	-
Other Local Revenue	73,700	116,896	190,596	56,925	115,245	172,170	(16,775)
<b>Total Revenue</b>	<b>3,198,548</b>	<b>352,682</b>	<b>3,551,230</b>	<b>3,329,218</b>	<b>379,224</b>	<b>3,708,442</b>	<b>130,670</b>
<b>Expenditure Detail</b>			-				
Certificated	1,051,103	134,696	1,185,799	1,049,963	138,415	1,188,378	(1,140)
Classified	335,679	104,105	439,784	353,205	110,612	463,817	17,526
Employee benefits	492,596	206,765	699,361	500,022	215,139	715,161	7,426
Books & Supplies	137,459	146,222	283,681	143,960	132,967	276,927	6,501
Service, Other Operating	404,127	377,163	781,290	453,240	368,210	821,450	49,113
Capital Outlay	20,000	28,250	48,250	-	37,689	37,689	(20,000)
Other Outgo	13,305	18,660	31,965	13,522	25,660	39,182	217
Direct Support/Indirect	(4,519)	4,519	-	(3,869)	3,869	-	650
<b>Total Expenditures</b>	<b>2,449,750</b>	<b>1,020,380</b>	<b>3,470,130</b>	<b>2,510,043</b>	<b>1,032,561</b>	<b>3,542,604</b>	<b>60,293</b>
<b>Excess/(Deficiency)</b>	<b>748,798</b>	<b>(667,698)</b>	<b>81,100</b>	<b>819,175</b>	<b>(653,337)</b>	<b>165,838</b>	<b>70,377</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(200,000)		(200,000)	(59,340)		(59,340)	140,660
Contributions	(556,285)	556,285	-	(624,299)	624,299	-	(68,014)
<b>Total Other Sources/Uses</b>	<b>(756,285)</b>	<b>556,285</b>	<b>200,000</b>	<b>(683,639)</b>	<b>624,299</b>	<b>59,340</b>	<b>72,646</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>(7,487)</b>	<b>(111,413)</b>	<b>(118,900)</b>	<b>135,536</b>	<b>(29,038)</b>	<b>106,498</b>	<b>143,023</b>
<b>Beginning Balance</b>	<b>1,575,731</b>	<b>460,126</b>	<b>2,035,857</b>	<b>1,568,244</b>	<b>324,310</b>	<b>1,892,554</b>	<b>(7,487)</b>
<b>Ending Balance</b>	<b>1,568,244</b>	<b>348,713</b>	<b>1,916,957</b>	<b>1,703,780</b>	<b>295,272</b>	<b>1,999,052</b>	<b>135,536</b>

2024-25 Education  
Protection Act  
Expenditure Plan



## LATROBE SCHOOL DISTRICT 2024-25 Education Protection Act Expenditure Plan

Proposition 30 established the Education Protection Account (EPA) to receive the additional tax revenue that will be collected from the higher sales tax and income tax rates due to its passage November 6, 2012. These funds will be apportioned from the EPA to school districts on a quarterly basis beginning in July 2013. The creation of the Education Protection Act (EPA) by Proposition 30 has created an accountability component. These components are as follows:

- Criteria on how to spend the funds are mandated by the state.
- The governing board must approve the spending plan during a public meeting.
- School board approves the expenditure plan before the expense has occurred.
- The district is required to publish on their website the amount of funds received and how the funds were expended.
- The school district’s auditor will verify the compliance of expenses during the annual audit.

In accordance with Proposition 30, **Latrobe School District** is providing their expenditure plan under the Education Protection Act for 2024-25.

The 2024-25 EPA funds for the district is estimated to be \$32,446.

It is proposed that the EPA funds be used to pay towards a portion of the salary and benefit cost of a certificated teacher. Any difference in revenue and/or expenditure will be adjusted at year-end.

Certificated Position		
Positions	SACS function	Estimated Costs
Portion of Classroom Teacher	1000	\$ 32,446



**2024-25 Reasons for Assigned and Unassigned Ending Fund Balances Above the State Recommended Minimum Limit**

**Reasons for Assigned and Unassigned Ending Fund Balances Above the State Recommended Minimum Level**

**Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiates the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties for each fiscal year identified in the budget.**

**District:** Latrobe School District

**Combined Assigned and Unassigned Fund Balances**

<b>Fund</b>	<b>Fund Description</b>	<b>2024-25 Budget</b>
01	General Fund/County School Service Fund	\$1,703,780
	Total Assigned and Unassigned Fund Balance	\$1,703,780
	District Standard Reserve Level	5%
	Less: District's Reserve Standard amount	
	<b>Fund Balance that Requires a Statement of Reasons</b>	<b>\$1,703,780</b>

**Reasons for Assigned and Unassigned Ending Fund Balances Above the State Recommended Minimum Level**

<b>Form</b>	<b>Fund</b>	<b>2024-25 Budget Reasons</b>
01	General Fund/County School Service Fund	
	Petty Cash	\$ 1,000.00
	Economic Uncertainty	\$ 1,702,780.00

The district maintains reserve levels higher than the standard due to the fact that we receive funds twice a year and must rely on adequate reserves to manage cash flow for normal daily operations, unexpected purchases and unforeseen events. In addition Latrobe, a Community Funded district, must have a higher reserve to protect against the volatility of property tax fluctuations.

**Total of Substantiated Needs \$ 1,703,780.00**



# Multi-Year Projections



## 2025-26 Assumptions



- Property taxes are budgeted with a 6% increase.
- Budget includes the REAP Grant and Forest Reserve revenue.
- Budget includes one time revenue and expenses.
- EPA revenue is budgeted.
- Step and column is included.
- Staffing remains unchanged.
- STRS and PERS increase is estimated to be \$8,352.
- Increased unrestricted supplies by 4%.
- Increased unrestricted services by 3%.
- Transfer to fund 14-Deferred Maintenance for \$50,000.
- Transfer to fund 13-Cafeteria the amount of \$12,000.





# Revenue

	<u>2024-2025</u>			<u>2025-26</u>			Unrestricted Variance
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
<b>Revenue Detail</b>							
Community Funding	3,232,167		3,232,167	3,404,410		3,404,410	172,243
Federal Revenue	3,500	57,710	61,210	3,500	74,000	77,500	-
Other State Revenue	36,626	206,269	242,895	36,600	195,000	231,600	(26)
Other Local Revenue	56,925	115,245	172,170	50,000	108,000	158,000	(6,925)
<b>Total Revenue</b>	<b>3,329,218</b>	<b>379,224</b>	<b>3,708,442</b>	<b>3,494,510</b>	<b>377,000</b>	<b>3,871,510</b>	<b>165,292</b>

Community funding is estimated with a 6% increase.  
 Lowered local income by \$6,925 to stay conservative in estimates

# Expenses

	<u>2024-2025</u>			<u>2025-26</u>			Unrestricted Variance
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	
<b>Expenditure Detail</b>							
Certificated	1,049,963	138,415	1,188,378	1,071,491	131,632	1,203,123	21,528
Classified	353,205	110,612	463,817	359,705	125,680	485,385	6,500
Employee benefits	500,022	215,139	715,161	508,374	221,000	729,374	8,352
Books & Supplies	143,960	132,967	276,927	150,000	125,000	275,000	6,040
Service, Other Operating	453,240	368,210	821,450	465,000	370,000	835,000	11,760
Capital Outlay	-	37,689	37,689	-	-	-	-
Other Outgo	13,522	25,660	39,182	14,126	20,000	34,126	604
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,510,043</b>	<b>1,032,561</b>	<b>3,542,604</b>	<b>2,564,827</b>	<b>997,181</b>	<b>3,562,008</b>	<b>54,784</b>

Certificated and Classified increase is due to staff stepping.  
 Increased books and supplies by 4%.  
 Increased services by 2.5%.

# Other Financing Sources/Uses

	<u>2024-2025</u>			<u>2025-26</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Other Financing Sources/uses</b>							
Transfers Out	(59,340)		(59,340)	(62,000)		(62,000)	(2,660)
Contributions	(624,299)	624,299	-	(636,418)	636,418	-	(12,119)
<b>Total Other Sources/Uses</b>	<b>(683,639)</b>	624,299	59,340	<b>(698,418)</b>	636,418	62,000	(14,779)

Transfers Out are budgeted as follows:

\$50,000 to fund 14 as the annual transfer

\$12,000 to fund 13 (cafeteria) due to anticipated shortfall in food service.

Contribution increased by \$12,119 due to staff stepping.

	<b><u>2024-2025</u></b>			<b><u>2025-26</u></b>			
	<b>Unrestricted</b>	Restricted	Total	<b>Unrestricted</b>	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,232,167		3,232,167	3,404,410		3,404,410	172,243
Federal Revenue	3,500	57,710	61,210	3,500	74,000	77,500	-
Other State Revenue	36,626	206,269	242,895	36,600	195,000	231,600	(26)
Other Local Revenue	56,925	115,245	172,170	50,000	108,000	158,000	(6,925)
<b>Total Revenue</b>	<b>3,329,218</b>	<b>379,224</b>	<b>3,708,442</b>	<b>3,494,510</b>	<b>377,000</b>	<b>3,871,510</b>	<b>165,292</b>
<b>Expenditure Detail</b>							
Certificated	1,049,963	138,415	1,188,378	1,071,491	131,632	1,203,123	21,528
Classified	353,205	110,612	463,817	359,705	125,680	485,385	6,500
Employee benefits	500,022	215,139	715,161	508,374	221,000	729,374	8,352
Books & Supplies	143,960	132,967	276,927	150,000	125,000	275,000	6,040
Service, Other Operating	453,240	368,210	821,450	465,000	370,000	835,000	11,760
Capital Outlay	-	37,689	37,689	-	-	-	-
Other Outgo	13,522	25,660	39,182	14,126	20,000	34,126	604
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,510,043</b>	<b>1,032,561</b>	<b>3,542,604</b>	<b>2,564,827</b>	<b>997,181</b>	<b>3,562,008</b>	<b>54,784</b>
<b>Excess/(Deficiency)</b>	<b>819,175</b>	<b>(653,337)</b>	<b>165,838</b>	<b>929,683</b>	<b>(620,181)</b>	<b>309,502</b>	<b>110,508</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(59,340)		(59,340)	(62,000)		(62,000)	(2,660)
Contributions	(624,299)	624,299	-	(636,418)	636,418	-	(12,119)
<b>Total Other Sources/Uses</b>	<b>(683,639)</b>	<b>624,299</b>	<b>59,340</b>	<b>(698,418)</b>	<b>636,418</b>	<b>62,000</b>	<b>(14,779)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>135,536</b>	<b>(29,038)</b>	<b>106,498</b>	<b>231,265</b>	<b>16,237</b>	<b>247,502</b>	<b>95,729</b>
<b>Beginning Balance</b>	<b>1,568,244</b>	<b>324,310</b>	<b>1,892,554</b>	<b>1,703,780</b>	<b>295,272</b>	<b>1,999,052</b>	
<b>Ending Balance</b>	<b>1,703,780</b>	<b>295,272</b>	<b>1,999,052</b>	<b>1,935,045</b>	<b>311,509</b>	<b>2,246,554</b>	<b>231,265</b>



## 2026-27 Assumptions



- Property taxes are budgeted with a 6% increase.
- Budget includes the REAP Grant and Forest Reserve revenue.
- Budget includes one time revenue and expenses.
- EPA revenue is budgeted.
- Step and column is included.
- Staffing remains unchanged.
- STRS and PERS increase is estimated to be \$8,352.
- Increased unrestricted supplies by 4%.
- Increased unrestricted services by 3%.
- Transfer to fund 14-Deferred Maintenance for \$50,000.



# Revenue

	<u>2025-26</u>			<u>2026-2027</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,404,410		3,404,410	3,598,277		3,598,277	193,867
Federal Revenue	3,500	74,000	77,500	3,500	74,000	77,500	-
Other State Revenue	36,600	195,000	231,600	36,600	195,000	231,600	-
Other Local Revenue	50,000	108,000	158,000	50,000	108,000	158,000	-
<b>Total Revenue</b>	<b>3,494,510</b>	<b>377,000</b>	<b>3,871,510</b>	<b>3,688,377</b>	<b>377,000</b>	<b>4,065,377</b>	<b>193,867</b>

Community funding is estimated with a 6% increase.

# Expenses

Expenditure Detail	<u>2025-26</u>			<u>2026-2027</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
Certificated	1,071,491	131,632	1,203,123	1,080,764	131,632	1,212,396	9,273
Classified	359,705	125,680	485,385	365,205	125,680	490,885	5,500
Employee benefits	508,374	221,000	729,374	513,766	221,000	734,766	5,392
Books & Supplies	150,000	125,000	275,000	157,000	125,000	282,000	7,000
Service, Other Operating	465,000	370,000	835,000	475,000	370,000	845,000	10,000
Capital Outlay	-	-	-	-	-	-	-
Other Outgo	14,126	20,000	34,126	14,993	20,000	34,993	867
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,564,827</b>	<b>997,181</b>	<b>3,562,008</b>	<b>2,602,859</b>	<b>997,181</b>	<b>3,600,040</b>	<b>38,032</b>

Certificated and Classified increase is due to staff stepping.  
 Increased books and supplies by 4%.  
 Increased services by 2.5%.

# Other Financing Sources/Uses

	<u>2025-26</u>			<u>2026-2027</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Other Financing Sources/uses</b>							
Transfers Out	(62,000)		(62,000)	(64,000)		(64,000)	(2,000)
Contributions	(636,418)	636,418	-	(659,198)	659,198	-	(22,780)
<b>Total Other Sources/Uses</b>	<b>(698,418)</b>	636,418	62,000	<b>(723,198)</b>	659,198	64,000	<b>(24,780)</b>

Transfers Out are budgeted as follows:

\$50,000 to fund 14 as the annual transfer

\$14,000 to fund 13 (cafeteria) due to anticipated shortfall in food service.

Contribution increased by \$22,780 due to staff stepping.



	<u>2025-26</u>			<u>2026-2027</u>			
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted Variance
<b>Revenue Detail</b>							
Community Funding	3,404,410		3,404,410	3,598,277		3,598,277	193,867
Federal Revenue	3,500	74,000	77,500	3,500	74,000	77,500	-
Other State Revenue	36,600	195,000	231,600	36,600	195,000	231,600	-
Other Local Revenue	50,000	108,000	158,000	50,000	108,000	158,000	-
<b>Total Revenue</b>	<b>3,494,510</b>	<b>377,000</b>	<b>3,871,510</b>	<b>3,688,377</b>	<b>377,000</b>	<b>4,065,377</b>	<b>193,867</b>
<b>Expenditure Detail</b>							
Certificated	1,071,491	131,632	1,203,123	1,080,764	131,632	1,212,396	9,273
Classified	359,705	125,680	485,385	365,205	125,680	490,885	5,500
Employee benefits	508,374	221,000	729,374	513,766	221,000	734,766	5,392
Books & Supplies	150,000	125,000	275,000	157,000	125,000	282,000	7,000
Service, Other Operating	465,000	370,000	835,000	475,000	370,000	845,000	10,000
Capital Outlay	-	-	-	-	-	-	-
Other Outgo	14,126	20,000	34,126	14,993	20,000	34,993	867
Direct Support/Indirect	(3,869)	3,869	-	(3,869)	3,869	-	-
<b>Total Expenditures</b>	<b>2,564,827</b>	<b>997,181</b>	<b>3,562,008</b>	<b>2,602,859</b>	<b>997,181</b>	<b>3,600,040</b>	<b>38,032</b>
<b>Excess/(Deficiency)</b>	<b>929,683</b>	<b>(620,181)</b>	<b>309,502</b>	<b>1,085,518</b>	<b>(620,181)</b>	<b>465,337</b>	<b>155,835</b>
<b>Other Financing Sources/uses</b>							
Transfers Out	(62,000)		(62,000)	(64,000)		(64,000)	(2,000)
Contributions	(636,418)	636,418	-	(659,198)	659,198	-	(22,780)
<b>Total Other Sources/Uses</b>	<b>(698,418)</b>	<b>636,418</b>	<b>62,000</b>	<b>(723,198)</b>	<b>659,198</b>	<b>64,000</b>	<b>(24,780)</b>
<b>Net Inc/Dcr to Fund Balance</b>	<b>231,265</b>	<b>16,237</b>	<b>247,502</b>	<b>362,320</b>	<b>39,017</b>	<b>401,337</b>	<b>131,055</b>
<b>Beginning Balance</b>	<b>1,703,780</b>	<b>295,272</b>	<b>1,999,052</b>	<b>1,935,045</b>	<b>311,509</b>	<b>2,246,554</b>	
<b>Ending Balance</b>	<b>1,935,045</b>	<b>311,509</b>	<b>2,246,554</b>	<b>2,297,365</b>	<b>350,526</b>	<b>2,647,891</b>	<b>362,320</b>

# Estimated Ending Fund Balance

	<u>2024-2025</u>			<u>2025-26</u>			<u>2026-2027</u>		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>Total Revenue</b>	3,329,218	379,224	3,708,442	3,494,510	377,000	3,871,510	3,688,377	377,000	4,065,377
<b>Total Expenditures</b>	2,510,043	1,032,561	3,542,604	2,564,827	997,181	3,562,008	2,602,859	997,181	3,600,040
<b>Excess/(Deficiency)</b>	819,175	(653,337)	165,838	929,683	(620,181)	309,502	1,085,518	(620,181)	465,337
<b>Other Financing Sources/uses</b>									
Transfers Out	(59,340)		(59,340)	(62,000)		(62,000)	(64,000)		(64,000)
Contributions	(624,299)	624,299	-	(636,418)	636,418	-	(659,198)	659,198	-
<b>Total Other Sources/Uses</b>	(683,639)	624,299	59,340	(698,418)	636,418	62,000	(723,198)	659,198	64,000
<b>Net Inc/Dcr to Fund Balance</b>	<b>135,536</b>	(29,038)	106,498	<b>231,265</b>	16,237	247,502	<b>362,320</b>	39,017	401,337
<b>Beginning Balance</b>	1,568,244	324,310	1,892,554	1,703,780	295,272	1,999,052	1,935,045	311,509	2,246,554
<b>Ending Balance</b>	1,703,780	295,272	1,999,052	1,935,045	311,509	2,246,554	2,297,365	350,526	2,647,891
<b>Components of Ending Fund Balance</b>									
<b>Nonspendable</b>	1,000		1,000	1,000		1,000	1,000		1,000
<b>Restricted</b>		295,272	295,272		311,509	311,509		350,526	350,526
<b>Assigned</b>			-			-			-
<b>Economic Uncertainty</b>	1,702,780		1,702,780	1,934,045		1,934,045	2,296,364		2,296,364
<b>Total Fund 01</b>	1,703,780		1,999,052	1,935,045		2,246,554	2,297,364		2,647,890

EUR Fund 01 **48.88%**

EUR Fund 01 **55.26%**

EUR Fund 01 **64.94%**



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2024-25

Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Latrobe School District District CDS Code: 09

Name of County: El Dorado County CDS Code: 61911

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 5/21/2024 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2025.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Dave Scroggins</u>		<u>Superintendent/Principal</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>530-672-0463</u>	<u>530-677-0260</u>	<u>5/21/2024</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>7900 South Shingle Rd, Shingle Springs, CA 95682</u>		
<small>Mailing Address</small>		
<u>dscroggins@latrobeschool.com</u>		
<small>EMail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

T.D.

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_/\_\_\_/\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subject(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	1
Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization: _____	_____
Resource Specialist	1
Teacher Librarian Services	_____
Emergency Transitional Kindergarten (ETK)	_____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	2
Special Education	1
TOTAL	4

**Authorizations for Single Subject Limited Assignment Permits**

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	1
Business		Physical Education	1
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?

Yes  No

If no, explain. We don't have master teachers in those credential subjects

Does your agency participate in a Commission-approved college or university internship program?

Yes  No

If yes, how many interns do you expect to have this year? \_\_\_\_\_

If yes, list each college or university with which you participate in an internship program.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If no, explain why you do not participate in an internship program.

\_\_\_\_\_  
\_\_\_\_\_

April 15, 2024

Jared Meredith, School Board President  
Latrobe School District  
1120 Shadow Hawk Drive  
Shingle Springs, CA 95682

Dear Jared Meredith:

In compliance with the provisions of Education Code Section 42130 et seq., our office has completed its review of the 2023-24 Second Interim Budget adopted by the District Governing Board (Board) in March 2024. Per Education Code (EC) 42131, the Board certifies whether or not the District is able to meet its financial obligations for the remainder of the current fiscal year and two subsequent fiscal years.

The County Office is required to issue a letter to the Board by April 15, 2024 that indicates our agreement or disagreement with the Board's finding of *positive, qualified, or negative*. This office has reviewed the data submitted, including the criteria and standards for your district, and **concur with the positive certification** finding approved by the Board.

#### **Budget Overview**

On January 10, 2024, Governor Gavin Newsom released the proposed state budget for 2024-25. The Governor's Budget revealed that state tax collections for 2022-23, which were delayed to October and November 2023, were approximately \$43 billion lower than anticipated. As a result, the state has an estimated \$37.9 billion budget deficit. The budget addresses this deficit by reserve draw-downs, spending reductions, new revenue proposals, internal borrowing, funding delays, fund shifts, and deferrals. The governor does not propose significant reductions to education programs, but the proposed cost-of-living adjustment (COLA) is significantly less than in recent years.

The major transitional kindergarten through grade 12 funding provisions in the 2024-25 Governor's Budget are as follows:

- The funded COLA to the Local Control Funding Formula (LCFF), special education and several other categorical programs outside the LCFF is 0.76%.
- Transitional kindergarten eligibility is expanded to all four-year-olds who turn five from September 2 through June 2.
- The budget includes several proposals to address chronic absenteeism and lost instructional time.
- The budget projects that Proposition 28 (The Arts and Music in Schools Funding Guarantee and Accountability Act) funding will decrease slightly.

Although the Governor's Budget fully funds the estimated COLA and avoids cuts to ongoing education programs, LEAs should be aware of the estimated \$37.9 billion state budget deficit for the 2024-25 fiscal year. In addition, the Proposition 98 minimum guarantee is lower than previously estimated by a combined \$11 billion over 2022-23, 2023-24 and 2024-25, which the budget addresses through \$8 billion in accounting shifts from 2022-23 to future fiscal years and \$5.7 billion in Public School System Stabilization

Account withdrawals for 2023-24 and 2024-25. Furthermore, the Legislative Analyst's Office's revenue projections are approximately \$24 billion lower than the Governor's Budget. As a result, there is a risk of further state budget shortfalls that could result in cuts to education spending and/or withdrawals from the Public School System Stabilization Account.

Moreover, many LEAs continue to experience chronic student absences, long-term declining enrollment, and various cost pressures such as increased pension rates and energy costs. In addition, all remaining COVID-19 fiscal relief funding (e.g. Elementary and Secondary School Emergency Relief Fund and Expanded Learning Opportunities Grant) will expire on September 30, 2024. As a reminder, the Arts, Music and Instructional Materials Discretionary Block Grant and the Educator Effectiveness Block Grant expire on June 30, 2026, and the Learning Recovery Emergency Block Grant expires on June 30, 2028.

### **2023-24 through 2025-26 Second Interim Review**

The County Office has reviewed the data submitted, applying additional analysis as necessary. This review covers the 2023-24 Second Interim Budget, as well as projections for 2024-25 and 2025-26. Technical comments relative to the data submitted have been provided to your District's Chief Fiscal Officer. Please see below for items highlighted as part of this review:

**Local Control Funding (Property Taxes)** Under the Local Control Funding Formula (LCFF), basic aid or community funded districts receive most of their funding from local property taxes because local property taxes exceed the state's guaranteed per student funding amount (equal to a district's funding amount in 2012-13 when LCFF was initiated). Community-funded districts are allowed to retain their allotted property tax revenue, which keeps state contributions minimal.

In 2023-24 the District's property taxes increased approximately 8.1% compared to the prior year. The District's multiyear projection reflects assumptions that the District will remain in basic aid or community funded status in 2024-25 and 2025-26. Property tax projections are estimated to increase by an estimated 5.0% in 2024-25 and are greater than the projected LCFF targets.

**Deficit Spending** - The District's 2023-24 Second Interim Budget does not project deficit spending in the current year or in the multiyear projection. This means the District is not spending more than the current year income they are receiving.

As districts spend down their one-time federal and state funding, it is recommended that school districts analyze the economic impacts of the COVID-19 pandemic for their district and develop contingency plans to manage projected deficit spending. Transparent and robust conversations with your district's educational partners regarding these economic impacts are critical in the development of contingency plans that mitigate continued deficit spending.

**Employee Negotiations and Staffing Costs** – The 2023-24 Second Interim Budget reflects the status of negotiations for Certificated as settled and for Classified as settled.

Since the inception of LCFF in 2013-14, local educational agencies in California have experienced increased costs and pressures to keep pace with the rising CalSTRS and CalPERS employer pension rates. Over the last ten years, employer pension rates increased by 10.85% for CalSTRS and 15.24% for CalPERS. Although the 2023-24 enacted state budget did not provide any funding relief for the employer pension increased costs pressures on school districts, CalPERS rates continue to rise while CalSTRS rates are projected to remain flat. While the employer pension rates may be flat or slightly increase, districts may still see increased employer costs due to annual step and column increase adjustments for employees and potential increases in negotiated ongoing salary schedules. The District's multiyear includes both the




CalSTRS and CalPERS employer rate increases, which are estimated at \$37,000 in 2024-25 and \$10,000 in 2025-26.

The District's current year and multiyear include the following CalSTRS and CalPERS employer rate percentages listed in the table below.

						Projected*	
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Employer Rate	17.10%	16.15%	16.92%	19.10%	19.10%	19.10%	19.10%
Increase from Prior Year	0.820%	-0.950%	0.770%	2.180%	0.000%	0.000%	0.000%

\*Starting in 2021-22, employer rate set by CalSTRS board

						Projected*	
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Employer Rate	19.72%	20.70%	22.91%	25.37%	26.68%	27.80%	28.50%
Increase from Prior Year	1.661%	0.979%	2.210%	2.460%	1.310%	1.120%	0.700%

**Reserve Levels/Ending Fund Balance** - As of the Second Interim Budget, the District has an economic uncertainty reserve of 47.60% or \$1,708,000 for 2023-24. The state required minimum economic uncertainty reserve level for the District is 5.00%. We recognize the District maintains additional reserves beyond the required minimum.

The District's multiyear projection indicates sufficient amounts to meet the minimum reserve requirements, provided restricted reductions of (\$38,000) in on-going cuts for 2024-25 are fully implemented. The magnitude of these amounts represents necessary spending reductions of (1.00%) across two years, given the current level of projected revenues.

County offices continue to reinforce the need for reserves more than the state minimum reserve. The required reserves represent only a few weeks of payroll for most districts. Government Finance Officers Association and Moody's recommend that districts maintain reserves of at least the cost of two months of operating expenses or approximately 17% of total expenditures. To help quantify this percentage, the average cost of one month payroll (which is typically at least 85% of a district's monthly expense) for the District is approximately \$160,000. This would mean the District should have over \$320,000 in reserves to meet this recommendation.

Prudent reserves afford a district and their governing board time to thoughtfully identify and implement budget adjustments over time. Inadequate reserves force districts to react quickly, often causing significant disruption to student programs and employees.

**Cash Flow** - The general fund cash flow submitted with the 2023-24 Second Interim Budget projects that the District will end the budget year with a positive cash balance.

**Summary Statement**

We appreciate the efforts of the Board and District Administration as they strive to develop and maintain balanced budgets. The need for the District to continue their open communication and efforts to keep all educational partners informed about the District's financial planning has never been greater. We recommend the Board and District Administration continue the development of their District budget stabilization plan to ensure long-term fiscal health in this volatile economic climate.

We look forward to our continued partnership as we work together to support continued student achievement throughout El Dorado County. Please do not hesitate to contact our office if we can be of assistance or support.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Manansala", with a long horizontal line extending to the right.

Dr. Ed Manansala, County Superintendent of Schools  
El Dorado County Office of Education

cc: Dave Scroggins, District Superintendent  
Jennifer Fusano, District Chief Business Officer  
Wendy Frederickson, EDCOE Deputy Superintendent, Administrative Services  
Kayla Wasley, EDCOE Director, External Business Services