# Attachment 1: Summary of Required and Proposed Revisions to the Local Control and Accountability Plan and Annual Update Template and Instructions and Requirements for the Supplement to the Annual Update to the 2021–22 Local Control and Accountability Plan

Senate Bill 98 and Assembly Bill 130 amended California Education Code (EC) Section 52064 to require specific revisions of the Local Control and Accountability Plan and Annual Update (LCAP) template and instructions. Additionally, Section 124 of AB 130 requires the State Board of Education (SBE) to adopt a one-time supplement template to the Annual Update to the 2021–22 LCAP (Supplement) on or before November 30, 2021. This attachment provides specifics for each of the revisions that are required by SB 98 and AB 130, the revision being proposed by the California Department of Education (CDE) to remove barriers to engagement, and the required Supplement template and instructions.

## Requirement to Include Specific Goals in the LCAP

*EC* Section 52064(e)(5) and (e)(6) require the instructions for the LCAP template be revised to include requirements for local educational agencies (LEAs) that meet certain performance criteria within the California School Dashboard (Dashboard) to include specific goals within their LCAPs.

* *EC* Section 52064(e)(5) requires an LEA that meet the criteria to receive technical assistance pursuant to Section 47607, 47607.2, 52071, or 52071.5, as applicable, based on the performance of the same student group or groups for three or more consecutive years must include a goal in the LCAP focused on improving the performance of that student group or groups.
* *EC* Section 52064(e)(6) requires that a school district or county office of education (COE) with two or more schools, that for two consecutive years, has a school that has received the two lowest performance levels on all but one of the state indicators for which the school receives performance levels on the Dashboard and the performance of the school district or COE for the “All Students” student group on the Dashboard is at least one performance level higher on all of those indicators, must include a goal in the LCAP focused on addressing the disparities in performance at the applicable school or schools compared to the performance of the school district or COE as a whole.

The legislative intent of these requirements is two-fold: first, to ensure that LEAs are addressing the needs of constantly low-performing student groups, and second, to ensure that higher performing LEAs are addressing the needs of low-performing schools within the LEA. The proposed instructions for these requirements can be found on pages 20-21 of Attachment 3.

## Required Revisions to the LCAP Summary Tables

EC Section 52064(b)(6)(B) requires that the summary table listing and describing all the specific actions and budgeted expenditures that contribute to the demonstration of how the LEA will increase or improve services for students who are low-income, English learners and/or foster youth in proportion to the increase in funds apportioned on the basis of the number and concentration of those students be revised to include:

* A demonstration that the full proportionality obligation referenced in *EC* Section 42238.07(a)(1) is being met annually through the listed actions and services; and
* Each action’s quantitative contribution toward the proportionality obligation as expenditures or its qualitative contribution as a percentage of increased or improved services for unduplicated pupils over and above the level of services provided to all pupils, consistent with the regulations adopted by the SBE pursuant to Section 42238.07.

The legislative intent of these requirements is to ensure an LEA is meeting its full proportionality obligation to increase or improve services for students who are low-income, English learners, and/or foster youth over and above the level of services provided to all pupils, consistent with the regulations adopted by the SBE pursuant to *EC* Section 42238.07. Within the current LCAP template, the summary tables are labelled “Expenditure Tables.” As part of this revision, the tables in the LCAP will be re-labelled as “Summary Tables” to align the titles of the tables with statute. The proposed revisions related to this requirement can be found on the page 12 of Attachment 3 and the instructions for this requirement can be found on page 30 of the same Attachment.

## Required Revisions to the LCAP Template

*EC* Section 52064(b)(8) requires the LCAP Template be revised to include the following:

* A calculation of the total difference between the total budgeted expenditures of planned actions reported in the contributing summary table of the LCAP and the total estimated actual expenditures for those actions reported in the annual update summary table reported in the LCAP.
* If the total budgeted expenditures of planned actions reported in the contributing summary table of the LCAP is less than the estimated amount of funds apportioned to the LEA on the basis of the number and concentration of its unduplicated pupils, the LEA must provide a determination of the total percentage point difference, if any, between the total planned quality improvements based on the planned specific actions reported in the contributing summary table of the LCAP and the total actual quality improvements for those actions reported in the annual update summary table reported in the LCAP.
* A description of the specific actions and related expenditures to be implemented using any unused portion of the increase in funds apportioned on the basis of the number and concentration of unduplicated pupils from the prior year, including a demonstration that the planned uses of those funds satisfy the requirements for specific actions to be considered as contributing toward meeting the increased or improved services requirement, as applicable to the LEA. This proposed revision can be found on page 6 of Attachment 3; instructions related to the proposed revision can be found on pages 27-28 of the same Attachment.

The intent of these changes is to ensure that LEAs are demonstrating how their full proportional obligation to increase or improve services for unduplicated pupils over and above the level of services provided to all pupils is being met annually and, for LEAs that have not met their full proportionality obligation, to ensure that they fulfill the remainder of their proportional obligation in the coming LCAP year. The required demonstration of how any unused portion of the increase in funds apportioned on the basis of the number and concentration of unduplicated pupils from the prior LCAP year will be met in the coming LCAP year must be provided in addition to the LEA’s required demonstration of how it intends to meet its proportional obligation to increase or improve services for unduplicated pupils over and above the level of services provided to all pupils for the coming LCAP year. To address these requirements the CDE is proposing the following:

* That the contributing summary table be revised to provide each action’s quantitative contribution toward the proportional obligation as an expenditure and/or its qualitative contribution toward the proportional obligation as a percentage of increased or improved services for unduplicated pupils. This proposed revision can be found on page 10 of Attachment 3; instructions related to the proposed revision can be found on page 30 of the same Attachment.
* That a contributing actions annual update summary table be added to the LCAP summary tables that demonstrate the difference between the total budgeted expenditures and/or total quality improvements on planned actions included in the LCAP that contribute to increased or improved services for unduplicated pupils and the total estimated expenditures and/or the total actual quality improvements reported by the LEA. The contributing actions annual update summary table will identify any unused portion of the increase in funds apportioned on the basis of the number and concentration of unduplicated pupils in the LEA, as required by *EC* Section 42238.07(d). This proposed revision can be found on page 12 of Attachment 3; instructions related to the proposed revision can be found on page 30 of the same Attachment.

This approach necessitates revisions to the data entry table within the LCAP Summary Tables and to the instructions for the data entry table. These proposed revisions can be found on page 8 of Attachment 3; instructions related to the proposed revision can be found on pages 28-30 of the same Attachment.

Additionally, *EC* Section 52064(b)(11) requires the LCAP template be revised to include, for LEAs that receive concentration grant add-on funding pursuant to Section 42238.02, a demonstration that the additional funding received as a result of the increased concentration grant add-on percent will be used to increase the number of credentialed staff, classified staff, or both of those, that provide direct services to pupils, including custodial staff, on school campuses with greater than 55-percent unduplicated pupil enrollment in the prior year as compared to the staff-to-pupil ratios at schools within the LEA with an unduplicated pupil enrollment in the prior year of 55 percent or less, if any.

The intent of this requirement is to ensure that an LEA receiving the increased concentration grant add-on is providing a clear demonstration of how it is using the additional funding to increase the number of staff providing direct services to students at schools within the LEA that have an enrollment of students who are low-income, English learners and/or foster youth that is in excess of 55 percent, as required. The proposed prompt for this requirement can be found on page 7 of Attachment 3; instructions related to the proposed revision can be found on page 28 of the same Attachment.

## One-Time Supplement Template to the Annual Update to the 2021–22 LCAP

Subsection (a) of Section 124 of AB 130 requires the SBE to adopt a one-time Supplement on or before November 30, 2021. Subsection (e)(1) of Section 124 of AB 130 requires LEAs to use the Supplement to present an update on the Annual Update to the 2021–22 LCAP and Budget Overview for Parents on or before February 28, 2022, at a regularly scheduled meeting of the governing board or body of the LEA.

The Budget Act of 2021 included a significant increase in LCFF funds for LEAs, including an additional concentration grant add-on for applicable LEAs and one-time state and federal funding to assist LEAs in recovering from the COVID-19 pandemic and to address the impacts of distance learning on students. The Supplement is intended to provide local governing boards or bodies, parents, and other educational stakeholders with an update related to how the LEA is using funds received through the 2021 Budget Act and federal Elementary and Secondary School Emergency Relief (ESSER) funds are being used consistent with applicable plans and aligned with the LEA’s 2021–22 LCAP, as well as how the LEA’s community members were engaged on the use of these funds, as applicable. The Supplement is required to include all of the following:

* A description of how and when the LEA’s stakeholders were engaged on the use of funds provided in the Budget Act of 2021 that were not included in its LCAP adopted on or before July 1, 2021.
* A description of how the additional concentration grant add-on was used by the LEA to increase the number of certificated staff and/or classified staff who provide direct services to pupils on school campuses, or the location of the actions related to these funds in its 2021–22 LCAP.
* A description of how and when the LEA’s stakeholders were engaged on the use of one-time federal funds intended to support recovery from the COVID-19 pandemic and the impacts of distance learning on students.
* An update on the implementation of the federal American Rescue Plan Act of 2021 and federal ESSER III expenditure plan, including successes and challenges.
* A description of how the 2021–22 school year fiscal resources are being used consistent with the applicable plans and aligned with the LEA’s 2021–22 LCAP.

The proposed draft of the Supplement template and instructions is provided as Attachment 4.

## Replacing the term “Stakeholder” throughout the LCAP Template and Instructions

As previously noted, the CDE has received feedback from some Native American communities that they find the use of the term “stakeholder” offensive, as it connotates the practice of “staking a claim” to land. As such, use of the term “stakeholder” in the LCAP template and instructions has created a barrier to engagement for some Native American communities. To remove this barrier, the CDE is recommending that, throughout the LCAP template and instructions, the term “stakeholder” be replaced with a like term that encompasses the stakeholder groups that LEAs are required to engage with in developing the LCAP, pursuant to *EC* sections 52060(g), 52066(g), and 47606.5.

Based on feedback received from the LCAP advisory group, the CDE is not currently proposing terminology to be used in place of “stakeholder” throughout the LCAP template and instructions. Rather, the CDE is soliciting recommendations related to the terminology to be used. To date, suggested terms include “educational and community partners” and “internal and external community members”. The CDE will continue to solicit and collect statewide feedback related to proposed terminology prior to providing a recommendation to the SBE at its November 2021 meeting.