California Department of Education

Executive Office

SBE-002 (REV. 11/2017)

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# MEMORANDUM

**DATE:** August 15, 2023

**TO:** MEMBERS, California Practitioners Advisory Group

**FROM:** STAFF, California Department of Education

**SUBJECT:** Local Control and Accountability Plan Revisions as Required by Senate Bill 114.

## Summary of Key Issues

The Local Control and Accountability Plan (LCAP) is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. Since the adoption of the first LCAP in 2014, California has worked to continuously improve the LCAP template, instructions, and trainings based on learnings from implementation and educational partner feedback. Improvements that have been made to the LCAP include the addition of the annual update, a move to a three-year template, and most recently the addition of summary tables displayed in a database format. Over the past year, the administration and legislature have made additional changes through Senate Bill 114 which amended California *Education Code* (*EC*) Section 52064 to require additional revisions of the LCAP and Annual Update template and instructions. The proposed revisions to the LCAP template and instructions will be in effect beginning with the 2024–25 LCAP year. Please see Attachments 1 and 3 for more information related to the LCAP template revisions.

The statutory deadline for adoption of the revised LCAP template and instructions is January 2024. The California Department of Education (CDE) is bringing this item to the State Board of Education (SBE) at its September 2023 meeting to receive feedback on the draft LCAP template and instructions before bringing the request for adoption of the new LCAP template by the SBE at its November 2023 meeting. This timeline affords LEAs and educational partners with more time to become familiar with the new requirements as well as ensure the CDE can provide timely and comprehensive guidance and support related to these new requirements.

Consistent with the statutory requirements, the prototypes themselves do not include technical terminology or detailed prompts. The instructions for the LCAP include more technical directions and guidance for completing the LCAP. CDE staff will revise the templates and instructions based on SBE feedback and the revised draft templates and instructions will then be provided for additional educational partner feedback. Educational partner feedback will be documented, analyzed, and used to inform CDE staff recommendation that the SBE approve the final LCAP template and instructions at the November 2023 SBE meeting.

### **Summary of Requirements**

SB 114 added the following requirements to *EC* Section 52064 related to the LCAP:

* Clarifies that the process of developing and annually updating the LCAP must support LEAs in comprehensive strategic planning, accountability, and improvement across the state priorities, particularly to address and reduce disparities in opportunities and outcomes between pupil groups indicated by the California School Dashboard (Dashboard), and any locally identified priorities through meaningful engagement with local educational partners.
* Specifies that for each action identified as contributing towards the requirement to increase or improve services for unduplicated students and being provided on an LEA-wide basis, an LEA must identify one or more metrics to monitor the effectiveness of the action and its budgeted expenditures.

SB 114amended *EC* Section 52064 to require the following revisions to the LCAP template:

* To include a requirement that, in addition to describing the actions that an LEA will take to achieve the goals articulated in the LCAP, an LEA eligible for technical assistance pursuant to *EC* sections 47607.3, 52071, 52071.5, 52072, or 52072.5 must include specific actions within the LCAP that address the work underway as part of technical assistance.
* To include clarification that long-term English learners are included as part of an LEA’s unduplicated pupils, specifically as part of the English Learner student group, as defined in *EC* Section 42238.02.
* To include a requirement that, in addition to assessing the effectiveness of actions when reviewing the progress that actions have made towards a goal, LEAs must also assess the lack of effectiveness of actions.
* To include a requirement that LEAs eligible for technical assistance pursuant to *EC* sections 47607.3, 52071, 52071.5, 52072, or 52072.5 must include a summary of the work underway as part of receiving technical assistance.
* To include a requirement that LEAs with schools that generate LCFF Equity Multiplier funding must include a summary of how they consulted with educational partners at schools generating LCFF Equity Multiplier funds in the development of the LCAP.

SB 114 further amended *EC* Section 52064 to require the following revisions to the instructions for the LCAP template:

* To add the requirement that LEAs must consider their performance on the state and local indicators that are included in the Dashboard in determining whether and how to prioritize the goals, specific actions, and related expenditures included within the LCAP.
* To add the requirement that LEAs that have a numerically significant English learner student subgroup and/or a numerically significant long-term English learner subgroup must include specific actions in the LCAP related to, at a minimum, the language acquisition programs, as defined in Section 306, provided to pupils and professional development activities specific to English learners and/or long-term English learners.
* To add the requirement that LEAs that meet certain performance criteria on the Dashboard must include specific actions in the LCAP to address the needs of identified school and/or student group, as applicable.
* To add the requirement that LEAs receiving LCFF Equity Multiplier funding must include one or more focus goals for each school generating funding. These goals must address all student groups that have the lowest performance level on one or more state indicators on the Dashboard and any underlying issues in the credentialing, subject matter preparation, and retention of the school’s educators, if applicable.
* To add the requirement that LEAs must change actions that have not proven effective over a three-year period.
* To remove the requirement for LEAs that meet certain criteria on the Dashboard to add one or more required goals to the LCAP.

In addition to changes required by SB 114, the CDE is proposing the following revisions to the LCAP template and instructions:

* Removing prompts that are not explicitly required by statute from the LCAP template in response to direction provided by the SBE at its November 2021 meeting for the CDE to identify ways to reduce the length of the LCAP.
* Moving the location of the Goal Analysis prompts within the LCAP Template.
* Revising the LCAP Action Tables to consolidate the Data Entry Table and the Total Expenditures Table into a single table.
* Revising the formatting of certain instructions for ease of reading and to enable readers to understand the instructions more clearly.
* Revising certain wording within the template and instructions to provide additional clarification.

Attachment 1 provides a detailed summary of these required and proposed revisions to the LCAP template and instructions.

### Attachment(s)

* Attachment 1: Summary of Required and Proposed Revisions to the Local Control and Accountability Plan and Annual Update Template (4 pages)
* Attachment 2: Current Local Control and Accountability Plan and Annual Update Template and Instructions (41 pages)
* Attachment 3: Proposed Revisions to the Local Control and Accountability Plan and Annual Update Template and Instructions – Track Changes (49 pages)
* Attachment 4: Proposed Revisions to the Local Control and Accountability Plan and Annual Update Template and Instructions – No Markup (43 pages)