



California Partnership Academies – CPA 101

**Education Code
54690 – 54697**

**SB 44 (9/28/93)
AB 1009 (8/31/01)**



Jigsaw Instructions



JACK O'CONNELL
State Superintendent
of Public Instruction

Reader 1: *EC* 54690. (a)

Reader 2: *EC* 54690. (d) (1) – (4) and
EC 54691. (d) (1) – (2)

Reader 3: *EC* 54695. (a) – (c)

Reader 4: *EC* 54692. (e) (1) – (3)

Reader 5: *EC* 54692. (d) and (f)

Reader 6: *EC* 54692. (e) (4) – (6)

Reader 7: *EC* 54692. (a) – (c)

Read: Assign *EC* sections to team members, making sure that all sections are covered

Team Dialogue:

- What does each section say - in your own words
- Implications for model implementation at your site

Group Dialogue – Q and A



JACK O'CONNELL
State Superintendent
of Public Instruction

Academic & Career Program

- *Education Code 54690.* (a) The Legislature hereby finds and declares that the partnership academies program has proven to be a highly effective state-school-private sector partnership, providing combined *academic and occupational training* to high school students who present a high risk of dropping out of school, and motivating those students to stay in school and graduate.



JACK O'CONNELL
State Superintendent
of Public Instruction

“At Risk” Criteria

- *EC 54690.* (d) For purposes of this article, "at-risk" students means students enrolled in high school who are at risk of dropping out of school, as indicated by at least three of the following criteria:
 - (1) Past record of irregular attendance.
 - (2) Past record of underachievement in which the student is at least one year behind the coursework for the respective grade level.
 - (3) Past record of low motivation or a disinterest in the regular school program.
 - (4) Disadvantaged economically.

Additional “At-Risk” Criteria



JACK O'CONNELL
State Superintendent
of Public Instruction

- *EC 54691. (d) (1)* A school district operating an academy that is unable to enroll enough at-risk students, as defined in Section 54690, to constitute one-half of the participating students may enroll non-at-risk students that meet any of the following criteria:
 - (A) Scoring in the 40th percentile or below in mathematics or English language arts on the standardized test administered pursuant to Article 4 (commencing with Section 60640) of Chapter 5 of Part 33.
 - (B) Maintaining a grade point average of 2.2 or below, or the equivalent of a C-.
 - (C) Meeting any three of the four criteria set forth in subdivision (d) of Section 54690.
- (2) Non-at-risk students enrolled pursuant to paragraph (1) may not exceed one-half of the students enrolled in an academy.



JACK O'CONNELL
State Superintendent
of Public Instruction

50% At-Risk Enrollment Requirement for Incoming Grade 10 Students

Student meets at least 3 of the following

- (1) past record of irregular attendance;
- (2) past record of underachievement in which the student is at least one year behind the coursework for the respective grade level;
- (3) past record of low motivation or a disinterest in the regular school program;
- (4) disadvantaged economically;

Or 1 of the following

- (5) scoring in the 40th percentile or below (below basic, or far below basic) in mathematics or English-language arts on the California standards tests; and/or
- (6) maintaining a grade point average of 2.2 or below, or the equivalent of a C-.



JACK O'CONNELL
State Superintendent
of Public Instruction

Student Recruitment

- 54695. (a) The ninth grade teachers and counselors in schools maintained by school districts approved to operate academies pursuant to this article shall identify students eligible to participate in an academy.
- (b) Teachers and counselors in schools maintained by school districts approved to operate academies pursuant to this article, business representatives, and academy students of academies that are operating in the area shall be encouraged to make presentations to prospective students and their parents.
- (c) The staff of each academy shall select students from among those who have expressed an interest in the academy and whose parents or guardians have approved the student's participation.



JACK O'CONNELL
State Superintendent
of Public Instruction

Student Selection

- Students voluntarily apply,
- Are recommended by teachers and counselors, and
- Are selected on the basis of need, interest, and parent approval.
- About 60-80 students are typically selected for entry each year, enough to comprise two sections of a sophomore class.
- At least 50% of students selected for entry must meet at-risk criteria as defined in Ed Code



JACK O'CONNELL
State Superintendent
of Public Instruction

Required Classes

EC 54692. (e) Assurance that each academy student will be provided with the following:

- (1) Instruction in at least three academic subjects each regular school term that prepares the student for a regular high school diploma.
- These subjects should contribute to an understanding of the occupational field of the academy.
- (2) A "laboratory class" related to the academy's occupational field.
- (3) A class schedule that limits the attendance to the classes required in paragraphs (1) and (2) to pupils of the academy.
- Whenever possible, these classes should be block scheduled in a cluster to provide flexibility to academy teachers.
- During the 12th grade the number of academic classes may vary.

Typical CPA Schedule



JACK O'CONNELL
State Superintendent
of Public Instruction

Grade →	Grade 10	Grade 11	Grade 12
Course ↓	Classes limited to Academy Students		
Academic	English	English	English
Academic	World History	U.S. History	Gov't./ Econ.
Academic	Science or Math	Science or Math	
Career Technical	Explore: Career Pathway Options	Prepare: Skills & knowledge	Experience: ROP, Internship, College
Curricular Integration	Academic & CTE Connections / Interdisciplinary Projects		



JACK O'CONNELL
State Superintendent
of Public Instruction

Integrated Curriculum

The integration of an academic and career technical curriculum, aligned with the academic and career technical education standards, is a key ingredient.

- Project Based Curriculum
- Integration of academic and CTE applications
- Problem Based Curriculum



JACK O'CONNELL
State Superintendent
of Public Instruction

Program Structure, Teaching Team, Class Makeup, Advisory

- *EC 54692.* (d) An assurance that each academy will be established as a "school within a school."
- Academy teachers shall work as a team in planning, teaching, and troubleshooting program activities.
- Classes in the academy program shall be limited to academy students as specified in subdivision (d).
- Each participating district shall establish an advisory committee consisting of individuals involved in academy operations, including school district and school administrators, lead teachers, and representatives of the private sector.



JACK O'CONNELL
State Superintendent
of Public Instruction

Common Planning Period for Teachers in the Academy

- *Education Code 54692. (f)* Assurance that academy teachers have a common planning period to interchange student and educational information. Whenever practical, the planning period should be in addition to the normal planning period for full-time teachers and be supported as a part of the district's matching funds.



JACK O'CONNELL
State Superintendent
of Public Instruction

Teaching Team

Teachers request to participate in the program, based on

- An interest in the career theme of the Academy,
- An interest in working with a team of teachers in a collegial atmosphere.



JACK O'CONNELL
State Superintendent
of Public Instruction

Common Planning Time

- Teachers are required to have a common planning period to meet regularly to:
 - plan the program activities and curriculum;
 - coordinate with business representatives;
 - meet with parents; and
 - assess student and program progress.



JACK O'CONNELL
State Superintendent
of Public Instruction

Mentors, Internships, Motivational Activities

Education Code 54692. (e)

- (4) A mentor from the business community during the pupil's 11th grade year.
- (5) An internship or paid job related to the academy's occupational field or work experience to improve employment skills, during the summer following the 11th grade. A student that must attend summer school for purposes of completing graduation requirements is exempt from this paragraph.
- (6) Additional motivational activities with private sector involvement to encourage academic and occupational preparation.



JACK O'CONNELL
State Superintendent
of Public Instruction

Mentorships

In the eleventh grade, Academy students are matched with mentors.

Mentors are usually employees of participating businesses who volunteer to be a "career-related and/or caring adult" in the student's life.



JACK O'CONNELL
State Superintendent
of Public Instruction

Internships

- Internships typically occur during the summer following the junior year or during the senior year.
- Students apply for these positions as they would in the open market.
- Focus is on understanding of the career field from a participant point of view
- May be paid or unpaid



JACK O'CONNELL
State Superintendent
of Public Instruction

Examples of Motivational Activities

- Speakers and Field Trips
- Career Technical Student Organizations
- Career Related Competitions
- Social Events used to promote Leadership Skills Development
- Community Service
- Awards & Recognition



JACK O'CONNELL
State Superintendent
of Public Instruction

Required Match and Use of Funds

- *Education Code 54692.* In order to be eligible to receive funding pursuant to this article, a district shall provide all of the following:
 - (a) An amount equal to a 100 percent match of all funds received pursuant to this article in the form of direct and in-kind support provided by the district.
 - (b) An amount equal to a 100 percent match of all funds received pursuant to this article in the form of direct and in-kind support provided by participating companies or other private sector organizations.
 - (c) An assurance that state funds provided by the partnership academies program shall be used only for the development, operation, and support of partnership academies.



JACK O'CONNELL
State Superintendent
of Public Instruction

Examples of District Match

- Smaller class size
- Extra preps for Academy Coordinator and teachers
- Release time for curriculum development, program planning, team building
- Assignment of a counselor to CPA with smaller counselor-to-student ratio than other counselors
- Transportation for field trips, to post-secondary classes, to internships and job shadowing locations
- Administrative time applied to supporting/ coordinating the Academy
- Substitute costs to support program activities
- Equipment purchased for the academy
- Instructional & clerical assistants
- Academy office space

Examples of Business Match



JACK O'CONNELL
State Superintendent
of Public Instruction

- Serve on an Advisory Committee
- Help develop career technical curriculum
- Provide speakers for Academy classes
- Host field trips giving a perspective of workplace
- Provide mentors who serve as career-related role models and personal points of contact
- Provide job shadowing, internship, and other work experience opportunities
- Provide student scholarships
- Provide equipment and technology
- Offer externships for academy staff
- Provide additional funds for academy
- Sponsor students to Career Technical Student Organization (CTSO) events

(Average valuation per hour is \$75/Hour)



JACK O'CONNELL
State Superintendent
of Public Instruction

Resources

- California Department of Education CPA Web page
www.cde.ca.gov/ci/gs/hs/cpagen.asp
- California *Education Code*:
<http://www.cde.ca.gov/re/lr/cl/>
- Career Academy Support Network: casn.berkeley.edu (Outside Source)



CPA 101

Fiscal Reporting



CALIFORNIA DEPARTMENT OF EDUCATION
Jack O'Connell, State Superintendent of Public Instruction



JACK O'CONNELL
State Superintendent
of Public Instruction

LETTER OF INTENT PACKET

Packet Includes:

1. Information letter to the field
2. California *Education Code (EC)* sections 54690-54697
3. Letter of Intent (LOI) to continue funding (sample)
4. Budget Form
 - Budget Narrative (sample)
5. Annual Timeline



JACK O'CONNELL
State Superintendent
of Public Instruction

LETTER OF INTENT

“Do’s”

- Read the Letter of Intent (LOI)
- Know the requirements of the CPA model
- Make sure the superintendent and principal know the requirements
- Use the correct LOI “sample” form
- Important to include the Academy enrollment number



JACK O'CONNELL
State Superintendent
of Public Instruction

BUDGET FORM

Budget Classification Number	Budget Classification Description	CPA Grant Funds	District Match (100% required)	Bus. Partner Match (100% required)
1000	Certificated Personnel Salaries (Dist.) or Partner Time (Bus.)			
2000	Classified Personnel Salaries			
3000	Employee Benefits			
4000	Books and Supplies			
5000	Services and Other Operating Expenses/ Travel and Conferences			
6000 *Indirect charge does not apply	Capital Outlay			
7000	Indirect Rate (CDE indirect approved rates apply; J-380)			
Grand Totals:		\$0	\$0	\$0

Required Signatures:

Prepared by (please print): _____ Signature: _____ Date: ___/___/___

Principal Name: _____ Signature: _____ Date: ___/___/___

Dist. Bus. Manager: _____ Signature: _____ Date: ___/___/___

CDE Approval Name (CDE Use Only): _____ Signature: _____ Date: ___/___/___

BUDGET NARRATIVE



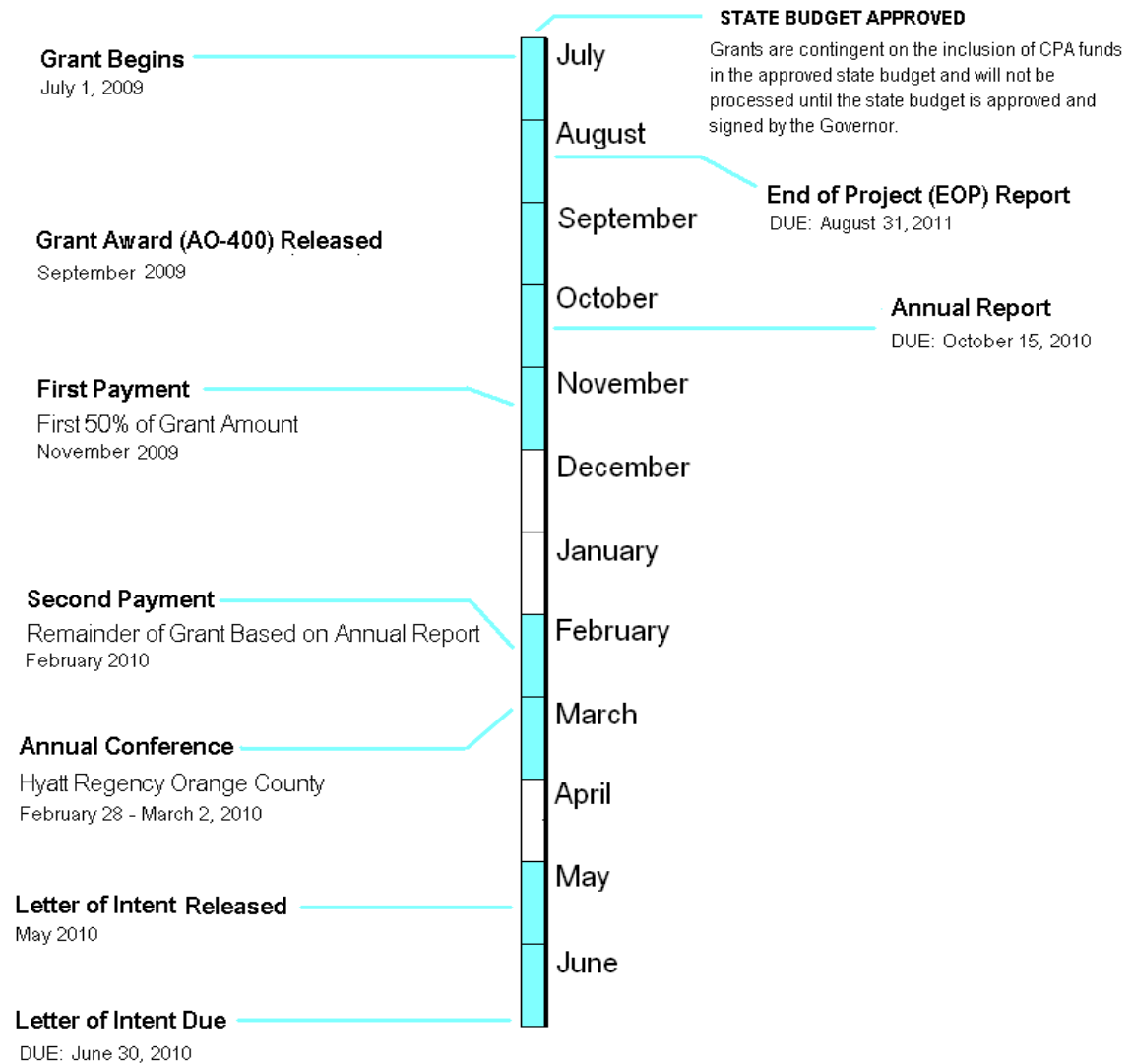
JACK O'CONNELL
State Superintendent
of Public Instruction

CPA BUDGET NARRATIVE— SAMPLE ONLY NAME OF HIGH SCHOOL, ACADEMY NAME 2009-10 BUDGET NARRATIVE			
The descriptions and line items may or may not apply to your specific CPA program; these are examples only.			
Object Code	CPA GRANT FUNDS NARRATIVE	DISTRICT MATCH NARRATIVE	BUSINESS MATCH NARRATIVE
1000	\$10,000 = 1/6 coordinator time to plan, coordinate, and oversee academy components and activities \$4,000 = Extra time for curriculum development/ substitute time	\$28,285 = Class size reduction costs \$2,640 = Sub Planning \$4,000 = 8 days site administration support \$4,000 = After school Tutoring Program	\$4,775 = Advisory committee meetings \$20,000 = Classroom speakers \$11,000 = Mentor coordination \$18,000 = Partners' time in job shadowing coordination/ activities
2000	\$3,300 Part-time secretary: 20 weeks for general support		
3000	Certificated Benefits (approx.): Certificated time @25% = \$3,500 Classified Benefits: Part-time secretary @ 8% = \$825.	\$8,750 = 25 % benefits for above costs	
4000	\$9,750 = Anatomical models for Health studies; DNA lab and teaching activity lab \$5,000 = 2 laptops @ \$1,250; 1 laser printer @ \$2,500 \$1,082 = Health supplies: blood pressure cups	\$6,500 = Supplemental textbooks for the health class and health-oriented literature books for English \$4,000 = Computer software earmarked for academy \$1,000 = award certificates/pins \$3,500 = Printing costs for marketing material, i.e. brochures/presentations and parent correspondence	\$1,750 = Uniform shirts \$1,750 = Academy promotional items, such as cups, pens, health-related items, and plaques \$6,000 = Donated computers/software \$5,500 = Donated Bio Rhythm machine
5000	Travel & Conf.: \$ 550 = Site Coordinator to attend HS Regional Support Workshop \$3,500 = 3 academy staff to attend annual conference, March \$10,755 = Field Trips for: 10 th - [trips w/location/description] 11 th - [trips w/location/description]* 12 th - [trips w/location/description] Subcontract Info: \$5,000 = 2 trainers to provide 15 days of research-based, health tech. training \$500 = facility rental cost for advisory meeting.	\$3,000 = Van/bus transportation for field trips \$4,000 = Travel/conference costs for academy staff to attend professional development activities. \$3,250 = Rental costs for academy recognition activities	\$10,000 = Rental costs of facility for academy staff professional development activities and student events ceremonies. \$2,225 = food for student events/ceremonies.
6000	\$12,460 = Cost of DNA Separator (includes filtering equipment for chemical lab) \$8,000 = 1 Network Server	\$8,075 = Renovate and enlarge lab to accommodate academy technical class.	
7000	Indirect cost: check with district for approved rate (J-380). (note: indirect is not charged on object code 6000) \$2778		



JACK O'CONNELL
State Superintendent
of Public Instruction

CPA FISCAL TIMELINE





JACK O'CONNELL
State Superintendent
of Public Instruction



BUDGET PLANNING

- **Evaluate** the yearly progress of the Academy including student achievement.
- Include input from your **Advisory Committee**.
- **CPA Grant Funds** are:
 - ✓ **Instructional** in nature
 - ✓ **Supplemental**--use funds for activities/items that are **“in addition to”** what is offered as part of every student’s standard curriculum





JACK O'CONNELL
State Superintendent
of Public Instruction



BUDGET PLANNING CONTINUED...

- **DO NOT** use funds to **supplant** (replace) activities or items already provided to ALL students by the district, such as:
 - ✓ Standard supplies allocated to every classroom
 - ✓ Standard textbooks
 - ✓ Teaching salaries covered by the district
- **Budgets** should:
 - ✓ Be thorough, thoughtful, and accurate
 - ✓ Include the narrative portion
 - ✓ Include signatures from both principal and district business manager
 - ✓ Ensure that the \$ amounts on the budget form and narrative match





JACK O'CONNELL
State Superintendent
of Public Instruction

BUDGET GUIDELINES

- **PERSONNEL EXPENSE:** Limit line item 1000, 2000, and 3000 inclusive to **40%** of the overall budget.
- **TECHNOLOGY:** should be limited to **25%**.
- **FIELD TRIPS:** should be **instructional** in nature and tied to the occupational area of the academy.



JACK O'CONNELL
State Superintendent
of Public Instruction

GRANT AWARD PROCESS

- State Budget Approved
- Grant Award Notification (AO-400) Issued
- Key Information on AO-400:
 - ✓ Fiscal Year
 - ✓ Grant Period
 - ✓ Academy Identification Number
 - ✓ Grant Conditions
 - ✓ California Department of Education (CDE) Contact Information

GRANT AWARD NOTIFICATION (AO-400)

California Department of Education
 Fiscal Policy Division
 AO-400 (REV. 12/2008)

Grant Award Notification

GRANTEE NAME AND ADDRESS Tom Jones, Superintendent ABC Unified 2309 Tulare Street Fresno, CA 93721	CDE GRANT NUMBER			
	FY	PCA	Vendor Number	Suffix
	08	24970	6216	01

Attention Tom Jones, Superintendent	COUNTY	STANDARDIZED ACCOUNT CODE STRUCTURE	
Program Office Accounting Office, Categorical Funds		Resource	Revenue Object
Telephone 209-555-5555	10	6386	8590

Name of Grant Program
 Green California Partnership Academies Program

GRANT AMOUNT	Original/Prior Amendments	Amendment Number	Amendment Amount	Total	Index	Federal Catalog Number
	\$42,000			\$42,000	0615	
AWARD DATES	Starting		Ending			
	June 15, 2009		March 31, 2011			

Dear Superintendent Jones:

Congratulations! I am pleased to inform you that you have been funded for **the Green Academy [G022] at Lincoln High School.**

This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.



JACK O'CONNELL
 State Superintendent
 of Public Instruction



JACK O'CONNELL
State Superintendent
of Public Instruction

GRANT AWARD NOTIFICATION (Continued)

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official.
2. All approved program funds must be expended within the dates designated and for the maximum amount indicated in the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400. No extensions of this grant will be allowed.
3. The grantee is required to only use these funds for the operation and maintenance of the California Partnership Academy (CPA) at the high school noted in the AO-400 in accordance with the provisions of California *Education Code (EC)* sections 54690 through 54697. These funds cannot supplant current fixed costs. Expenditures shall comply with all applicable provisions of federal, state and local rules, regulations and policies relating to the administration and accounting for public school funds, including but not limited to the *EC*. These funds are instructional in nature. These funds may not be used for out-of-state travel expenses, entertainment, gifts or to purchase food/refreshments.
4. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
5. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
 - Fifty percent of the funds will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
 - Final payment will be processed after receipt and approval of the Annual Report packet, which is due October of each year. Maximum reimbursement is based upon the number of qualified students as described in *EC* Section 54691. The final payment is adjusted based on the qualifying amount.
 - The End-of-Project (EOP) Expenditure Report is due after all funds have been expended, but no later than 60 days after the end of the grant period. The EOP report can be found on the CDE California Partnership Academies Web page at <http://www.cde.ca.gov/ci/gs/hs/cpagen.asp>. The EOP should include a narrative of expenditures. Failure to submit a final EOP Expenditure Report with a detailed narrative within 90 days from the end of the grant period will result in a billing from the CDE for the entire amount of any grant funds paid and possible reduction of any subsequent years' grant(s).
6. At least three key staff from each CPA is required to attend the 2010 California Partnership Academies Conference in February/March. These funds can be used for that purpose.
7. The academy team plus one administrator from each CPA is required to attend the California Partnership Academies New Academy Institute. These funds can be used for that purpose.
8. If grantee terminates its participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other CPA sites.

If you have any questions regarding the CPA requirements of the grant, please contact Karen Shores, Education Programs Consultant, High School Transformation Unit (HSTU), at 916-319-0478 or by e-mail at kshores@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Jeanne Geiser, Staff Services Analyst, HSTU, at 916-319-0474 or by e-mail at jgeiser@cde.ca.gov.



JACK O'CONNELL
State Superintendent
of Public Instruction

END OF GRANT PERIOD

- End-of-Project (EOP) Financial Expenditure Report:
 - ✓ Two-year Grant Period
 - ✓ Due Date
 - ✓ Who Completes EOP Form
 - ✓ Expenditure Narrative Description

End-of-Project (EOP) Financial Expenditure Report



JACK O'CONNELL
State Superintendent
of Public Instruction

California Department of Education (CDE)			
END-OF-PROJECT (EOP) FINANCIAL EXPENDITURE REPORT (Rev. 5/03)			
Project Title	California Partnership Academies Program	<input type="checkbox"/> PROGRAM GRANT	<input type="checkbox"/> MENTEE GRANT
School Filled			
Academy Name			
Fiscal Year	2009-10	Academy ID no	
Summary of Expenditures as of end of grant period: June 30, 2011			
A. MAXIMUM GRANT AMOUNT:			\$81,000.00
	<i>Category</i>	<i>Description</i>	<i>Expenditures</i>
	1000	Certificated Personnel Salaries	\$74,125.25
	2000	Classified Personnel Salaries	\$ 3,282.20
	3000	Employee Benefits	\$ 4,323.92
	4000	Books and Supplies	\$17,837.98
	5000	Services and Other Operating Expenditures	\$19,355.00
	6000	Capital Outlay	\$19,195.65
	7000	Other Outgo	
	7300	Indirect Costs (not to exceed approved rate)* 4.9% rate	YR 1 \$ 2,887.00
	7300	Indirect Costs (not to exceed approved rate)*	YR 2
		*Indirect costs excludes line item 6000—Capital Outlay	
		Total Spent:	\$81,000
		Less Cash Advance Received:	\$40,500
		Reimbursement Now Claimed	\$40,500
		Or Excess Cash Received:	
B. EXPENDITURE NARRATIVE: On a separate sheet write brief descriptions for each of the line item expenditures, describing specifically "how the funds were spent".			
C. ANNUAL REPORTING: The Annual Reporting Packet is mailed to Partnership Academies in August and due to the High School Transformation Unit by October 15. Final payment cannot be made until all reporting requirements of the grant are met, including the Annual Reporting requirements. If you have any questions about the Annual Reporting process, please contact the High School Transformation Unit at 916-319-0893.			
CERTIFICATION			
I certify that the expenditures reported above have been made, that all obligations have been liquidated, and that this project has been conducted in accordance with applicable laws and regulations. The approved application for this project plus any approved amendments, and full records of receipts and expenditures have been maintained and are available for audit.			
Signature of Authorized Official (Superintendent or Designee)		Legal Name of Grantee (District responsible)	
Title		Street Address	
Date Signed	Telephone Number	City	Zip
CDE USE ONLY			
All grant requirements have been met		Date: _____	
INSTRUCTIONS: Submit an original of this form to the following address upon completion of the annual project requirements after all obligations have been liquidated or a combined in accordance with the requirements described in the grant award letter:			
Attention: California Partnership Academies (CPA) High School Transformation Unit California Department of Education 1430 N. Street, Suite 4503 Sacramento, CA 95814			

End-of-Project (EOP) Financial Expenditure Narrative



JACK O'CONNELL
State Superintendent
of Public Instruction

(Fiscal Year of Grant Funds)

Each budget category is an **example** of a budget expenditure narrative. The narrative example given is the level of detail we expect to see in your EOP. **THESE ARE EXAMPLES ONLY.**

Object Code	NARRATIVE EXAMPLE OF ACTUAL EXPENDITURES
1000	Site Coordinator: $1/6 \times \$60,000$ annual salary = \$10,125.25 . The Site Coordinator will serve one release period per day as a facilitator for the project and, along with coordination, provide technical assistance, coordinate meetings, and provide other services to meet the objectives of the project. Curriculum Development Time and Substitute Costs for 5 academy teachers = \$4,000
2000	Part-time secretary: 20 weeks = \$3,282.20 . Provides general clerical support for the project, performing a variety of technical, clerical, and support services in the areas of administrative assistance, budget development, maintenance /record keeping, and general office procedures.
3000	Certificated Benefits: Site Coordinator @ 25% = \$3,499.08 . Classified Benefits: Part-time secretary @ 9% = \$824.84
4000	Supplemental textbooks for Bio Science, 20 @ \$50.00 ea. = \$1,000 Anatomical models for Advanced Health studies/DNA Lab = \$9,312 DNA lab and teaching activity lab = \$2,300 1 Colored Laser Printer = \$2,525.19 2 laptop computers = \$2,694.79
5000	Travel and Conference: 5 Academy team members to attend New Academy Institute, November 8-10, 2009, in Sacramento = \$4,285.20 3 Academy team members to attend annual conference, March 26-28, 2010, in San Diego = \$5,569.80 . Bus transportation costs for biotechnology/medical program students to visit local biotechnology companies and community hospital for on-site tours and job shadowing = \$3,000 Design and printing of promotional materials for academy recruitment = \$3,500 Subcontract information: Two trainers to provide technology training @ \$100/day x 10 days = \$3,000 .
*6000	DNA Separator (includes filtering equipment for chemical lab) = \$11,210.20 1 Network Server = \$7,985.45
7000	Approved indirect rate = \$2,887.00 (applies to object codes 1000 through 5000 only. Check with your Accounting Office for approved rate, varies annually.)

***6000 – 1) Items in this section should meet or exceed the district threshold amount for capital outlay; 2) expenditures are excluded from indirect charge.**



JACK O'CONNELL
State Superintendent
of Public Instruction

FUNDING LEVELS

- New implementation grant of **\$42,000**, must qualify at least **30** students in grade **10** (**\$1,400** per qualified student);
- Implementation grant of **\$72,000**, must qualify at least **60** students in grades **10 and 11** (**\$1,200** per qualified student);
- Implementation grant of **\$81,000**, must qualify at least **90** students in grades **10 through 12** (**\$900** per qualified student).



JACK O'CONNELL
State Superintendent
of Public Instruction

CRITERIA FOR FUNDING

To receive funding, a student must meet the criteria as specified in *EC* Section 54691.

TO QUALIFY, A STUDENT MUST:

- Obtains **90%** of the **credits** each academic year in courses that are required for graduation;
- Successfully completes a school year in the academy during the **10** and **11** grade with an **attendance** record of no less than **80%**;
- Successfully **graduate after the grade 12.**



JACK O'CONNELL
State Superintendent
of Public Instruction

CPA ANNUAL REPORT

- DUE: October 15th Every Year
- PURPOSE IS TO CERTIFY TO CDE:
 - ✓ That each Academy operates in accordance to EC 54692 – 54695
 - ✓ District/Business Matching Funds
 - ✓ Individual Student Data (Qualifying Funding Amount)



JACK O'CONNELL
State Superintendent
of Public Instruction

CDE FISCAL CONTACTS

- CHRISTOPHER MATTSON (**SB 70** funded Academies)
916-319-0472
E-mail: cmattson@cde.ca.gov
- JEANNE GEISER (**AB 519** funded “**Green**” Academies)
916-319-0474
E-mail: jgeiser@cde.ca.gov
- MACHELLE MARTIN (**Prop 98** funded Academies/**P.G.&E.**)
916-319-0473
E-mail: mamartin@cde.ca.gov

Please Visit CDE CPA Web page at

<http://www.cde.ca.gov/ci/gs/hs/cpagen.asp>



JACK O'CONNELL
State Superintendent
of Public Instruction

Thank You



California Department of Education
High School Transformation Unit

Karen Shores
(916) 319-0478
[Kshores@cde.
ca.gov](mailto:Kshores@cde.ca.gov)

Jerry Winthrop
(916) 319-0457
[Jwinthrop@cde.
ca.gov](mailto:Jwinthrop@cde.ca.gov)

Machelle Martin
(916) 319-0473
[mamartin@cde.
ca.gov](mailto:mamartin@cde.ca.gov)

