

SixTen and Associates

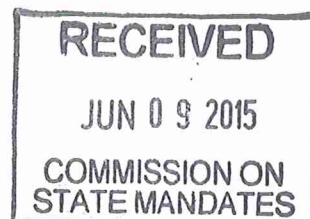
Mandate Reimbursement Services

KEITH B. PETERSEN, President
P.O. Box 340430
Sacramento, CA 95834-0430
Telephone: (916) 419-7093
Fax: (916) 263-9701

E-Mail: Kbpsixten@aol.com
5252 Balboa Avenue, Suite 900
San Diego, CA 92117
Telephone: (858) 514-8605
Fax: (858) 514-8645

June 4, 2015

Heather Halsey, Executive Director
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814



RE: Chapter 498/83 and 4/99, The Stull Act
FY 2005-06 through 2008-09
Incorrect Reduction Claim

Dear Ms. Halsey:

Enclosed is the original and two copies of the above referenced incorrect reduction claim for Carlsbad Unified School District.

SixTen and Associates has been appointed by the District as its representative for this matter and all interested parties should direct their inquiries to me, with a copy as follows:

Suzanne O'Connell, Deputy Superintendent Administrative Services
Carlsbad Unified School District
6225 El Camino Real
Carlsbad, CA 92009-1604
Voice: 760-331-5036
Fax: 760-331-5094
E-Mail: soconnell@carlsbadusd.net

Sincerely,

A handwritten signature in blue ink, appearing to read "Keith B. Petersen".

Keith B. Petersen

Enclosure: Incorrect Reduction Claim

C: Suzanne O'Connell, Deputy Superintendent Administrative Services
Carlsbad Unified School District

COMMISSION ON STATE MANDATES

1. INCORRECT REDUCTION CLAIM TITLE

498/83 and 4/99 The Stull Act

2. CLAIMANT INFORMATION

Carlsbad Unified School District

Suzanne O'Connell, Deputy Superintendent
Administrative Services
Carlsbad Unified School District
6225 El Camino Real
Carlsbad, CA 92009-1604
Voice: 760-331-5036
Fax: 760-331-5094
E-Mail: soconnell@carlsbadusd.net

3. CLAIMANT REPRESENTATIVE INFORMATION

Claimant designates the following person to act as its sole representative in this incorrect reduction claim. All correspondence and communications regarding this claim shall be forwarded to this representative. Any change in representation must be authorized by the claimant in writing, and sent to the Commission on State Mandates.

Keith B. Petersen, President
SixTen and Associates
P.O. Box 340430
Sacramento, CA 95834-0430
Voice: (916) 419-7093
Fax: (916) 263-9701
E-mail: Kbpsixten@aol.com

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IRC #:	14-9825-I-02

4. IDENTIFICATION OF STATUTES OR EXECUTIVE ORDERS

**Statutes of 1983, Chapter 498,
Statutes of 1999, Chapter 4,
Education Code Sections 44660-44665**

5. AMOUNT OF INCORRECT REDUCTION

<u>Fiscal Year</u>	<u>Amount of Reduction</u>
2005-2006	\$ 45,637
2006-2007	\$ 124,851
2007-2008	\$ 60,859
2008-2009	\$ 42,754
TOTAL:	\$ 274,101

6. NOTICE OF NO INTENT TO CONSOLIDATE

This claim is **not** being filed with the intent to consolidate on behalf of other claimants.

Sections 7-12 are attached as follows:

7. Written Detailed Narrative:	Pages <u>1</u> to <u>19</u>
8. Controller's Payment Letters:	Exhibit <u>A</u>
9. Parameter's and Guidelines:	Exhibit <u>B</u>
10. Claiming Instructions:	Exhibit <u>C</u>
11. Final SCO Audit Report:	Exhibit <u>D</u>
12. Annual Reimbursement Claims:	Exhibit <u>E</u>

13. CLAIM CERTIFICATION

This claim alleges an incorrect reduction of a reimbursement claim filed with the State Controller's Office pursuant to Government Code section 17561. This incorrect reduction claim is filed pursuant to Government Code section 17551, subdivision (d). I hereby declare, under penalty of perjury under the laws of the State of California, that the information in this incorrect reduction claim submission is true and complete to the best of my own personal knowledge or information or belief.

Suzanne O'Connell, Deputy Superintendent
Administrative Services


Signature _____ Date 6-2-15

1 Claim Prepared by:
2 Keith B. Petersen, President
3 SixTen and Associates
4 P. O. Box 340430
5 Sacramento, California 95834-0430
6 Voice: (916) 419-7093
7 Fax: (916) 263-9701
8 kbpsixten@aol.com

9 BEFORE THE
10 COMMISSION ON STATE MANDATES
11 STATE OF CALIFORNIA

12 INCORRECT REDUCTION CLAIM OF:)
13) No. CSM _____
14)
15) Statutes 1983, Chapter 498
16) Statutes 1999, Chapter 4
17) Education Code Sections 44660-44665
18 **CARLSBAD UNIFIED**)
19) The Stull Act
20) **School District**)
21) Annual Reimbursement Claims:
22) Claimant.)
23) Fiscal Year 2005-06
24) Fiscal Year 2006-07
25) Fiscal Year 2007-08
26) Fiscal Year 2008-09
27 _____)
28 INCORRECT REDUCTION CLAIM FILING

29 PART I. AUTHORITY FOR THE CLAIM

30 The Commission on State Mandates has the authority pursuant to Government
31 Code Section 17551(d) to "... to hear and decide upon a claim by a local agency or
32 school district, filed on or after January 1, 1985, that the Controller has incorrectly
33 reduced payments to the local agency or school district pursuant to paragraph (2) of
34 subdivision (d) of Section 17561." Carlsbad Unified School District (hereafter "District")

Incorrect Reduction Claim of Carlsbad Unified School District
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1 is a school district as defined in Government Code Section 17519. Title 2, CCR,
2 Section 1185.1, subdivision (a), requires the claimant to file an incorrect reduction claim
3 with the Commission.

4 This incorrect reduction claim is timely filed. Title 2, CCR, Section 1185.1,
5 subdivision (c), requires incorrect reduction claims to be filed no later than three years
6 following the date of the Controller's remittance advice notifying the claimant of a
7 reduction. A Controller's audit report (Exhibit "D") dated June 15, 2012 has been
8 issued and constitutes a demand for repayment and adjudication of the claim. On July
9 13, 2012, the Controller issued "results of review letters" (Exhibit "A") reporting the audit
10 results and amounts due the state and this constitutes a payment action.

11 There is no alternative dispute resolution process available from the Controller's
12 office. The audit report states that an incorrect reduction claim should be filed with the
13 Commission if the claimant disagrees with the audit findings.

14 PART II. SUMMARY OF THE CLAIM

15 The Controller conducted a field audit of the District's annual reimbursement
16 claims for Fiscal Years 2005-06, 2006-07, 2007-08, and 2008-09, for the costs of
17 complying with the legislatively mandated program 498/83 The Stull Act. As a result of
18 the audit, the Controller determined that \$274,101 of the claimed costs were
19 unallowable:

20	<u>Fiscal</u>	<u>Amount</u>	<u>Audit</u>	<u>SCO</u>	<u>Amount Due</u>
21	<u>Year</u>	<u>Claimed</u>	<u>Adjustment</u>	<u>Payments</u>	<u><State> District</u>
22	FY 2005-06	\$105,192	\$ 45,637	\$ 0	\$ 59,555

Incorrect Reduction Claim of Carlsbad Unified School District
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1	FY 2006-07	\$168,221	\$124,851	\$ 0	\$43,370
2	FY 2007-08	\$136,502	\$ 60,859	\$ 0	\$75,643
3	FY 2008-09	<u>\$102,846</u>	<u>\$ 42,754</u>	<u>\$89,625</u>	<u><\$29,533></u>
4	4 year Total	\$512,761	\$274,101	\$89,625	\$149,035

5 Since the District has been paid \$89,625 for these claims, the audit report concludes
6 that the amount of \$149,035 is due to the District.

7 PART III. PREVIOUS INCORRECT REDUCTION CLAIMS

8 The District has not filed any previous incorrect reduction claims for this mandate
9 program. The District is aware of one incorrect reduction claim having been filed
10 (14-9825-I-01, Oceanside Unified School District), but it has not yet been adjudicated.

11 PART IV. BASIS FOR REIMBURSEMENT

12 1. Mandate Legislation

13 Statutes 1983, Chapter 498 and Statutes 1999, Chapter 4, among other things,
14 added or amended Education Code sections 44660-44665, which required school
15 districts to develop and adopt specific guidelines to evaluate and assess certificated
16 instructional employees that perform the requirements of educational programs
17 mandated by state or federal law as it reasonably relates to the instructional techniques
18 and strategies used by the employee and the employee's adherence to curricular
19 objectives.

20 2. Test Claim

21 The Commission on State Mandates determined on May 27, 2004, that

Incorrect Reduction Claim of Carlsbad Unified School District
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1 Education Code sections 44553, 44662, 44663, and 44664, mandate a new program or
2 higher level of service for school districts within the meaning of article XIII B, section 6
3 of the California Constitution, and impose increased costs mandated by the state
4 pursuant to Government Code section 17514, for the following activities (SOD, 35-7):

- 5 - Evaluate and assess the performance of certificated instructional employees that
6 perform the requirements of educational programs mandated by state or federal
7 law as it reasonably relates to the instructional techniques and strategies used
8 by the employee and the employee's adherence to curricular objectives
9 Education Code section 44662, subdivision (b), as amended by Statutes 1983,
10 Chapter 498).

Reimbursement for this activity is limited to the review of the employee's
12 instructional techniques and strategies and adherence to curricular objectives,
13 and to include in the written evaluation of the certificated instructional employees
14 the assessment of these factors during the following evaluation periods:

- 15 o once each year for probationary certificated employees;
- 16 o every other year for permanent certificated employees; and
- 17 o beginning January 1, 2004, every five years for certificated employees
18 with permanent status who have been employed at least ten years with
19 the school district, are highly qualified (as defined in 20 U.S.C. section
20 7801), and whose previous evaluation rated the employee as meeting or
21 exceeding standards, if the evaluator and certificated employee being

Incorrect Reduction Claim of Carlsbad Unified School District
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1 evaluated agree.

2 - Evaluate and assess the performance of certificated instructional employees that
3 teach reading, writing, mathematics, history/social science, and science in
4 grades 2 to 11 as it reasonably relates to the progress of pupils towards the state
5 adopted academic content standards as measured by state adopted assessment
6 tests (Education Code section 44662, subdivision (b), as amended by Statutes
7 1999, Chapter 4).

8 Reimbursement for this activity is limited to the review of the results of the STAR
9 test as it reasonably relates to the performance of those certificated employees
10 that teach reading, writing, mathematics, history/social science, and science in
11 grades 2 to 11, and to include in the written evaluation of those certificated
12 employees the assessment of the employee's performance based on the STAR
13 results for the pupils they teach during the evaluation periods specified in
14 Education Code section 44664, and described below:

- 15 o once each year for probationary certificated employees;
- 16 o every other year for permanent certificated employees; and
- 17 o beginning January 1, 2004, every five years for certificated employees
18 with permanent status who have been employed at least ten years with
19 the school district, are highly qualified (as defined in 20 USC., section
20 7801), and whose previous evaluation rated the employee as meeting or
21 exceeding standards, if the evaluator and certificated employee being

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1 evaluated agree.

2 - Assess and evaluate permanent certificated, instructional and non-instructional,
3 employees that perform the requirements of educational programs mandated by
4 state or federal law and receive an unsatisfactory evaluation in the years in
5 which the permanent certificated employee would not have otherwise been
6 evaluated pursuant to Education Code section 44664 (i.e., every other year). The
7 additional evaluations shall last until the employee achieves a positive
8 evaluation, or is separated from the school district. (Education Code section
9 44664, as amended by Statutes 1983, Chapter 498). This additional evaluation
10 and assessment of the permanent certificated employee requires the school
 district to perform the following activities:

12 o evaluate and assess the certificated employee performance as it
13 reasonably relates to the following criteria: (1) the progress of pupils
14 toward the standards established by the school district of expected pupil
15 achievement at each grade level in each area of study, and, if applicable,
16 the state adopted content standards as measured by state adopted
17 criterion referenced assessments; (2) the instructional techniques and
18 strategies used by the employee; (3) the employee's adherence to
19 curricular objectives; (4) the establishment and maintenance of a suitable
20 learning environment, within the scope of the employee's responsibilities;
21 and, if applicable, (5) the fulfillment of other job responsibilities

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1 established by the school district for certificated non-instructional
2 personnel (Education Code section 44662, subdivisions (b) and (c));

- 3 o the evaluation and assessment shall be reduced to writing. (Education
4 Code section 44663, subdivision (a).) The evaluation shall include
5 recommendations, if necessary, as to areas of improvement in the
6 performance of the employee. If the employee is not performing his or her
7 duties in a satisfactory manner according to the standards prescribed by
8 the governing board, the school district shall notify the employee in writing
9 of that fact and describe the unsatisfactory performance (Education Code
10 section 44664, subdivision (b));

- o transmit a copy of the written evaluation to the certificated employee
12 (Education Code section 44663, subdivision (a));

- 13 o attach any written reaction or response to the evaluation by the
14 certificated employee to the employee's personnel file (Education Code
15 section 44663, subdivision (a)); and

- 16 o conduct a meeting with the certificated employee to discuss the evaluation
17 (Education Code section 44553, subdivision (a)).

18 The Commission further found that the activities listed above do not constitute
19 reimbursable state-mandated programs with respect to certificated personnel
20 employed in local, discretionary educational programs.

1 3. Parameters and Guidelines

2 On September 27, 2005, the original parameters and guidelines were adopted
3 and have not been revised. A copy of the parameters and guidelines is attached as
4 Exhibit "B."

5 4. Claiming Instructions

6 The Controller has periodically issued or revised claiming instructions for the
7 mandate program. A copy of the first claiming instructions dated December 12, 2005,
8 is attached as Exhibit "C." Subsequent claiming instructions are believed to be, for the
9 purposes and scope of this incorrect reduction claim, substantially similar to the version
10 extant at the time the claims which are the subject of this incorrect reduction claim were
11 filed. The most recent version can be found at the Controller's website:

12 (http://www.sco.ca.gov/Files-ARD-Local/Manuals/sd_1314_tsa260.pdf). However,

13 since the Controller's claim forms and instructions have not been adopted as
14 regulations, they have no force of law, and, therefore, have no effect on the outcome of
15 this incorrect reduction claim.

16 PART V. STATE CONTROLLER CLAIM ADJUDICATION

17 The Controller conducted an audit of the District's annual reimbursement claims
18 for Fiscal Years 2005-06, 2006-07, 2007-08, and 2008-09. The audit concluded that
19 46% of the District's costs, as claimed, were allowable. A copy of the June 15, 2012,
20 audit report is attached as Exhibit "D" and is incorporated herein by reference.

21 /

1 PART VI. CLAIMANT'S RESPONSE TO THE STATE CONTROLLER

2 By letter dated May 2, 2012, the Controller transmitted a copy of its draft audit
3 report. The District responded by letter dated May 9, 2012 and disputed several
4 findings. The Controller issued its final audit report on June 15, 2012, with a minor
5 change to the number of approved evaluations.

6 PART VII. STATEMENT OF THE ISSUES

7 **FINDING Overstated salaries and benefits and related indirect costs**

8 The District claimed \$512,761 in salaries and benefits and related indirect costs
9 claimed for the audit period. The audit report determined that \$238,660 is allowable
10 and \$274,101 is "unallowable primarily because the district claimed reimbursement for
non-mandated activities" rather than due to insufficient documentation.

12 **PART A. TIME STUDY ACTIVITIES**

13 In response to the Controller's exclusion at the beginning of the audit of all of the
14 original claim documentation, the District with the agreement of the auditor prepared a
15 time study based on the FY 2010-11 certificated staff evaluation cycle. The time study
16 identified 22 discrete activities established as a result of staff interviews. Actual time
17 spent on these activities was collected from the employees involved. An average time
18 spent for each of these activities was calculated. These average times per activity were
19 assigned to a relevant job title or group of titles for purposes of determining the
20 appropriate productive hourly rate to be applied to each activity. However, the audit
21 report allows only 3 of the 22 time study activities. This is the major single source of

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1 adjustment to the claimed costs.

2 3 Activities Allowed

3 1. Conducting "informal" classroom observations

4 2. Conducting "formal" classroom observations

5 3. Writing Final Evaluation Reports and/or preparing Teacher Evaluation Report

6 19 Disallowed Activities

7 1. Preparing before training or planning meetings/conferences;

8 2. Training or planning meetings/conferences;

9 3. Preparing/organizing notes from training or planning meetings/conferences;

10 4. Preparing before meeting with teachers;

11 5. Conducting actual conference with teachers;

12 6. Preparing or organizing notes from meetings with teachers;

13 7. Preparing before "Pre-Observation" conferences with teachers;

14 8. Conducting "Pre-Observation" conferences with teachers;

15 9. Preparing/organizing notes from "Pre-Observation" conferences with teachers;

16 10. Preparing before classroom observations of teachers;

17 11. Preparing/organizing notes from classroom observations, finalizing Collect Data
18 forms;

19 12. Reporting observations, preparing the Standards for Excellence in Teaching
20 observation checklists;

21 13. Preparing before "Post-Observation" conferences with teachers;

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- 1 14. Conducting "Post-Observation" conferences with teachers;
- 2 15. Preparing notes from "Post-Observation" conferences and preparing Reflecting
- 3 Conference worksheets;
- 4 16. Preparing before Final Evaluation conferences with teachers;
- 5 17. Conducting Final Evaluation conferences with teachers;
- 6 18. Preparing/organizing notes from Final Evaluation conferences with teachers; and
- 7 19. Discussing the STAR results with teachers and assessing how to improve
- 8 instructional abilities.

9 These 19 activities can be organized into four groups of related activities:

10 1. Evaluation Conferences

11 Evaluation conferences are a method of implementing this mandate, and not just
12 a subject matter activity. The audit report (A.R., p. 7) concluded that:

13 Conferences between the evaluators and teachers also are not reimbursable
14 because they were required before the enactment of the test claim legislation.
15 These activities are not imposing a new program or higher level of service.
16 Conferences, as well as pre-, post-, final observation conferences, and
17 conference-related activities are not reimbursable.

18 The Controller has confused the subject matter of the old and new mandates
19 with the method of implementation. The Commission has already determined (SOD, p.
20 29, 30) that:

21 Under prior law, the evaluation had to be reduced to writing and a copy of the
22 evaluation given to the employee. An evaluation meeting had to be held between
23 the certificated employee and the evaluator to discuss the evaluation and
24 assessment.

25 The 1983 test claim statute still requires school districts to reduce the evaluation

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1 to writing, to transmit a copy to the employee, and to conduct a meeting with the
2 employee to discuss the evaluation and assessment. These activities are not
3 new. However, the 1983 test claim statute amended the evaluation requirements
4 by adding two new evaluation factors: the instructional techniques and strategies
5 used by the employee, and the employee's adherence to curricular objectives.
6 Thus, school districts are now required by the state to evaluate and assess the
7 competency of certificated instructional employees as it reasonably relates to:

- 8 0 the progress of students toward the established standards of expected
- 9 student achievement at each grade level in each area of study;
- 10 0 the instructional techniques and strategies used by the employee;
- 11 0 the employee's adherence to curricular objectives; and
- 12 0 the establishment and maintenance of a suitable learning environment,
- 13 within the scope of the employee's responsibilities.

14 School districts may have been evaluating teachers on their instructional
15 techniques and adherence to curricular objectives before the enactment of the
16 test claim statute based on the evaluation guidelines developed through the
17 collective bargaining process. But, the state did not previously require the
18 evaluation in these two areas. Government Code section 17565 states that "if a
19 . . . school district, at its option, has been incurring costs which are subsequently
20 mandated by the state, the state shall reimburse the . . . school district for those
21 costs after the operative date of the mandate." Emphasis added.

22 Therefore, the fact that districts used evaluation conferences to implement the previous
23 mandated activities does not exclude reimbursement to use the same method to
24 implement the new activities. The approved mandate reimburses the new program
25 requirement to "evaluate and assess" which necessarily involves a comprehensive
26 process. The conferences and related tasks are effective and efficient methods to
27 evaluate and assess employees and necessary to communicate the findings of the
28 evaluation to the employee. Even if conferences were part of previous evaluation
29 procedures the subject matter of these conferences is now different as a result of the
30 changes to the Stull Act.

1 2. Preparation Activities

2 The audit report (A.R., p. 7) concluded that: "(t)he activities related to planning,
3 preparation, and organizing notes are not reimbursable under the mandate." Further,
4 (A.R., p. 13) that "reimbursement is limited to only those activities outlined in the
5 parameters and guidelines (sections IV.A.1, IV.A.2, and IV.B.1)." For purposes of the
6 time study, preparation time was isolated to improve the accuracy of the result. The
7 preparation time could have been logically merged with the activity relevant to the
8 preparation. Preparation time was not explicitly considered or denied by the
9 Commission statement of decision. The parameters and guidelines document
10 enumerates the *subject matter* of the evaluation process and not the entire process to
11 implement the mandate. There are no conditions or limitations stated on the nature of
12 the staff time reimbursable, that is, planning and preparation time is not excluded in the
13 parameters and guidelines. Even the Controller characterizes the parameters and
14 guidelines as an "outline." Preparation is a rational, relevant, reasonable and
15 necessary part of implementing the mandated activities in the usual course of business
16 and the Controller has stated no basis to exclude it from the scope of the evaluation
17 process.

18 3. Training Activities

19 The audit report (A.R., p. 7) concluded that:

20 The district duplicated costs by including training activities in its time study and
21 again as a direct cost item in each fiscal year. Further, training time reported in
22 the time study is not an activity repetitive in nature and is not appropriate for a
23 time study. We determined allowable time spent on training from the district's

1 original claims.

2 The audit report allows most of the training costs as direct costs. The District does not
3 dispute removal of the training time from the time study.

4 4. STAR Testing Results

5 The audit disallows the time to review the STAR test results without explanation.
6 The Commission (SOD, p. 32) determined that "the review of the results of the STAR
7 test as it reasonably relates to the performance of those certificated employees that
8 teach reading, writing, mathematics, history/social science, and science in grades 2 to
9 11, and to include in the written evaluation of those certificated employees the
10 assessment of the employee's performance based on the STAR results for the pupils
11 they teach during the evaluation periods specified in Education Code section 44664 . .
12 . ." is reimbursable.

13 PART B. COMPLETED EVALUATIONS

14 The auditor used the District's Certificated Evaluation Log spreadsheets which
15 reported 660 evaluations for the four fiscal years. The audit report disallowed 46 and
16 approved 614 evaluations. The non-reimbursable evaluations were grouped into five
17 categories, although the number of evaluations by type are not enumerated in the audit
18 report:

- 19 1. Principals, vice principals, directors, coordinators, counselors, psychologists,
20 librarians, and library media specialists who are not certificated instructional
21 employees.

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1 The audit report (A.R., p. 15) asserts that these certificated employees are not
2 instructional personnel because:

3 The intent of this component is to evaluate the elements of classroom
4 instruction. Principals, vice principals, directors, coordinators, counselors,
5 psychologists, librarians, and library media specialists do not provide classroom
6 instruction and are considered "non-instructional" certificated personnel.
7 Emphasis added.

8 The Controller is in error. The Commission has determined (SOD, p.21, 22) that
9 "certificated employees" includes all credentialed personnel involved in the education
10 process:

11 As enacted, the Stull Act was placed in Chapter 2 of Division 10 of the 1971
12 Education Code, a chapter addressing "Certificated Employees." Certificated
13 employees are those employees directly involved in the educational process and
14 include both instructional and non-instructional employees such as teachers,
15 administrators, supervisors, and principals." Certificated employees must be
16 properly credentialed for the specific position they hold. A "certificated person"
17 was defined in former Education Code section 12908 as "a person who holds
18 one or more documents such as a certificate, a credential, or a life diploma,
19 which singly or in combination license the holder to engage in the school service
20 designated in the document or documents." The definition of "certificated person"
21 governs the construction of Division 10 of the former Education Code and is not
22 limited to instructional employees.

23 The Statement of Decision (18, 19) also cites Education Code section 13487,
24 which narrows the definition of noninstructional personnel as those certificated persons
25 who are supervisory and administrative personnel:

26 Former Education Code section 13487 was also repealed and reenacted by
27 Statutes 1975, chapter 1216, as follows (amendments relevant to this issue are
28 underlined):

29 (a) The governing board of each school district shall establish standards of
30 expected student achievement at each grade level in each area of study.

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1 (b) The governing board of each school district shall evaluate and assess
2 certificated employee competency as it reasonably relates to (1) the
3 progress of students toward the established standards, (2) the
4 performance of those noninstructional duties and responsibilities,
5 including supervisory and advisory duties, as may be prescribed by the
6 board, and (3) the establishment and maintenance of a suitable learning
7 environment within the scope of the employee's responsibilities.

8 (c) The governing board of each school district shall establish and define job
9 responsibilities for those certificated noninstructional personnel, including,
10 but not limited to, supervisory and administrative personnel, whose
11 responsibilities cannot be evaluated appropriately under the provisions of
12 subdivision (b), and shall evaluate and assess the competency of such
13 noninstructional employees as it reasonably relates to the fulfillment of
14 those responsibilities. . . .

15 Without foundation in fact or law, the Controller has determined that certificated
16 personnel who are not supervisors or administrators are also not "instructional"
17 personnel because they may not provide full time classroom instruction. The Stull Act
18 does not make this distinction and neither did the Commission. It has not been
19 established as a matter of law that involvement in the educational process requires a
20 "classroom."

21 2. Preschool teachers do not perform the requirements of the program.

22 The audit report (A.R., p. 15) excludes preschool teachers in general based on
23 the Controller's opinion that preschool teachers do not perform the requirements of an
24 educational program *mandated by state or federal law*. The parameters and guidelines
25 (p. 3) state that:

26 The Commission further found that the activities listed above do not constitute
27 reimbursable state-mandated programs with respect to certificated personnel
28 employed in local, discretionary educational programs.

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1 The Commission (SOD, p. 11) identified the voluntary programs in footnote 42 and
2 preschool is not included in that enumeration. In addition, the Stull Act only explicitly
3 excluded (SOD 17, 18) community college certificated employees, hourly adult
4 education instructors, and hourly and temporary certificated employees and substitute
5 teachers, but at the discretion of the local governing board. There is no stated basis to
6 exclude certificated preschool instructors.

7 3. Duplicate teacher evaluations claimed multiple times in one school year.

8 The District concurs that for purposes of the Stull Act reimbursement only one
9 complete evaluation should be counted for each probationary employee in one school
10 year and does not dispute these properly disallowed evaluations, if any.

11 4. Permanent biannual teacher evaluations claimed every year rather than every
12 other year.

13 The District concurs that for purposes of the Stull Act reimbursement only one
14 complete evaluation should be counted every other year for each employee after the
15 employee attains permanent status and does not dispute these properly disallowed
16 evaluations, if any.

17 5. Permanent five-year teacher evaluations claimed multiple times in a five-year
18 period rather than once every five years.

19 The District concurs that for purposes of the Stull Act reimbursement only one
20 complete evaluation should be counted for each permanent employee every fifth year
21 after the employee attains fifth-year permanent status and does not dispute these

1 properly disallowed evaluations, if any.

2 PART C. CALCULATION OF TRAINING COSTS

3 The audited calculation of the allowable training cost reduced the amounts
4 claimed by \$889. The District does not dispute this adjustment.

5 PART VIII. RELIEF REQUESTED

6 The District filed its annual reimbursement claims within the time limits
7 prescribed by the Government Code. The amounts claimed by the District for
8 reimbursement of the costs of implementing the program imposed by Statutes 1983,
9 Chapter 498, and Statutes 1999, Chapter 4, and relevant Education Code Sections,
10 represent the actual costs incurred by the District to carry out this program. These
11 costs were properly claimed pursuant to the Commission's parameters and guidelines.
12 Reimbursement of these costs is required under Article XIII B, Section 6 of the California
13 Constitution. The Controller denied reimbursement without any basis in law or fact.
14 The District has met its burden of going forward on this claim by complying with the
15 requirements of Section 1185.1, Title 2, California Code of Regulations. Because the
16 Controller has enforced and is seeking to enforce these adjustments without benefit of
17 statute or regulation, the burden of proof is now upon the Controller to establish a legal
18 basis for its actions.

19 The District requests that the Commission make findings of fact and law on each
20 and every adjustment made by the Controller and each and every procedural and
21 jurisdictional issue raised in this claim, and order the Controller to correct its audit report

Incorrect Reduction Claim of Carlsbad Unified School District
498/83 The Stull Act

1 findings therefrom.

2 PART IX. CERTIFICATION

3 By my signature below, I hereby declare, under penalty of perjury under the laws
4 of the State of California, that the information in this incorrect reduction claim
5 submission is true and complete to the best of my own knowledge or information or
6 belief, and that the attached documents are true and correct copies of documents
7 received from or sent by the state agency which originated the document.

8 Executed on June 2 2015, at Carlsbad, California, by

9 

10 **Suzanne O'Connell, Deputy Superintendent**
11 Administrative Services
12 Carlsbad Unified School District
13 6225 El Camino Real
14 Carlsbad, CA 92009-1604
15 Voice: 760-331-5036
16 Fax: 760-331-5094
17 E-Mail: soconnell@carlsbadusd.net

18 APPOINTMENT OF REPRESENTATIVE

19 Carlsbad Unified School District appoints Keith B. Petersen, SixTen and
20 Associates, as its representative for this incorrect reduction claim.

21 

22 **Suzanne O'Connell, Deputy Superintendent**
23 Administrative Services
24 Carlsbad Unified School District

6-2-15

Date

25 Attachments:

26 Exhibit "A" Controller's "results of review" letters July 13, 2012
27 Exhibit "B" Parameters and guidelines September 27, 2005
28 Exhibit "C" Controller's claiming Instructions December 12, 2005
29 Exhibit "D" Controller's audit report dated June 15, 2012
30 Exhibit "E" Annual claims FY 2005-06, 2006-07, 2007-08, and 2008-09



JOHN CHIANG
 California State Controller
 Division of Accounting and Reporting
 JULY 13, 2012

S37
 002
 2012/07/13

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BOARD OF TRUSTEES
 CARLSBAD UNIFIED SCHOOL DIST
 SAN DIEGO COUNTY
 6225 EL CAMINO REAL
 CARLSBAD CA 92009

RECEIVED
 JUL 16 2012
 FISCAL SERVICES

DEAR CLAIMANT:

RE: THE STULL ACT : 498/83-S

WE HAVE REVIEWED YOUR 2005/2006 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED 105,192.00

ADJUSTMENT TO CLAIM:

FIELD AUDIT FINDINGS - 45,637.00

TOTAL ADJUSTMENTS - 45,637.00

AMOUNT DUE CLAIMANT \$ 59,555.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT VAL CHULUUNJAV AT (916) 323-0734 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

2005-06

SINCERELY,

JAY LAL, MANAGER

LOCAL REIMBURSEMENT SECTION
 P.O. BOX 942850 SACRAMENTO, CA 94250-5875



JOHN CHIANG
 California State Controller
 Division of Accounting and Reporting

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 SAN DIEGO COUNTY
 6225 EL CAMINO REAL
 CARLSBAD CA 92009

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 FISCAL SERVICES

DEAR CLAIMANT:

RE: THE STULL ACT : 498/83-S

WE HAVE REVIEWED YOUR 2006/2007 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED 168,221.00

ADJUSTMENT TO CLAIM:

FIELD AUDIT FINDINGS - 124,851.00

TOTAL ADJUSTMENTS - 124,851.00

AMOUNT DUE CLAIMANT \$ 43,370.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT VAL CHULUUNJAV AT (916) 323-0734 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

2006-07

SINCERELY,

JAY LAL, MANAGER

LOCAL REIMBURSEMENT SECTION
 P.O. BOX 942850 SACRAMENTO, CA 94250-5875



JOHN CHIANG
 California State Controller
 Division of Accounting and Reporting
 JULY 13, 2012

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BOARD OF TRUSTEES
 CARLSBAD UNIFIED SCHOOL DIST
 SAN DIEGO COUNTY
 6225 EL CAMINO REAL
 CARLSBAD CA 92009

RECEIVED
 JUL 16 2012
 FISCAL SERVICES

DEAR CLAIMANT:

RE: THE STULL ACT : 498/83-S

WE HAVE REVIEWED YOUR 2007/2008 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED 136,502.00

ADJUSTMENT TO CLAIM:

FIELD AUDIT FINDINGS - 60,859.00

TOTAL ADJUSTMENTS - 60,859.00

AMOUNT DUE CLAIMANT \$ 75,643.00

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT VAL CHULUUNJAV AT (916) 323-0734 OR IN WRITING AT THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875. DUE TO INSUFFICIENT APPROPRIATION, THE BALANCE DUE WILL BE FORTHCOMING WHEN ADDITIONAL FUNDS ARE MADE AVAILABLE.

2007-08

SINCERELY,

JAY LAL, MANAGER

LOCAL REIMBURSEMENT SECTION
 P.O. BOX 942850 SACRAMENTO, CA 94250-5875



JOHN CHIANG
 California State Controller
 Division of Accounting and Reporting
 JULY 13, 2012

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 00260
 2012/07/13

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 CUSD ACCOUNTING

2012 JUL 16 A 11:41

BOARD OF TRUSTEES
 CARLSBAD UNIFIED SCHOOL DIST
 SAN DIEGO COUNTY
 6225 EL CAMINO REAL
 CARLSBAD CA 92009

RECEIVED

JUL 16 2012

FISCAL SERVICES

DEAR CLAIMANT:

RE: THE STULL ACT : 498/83-S

WE HAVE REVIEWED YOUR 2008/2009 FISCAL YEAR REIMBURSEMENT CLAIM FOR THE MANDATED COST PROGRAM REFERENCED ABOVE. THE RESULTS OF OUR REVIEW ARE AS FOLLOWS:

AMOUNT CLAIMED		102,846.00
TOTAL ADJUSTMENTS (DETAILS BELOW)	-	42,754.00
TOTAL PRIOR PAYMENTS (DETAILS BELOW)		-89,625.00
AMOUNT DUE STATE	\$	<u>29,533.00</u>

PLEASE REMIT A WARRANT IN THE AMOUNT OF \$ 29,533.00 WITHIN 30 DAYS FROM THE DATE OF THIS LETTER, PAYABLE TO THE STATE CONTROLLER'S OFFICE, DIVISION OF ACCOUNTING AND REPORTING, P.O. BOX 942850, SACRAMENTO, CA 94250-5875 WITH A COPY OF THIS LETTER. FAILURE TO REMIT THE AMOUNT DUE WILL RESULT IN OUR OFFICE PROCEEDING TO OFFSET THE AMOUNT FROM THE NEXT PAYMENTS DUE TO YOUR AGENCY FOR STATE MANDATED COST PROGRAMS.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT VAL CHULUUNJAV AT (916) 323-0734 OR IN WRITING AT THE ABOVE ADDRESS.

ADJUSTMENT TO CLAIM:			
FIELD AUDIT FINDINGS	-	42,754.00	
TOTAL ADJUSTMENTS			- 42,754.00
PRIOR PAYMENTS:			
SCHEDULE NO. MA03125A			
PAID 01-25-2011		-7,077.00	
SCHEDULE NO. MA04209A			
PAID 12-06-2010		-82,548.00	
TOTAL PRIOR PAYMENTS			-89,625.00

2008-09

SINCERELY,

JAY LAL, MANAGER

LOCAL REIMBURSEMENT SECTION
 P.O. BOX 942850 SACRAMENTO, CA 94250-5875

PARAMETERS AND GUIDELINES

Education Code Sections 44660-44665
(Former Ed. Code, §§ 13485-13490)

Statutes 1983, Chapter 498
Statutes 1999, Chapter 4

The Stull Act (98-TC-25)

Denair Unified School District and Grant Joint Union High School District, Claimants

I. SUMMARY OF THE MANDATE

On May 27, 2004, the Commission on State Mandates (Commission) adopted the Statement of Decision for *The Stull Act* test claim. The Commission found that Education Code sections 44660-44665 (formerly Ed. Code, §§ 13485-13490) constitute a new program or higher level of service and impose a state-mandated program upon school districts within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514.

Accordingly, the Commission approved this test claim for the following reimbursable activities:

- Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives. (Ed. Code, § 44662, subd. (b), as amended by Stats. 1983, ch. 498.)

Reimbursement for this activity is limited to the review of the employee's instructional techniques and strategies and adherence to curricular objectives, and to include in the written evaluation of the certificated instructional employees the assessment of these factors during the following evaluation periods:

- Once each year for probationary certificated employees;
 - Every other year for permanent certificated employees; and
 - Beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.
- Evaluate and assess the performance of certificated instructional employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11 as it reasonably relates to the progress of pupils towards the state adopted academic content standards as measured by state adopted assessment tests. (Ed. Code, § 44662, subd. (b), as amended by Stats. 1999, ch. 4.)

Reimbursement for this activity is limited to the review of the results of the STAR test as it reasonably relates to the performance of those certificated employees that

teach reading, writing, mathematics, history/social science, and science in grades 2 to 11, and to include in the written evaluation of those certificated employees the assessment of the employee's performance based on the STAR results for the pupils they teach during the evaluation periods specified in Education Code section 44664, and described below:

- Once each year for probationary certificated employees;
 - Every other year for permanent certificated employees; and
 - Beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.
- Assess and evaluate permanent certificated, instructional and non-instructional, employees that perform the requirements of educational programs mandated by state or federal law and receive an unsatisfactory evaluation in the years in which the permanent certificated employee would not have otherwise been evaluated pursuant to Education Code section 44664 (i.e., every other year). The additional evaluations shall last until the employee achieves a positive evaluation, or is separated from the school district. (Ed. Code, § 44664, as amended by Stats. 1983, ch. 498.) This additional evaluation and assessment of the permanent certificated employee requires the school district to perform the following activities:
 - Evaluate and assess the certificated employee performance as it reasonably relates to the following criteria: (1) the progress of pupils toward the standards established by the school district of expected pupil achievement at each grade level in each area of study, and, if applicable, the state adopted content standards as measured by state adopted criterion referenced assessments; (2) the instructional techniques and strategies used by the employee; (3) the employee's adherence to curricular objectives; (4) the establishment and maintenance of a suitable learning environment, within the scope of the employee's responsibilities; and, if applicable, (5) the fulfillment of other job responsibilities established by the school district for certificated non-instructional personnel (Ed. Code, § 44662, subds. (b) and (c));
 - The evaluation and assessment shall be reduced to writing. (Ed. Code, § 44663, subd. (a).) The evaluation shall include recommendations, if necessary, as to areas of improvement in the performance of the employee. If the employee is not performing his or her duties in a satisfactory manner according to the standards prescribed by the governing board, the school district shall notify the employee in writing of that fact and describe the unsatisfactory performance (Ed. Code, § 44664, subd. (b));
 - Transmit a copy of the written evaluation to the certificated employee (Ed. Code, § 44663, subd. (a));
 - Attach any written reaction or response to the evaluation by the certificated employee to the employee's personnel file (Ed. Code, § 44663, subd. (a)); and

- o Conduct a meeting with the certificated employee to discuss the evaluation (Ed. Code, § 44553, subd. (a).)

The Commission further found that the activities listed above do not constitute reimbursable state-mandated programs with respect to certificated personnel employed in local, discretionary educational programs.

Finally, the Commission found that all other statutes in the test claim not mentioned above are not reimbursable state-mandated programs within the meaning of article XIII B, section 6 and Government Code section 17514.

II. ELIGIBLE CLAIMANTS

Any "school district" as defined in Government Code section 17519, except for community colleges, which incurs increased costs as a result of this mandate is eligible to claim reimbursement. Charter schools are not eligible claimants.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on June 30, 1999. Therefore, the costs incurred for compliance with Statutes 1983, chapter 498 are eligible for reimbursement on or after July 1, 1997. Statutes 1999, chapter 4 was an urgency statute operative March 15, 1999; therefore, costs incurred for compliance with Statutes 1999, chapter 4 are eligible for reimbursement on or after March 15, 1999.

Actual costs for one fiscal year should be included in each claim. Estimated costs for the subsequent year may be included on the same claim, if applicable. Pursuant to Government Code section 17561, subdivision (d)(1)(A), all claims for reimbursement of initial fiscal year costs shall be submitted to the State Controller within 120 days of the issuance date for the claiming instructions.

If the total costs for a given fiscal year do not exceed \$1,000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable

activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for the reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

A. Certificated Instructional Employees

1. Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives (Ed. Code, § 44662, subd. (b), as amended by Stats. 1983, ch. 498.). (*Reimbursement period begins July 1, 1997.*)

Reimbursement for this activity is limited to:

- a. reviewing the employee's instructional techniques and strategies and adherence to curricular objectives, and
- b. including in the written evaluation of the certificated instructional employees the assessment of these factors during the following evaluation periods:
 - once each year for probationary certificated employees;
 - every other year for permanent certificated employees; and
 - beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.

Note: For purposes of claiming reimbursement, eligible claimants must identify the state or federal law mandating the educational program being performed by the certificated instructional employees.

2. Evaluate and assess the performance of certificated instructional employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11 as it reasonably relates to the progress of pupils towards the state adopted academic content standards as measured by state adopted assessment tests (Ed. Code, § 44662, subd. (b), as amended by Stats. 1999, ch. 4.). (*Reimbursement period begins March 15, 1999.*)

Reimbursement for this activity is limited to:

- a. reviewing the results of the Standardized Testing and Reporting test as it reasonably relates to the performance of those certificated employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11, and
- b. including in the written evaluation of those certificated employees the assessment of the employee's performance based on the Standardized Testing and Reporting

results for the pupils they teach during the evaluation periods specified in Education Code section 44664, and described below:

- once each year for probationary certificated employees;
- every other year for permanent certificated employees; and
- beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.

B. Certificated (Instructional and Non-Instructional) Employees

1. Evaluate and assess permanent certificated, instructional and non-instructional, employees that perform the requirements of educational programs mandated by state or federal law and receive an unsatisfactory evaluation in the years in which the permanent certificated employee would not have otherwise been evaluated pursuant to Education Code section 44664 (i.e., every other year). The additional evaluations shall last until the employee achieves a positive evaluation, or is separated from the school district (Ed. Code, § 44664, as amended by Stats. 1983, ch. 498). (*Reimbursement period begins July 1, 1997.*)

This additional evaluation and assessment of the permanent certificated employee requires the school district to perform the following activities:

- a. evaluating and assessing the certificated employee performance as it reasonably relates to the following criteria: (1) the progress of pupils toward the standards established by the school district of expected pupil achievement at each grade level in each area of study, and, if applicable, the state adopted content standards as measured by state adopted criterion referenced assessments; (2) the instructional techniques and strategies used by the employee; (3) the employee's adherence to curricular objectives; (4) the establishment and maintenance of a suitable learning environment, within the scope of the employee's responsibilities; and, if applicable, (5) the fulfillment of other job responsibilities established by the school district for certificated non-instructional personnel (Ed. Code, § 44662, subds. (b) and (c));
- b. reducing the evaluation and assessment to writing (Ed. Code, § 44663, subd. (a)). The evaluation shall include recommendations, if necessary, as to areas of improvement in the performance of the employee. If the employee is not performing his or her duties in a satisfactory manner according to the standards prescribed by the governing board, the school district shall notify the employee in writing of that fact and describe the unsatisfactory performance (Ed. Code, § 44664, subd. (b));
- c. transmitting a copy of the written evaluation to the certificated employee (Ed. Code, § 44663, subd. (a));
- d. attaching any written reaction or response to the evaluation by the certificated employee to the employee's personnel file (Ed. Code, § 44663, subd. (a)); and

- e. conducting a meeting with the certificated employee to discuss the evaluation (Ed. Code, § 44553, subd. (a)).

Note: For purposes of claiming reimbursement, eligible claimants must identify the state or federal law mandating the educational program being performed by the certificated, instructional and non-instructional, employees.

C. Training

1. Train staff on implementing the reimbursable activities listed in Section IV of these parameters and guidelines. (One-time activity for each employee.) (*Reimbursement period begins July 1, 1997.*)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursable claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1. Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A. 1, Salaries and Benefits, and A.2, Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3, Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

School districts must use the J-380 (or subsequent replacement) nonrestrictive indirect cost rate provisionally approved by the California Department of Education.

County offices of education must use the J-580 (or subsequent replacement) nonrestrictive indirect cost rate provisionally approved by the California Department of Education.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter¹ is subject to the initiation of an audit by the State Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. All documentation used to support the reimbursable

¹ This refers to Title 2, division 4, part 7, chapter 4 of the Government Code.

activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING SAVINGS AND REIMBURSEMENTS

Any offsetting savings the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandates shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including, but not limited to, service fees collected, federal funds, and other state funds shall be identified and deducted from this claim.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement no later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the statute, regulations, or executive order creating the mandate and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute notice of the right of local agencies and schools districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

OFFICE OF THE STATE CONTROLLER

STATE MANDATED COSTS CLAIMING INSTRUCTIONS NO. 2005-12

THE STULL ACT

December 12, 2005

In accordance with Government Code Section (GC §) 17561, eligible claimants may submit claims to the State Controller's Office (SCO) for reimbursement of costs incurred for state mandated cost programs. The following are claiming instructions and forms that eligible claimants will use for the filing of claims for the Stull Act program. These claiming instructions are issued subsequent to adoption of the program's Parameters and Guidelines (P's & G's) by the Commission on State Mandates (COSM).

On May 27, 2004, the COSM determined that Education Code Sections 44660 to 44665 (formerly Ed. Code §§ 13485 to 13490) established costs mandated by the State according to the provisions listed in the P's & G's. For your reference, the P's & G's are included as an integral part of the claiming instructions.

Eligible Claimants

Any "school district," as defined in GC§ 17519, except for community colleges, which incurs increased costs as a result of this mandate, is eligible to claim reimbursement. Charter schools are not eligible claimants.

Filing Deadlines

A. Reimbursement Claims

Initial reimbursement claims must be filed within 120 days from the issuance date of claiming instructions. Costs incurred for compliance with Chapter 498, Statutes of 1983, are eligible for reimbursement for fiscal year 1997-98 through 2004-05. Costs incurred for compliance with Chapter 4, Statutes of 1999, are eligible for reimbursement for the period March 15, 1999, to June 30, 1999, and fiscal years 1999-00 through 2004-05. Claims must be filed with the SCO and be delivered or postmarked on or before **April 11, 2006**. Estimated claims for fiscal year 2005-06 must be filed on or before **April 11, 2006**.

In order for a claim to be considered properly filed, it must include any specific supporting documentation requested in the instructions. **Claims filed more than one year after the deadline or without the requested supporting documentation will not be accepted.**

B. Late Penalty

1. Initial Claims

AB 3000 enacted into law on September 30, 2002, amended the late penalty assessments on initial claims. Late initial claims submitted **on or after September 30, 2002**, are assessed a late penalty of 10% of the total amount of the initial claims **without limitation**.

2. Annual Reimbursement Claims

All late annual reimbursement claims are assessed a late penalty of 10% subject to the \$1,000 limitation regardless of when the claims were filed.

C. Estimated Claims

Unless otherwise specified in the claiming instructions, school districts, are not required to provide cost schedules and supporting documents with an estimated claim if the estimated amount does not exceed the previous fiscal year's actual costs by more than 10%. Claimants can simply enter the estimated amount on form FAM-27, line (07).

However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, claimants must complete supplemental claim forms to support their estimated costs as specified for the program to explain the reason for the increased costs. If no explanation supporting the higher estimate is provided with the claim, it will automatically be adjusted to 110% of the previous fiscal year's actual costs. Future estimated claims filed with the SCO must be postmarked by January 15 of the fiscal year in which costs will be incurred. Claims filed timely will be paid before late claims.

Minimum Claim Cost

GC section 17564(a) provides that no claim shall be filed pursuant to Sections 17551 and 17561, unless such a claim exceeds one thousand dollars (\$1,000).

Reimbursement of Claims

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question.

Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts. Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

Certification of Claim

In accordance with the provisions of GC§ 17561, an authorized representative of the claimant shall be required to provide a certification of claim stating: "I certify, (or declare), under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of the Code of Civil Procedure Section 2015.5, for those costs mandated by the State and contained herein.

Audit of Costs

All claims submitted to the SCO are reviewed to determine if costs are related to the mandate, are reasonable and not excessive, and the claim was prepared in accordance with the SCO's claiming instructions and the P's & G's adopted by the COSM. If any adjustments are made to a claim, a "Notice of Claim Adjustment" specifying the claim component adjusted, the amount adjusted, and the reason for the adjustment, will be mailed within 30 days after payment of the claim.

Pursuant to GC§ 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a school district pursuant to this chapter is subject to the initiation of an audit by the SCO no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the SCO to initiate an audit shall commence to run from the date of initial payment of the claim.

In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities must be retained during the period subject to audit. If an audit has been initiated by the SCO during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings. On-site audits will be conducted by the SCO as deemed necessary.

Retention of Claiming Instructions

The claiming instructions and forms in this package should be retained permanently in your Mandated Cost Manual for future reference and use in filing claims. These forms should be duplicated to meet your filing requirements. You will be notified of updated forms or changes to claiming instructions as necessary.

Questions or requests for hard copies of these instructions should be faxed to Ginny Brummels at (916) 323-6527, or e-mailed to LRSDAR@sco.ca.gov. Or, if you wish, you may call the Local Reimbursements Section at (916) 324-5729.

For your reference, these and future mandated costs claiming instructions and forms can be found on the Internet at www.sco.ca.gov/ard/local/locreim/index.shtml.

Address for Filing Claims

Claims should be rounded to the nearest dollar. Submit a signed original and a copy of form FAM-27, Claim for Payment, and all other forms and supporting documents. **(To expedite the payment process, please sign the form in blue ink, and attach a copy of the form FAM-27 to the top of the claim package.)**

Use the following mailing addresses:

If delivered by
U.S. Postal Service:

Office of the State Controller
Attn: Local Reimbursements Section
Division of Accounting and Reporting
P.O. Box 942850
Sacramento, CA 94250

If delivered by
other delivery services:

Office of the State Controller
Attn: Local Reimbursements Section
Division of Accounting and Reporting
3301 C Street, Suite 500
Sacramento, CA 95816

PARAMETERS AND GUIDELINES

Education Code Sections 44660-44665
(Former Ed. Code, §§ 13485-13490)

Statutes 1983, Chapter 498
Statutes 1999, Chapter 4

The Stull Act (98-TC-25)

Denair Unified School District and Grant Joint Union High School District, Claimants

I. SUMMARY OF THE MANDATE

On May 27, 2004, the Commission on State Mandates (Commission) adopted the Statement of Decision for *The Stull Act* test claim. The Commission found that Education Code sections 44660-44665 (formerly Ed. Code, §§ 13485-13490) constitute a new program or higher level of service and impose a state-mandated program upon school districts within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514.

Accordingly, the Commission approved this test claim for the following reimbursable activities:

- Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives. (Ed. Code, § 44662, subd. (b), as amended by Stats. 1983, ch. 498.)

Reimbursement for this activity is limited to the review of the employee's instructional techniques and strategies and adherence to curricular objectives, and to include in the written evaluation of the certificated instructional employees the assessment of these factors during the following evaluation periods:

- Once each year for probationary certificated employees;
 - Every other year for permanent certificated employees; and
 - Beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.
- Evaluate and assess the performance of certificated instructional employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11 as it reasonably relates to the progress of pupils towards the state adopted academic content standards as measured by state adopted assessment tests. (Ed. Code, § 44662, subd. (b), as amended by Stats. 1999, ch. 4.)

Reimbursement for this activity is limited to the review of the results of the STAR test as it reasonably relates to the performance of those certificated employees that

teach reading, writing, mathematics, history/social science, and science in grades 2 to 11, and to include in the written evaluation of those certificated employees the assessment of the employee's performance based on the STAR results for the pupils they teach during the evaluation periods specified in Education Code section 44664, and described below:

- Once each year for probationary certificated employees;
 - Every other year for permanent certificated employees; and
 - Beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.
- Assess and evaluate permanent certificated, instructional and non-instructional, employees that perform the requirements of educational programs mandated by state or federal law and receive an unsatisfactory evaluation in the years in which the permanent certificated employee would not have otherwise been evaluated pursuant to Education Code section 44664 (i.e., every other year). The additional evaluations shall last until the employee achieves a positive evaluation, or is separated from the school district. (Ed. Code, § 44664, as amended by Stats. 1983, ch. 498.) This additional evaluation and assessment of the permanent certificated employee requires the school district to perform the following activities:
 - Evaluate and assess the certificated employee performance as it reasonably relates to the following criteria: (1) the progress of pupils toward the standards established by the school district of expected pupil achievement at each grade level in each area of study, and, if applicable, the state adopted content standards as measured by state adopted criterion referenced assessments; (2) the instructional techniques and strategies used by the employee; (3) the employee's adherence to curricular objectives; (4) the establishment and maintenance of a suitable learning environment, within the scope of the employee's responsibilities; and, if applicable, (5) the fulfillment of other job responsibilities established by the school district for certificated non-instructional personnel (Ed. Code, § 44662, subds. (b) and (c));
 - The evaluation and assessment shall be reduced to writing. (Ed. Code, § 44663, subd. (a).) The evaluation shall include recommendations, if necessary, as to areas of improvement in the performance of the employee. If the employee is not performing his or her duties in a satisfactory manner according to the standards prescribed by the governing board, the school district shall notify the employee in writing of that fact and describe the unsatisfactory performance (Ed. Code, § 44664, subd. (b));
 - Transmit a copy of the written evaluation to the certificated employee (Ed. Code, § 44663, subd. (a));
 - Attach any written reaction or response to the evaluation by the certificated employee to the employee's personnel file (Ed. Code, § 44663, subd. (a)); and

- Conduct a meeting with the certificated employee to discuss the evaluation (Ed. Code, § 44553, subd. (a).)

The Commission further found that the activities listed above do not constitute reimbursable state-mandated programs with respect to certificated personnel employed in local, discretionary educational programs.

Finally, the Commission found that all other statutes in the test claim not mentioned above are not reimbursable state-mandated programs within the meaning of article XIII B, section 6 and Government Code section 17514.

II. ELIGIBLE CLAIMANTS

Any "school district" as defined in Government Code section 17519, except for community colleges, which incurs increased costs as a result of this mandate is eligible to claim reimbursement. Charter schools are not eligible claimants.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557 states that a test claim must be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The test claim for this mandate was filed on June 30, 1999. Therefore, the costs incurred for compliance with Statutes 1983, chapter 498 are eligible for reimbursement on or after July 1, 1997. Statutes 1999, chapter 4 was an urgency statute operative March 15, 1999; therefore, costs incurred for compliance with Statutes 1999, chapter 4 are eligible for reimbursement on or after March 15, 1999.

Actual costs for one fiscal year should be included in each claim. Estimated costs for the subsequent year may be included on the same claim, if applicable. Pursuant to Government Code section 17561, subdivision (d)(1)(A), all claims for reimbursement of initial fiscal year costs shall be submitted to the State Controller within 120 days of the issuance date for the claiming instructions.

If the total costs for a given fiscal year do not exceed \$1,000, no reimbursement shall be allowed, except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable

activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for the reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

A. Certificated Instructional Employees

1. Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives (Ed. Code, § 44662, subd. (b), as amended by Stats. 1983, ch. 498.). (*Reimbursement period begins July 1, 1997.*)

Reimbursement for this activity is limited to:

- a. reviewing the employee's instructional techniques and strategies and adherence to curricular objectives, and
- b. including in the written evaluation of the certificated instructional employees the assessment of these factors during the following evaluation periods:
 - once each year for probationary certificated employees;
 - every other year for permanent certificated employees; and
 - beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.

Note: For purposes of claiming reimbursement, eligible claimants must identify the state or federal law mandating the educational program being performed by the certificated instructional employees.

2. Evaluate and assess the performance of certificated instructional employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11 as it reasonably relates to the progress of pupils towards the state adopted academic content standards as measured by state adopted assessment tests (Ed. Code, § 44662, subd. (b), as amended by Stats. 1999, ch. 4.). (*Reimbursement period begins March 15, 1999.*)

Reimbursement for this activity is limited to:

- a. reviewing the results of the Standardized Testing and Reporting test as it reasonably relates to the performance of those certificated employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11, and
- b. including in the written evaluation of those certificated employees the assessment of the employee's performance based on the Standardized Testing and Reporting

results for the pupils they teach during the evaluation periods specified in Education Code section 44664, and described below:

- once each year for probationary certificated employees;
- every other year for permanent certificated employees; and
- beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified (as defined in 20 U.S.C. § 7801), and whose previous evaluation rated the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.

B. Certificated (Instructional and Non-Instructional) Employees

1. Evaluate and assess permanent certificated, instructional and non-instructional, employees that perform the requirements of educational programs mandated by state or federal law and receive an unsatisfactory evaluation in the years in which the permanent certificated employee would not have otherwise been evaluated pursuant to Education Code section 44664 (i.e., every other year). The additional evaluations shall last until the employee achieves a positive evaluation, or is separated from the school district (Ed. Code, § 44664, as amended by Stats. 1983, ch. 498). *(Reimbursement period begins July 1, 1997.)*

This additional evaluation and assessment of the permanent certificated employee requires the school district to perform the following activities:

- a. evaluating and assessing the certificated employee performance as it reasonably relates to the following criteria: (1) the progress of pupils toward the standards established by the school-district of expected pupil achievement at each grade level in each area of study, and, if applicable, the state adopted content standards as measured by state adopted criterion referenced assessments; (2) the instructional techniques and strategies used by the employee; (3) the employee's adherence to curricular objectives; (4) the establishment and maintenance of a suitable learning environment, within the scope of the employee's responsibilities; and, if applicable, (5) the fulfillment of other job responsibilities established by the school district for certificated non-instructional personnel (Ed. Code, § 44662, subs. (b) and (c));
- b. reducing the evaluation and assessment to writing (Ed. Code, § 44663, subd. (a)). The evaluation shall include recommendations, if necessary, as to areas of improvement in the performance of the employee. If the employee is not performing his or her duties in a satisfactory manner according to the standards prescribed by the governing board, the school district shall notify the employee in writing of that fact and describe the unsatisfactory performance (Ed. Code, § 44664, subd. (b));
- c. transmitting a copy of the written evaluation to the certificated employee (Ed. Code, § 44663, subd. (a));
- d. attaching any written reaction or response to the evaluation by the certificated employee to the employee's personnel file (Ed. Code, § 44663, subd. (a)); and

- e. conducting a meeting with the certificated employee to discuss the evaluation (Ed. Code, § 44553, subd. (a)).

Note: For purposes of claiming reimbursement, eligible claimants must identify the state or federal law mandating the educational program being performed by the certificated, instructional and non-instructional, employees.

C. Training

1. Train staff on implementing the reimbursable activities listed in Section IV of these parameters and guidelines. (One-time activity for each employee.) (*Reimbursement period begins July 1, 1997.*)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursable claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Contracted Services

Report the name of the contractor and services performed to implement the reimbursable activities. Attach a copy of the contract to the claim. If the contractor bills for time and materials, report the number of hours spent on the activities and all costs charged. If the contract is a fixed price, report the dates when services were performed and itemize all costs for those services.

4. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

5. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

6. Training

Report the cost of training an employee to perform the reimbursable activities, as specified in Section IV of this document. Report the name and job classification of each employee preparing for, attending, and/or conducting training necessary to implement the reimbursable activities. Provide the title, subject, and purpose (related to the mandate of the training session), dates attended, and location. If the training encompasses subjects broader than the reimbursable activities, only the pro-rata portion can be claimed. Report employee training time for each applicable reimbursable activity according to the rules of cost element A. 1, Salaries and Benefits, and A.2, Materials and Supplies. Report the cost of consultants who conduct the training according to the rules of cost element A.3, Contracted Services.

B. Indirect Cost Rates

Indirect costs are costs that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned to other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives. A cost may not be allocated as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been claimed as a direct cost.

Indirect costs include: (a) the indirect costs originating in each department or agency of the governmental unit carrying out state mandated programs, and (b) the costs of central governmental services distributed through the central service cost allocation plan and not otherwise treated as direct costs.

School districts must use the J-380 (or subsequent replacement) nonrestrictive indirect cost rate provisionally approved by the California Department of Education.

County offices of education must use the J-580 (or subsequent replacement) nonrestrictive indirect cost rate provisionally approved by the California Department of Education.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter¹ is subject to the initiation of an audit by the State Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. All documentation used to support the reimbursable

¹ This refers to Title 2, division 4, part 7, chapter 4 of the Government Code.

activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING SAVINGS AND REIMBURSEMENTS

Any offsetting savings the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandates shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including, but not limited to, service fees collected, federal funds, and other state funds shall be identified and deducted from this claim.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement no later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the statute, regulations, or executive order creating the mandate and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute notice of the right of local agencies and schools districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

CLAIM FOR PAYMENT		For State Controller Use Only		Program
Pursuant to Government Code Section 17561		(19) Program Number 00260		260
THE STULL ACT		(20) Date Filed ____/____/____		
		(21) LRS Input ____/____/____		
L A B E L H E R E	(01) Claimant Identification Number		Reimbursement Claim Data	
	(02) Claimant Name		(22) SA -1, (03)(a)	
	County of Location		(23) SA -1, (03)(b)	
	Street Address or P.O. Box Suite		(24) SA -1, (04)(A)(1)(a)(f)	
	City State Zip Code		(25) SA -1, (04)(A)(1)(b)(f)	
	Type of Claim	Estimated Claim	Reimbursement Claim	(26) SA -1, (04)(A)(2)(a)(f)
		(03) Estimated <input type="checkbox"/>	(09) Reimbursement <input type="checkbox"/>	(27) SA -1, (04)(A)(2)(b)(f)
		(04) Combined <input type="checkbox"/>	(10) Combined <input type="checkbox"/>	(28) SA -1, (04)(B)(1)(a)(f)
		(05) Amended <input type="checkbox"/>	(11) Amended <input type="checkbox"/>	(29) SA -1, (04)(B)(1)(b)(f)
	Fiscal Year of Cost	(06) ____/____	(12) ____/____	(30) SA -1, (04)(B)(1)(c)(f)
Total Claimed Amount	(07)	(13)	(31) SA -1, (04)(B)(1)(d)(f)	
Less: 10% Late Penalty		(14)	(32) SA -1, (04)(B)(1)(e)(f)	
Less: Prior Claim Payment Received		(15)	(33) SA -1, (06)	
Net Claimed Amount		(16)	(34) SA -1, (07)	
Due from State	(08)	(17)	(35) SA -1, (09)	
Due to State		(18)	(36) SA -1, (10)	
(37) CERTIFICATION OF CLAIM				
<p>In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the school district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.</p> <p>I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.</p> <p>The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.</p>				
Signature of Authorized Officer			Date	
_____ Type or Print Name			_____ Title	
(38) Name of Contact Person for Claim		Telephone Number () - Ext.		
		E-Mail Address		

Program 260	THE STULL ACT Certification Claim Form Instructions	FORM FAM-27
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- (01) Enter the payee number assigned by the State Controller's Office.
- (02) Enter your Official Name, County of Location, Street or P. O. Box address, City, State, and Zip Code.
- (03) If filing an estimated claim, enter an "X" in the box on line (03) Estimated.
- (04) If filing a combined estimated claim on behalf of districts within the county, enter an "X" in the box on line (04) Combined.
- (05) If filing an amended estimated claim, enter an "X" in the box on line (05) Amended.
- (06) Enter the fiscal year in which costs are to be incurred.
- (07) Enter the amount of the estimated claim. If the estimate exceeds the previous year's actual costs by more than 10%, complete form SA-1 and enter the amount from line (11).
- (08) Enter the same amount as shown on line (07).
- (09) If filing a reimbursement claim, enter an "X" in the box on line (09) Reimbursement.
- (10) If filing a combined reimbursement claim on behalf of districts within the county, enter an "X" in the box on line (10) Combined.
- (11) If filing an amended reimbursement claim, enter an "X" in the box on line (11) Amended.
- (12) Enter the fiscal year for which actual costs are being claimed. If actual costs for more than one fiscal year are being claimed, complete a separate form FAM-27 for each fiscal year.
- (13) Enter the amount of the reimbursement claim from form SA-1, line (11). The total claimed amount must exceed \$1,000.
- (14) Reimbursement claims must be filed by April 11, 2006, for the fiscal year in which costs were incurred or the claims shall be reduced by a late penalty. Enter zero if the claim was timely filed, otherwise, enter the product of multiplying line (13) by the factor 0.10 (10% penalty).
- (15) If filing a reimbursement claim and a claim was previously filed for the same fiscal year, enter the amount received for the claim. Otherwise, enter a zero.
- (16) Enter the result of subtracting line (14) and line (15) from line (13).
- (17) If line (16), Net Claimed Amount, is positive, enter that amount on line (17), Due from State.
- (18) If line (16), Net Claimed Amount, is negative, enter that amount on line (18), Due to State.
- (19) to (21) Leave blank.
- (22) to (36) Reimbursement Claim Data. Bring forward the cost information as specified on the left-hand column of lines (22) through (36) for the reimbursement claim, e.g., SA-1, (04)(A)(1)(a)(f), means the information is located on form SA-1, block (04)(A)(1), line (a), column (f). Enter the information on the same line but in the right-hand column. Cost information should be rounded to the nearest dollar, i.e., no cents. Indirect costs percentage should be shown as a whole number and without the percent symbol, i.e., 7.548% should be shown as 8. **Completion of this data block will expedite the payment process.**
- (37) Read the statement "Certification of Claim." If it is true, the claim must be dated, signed by the district's authorized officer, and must include the person's name and title, typed or printed. **Claims cannot be paid unless accompanied by an original signed certification. (To expedite the payment process, please sign the form FAM-27 with blue ink, and attach a copy of the form FAM-27 to the top of the claim package.)**
- (38) Enter the name, telephone number, and e-mail address of the person to contact if additional information is required.

SUBMIT A SIGNED ORIGINAL, AND A COPY OF FORM FAM-27, WITH ALL OTHER FORMS AND SUPPORTING DOCUMENTS TO:

Address, if delivered by U.S. Postal Service:

**OFFICE OF THE STATE CONTROLLER
ATTN: Local Reimbursements Section
Division of Accounting and Reporting
P.O. Box 942850
Sacramento, CA 94250**

Address, if delivered by other delivery service:

**OFFICE OF THE STATE CONTROLLER
ATTN: Local Reimbursements Section
Division of Accounting and Reporting
3301 C Street, Suite 500
Sacramento, CA 95816**

Program 260	MANDATED COSTS THE STULL ACT CLAIM SUMMARY	FORM SA-1				
(01) Claimant		(02) Type of Claim Reimbursement <input type="checkbox"/> Estimated <input type="checkbox"/>				
		Fiscal Year ___ / ___				
(03) (a) Number of Certificated Instructional Employees (CIE's) evaluated per (04)(A)						
(b) Number of CIE's and Non-Instructional Employees (NIE's) evaluated per (04)(B)						
Direct Costs	Object Accounts					
(04) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
A. CIE's						
1.	Evaluation/Assessment - Ed. Code §44662, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a.	Review employee's techniques and strategies					
b.	Evaluation of techniques and strategies					
2.	Evaluation/Assessment - Ed. Code §44662, subd. (b), as amended by Ch. 4/99; Reimbursement period begins 03/15/99					
a.	Review STAR results					
b.	Assessment per STAR					
B. CIE's and NIE's						
1.	Evaluation/Assessment - Ed. Code §44664, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a.	Evaluating and assessing CIE per certain criteria					
b.	Writing evaluation					
c.	Transmitting evaluation					
d.	Attaching to personnel file					
e.	Discussing evaluation					
(05)	Total Direct Costs					
Indirect Costs						
(06)	Indirect Cost Rate [From J-380 or J-580]					%
(07)	Total Indirect Costs [Line (06) x line (05)(a)]					
(08)	Total Direct and Indirect Costs [Line (05)(f) + line (07)]					
Cost Reduction						
(09)	Less: Offsetting Savings					
(10)	Less: Other Reimbursements					
(11)	Total Claimed Amount [Line (08) - (line (09) + line (10))]					

Program 260	THE STULL ACT CLAIM SUMMARY Instructions	FORM SA-1
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- (01) Enter the name of the claimant.
- (02) Type of Claim. Check a box, Reimbursement or Estimated, to identify the type of claim being filed. Enter the fiscal year of costs.
- Form SA-1 must be filed for a reimbursement claim. Do not complete form SA-1 if you are filing an estimated claim and the estimate does not exceed the previous fiscal year's actual costs by more than 10%. Simply enter the amount of the estimated claim on form FAM-27, line (07). However, if the estimated claim exceeds the previous fiscal year's actual costs by more than 10%, form SA-1 must be completed and a statement attached explaining the increased costs. Without this information the estimated claim will automatically be reduced to 110% of the previous fiscal year's actual costs.
- (03) Claim Statistics. (a) Enter the number of CIE's who were evaluated per (04)(A).
(b) Enter the number of CIE's and NIE's who were evaluated per (04)(B).
- (04) Reimbursable Components. For each reimbursable component, enter the total from form SA-2, line (05), columns (d) through (h) to form SA-1, block (04), columns (a) through (e) in the appropriate row. Total each row.
- (05) Total Direct Costs. Total columns (a) through (f).
- (06) Indirect Cost Rate. Enter the indirect cost rate from the Department of Education form J-380 or J-580 as applicable for the fiscal year of costs.
- (07) Total Indirect Costs. Enter the result of multiplying the Indirect Cost Rate, line (06), by the Total Salaries and Benefits, line (05)(a).
- (08) Total Direct and Indirect Costs. Enter the sum of Total Direct Costs, line (05)(f), and Total Indirect Costs, line (07).
- (09) Less: Offsetting Savings. If applicable, enter the total savings experienced by the claimant as a direct result of this mandate. Submit a detailed schedule of savings with the claim.
- (10) Less: Other Reimbursements. If applicable, enter the amount of other reimbursements received from any source including, but not limited to, service fees collected, federal funds, and other state funds, that reimbursed any portion of the mandated cost program. Submit a schedule detailing the reimbursement sources and amounts.
- (11) Total Claimed Amount. From Total Direct and Indirect Costs, line (08), subtract the sum of Offsetting Savings, line (09), and Other Reimbursements, line (10). Enter the remainder on this line and carry the amount forward to form FAM-27, line (07) for the Estimated Claim or line (13) for the Reimbursement Claim.

Program <b style="font-size: 2em;">260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
---	--	----------------------------

(01) Claimant _____	(02) Fiscal Year _____
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training

(05) Total <input type="checkbox"/> Subtotal <input type="checkbox"/> Page: ____ of ____	
--	--

Program 260	THE STULL ACT COMPONENT/ACTIVITY COST DETAIL Instructions	FORM SA-2
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- (01) Claimant. Enter the name of the claimant.
- (02) Fiscal Year. Enter the fiscal year for which costs were incurred.
- (03) Reimbursable Components. Check the box which indicates the cost component being claimed. Check only one box per form. A separate form SA-2 shall be prepared for each applicable component.
- (04) Description of Expenses. The following table identifies the type of information required to support reimbursable costs. To detail costs for the component activity box "checked" in block (03), enter the employee names, position titles, a brief description of the activities performed, actual time spent by each employee, productive hourly rates, fringe benefits, supplies used, contract services, and travel and training expenses. **The descriptions required in column (4)(a) must be of sufficient detail to explain the cost of activities or items being claimed.** For audit purposes, all supporting documents must be retained by the claimant for a period of not less than three years after the date the claim was filed or last amended, whichever is later. If no funds were appropriated and no payment was made at the time the claim was filed, the time for the Controller to initiate an audit shall be from the date of initial payment of the claim. Such documents shall be made available to the State Controller's Office on request.

Object/ Sub object Accounts	Columns								Submit supporting documents with the claim
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
Salaries and Benefits	Employee Name/Title	Hourly Rate	Hours Worked	Salaries = Hourly Rate x Hours Worked					
Salaries									
Benefits	Activities Performed	Benefit Rate		Benefits = Benefit Rate x Salaries					
Materials and Supplies	Description of Supplies Used	Unit Cost	Quantity Used		Cost = Unit Cost x Quantity Used				
Contract Services	Name of Contractor Specific Tasks Performed	Hourly Rate	Hours Worked Inclusive Dates of Service			Cost=Hourly Rate x Hours Worked or Total Contract Cost			Copy of Contract and Invoices
Fixed Assets	Description of Equipment Purchased	Unit Cost	Usage				Cost= Unit Cost x Usage		
Travel and Training	Purpose of Trip Name and Title Departure and Return Date	Per Diem Rate Mileage Rate Travel Cost	Days Miles Travel Mode			Total Travel Cost = Rate x Days or Miles		Total Travel Cost = Rate x Days or Miles	
Travel									
Training	Employee Name/Title Name of Class		Dates Attended			Registration Fee		Registration Fee	

- (05) Total line (04), columns (d) through (h) and enter the sum on this line. Check the appropriate box to indicate if the amount is a total or subtotal. If more than one form is needed to detail the component/activity costs, number each page. Enter totals from line (05), columns (d) through (h) to form SA-1, block (04), columns (a) through (e) in the appropriate row.

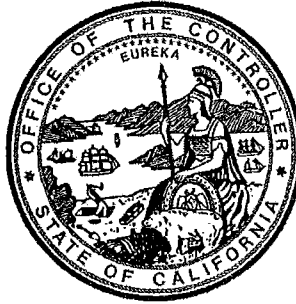
CARLSBAD UNIFIED SCHOOL DISTRICT

Audit Report

THE STULL ACT PROGRAM

Chapter 498, Statutes of 1983,
and Chapter 4, Statutes of 1999

July 1, 2005, through June 30, 2009



JOHN CHIANG
California State Controller

June 2012



JOHN CHIANG
California State Controller

June 15, 2012

Kelli Moors, President
Board of Trustees
Carlsbad Unified School District
6225 El Camino Real
Carlsbad, CA 92009

Dear Ms. Moors:

The State Controller's Office audited the costs claimed by the Carlsbad Unified School District for the legislatively mandated Stull Act Program (Chapter 498, Statutes of 1983, and Chapter 4, Statutes of 1999) for the period of July 1, 2005, through June 30, 2009.

The district claimed \$512,761 for the mandated program. Our audit disclosed that \$238,660 is allowable and \$274,101 is unallowable. The costs are unallowable primarily because the district claimed reimbursement for activities not reimbursable under the mandated program. The State paid the district \$89,625. Allowable costs claimed exceed the amount paid by \$149,035.

If you disagree with the audit finding, you may file an Incorrect Claim (IRC) with the Commission on State Mandates (CSM). The IRC must be filed within three years following the date that we notify you of a claim reduction. You may obtain IRC information at the CSM's website at www.csm.ca.gov/docs/IRCForm.pdf.

If you have any questions, please contact Jim L. Spano, Chief, Mandated Cost Audits Bureau, at (916) 323-5849.

Sincerely,

Original signed by

JEFFREY V. BROWNFIELD
Chief, Division of Audits

JVB/vb

cc: John A. Roach, Ed.D., Superintendent
Carlsbad Unified School District
Devin Vodicka, Assistant Superintendent, Business Services
Carlsbad Unified School District
Torrie Norton, Assistant Superintendent, Personnel Services
Carlsbad Unified School District
Nancy Navarro, Director, Fiscal Services
Carlsbad Unified School District
Mark C. Anderson, President, Board of Education
San Diego County Office of Education
Scott Hannan, Director
School Fiscal Services Division
California Department of Education
Carol Bingham, Director
Fiscal Policy Division
California Department of Education
Thomas Todd, Principal Program Budget Analyst
Education Systems Unit
Department of Finance
Jay Lal, Manager
Division of Accounting and Reporting
State Controller's Office

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Audit Report

Summary

The State Controller's Office audited the costs claimed by the Carlsbad Unified School District for the legislatively mandated Stull Act Program (Chapter 498, Statutes of 1983, and Chapter 4, Statutes of 1999) for the period of July 1, 2005, through June 30, 2009.

The district claimed \$512,761 for the mandated program. Our audit disclosed that \$238,660 is allowable and \$274,101 is unallowable. The costs are unallowable primarily because the district claimed reimbursement for activities not reimbursable under the mandated program. The State paid the district \$89,625. Allowable costs claimed exceed the amount paid by \$149,035.

Background

Chapter 498, Statutes of 1983, and Chapter 4, Statutes of 1999, added Education Code sections 44660-44665. The legislation provided specific reimbursement for activities related to evaluation and assessment of the performance of "certificated personnel" within each school district, except for those employed in local, discretionary educational programs.

On May 27, 2004, the Commission on State Mandates (CSM) determined that the legislation imposed a state mandate reimbursable under Government Code section 17514.

The program's parameters and guidelines establish the state mandate and define reimbursement criteria. The CSM adopted the parameters and guidelines on September 27, 2005. In compliance with Government Code section 17558, the SCO issues claiming instructions to assist local agencies and school districts in claiming mandated program reimbursable costs.

The Commission approved reimbursable activities as follows:

- Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal laws as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives (Education Code section 44662(b) as amended by Chapter 498, Statutes of 1983).
- Evaluate and assess the performance of certificated instructional employees that teach reading, writing, mathematics, history/social science, and science in grades 2 to 11 as it reasonably relates to the progress of pupils towards the state adopted academic content standards as measured by state adopted assessment tests (Education Code section 44662(b) as amended by Chapter 4, Statutes of 1999).
- Assess and evaluate permanent certificated, instructional, and non-instructional, employees that perform the requirements of educational programs mandated by state or federal law and receive an unsatisfactory evaluation in the years in which the permanent certificated employee would not have otherwise been evaluated pursuant to Education Code section 44664 (i.e., every other year).

The additional evaluations shall last until the employee archives a positive evaluation, or is separated from the school district (Education Code section 44664 as amended by Chapter 498, Statutes of 1983).

Objective, Scope, and Methodology

We conducted the audit to determine whether costs claimed represent increased costs resulting from the Stull Act Program for the period of July 1, 2005, through June 30, 2009.

Our audit scope included, but was not limited to, determining whether costs claimed were supported by appropriate source documents, were not funded by another source, and were not unreasonable and/or excessive.

We conducted this performance audit under the authority of Government Code sections 12410, 17558.5, and 17561. We did not audit the district's financial statements. We conducted the audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

We limited our review of the district's internal controls to gaining an understanding of the transaction flow and claim preparation process as necessary to develop appropriate auditing procedures.

We asked the district to submit a written representation letter regarding the district's accounting procedures, financial records, and mandated cost claiming procedures as recommended by generally accepted government auditing standards. However, the district declined our request.

Conclusion

Our audit disclosed an instance of noncompliance with the requirements outlined above. This instance is described in the accompanying Summary of Program Costs (Schedule 1) and in the Finding and Recommendation section of this report.

For the audit period, the Carlsbad Unified School District claimed \$512,761 for costs of the Stull Act Program. Our audit disclosed that \$238,660 is allowable and \$274,101 is unallowable.

For the fiscal year (FY) 2005-06 claim, the State made no payment to the district. Our audit disclosed that \$59,555 is allowable. The State will pay allowable costs claimed, totaling \$59,555, contingent upon available appropriations.

For the FY 2006-07 claim, the State made no payment to the district. Our audit disclosed that \$43,370 is allowable. The State will pay allowable costs claimed, totaling \$43,370, contingent upon available appropriations.

For the FY 2007-08 claim, the State made no payment to the district. Our audit disclosed that \$75,643 is allowable. The State will pay allowable costs claimed, totaling \$75,643, contingent upon available appropriations.

For the FY 2008-09 claim, the State paid the district \$89,625. Our audit disclosed that \$60,092 is allowable. The State will offset \$29,533 from other mandated program payments due the district. Alternatively, the district may remit this amount to the State.

**Views of
Responsible
Official**

We issued a draft audit report on May 2, 2012. Devin Vodicka, Assistant Superintendent, responded by letter dated May 9, 2012 (Attachment), disagreeing with the audit results. This final audit report includes the district's response.

Restricted Use

This report is solely for the information and use of the Carlsbad Unified School District, the San Diego County Office of Education, the California Department of Education, the California Department of Finance, and the SCO; it is not intended to be and should not be used by anyone other than these specified parties. This restriction is not intended to limit distribution of this report, which is a matter of public record.

Original signed by

JEFFREY V. BROWNFIELD
Chief, Division of Audits

June 15, 2012

**Schedule 1—
Summary of Program Costs
July 1, 2005, through June 30, 2009**

Cost Elements	Actual Costs Claimed	Allowable per Audit	Audit Adjustment ¹
<u>July 1, 2005, through June 30, 2006</u>			
Direct costs:			
Salaries and benefits			
Evaluation activities	\$ 97,325	\$ 54,081	\$ (43,244)
Training	2,193	2,193	—
Total direct costs	99,518	56,274	(43,244)
Indirect costs	5,674	3,281	(2,393)
Total program costs	<u>\$ 105,192</u>	59,555	<u>\$ (45,637)</u>
Less amount paid by the State		—	
Allowable costs claimed in excess of (less than) amount paid		<u>\$ 59,555</u>	
<u>July 1, 2006, through June 30, 2007</u>			
Direct costs:			
Salaries and benefits			
Evaluation activities	\$ 155,019	\$ 37,956	\$ (117,063)
Training	2,965	2,775	(190)
Total direct costs	157,984	40,731	(117,253)
Indirect costs	10,237	2,639	(7,598)
Total program costs	<u>\$ 168,221</u>	43,370	<u>\$ (124,851)</u>
Less amount paid by the State		—	
Allowable costs claimed in excess of (less than) amount paid		<u>\$ 43,370</u>	
<u>July 1, 2007, through June 30, 2008</u>			
Direct costs:			
Salaries and benefits			
Evaluation activities	\$ 128,560	\$ 70,602	\$ (57,958)
Training	1,640	1,549	(91)
Total direct costs	130,200	72,151	(58,049)
Indirect costs	6,302	3,492	(2,810)
Total program costs	<u>\$ 136,502</u>	75,643	<u>\$ (60,859)</u>
Less amount paid by the State		—	
Allowable costs claimed in excess of (less than) amount paid		<u>\$ 75,643</u>	

Schedule 1 (continued)

Cost Elements	Actual Costs Claimed	Allowable per Audit	Audit Adjustment
<u>July 1, 2008, through June 30, 2009</u>			
Direct costs:			
Salaries and benefits			
Evaluation activities	\$ 96,252	\$ 56,594	\$ (39,658)
Training	608	—	(608)
Total direct costs	96,860	56,594	(40,266)
Indirect costs	5,986	3,498	(2,488)
Total program costs	<u>\$ 102,846</u>	60,092	<u>\$ (42,754)</u>
Less amount paid by the State		(89,625)	
Allowable costs claimed in excess of (less than) amount paid		<u>\$ (29,533)</u>	
<u>Summary: July 1, 2005, through June 30, 2009</u>			
Direct costs:			
Salaries and benefits			
Evaluation activities	\$ 477,156	\$ 219,233	\$ (257,923)
Training	7,406	6,517	(889)
Total direct costs	484,562	225,750	(258,812)
Indirect costs	28,199	12,910	(15,289)
Total program costs	<u>\$ 512,761</u>	238,660	<u>\$ (274,101)</u>
Less amount paid by the State		(89,625)	
Allowable costs claimed in excess of (less than) amount paid		<u>\$ 149,035</u>	

¹ See the Finding and Recommendation section.

Finding and Recommendation

**FINDING—
Overstated salaries
and benefits and
related indirect costs**

The district claimed \$484,562 in salaries and benefits and \$28,199 in related indirect costs for the audit period. We determined that \$258,812 in salaries and benefits and \$15,289 in related indirect costs are unallowable. The costs are unallowable primarily because the district claimed reimbursement for non-mandated activities.

The following table summarizes the unallowable salaries and benefits and related indirect costs by fiscal year:

	Fiscal Year				Total
	2005-06	2006-07	2007-08	2008-09	
Direct costs					
Salaries and benefits					
Evaluation activities	\$ (43,244)	\$ (117,063)	\$ (57,958)	\$ (39,658)	\$ (257,923)
Training	—	(190)	(91)	(608)	(889)
Total salaries and benefits	(43,244)	(117,253)	(58,049)	(40,266)	(258,812)
Indirect costs	(2,393)	(7,598)	(2,810)	(2,488)	(15,289)
Audit adjustment	\$ (45,637)	\$ (124,851)	\$ (60,859)	\$ (42,754)	\$ (274,101)

Unsupported Costs

Initially, all costs claimed by the district were unallowable because they were based on average time increments supported with time records that were not completed contemporaneously.

The district developed an alternative reimbursement methodology to determine allowable costs for fiscal year (FY) 2005-06 through FY 2008-09. The district’s representatives conducted a time study in FY 2010-11 as a substitute for records of actual time spent on teacher evaluations. The results were applied to the audit period.

Time Study Activities

The time study documented the time it took district evaluators to perform 22 separate activities of the teacher evaluation process. The district evaluated permanent, probationary, and temporary certificated instructional teachers. The time study results reported time for training, planning, preparation, meetings, observation, report writing, and other activities within the evaluation process.

The time study determined that it takes district evaluators an average of 10 hours and 38 minutes per teacher to complete an evaluation.

Out of the 22 activities the district identified in their time study, 19 activities are not reimbursable under the mandate. The 19 non-reimbursable activities include:

1. Preparing before training or planning meetings/conferences;
2. Training or planning meetings/conferences;

3. Preparing/organizing notes from training or planning meetings/conferences;
4. Preparing before meeting with teachers;
5. Conducting actual conference with teachers;
6. Preparing or organizing notes from meetings with teachers;
7. Preparing before "Pre-Observation" conferences with teachers;
8. Conducting "Pre-Observation" conferences with teachers;
9. Preparing/organizing notes from "Pre-Observation" conferences with teachers;
10. Preparing before classroom observations of teachers;
11. Preparing/organizing notes from classroom observations, finalizing Collect Data forms;
12. Reporting observations, preparing the Standards for Excellence in Teaching observation checklists;
13. Preparing before "Post-Observation" conferences with teachers;
14. Conducting "Post-Observation" conferences with teachers;
15. Preparing notes from "Post-Observation" conferences and preparing Reflecting Conference worksheets;
16. Preparing before Final Evaluation conferences with teachers;
17. Conducting Final Evaluation conferences with teachers;
18. Preparing/organizing notes from Final Evaluation conferences with teachers; and
19. Discussing the STAR results with teachers and assessing how to improve instructional abilities.

The activities related to planning, preparation, and organizing notes are not reimbursable under the mandate.

The district duplicated costs by including training activities in its time study and again as a direct cost item in each fiscal year. Further, training time reported in the time study is not an activity repetitive in nature and is not appropriate for a time study. We determined allowable time spent on training from the district's original claims.

Conferences between the evaluators and teachers also are not reimbursable because they were required before the enactment of the test claim legislation. These activities are not imposing a new program or higher level of service. Conferences, as well as pre-, post-, final observation conferences, and conference-related activities are not reimbursable.

Out of the 22 activities identified by the district, we determined that the time spent on the following three activities is reimbursable:

1. Conducting “informal” classroom observations;
2. Conducting “formal” classroom observations;
3. Writing Final Evaluation Reports and/or preparing Teacher Evaluation Report.

Based on the time study results, we concluded that it takes district evaluators an average of 5 hours and 8 minutes per teacher evaluation to complete allowable activities within the evaluation process.

Completed Evaluations

The district used Certificated Evaluation Log spreadsheets to keep track of completed evaluations sent to the Carlsbad Unified School District Personnel Services Department. We reviewed the Evaluation Logs for each fiscal year to ensure that only eligible evaluations were counted for reimbursement. The program’s parameters and guidelines allow reimbursement for those evaluations conducted for certificated instructional personnel who perform the requirements of educational programs mandated by state or federal law during specific evaluation periods.

The following table shows evaluations identified in the time study that are not reimbursable under the mandated program:

<u>Fiscal Year</u>	<u>Number of Evaluations</u>		
	<u>Per Time Study</u>	<u>Allowable per Audit</u>	<u>Adjustments</u>
2005-06	178	160	(18)
2006-07	112	106	(6)
2007-08	209	201	(8)
2008-09	<u>161</u>	<u>147</u>	<u>(14)</u>
Totals	<u>660</u>	<u>614</u>	<u>(46)</u>

The non-reimbursable evaluations included the following:

- Principals, vice principals, directors, coordinators, counselors, psychologists, librarians, and library media specialists who are not certificated instructional employees;
- Preschool teachers who do not perform the requirements of the program that is mandated by state or federal law;
- Duplicate teacher evaluations claimed multiple times in one school year;
- Permanent biannual teacher evaluations claimed every year rather than every other year; and
- Permanent five-year teacher evaluations claimed multiple times in a five-year period rather than once every five years.

Calculation of Allowable Evaluation Costs

To arrive at allowable salaries and benefits in each fiscal year, we multiplied the number of allowable evaluations by allowable hours per evaluation and average productive hourly rates (PHR).

The following table summarizes the calculations by fiscal year.

	Fiscal Year				Total
	2005-06	2006-07	2007-08	2008-09	
(A) Allowable evaluations	160	106	201	147	
(B) Allowable hours per evaluation	× 5.14	× 5.14	5.14	5.14	
(C) Total annual hours [(A) × (B)]	822.4	544.8	1,033.1	755.6	
(D) Average PHR	× \$65.76	× \$69.67	× \$68.34	× \$74.90	
Total evaluation salaries and benefits [(C) × (D)]	\$ 54,081	\$ 37,956	\$ 70,602	\$ 56,594	\$ 219,233

We then applied the applicable indirect cost rates to allowable salaries and benefits to calculate the allowable indirect costs for this component.

Calculation of Allowable Training Costs

The district’s original claims reported training hours in each fiscal year. The parameters and guidelines only allow training costs as a one-time activity per employee. We concluded that \$6,517 out of the \$7,406 claimed in training costs is reimbursable under the mandate. The unallowable training costs included duplicate training hours for the same employees.

The following table summarizes claimed, allowable, and unallowable training costs by fiscal year:

	Fiscal Year				Total
	2005-06	2006-07	2007-08	2008-09	
Claimed	\$ 2,193	\$ 2,965	\$ 1,640	\$ 608	\$ 7,406
Allowable	2,193	2,775	1,549	—	6,517
Audit adjustment	\$ —	\$ (190)	\$ (91)	\$ (608)	\$ (889)

For FY 2005-06, the district claimed training costs in the Travel and Training reimbursable component. We reclassified the district’s training costs to Salaries and Benefits.

The program’s parameters and guidelines (section IV.A.1) state that the following is reimbursable:

Evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee’s adherence to curricular objectives.

Reimbursement for this activity is limited to:

- a. Reviewing the employee's instructional techniques and strategies and adherence to curricular objectives, and
- b. Including in the written evaluation of the certificated instructional employees the assessment of these factors during the following evaluation periods:
 - o Once each year for probationary certificated employees;
 - o Every other year for permanent certificated employees; and
 - o Beginning January 1, 2004, every five years for certificated employees with permanent status who have been employed at least ten years with the school district, are highly qualified, and whose previous evaluation rates the employee as meeting or exceeding standards, if the evaluator and certificated employee being evaluated agree.

The parameters and guidelines (section IV.C–Training) state the district may train staff on implementing the reimbursable activities listed in Section IV of the parameters and guidelines. (One-time activity for each employee.)

The parameters and guidelines (section IV–Reimbursable Activities) also state:

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Recommendation

We recommend that the district ensure that claimed costs are based on actual costs, are for activities reimbursable under the program's parameters and guidelines, and are supported by contemporaneous source documentation.

District's Response

Time Study Activities

... the District prepared a time-study based on the FY 2010-11 certificated staff evaluation cycle. The time study identified 22 discrete activities based on staff interviews. Actual time spent on these activities was collected from the employees involved. An average time spent for each of these activities was calculated. These average times per activity were assigned to a relevant job title or group of titles for purposes of

determining the appropriate productive hourly rate to be applied to each activity. However, the audit report allows only 3 of the 22 time study activities.

3 Activities Allowed

1. Conducting "informal" classroom observations
2. Conducting "formal" classroom observations
3. Writing Final Evaluation Reports and/or preparing Teacher Evaluation Report

19 Disallowed Activities

The remaining 19 activities were not approved for reimbursement. These can be grouped into three categories:

Preparation activities: The audit report disallows activities related to planning, preparation, and organizing of notes for the evaluations, because these activities are "not reimbursable under the mandate." The audit report does not provide a legal citation or other source for this conclusion. Preparation is a reasonable and necessary part of implementing the evaluation mandate.

Training: The audit report concludes that training time is not a proper subject for a time study of repetitive activities. Instead, the audit report allows most of the training costs as direct costs, based on the District's original claim documentation. The adjustment amount is \$889 based on the direct cost method. The training time included in the time study was intended to pertain to the annual repetitive process to train evaluators for the annual evaluation cycle. However, due to the parameters and guidelines limitation that training costs not be duplicated for any one employee, the direct cost method is a reasonable method of preventing duplication of these costs.

Evaluation Conferences: The audit report concludes that conferences between the evaluators and teachers are unallowable "because they were required before the enactment of the test claim legislation." The audit report does not provide a legal citation or other source for this threshold conclusion that conferences were previously required by law. The mandate reimburses the new program requirement to "evaluate and assess" which necessarily involves a comprehensive process. The classroom observations are one part of a continuum of evaluation and assessment steps, none of which individually completes the mandate. The conferences and related tasks are effective and efficient methods to evaluate and assess employees and necessary to communicate the findings of the evaluation to the employee. Whether the conferences in general were required as a matter of law before the Stull Act is a decision for the Commission pursuant to a future incorrect reduction claim. Even if conferences were part of previous evaluation procedures, either by law or practice, the subject matter of these conferences is now different as a result of the Stull Act.

Disallowed evaluations

There were 660 evaluations claimed for the four fiscal years. The audit report disallowed 49 and approved 611. *Five reasons were stated in the audit report for excluding evaluations from the calculation of reimbursable costs.*

1. *Principals, vice principals, directors, coordinators, counselors, psychologists, librarians, and library media specialists who are not certificated instructional employees.*

The parameters and guidelines state that the mandate is to evaluate the performance of "certificated instructional employees." All certificated personnel are "instructional" personnel even if they are not classroom teachers. The audit report does not indicate how these other certificated personnel are not implementing the "curricular objectives." The District does concur that the portion of the mandate relating to the evaluation of compliance with the testing assessment standards (the STAR component) is limited to classroom teachers because the parameters and guidelines specifically state "employees that teach" specified curriculum.

2. *Preschool teachers do not perform the requirements of the program that is mandated by state or federal law.*

Federal law requires preschool instruction for special education pupils as part of the pupil's Individual Education Program. If the teacher is providing instruction to special education preschool pupils, the teacher is implementing the federal mandate.

3. *Duplicate teacher evaluations claimed multiple times in one school year.*

Potential "duplicate" evaluations generally occur as a result of an employee transferring to another school during the evaluation cycle, or a change in employment status of the employee. The District concurs that only one complete evaluation should be counted for each employee.

4. *Permanent biannual teacher evaluations claimed every year rather than every other year.*

The District concurs that only one complete evaluation should be counted for each employee every other year after the employee attains permanent status.

5. *Permanent five-year teacher evaluations claimed multiple times in a five-year period rather than once every five years.*

The District concurs that only one complete evaluation should be counted for each employee every fifth year after the employee attains permanent five-year status.

SCO's Comment

Issue 1—Time Study Activities

Preparation activities:

Our finding and recommendation are unchanged. The activities related to planning, preparation, and organizing notes are not listed as reimbursable activities in the program's parameters and guidelines.

The district states in its response that "preparation is a reasonable and necessary part of implementing the evaluation mandate." While the district may believe that these activities are "reasonable and necessary"

activities, the reimbursement is limited to only those activities outlined in the parameters and guidelines (sections IV.A.1, IV.A.2, and IV.B.1). The district may file an amendment with the Commission on State Mandates (CSM) to amend the existing parameters and guidelines.

Training:

Our finding and recommendation are unchanged. The district stated that due to the parameters and guidelines limitation, the direct cost method used by the SCO in determining allowable costs is a reasonable method.

Evaluation Conferences:

Our finding and recommendation are unchanged. The conferences between the teachers and evaluators are non-reimbursable activities.

The district states in its response that "the mandate reimburses the new program requirement to 'evaluate and assess' which necessarily involves a comprehensive process." We disagree. Not all activities from the evaluation process are reimbursable. The mandate reimburses only those activities that impose a new requirement or higher level of service for the agencies.

The parameters and guidelines (sections IV.A.1, IV.A.2, and IV.B.1) specify that reimbursement is limited to only those activities outlined in each section. Section IV.B.1 identifies reimbursable evaluation conferences only for those instances when an unsatisfactory evaluation took place for certificated instructional or non-instructional personnel in those years in which the employee would not have otherwise been evaluated.

However, the district neither claimed reimbursement for, nor provided documentation supporting that unsatisfactory evaluations were completed during the audit period. Thus, the question remains whether the evaluation conferences are reimbursable for evaluations claimed under sections IV.A.1 and IV.A.2 of the parameters and guidelines. Sections IV.A.1 and IV.A.2 do not identify evaluation conferences or any other types of conferences as reimbursable activities.

Furthermore, the CSM found in its statement of decision that evaluation conferences between the evaluators and teachers are not reimbursable because they were required before the enactment of the test claim legislation.

Under prior law, the evaluation had to be reduced to writing and a copy of the evaluation had to be given to the employee. An evaluation meeting had to be held between the certificated employee and the evaluator to discuss the evaluation and assessment. The CSM indicated in its statement of decision document that:

... the 1975 test claim legislation did not amend the requirements in Former Education Code sections 13488 and 13489 to prepare written evaluations of certificated employees, receive responses to those evaluations, and conduct a meeting with the certificated employee to discuss the evaluation. . . .

Furthermore, the 1983 test claim statute still requires school districts to reduce the evaluation to writing, to transmit a copy to the employee, and to conduct a meeting with the employee to discuss the evaluation and assessment. These activities are not new.

However, the 1983 test claim statute amended the evaluation requirements by adding two new evaluation factors relating to 1) the instructional techniques and strategies used by the employee, and 2) the employee's adherence to curricular objectives. The CSM found that Education Code section 44662, subdivision (b), as amended by Statutes of 1983, Chapter 498, imposed a new required act on school districts to do the following:

... evaluate and assess the performance of certificated instructional employees that perform the requirements of educational programs mandated by state or federal law as it reasonably relates to the instructional techniques and strategies used by the employee and the employee's adherence to curricular objectives.

Reimbursement is limited to the additional requirements imposed by the amendments. The additional requirements include the review of the employee's instructional techniques and strategies and adherence to curricular objectives, and to include in the written evaluation of the certificated instructional employees the assessment of only these factors. Conference activities are not imposing a new program or higher level of service.

Issue 2—Disallowed Evaluations

- 1. Principals, vice principals, directors, coordinators, counselors, psychologists, librarians, and library media specialists who are not certificated instructional employees.*

Our finding and recommendation are unchanged. The district states that "All certificated personnel are 'instructional' personnel even if they are not classroom teachers." We disagree.

The language of the program's parameters and guidelines and the CSM statement of decision address the difference between certificated instructional employees and certificated non-instructional employees.

In its statement of decision, the CSM identifies instructional employees as teachers and non-instructional employees as principals and various administrators. The CSM further states that the test claim legislation, as it relates to evaluation and assessment of certificated non-instructional employees, does not constitute a new program or higher level of service.

In addition, the parameters and guidelines clearly identify reimbursable components and activities as they relate to certificated instructional and certificated non-instructional personnel. Our draft report identifies a finding related to the component of evaluating

instructional techniques and strategies and adherence to curricular objectives for the certificated instructional employees. The intent of this component is to evaluate the elements of classroom instruction. Principals, vice principals, directors, coordinators, counselors, psychologists, librarians, and library media specialists do not provide classroom instruction and are considered "non-instructional" certificated personnel.

2. *Preschool teachers do not perform the requirements of the program that is mandated by state or federal law.*

Our finding and recommendation are unchanged. The district states the following in its response:

Federal law requires preschool instruction for special education pupils as part of the pupil's Individual Education Program. If the teacher is providing instruction to special education preschool pupils, the teacher is implementing the federal mandate.

Our finding indicated that the evaluations of the preschool teachers were excluded for reimbursement. The finding did not indicate that we excluded those teachers who work with special education pupils. The issue at hand is whether preschool teachers, in general, perform the requirements of the educational program mandated by state or federal law. We believe they do not.

The district has not provided any legal citation or other source to support its assertions. In addition, the district has not provided any documentation to support that preschool teachers previously excluded from reimbursement, if any, performed any activities related to special education pupils.

3. *Duplicate teacher evaluations claimed multiple times in one school year.*

The district concurs with our finding and recommendation.

4. *Permanent biannual teacher evaluations claimed every year rather than every other year.*

The district concurs with our finding and recommendation.

5. *Permanent five-year teacher evaluations claimed multiple times in a five-year period rather than once every five years.*

The district concurs with our finding and recommendation.

Additional documentation provided by the district

Subsequent to the issuance of the draft audit report, the district provided our office with additional documentation relating to the number of teacher evaluations we determined were allowable and unallowable.

The additional documentation included information for six individual teachers with the following clarifying information:

- Change of employment status,
- Corrected evaluation dates, and
- Corrected input errors.

After reviewing the additional documentation, we incorporated the information provided into our analysis of allowable teacher evaluations. Based on the teacher employment status and evaluation dates corrected by the district, we revised the allowable teacher evaluations as follows:

	Fiscal Year				Total
	2005-06	2006-07	2007-08	2008-09	
Previous count of teachers	162	105	201	143	
Additional documentation	160	106	201	147	
Difference	(2)	1	—	4	3

As a result, we concluded that three additional evaluations are allowable for the audit period. Subsequently, we reinstated \$1,220 in salary and benefits costs and \$80 in related indirect costs we previously identified as unallowable. We incorporated the additional evaluation activity costs into our Summary of Program Costs (Schedule 1).

OTHER ISSUES

The district’s response included other comments related to the mandated cost claims. The district’s comments and SCO’s responses are presented below.

Management representation letter

District’s Response

The district will not be providing the requested management representation letter since it could be construed as a waiver of future appeal rights.

SCO’s Comment

Our finding and recommendation are unchanged. We modified our audit report to disclose that the district declined to provide the written representation letter that is recommended by generally accepted government auditing standards.

Public records request

District’s Response

The District requests copies of all audit work papers in support of the audit findings. The District requests that the Controller provide the District any and all written instructions, memoranda, or other writings in effect and applicable during the claiming periods to the findings.

SCO’s Comment

The SCO will respond to the district’s request by a separate letter by June 29, 2012.

**Attachment—
District's Response to
Draft Audit Report**



Carlsbad Unified School District

6225 El Camino Real • Carlsbad, CA 92009
(760) 331-5000 • FAX (760) 431-6707

... a world class district

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

May 9, 2012

Mr. Jim L. Spano, Chief
Mandated Costs Audits Bureau
Division of Audits
State Controller's Office
P.O. Box 942850
Sacramento, CA 94250-5874

Re: Carlsbad Unified School District
Stull Act Audit
FY 2005-06 through FY 2008-09

Dear Mr. Spano:

This letter is the response of the Carlsbad Unified School District to the draft audit report dated May 2, 2012, received by e-mail on May 3, 2012, for the above-referenced program and fiscal years, transmitted by the letter from Jeffrey V. Brownfield, Chief, Division of Audits, State Controller's Office.

The District appreciated the opportunity to conduct a time study of program costs to replace the original documentation. The time study is a reasonable method to fulfill the Controller's expectations for cost accounting and documentation. However, the District will later file an incorrect reduction claim due to the limited scope of activities approved for reimbursement. The District disagrees with the Controller's interpretation of the Stull Act legislation and the test claim findings. From the discussion at the exit conference on April 23, 2012, it is clear that this disagreement cannot be resolved at this point. A Commission on State Mandates decision will be needed since this is an issue of statewide significance relevant to all Stull Act audits.

Issue 1 Time study activities

The audit report concludes that of the \$512,761 in salaries and benefits and related indirect costs claimed for the audit period, that \$237,360 is allowable and \$275,401 is "unallowable primarily because the district claimed reimbursement for non-mandated activities" rather than due to insufficient documentation.

In response to the Controller's exclusion at the beginning of the audit of all of the original claim documentation, the District prepared a time-study based on the FY 2010-11 certificated staff evaluation cycle. The time study identified 22 discrete activities based on staff interviews. Actual time spent on these activities was collected from the employees involved. An average time spent for each of these activities was calculated. These average times per activity were assigned to a relevant job title or group of titles for purposes of determining the appropriate productive hourly rate to be applied to each activity. However, the audit report allows only 3 of the 22 time study activities.

3 Activities Allowed

1. Conducting "informal" classroom observations
2. Conducting "formal" classroom observations
3. Writing Final Evaluation Reports and/or preparing Teacher Evaluation Report

19 Disallowed Activities

The remaining 19 activities were not approved for reimbursement. These can be grouped into three categories:

Preparation activities: The audit report disallows activities related to planning, preparation, and organizing of notes for the evaluations, because these activities are "not reimbursable under the mandate." The audit report does not provide a legal citation or other source for this conclusion. Preparation is a reasonable and necessary part of implementing the evaluation mandate.

Training: The audit report concludes that training time is not a proper subject for a time study of repetitive activities. Instead, the audit report allows most of the training costs as direct costs, based on the District's original claim documentation. The adjustment amount is \$889 based on the direct cost method. The training time included in the time study was intended to pertain to the annual repetitive process to train evaluators for the annual evaluation cycle. However, due to the parameters and guidelines limitation that training costs not be duplicated for any one employee, the direct cost method is a reasonable method of preventing duplication of these costs.

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efficient methods to evaluate and assess employees and necessary to communicate the findings of the evaluation to the employee. Whether the conferences in general were required as a matter of law before the Stull Act is a decision for the Commission pursuant to a future incorrect reduction claim. Even if conferences were part of previous evaluation procedures, either by law or practice, the subject matter of these conferences is now different as a result of the Stull Act.

Issue 2 Disallowed evaluations

There were 660 evaluations claimed for the four fiscal years. The audit report disallowed 49 and approved 611. *Five reasons were stated in the audit report for excluding evaluations from the calculation of reimbursable costs.*

1. *Principals, vice principals, directors, coordinators, counselors, psychologists, librarians, and library media specialists who are not certificated instructional employees.*

The parameters and guidelines state that the mandate is to evaluate the performance of "certificated instructional employees." All certificated personnel are "instructional" personnel even if they are not classroom teachers. The audit report does not indicate how these other certificated personnel are not implementing the "curricular objectives." The District does concur that the portion of the mandate relating to the evaluation of compliance with the testing assessment standards (the STAR component) is limited to classroom teachers because the parameters and guidelines specifically state "employees that teach" specified curriculum.

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The District concurs that only one complete evaluation should be counted for each employee every other year after the employee attains permanent status.

5. *Permanent five-year teacher evaluations claimed multiple times in a five-year period rather than once every five years.*

The District concurs that only one complete evaluation should be counted for each employee every fifth year after the employee attains permanent five-year status.

Auditor's "Certificated Evaluation Log" Errata

After the April 23, 2012, exit conference, the District reviewed the auditor's schedule of disallowed evaluations and provided the following information to the auditor by e-mail dated April 27, 2012.

Fiscal Year Employee

2005-2006 Ellen Weatherall

- The last reported evaluation date was listed as 10/24/04. That is incorrect; the date should have been recorded as 04/23/04.
- Evaluated on 05/09/09 and applied for a five-year evaluation on 05/23/09.
- Next evaluation due in 2013-14.

2006-2007 Janet Peabody

- Evaluated 06/14/06 by C. VanVooren at Jefferson Elementary School.
- Evaluated 05/16/07 by M. Watson at Aviara Oaks Middle School.
- Evaluated 05/12/09 by C. Millikin at Aviara Oaks Middle School.

Esmeralda Sandoval

- In 2005-06 applied for, but did not complete, Tier 2 and was not evaluated in May 2006; inaccurately logged.
- Evaluated 06/11/07 and 05/12/09.

2007-2008

All employees that were noted "No evaluation completed. Date of last evaluation was" were on a five-year evaluation plan, and the due dates were listed.

2008-2009 Jan Burda

04/23/04 Evaluation
05/24/06 Signed 5-Year Evaluation Agreement

Mr. Jim Spano

5

May 9, 2012

05/06/09 Evaluation -- 5 Year
10/19/09 Signed 5-Year Evaluation Agreement

Christine Kunkel

02/21/08 Changed status from Temporary to Probationary
06/13/08 Evaluation -- Probationary
05/11/09 Evaluation -- Permanent (1st year)

Joseph Purser

02/13/07 Evaluation -- Temporary
05/02/08 Evaluation -- Probationary
05/12/09 Evaluation -- Permanent
04/29/11 Evaluation -- Permanent

Management Representation Letter

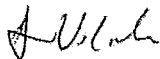
The District will not be providing the requested management representation letter since it could be construed as a waiver of future appeal rights.

Public Records Request

The District requests copies of all audit work papers in support of the audit findings. The District requests that the Controller provide the District any and all written instructions, memoranda, or other writings in effect and applicable during the claiming periods to the findings.

Government Code Section 6253, subdivision (c), requires the state agency that is the subject of the request, within ten days from receipt of a request for a copy of records, to determine whether the request, in whole or in part, seeks copies of disclosable public records in possession of the agency and promptly notify the requesting party of that determination and the reasons therefore. Also, as required, when so notifying the District, the agency must state the estimated date and time when the records will be made available.

Sincerely,



Devin Vodicka, Assistant Superintendent
Business Services
Carlsbad Unified School District

c: Keith Petersen, President, SixTen and Associates

**State Controller's Office
Division of Audits
Post Office Box 942850
Sacramento, CA 94250-5874**

<http://www.sco.ca.gov>

Fiscal Year

2008-2009

Sixten and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, President

San Diego
5252 Balboa Avenue, Suite 900
San Diego, CA 92117
Telephone: (858) 514-8605
Fax: (858) 514-8645
www.sixtenandassociates.com

Sacramento
3270 Arena Blvd., Suite 400-363
Sacramento, CA 95834
Telephone: (916) 419-7093
Fax: (916) 263-9701
E-Mail: kbpsixten@aol.com

CLAIM FILE COPY

January 29, 2010

CERTIFIED MAIL #7001 0360 0000 5999 8768

Ms. Virginia Brummels, Section Manager
Local Reimbursement Section
Division of Accounting and Reporting
Office of the State Controller
P.O. Box 942850
Sacramento, CA 94250

RE: Annual Reimbursement Claims
Carlsbad Unified School District S37030

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Carlsbad Unified School District's reimbursement claims listed below:

1253/75	Pupil Suspensions, Expulsions, and Expulsion Appeals	2008-09
498/83	Notification of Truancy	2008-09
498/83	The Stull Act	2008-09
98/94	Caregiver Affidavits	2008-09
975/95	Physical Performance Tests	2008-09

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,



for Larry Hendee, Vice-President

CLAIM FOR PAYMENT Pursuant to Government Code Section 17561 THE STULL ACT	For State Controller Use Only	Program 260
	(19) Program Number 00260	
	(20) Date Filed <u> </u> / <u> </u> / <u> </u>	
	(21) LRS Input <u> </u> / <u> </u> / <u> </u>	

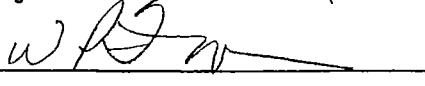
Claimant Identification Number: S37030		Reimbursement Claim Data	
(02) Claimant Name	Carlsbad Unified School District	(22) FORM-1, (03)(A)(f)	28,491
Address	San Diego County	(23) FORM-1, (03)(B)(f)	13,696
	6225 El Camino Real	(24) FORM-1, (03)(C)(f)	36,876
	Carlsbad CA 92009	(25) FORM-1, (03)(D)(f)	17,431
Type of Claim	Estimated Claim	Reimbursement Claim	
	(03) Estimated <input type="checkbox"/>	(09) Reimbursement <input checked="" type="checkbox"/>	(26) FORM-1, (03)(E)(f) 146
	(04) Combined <input type="checkbox"/>	(10) Combined <input type="checkbox"/>	(27) FORM-1, (03)(F)(f) 88
	(05) Amended <input type="checkbox"/>	(11) Amended <input type="checkbox"/>	(28) FORM-1, (03)(G)(f) 59
			(29) FORM-1, (03)(H)(f) 73
Fiscal Year of cost	(06) 2008-2009	(12)	(30) FORM-1, (03)(I)(f)
Total Claimed Amount	(07) \$ 102,846	(13)	(31) FORM-1, (05) 6
Less: 10% Late Penalty (refer to claiming instructions)	(14) \$.	(14)	(32) FORM-1, (06) 5,986
Less: Prior Claim Payment Received	(15) \$.	(15)	(33) FORM-1, (08)
Net Claimed Amount	(16) \$ 102,846	(16)	(34) FORM-1, (09)
Due from State	(08) \$ 102,846	(17)	(35)
Due to State	(18)	(18)	(36)

(37) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the school district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.

The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Authorized Officer (USE BLUE INK) 	Date 1-25-10
_____ Walter Freeman Type or Print Name	_____ Assistant Superintendent, Business Services Title
3) Name of Contact Person for Claim SixTen and Associates	Telephone Number: (858) 514-8605 E-mail Address: kbpsixten@aol.com

Program 260		MANDATED COSTS THE STULL ACT CLAIM SUMMARY					FORM 1
(01) Claimant: Carlsbad Unified School District		(02)					Fiscal Year 2008-2009
Direct Costs		Object Accounts					
(03) Reimbursable Activities		(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
A.	Reviewing Employee's Techniques and Strategies	\$ 28,490.72	\$ -	\$ -	\$ -	\$ -	\$ 28,490.72
B.	Reviewing STR Results	\$ 13,695.88	\$ -	\$ -	\$ -	\$ -	\$ 13,695.88
C.	Evaluation to Include Assessment of Techniques and Strategies	\$ 36,876.34	\$ -	\$ -	\$ -	\$ -	\$ 36,876.34
D.	Assessing Based on STR Results	\$ 17,431.12	\$ -	\$ -	\$ -	\$ -	\$ 17,431.12
E.	Evaluating and Assessing CIE Based on Certain Criteria	\$ 146.48	\$ -	\$ -	\$ -	\$ -	\$ 146.48
F.	Attaching Response to Personnel File	\$ 87.89	\$ -	\$ -	\$ -	\$ -	\$ 87.89
G.	Reducing Evaluation to Writing	\$ 58.59	\$ -	\$ -	\$ -	\$ -	\$ 58.59
H.	Discussing Evaluation with CIE	\$ 73.24	\$ -	\$ -	\$ -	\$ -	\$ 73.24
I.	Transmitting Evaluation to CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(04) Total Direct Costs		\$ 96,860.26	\$ -	\$ -	\$ -	\$ -	\$ 96,860.26
Indirect Costs							
(05) Indirect Cost Rate					[From J-380 or J-580]		6.18%
(06) Total Indirect Costs					[Line (05) x line (04)(a)]		\$ 5,985.96
(07) Total Direct and Indirect Costs					[Line (04)(f) + line (06)]		\$ 102,846.22
Cost Reduction							
(08) Less: Offsetting Savings						\$ -	
(09) Less: Other Reimbursements						\$ -	
(10) Total Claimed Amount					[Line (07) - {Line (08) + Line (09)}]		\$ 102,846.22

**MANDATED COSTS
THE STULL ACT
COMPONENT/ACTIVITY COST DETAIL**

**FORM
2**

(01) Claimant: **Marlehead Unified School District** (02) Fiscal Year: **2008-2009**

(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

<input checked="" type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses

(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	Object Accounts					
			(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training	
Attendance at training required to perform evaluations								
Bloomquist, Tom Assistant Principal	\$75.31	1.5	\$ 112.97					
Giordani, Marjorie Assistant Principal	\$67.98	1.5	\$ 101.97					
Kalk, Dave Assistant Principal	\$64.41	1.0	\$ 64.41					
Lord, Bill Assistant Principal	\$71.73	1.5	\$ 107.60					
Morales, J. Cesar Assistant Principal	\$71.01	2.0	\$ 142.02					
Discussing the CIE's goals and objectives								
Administrators Various	\$73.24	136.5	\$ 9,997.26					
Observation conference and discussion with CIE								
Administrators Various	\$73.24	110.2	\$ 8,071.05					
Preparing to evaluate and assess the performance of a CIE								
Administrators Various	\$73.24	134.0	\$ 9,814.16					
Training staff that will be performing the evaluations								
Millikin, Carolyn Principal	\$79.28	1.0	\$ 79.28					
(05) Total <input checked="" type="checkbox"/>			\$ 28,490.72	\$ -	\$ -	\$ -	\$ -	

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant Cathlamet Unified School District	(02) Fiscal Year 2008-2009
--	-------------------------------

(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input checked="" type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Discussing the CIE's goals and objectives Administrators Various	\$73.24	66.3	\$ 4,855.81				
Pre-observation conference and discussion with CIE Administrators Various	\$73.24	54.2	\$ 3,969.61				
Preparing to evaluate and assess the performance of a CIE Administrators Various	\$73.24	66.5	\$ 4,870.46				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 13,695.88	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant Ardenhah Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input checked="" type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses	Object Accounts						
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Administrators Various	\$73.24	175.3	\$ 12,838.97				
Discussing evaluation and write-up with CIE Administrators Various	\$73.24	147.0	\$ 10,766.28				
Post-observation conference and discussion with CIE Administrators Various	\$73.24	118.3	\$ 8,664.29				
Reducing evaluation to writing, forward to personnel file Administrators Various	\$73.24	62.9	\$ 4,606.80				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 36,876.34	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant Ardsbad Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input checked="" type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses			Object Accounts								
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training				
Classroom observation to evaluate and assess performance Administrators Various	\$73.24	93.2	\$ 6,825.97								
Discussing evaluation and write-up with CIE Administrators Various	\$73.24	75.2	\$ 5,507.65								
Post-observation conference and discussion with CIE Administrators Various	\$73.24	69.6	\$ 5,097.50								
<table style="width:100%;"> <tr> <td style="width:5%;">(05) Total</td> <td style="width:5%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width:15%;">Subtotal</td> <td style="width:5%; text-align: center;"><input type="checkbox"/></td> </tr> </table>			(05) Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>	\$ 17,431.12	\$ -	\$ -	\$ -	\$ -
(05) Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>								

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant Lehigh Valley Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE <input type="checkbox"/> Review employee's techniques and strategies <input type="checkbox"/> Review STR Results	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies <input type="checkbox"/> Assessment based on STR results
B. CIE & NIE <input checked="" type="checkbox"/> Evaluating and assessing CIE according to certain criteria <input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Reducing evaluation to writing <input type="checkbox"/> Discussing evaluation with CIE <input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses				Object Accounts			
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Administrators Various	\$73.24	0.7	\$ 51.27				
Pre-observation conference and discussion with CIE or NIE Administrators Various	\$73.24	0.6	\$ 43.94				
Preparing to evaluate and assess the performance of a CIE of NIE Administrators Various	\$73.24	0.7	\$ 51.27				

(05)	Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 146.48	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant Larchmont Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input checked="" type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses				Object Accounts			
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Forward the evaluation to the personnel file of the CIE or NIE Administrators Various	\$73.24	1.2	\$ 87.89				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 87.89	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant ... Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE <input type="checkbox"/> Review employee's techniques and strategies <input type="checkbox"/> Review STR Results	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies <input type="checkbox"/> Assessment based on STR results
B. CIE & NIE <input type="checkbox"/> Evaluating and assessing CIE according to certain criteria <input type="checkbox"/> Attaching response to personnel file	<input checked="" type="checkbox"/> Reducing evaluation to writing <input type="checkbox"/> Discussing evaluation with CIE

(04) Description of Expenses	Object Accounts						
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Reducing evaluation of CIE or NIE to writing Administrators Various	\$73.24	0.8	\$ 58.59				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 58.59	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM 2
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(01) Claimant [Redacted] Unified School District	(02) Fiscal Year 2008-2009
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE	<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
	<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results
B. CIE & NIE	<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing
	<input type="checkbox"/> Attaching response to personnel file	<input checked="" type="checkbox"/> Discussing evaluation with CIE
		<input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Post-observation conference and discussion with CIE or NIE Administrators Various	\$73.24	1.0	\$ 73.24				
(05) Total <input checked="" type="checkbox"/> Subtotal <input type="checkbox"/>			\$ 73.24	\$ -	\$ -	\$ -	\$ -

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
08-09	66.50	Administrators	Various	\$73.24	\$4,870.46	Preparing to evaluate and assess the performance of a CIE	Review STAR results
08-09	134.00	Administrators	Various	\$73.24	\$9,814.16	Preparing to evaluate and assess the performance of a CIE	Review employee's techniques and strategies
08-09	66.30	Administrators	Various	\$73.24	\$4,855.81	Discussing the CIE's goals and objectives	Review STAR results
08-09	136.50	Administrators	Various	\$73.24	\$9,997.26	Discussing the CIE's goals and objectives	Review employee's techniques and strategies
08-09	54.20	Administrators	Various	\$73.24	\$3,969.61	Pre-observation conference and discussion with CIE	Review STAR results
08-09	110.20	Administrators	Various	\$73.24	\$8,071.05	Pre-observation conference and discussion with CIE	Review employee's techniques and strategies
08-09	93.20	Administrators	Various	\$73.24	\$6,825.97	Classroom observation to evaluate and assess performance	Assessment based on STAR results
08-09	175.30	Administrators	Various	\$73.24	\$12,838.97	Classroom observation to evaluate and assess performance	Evaluation to include assessment of techniques and strategies
08-09	69.60	Administrators	Various	\$73.24	\$5,097.50	Post-observation conference and discussion with CIE	Assessment based on STAR results
08-09	118.30	Administrators	Various	\$73.24	\$8,664.29	Post-observation conference and discussion with CIE	Evaluation to include assessment of techniques and strategies
08-09	75.20	Administrators	Various	\$73.24	\$5,507.65	Discussing evaluation and write-up with CIE	Assessment based on STAR results
08-09	147.00	Administrators	Various	\$73.24	\$10,766.28	Discussing evaluation and write-up with CIE	Evaluation to include assessment of techniques and strategies
08-09	62.90	Administrators	Various	\$73.24	\$4,606.80	Reducing evaluation to writing, forward to personnel file	Evaluation to include assessment of techniques and strategies
08-09	0.70	Administrators	Various	\$73.24	\$51.27	Preparing to evaluate and assess the performance of a CIE or NIE	Evaluating and assessing CIE according to certain criteria
08-09	0.60	Administrators	Various	\$73.24	\$43.94	Pre-observation conference and discussion with CIE or NIE	Evaluating and assessing CIE according to certain criteria
08-09	0.70	Administrators	Various	\$73.24	\$51.27	Classroom observation to evaluate and assess performance	Evaluating and assessing CIE according to certain criteria
08-09	0.80	Administrators	Various	\$73.24	\$58.59	Reducing evaluation of CIE or NIE to writing	Reducing evaluation to writing
08-09	1.00	Administrators	Various	\$73.24	\$73.24	Post-observation conference and discussion with CIE or NIE	Discussing evaluation with CIE
08-09	1.20	Administrators	Various	\$73.24	\$87.89	Forward the evaluation to the personnel file of the CIE or NIE	Attaching response to personnel file
	1,314.20	Administrators Total			\$96,252.01		
08-09	1.50	Bloomquist, Tom	Assistant Principal	\$75.31	\$112.97	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	1.50	Bloomquist, Tom Total			\$112.97		
08-09	1.50	Giordani, Marjorie	Assistant Principal	\$67.98	\$101.97	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	1.50	Giordani, Marjorie Total			\$101.97		
08-09	1.00	Kalk, Dave	Assistant Principal	\$64.41	\$64.41	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	1.00	Kalk, Dave Total			\$64.41		
08-09	1.50	Lord, Bill	Assistant Principal	\$71.73	\$107.60	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	1.50	Lord, Bill Total			\$107.60		
08-09	1.00	Millikin, Carolyn	Principal	\$79.28	\$79.28	Training staff that will be performing the evaluations	Review employee's techniques and strategies
	1.00	Millikin, Carolyn Total			\$79.28		
08-09	2.00	Morales, J. Cesar	Assistant Principal	\$71.01	\$142.02	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	2.00	Morales, J. Cesar Total			\$142.02		
	1,322.70	Grand Total			\$96,860.26		

Combined Schedule 1
 Carlsbad Unified School District
 Stull Act 498/83
 Temporary, Probationary, and Permanent
 Evaluations
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Administrators" on Permanent, Probationary, & Temporary evaluations.

Source: Combined Schedule 2.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
Hours Worked (Code 11)	66.5	134.0
Hours Worked (Code 12)	66.3	136.5
Hours Worked (Code 13)	54.2	110.2
Hours Worked (Code 14)	93.2	175.3
Hours Worked (Code 15)	69.6	118.3
Hours Worked (Code 16)	75.2	147.0
Hours Worked (Code 17)		62.9

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings will go forward to the Stull Act FORM-2.

Combined Schedule 2
 Carlsbad Unified School District
 Stull Act 498/83
 Temporary, Probationary, and Permanent
 Evaluations
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To summarize Total Hours Worked by Various Administrators evaluating teachers.
 Source: Schedule 1A, 1B and 1C.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
Code 11		
Temporary	13.7	26.4
Probationary	1.3	2.6
Permanent	51.5	105.0
	<u>66.5</u>	<u>134.0</u>
Code 12		
Temporary	10.3	23.2
Probationary	1.4	3.1
Permanent	54.6	110.3
	<u>66.3</u>	<u>136.5</u>
Code 13		
Temporary	9.1	19.0
Probationary	1.0	1.9
Permanent	44.1	89.3
	<u>54.2</u>	<u>110.2</u>
Code 14		
Temporary	12.7	29.6
Probationary	1.8	4.0
Permanent	78.8	141.8
	<u>93.2</u>	<u>175.3</u>
Code 15		
Temporary	10.1	21.1
Probationary	1.7	2.6
Permanent	57.8	94.5
	<u>69.6</u>	<u>118.3</u>
Code 16		
Temporary	10.6	23.2
Probationary	1.7	3.1
Permanent	63.0	120.8
	<u>75.2</u>	<u>147.0</u>
Code 17		
Temporary		9.3
Probationary		1.1
Permanent		52.5
		<u>62.9</u>

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Conclusion: Findings go to Combined Schedule 1.

Schedule 1A
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Administrators".
 Source: Schedule 1AA Temporary and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	38	38
Avg. time p/ evaluation preparation	21.7	41.7
Total Time (in minutes)	<u>823</u>	<u>1583</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>13.7</u>	<u>26.4</u>
# of reimbursable K-12 evaluations	38	38
Avg. time p/ goals & obj. conf. with instructor	16.3	36.7
Total Time (in minutes)	<u>621</u>	<u>1393</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>10.3</u>	<u>23.2</u>
# of reimbursable K-12 evaluations	38	38
Avg. time p/ pre-observation conf. with instructor	14.3	30.0
Total Time (in minutes)	<u>545</u>	<u>1140</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>9.1</u>	<u>19.0</u>
# of reimbursable K-12 evaluations	38	38
Avg. time p/ classroom observation of instructor	20.0	46.7
Total Time (in minutes)	<u>760</u>	<u>1773</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>12.7</u>	<u>29.6</u>
# of reimbursable K-12 evaluations	38	38
Avg. time p/ post-observation conf. with instructor	16.0	33.3
Total Time (in minutes)	<u>608</u>	<u>1267</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>10.1</u>	<u>21.1</u>
# of reimbursable K-12 evaluations	38	38
Avg. time p/ final conf. with instructor	16.7	36.7
Total Time (in minutes)	<u>633</u>	<u>1393</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>10.6</u>	<u>23.2</u>
# of reimbursable K-12 evaluations		38
Avg. time p/ district reporting		14.7
Total Time (in minutes)		<u>557</u>
Per Hour		60
Hours Worked (Code 17)		<u>9.3</u>

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings will go forward to Combined Schedule 2.

498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors
 DISTRICT STATISTICS REPORT

District/COE: Carlsbad Unified Sch. Dist.

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year		
	06-07	07-08	08-09
1 A K-12 Probationary Teachers- Total Number			6
1 B K-12 Permanent Teachers- Total Number			484
1 C K-12 Temporary Teachers- Total Number			29
1 D K-12 Classroom Teachers- A + B+ C = Total Number			519
2 A K-12 Probationary Teachers- Total Number Evaluated			5
2 B K-12 Permanent Teachers- Total Number Evaluated			189
2 C K-12 Temporary Teachers- Total Number Evaluated			38
2 D K-12 Classroom Teachers- A + B+ C = Total Number Evaluated			232
3* K-12 Categorical/Grant Teachers- Total Number Evaluated			5
4 Reimbursable K-12 Evaluations- Line 2 D subtract Line 3			227

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant- funded personnel

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-28-08
 Print Employee Name Mary Kuhn Position or Title Exec. Asst. Personnel
 If you have any questions, please contact Mary Kuhn at 760-331-5026
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Schedule 1AA
 Carlsbad Unified School District
 498/83 Stull Act Temporary
 Fiscal Year 2008-2009
 3 year time study

Prupose: To calculate a 3 year rolling average to be used for the 2008-2009 Stull Act.
 Source: Schedule 3.
 Findings:

Temporary Evaluations

*Activity Codes in Minutes	2006-2007		2007-2008		2008-2009		Average	
	A	B&C	A	B&C	A	B&C	A	B&C
CODE 11	25.0	50.0	20.0	40.0	20.0	35.0	21.7	41.7
CODE 12	14.0	35.0	15.0	25.0	20.0	50.0	16.3	36.7
CODE 13	8.0	30.0	15.0	20.0	20.0	40.0	14.3	30.0
CODE 14	20.0	55.0	15.0	40.0	25.0	45.0	20.0	46.7
CODE 15	13.0	35.0	15.0	35.0	20.0	30.0	16.0	33.3
CODE 16	15.0	30.0	15.0	35.0	20.0	45.0	16.7	36.7
CODE 17		15.0		9.0		20.0		14.7

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings to go forward to Schedule 1A

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA 1.7-A Temporary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes															
		11				12				13				14			
		A	B	C	D	A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary																	
Aviara Oaks Middle	David Kalk	5	5	5	5	10	10	10	10	10	10	10	10	10	10	10	10
Buena Vista	Carolyn Millikin	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Calavera Hills Elementary	Tina Howard	5	5	5	5	20				5				10	10	5	5
Calavera Hills Middle	Leslie Harden	10				15	15				5	5		5	15	15	10
Carlsbad High	Tom Bloomquist	15				15				15				**240			
	Marjorie Giordani	15				15				15				5			
	Bill Lord	15				15				15				120			
	Margaret Stanchi	30				30				30				**300			
Carlsbad Village Academy	Keith Holley	90	90	90	90	90	90	90	90	90	90	90	90	90	90	90	90
Hope	Richard Tubbs	10				10	10	10	10	10	10	10	10	10	10	15	10
Jefferson	Jane Hartman	**200	10	10	10	**300	**200	**200	**100	20	20	20	20	20	30	30	30
Magnolia	Tressie Armstrong	10	10	10	10	50	50	50	50	25	25	25	25	25	25	25	25
Pacific Rim	Jimmy Hines				15				30				15				30
Poinsettia	Robert Devich																30
Valley Middle	Steve Ahl	10	10	10	10	10	10	10	10	10	10	10	10		30		
	Chad Lund					20	20	20	20	20	20	20	20	20	30	30	30
	J. Cesar Morales					15	15	15	15	12	12	12	12	12	12	12	12
Averages		20	19	20	19	23	26	27	27	21	21	21	21	24	24	23	21
Summation of criteria B and C		39				52				44				47			
Averages to be used		20	35			20	50			20	40			25	45		

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA 1.7-A Temporary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary													
Aviara Oaks Middle	David Kalk	10	10	10	10	20	20	20	10	5	5	5	5
	Carolyn Millikin	10	10	10	10	15	15	15	15	5	5	5	5
Buena Vista	Tina Howard	5	5	5	5	10	10	10	5	5	20	20	20
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5		30		
Calavera Hills Middle													
	Tom Bloomquist	40				20							
Carlsbad High	Marjorie Giordani	30				30							
	Bill Lord	30				30							
	Margaret Stanchi	45				30				**120			
Carlsbad Village Academy	Keith Holley	30	30	30	30	90	90	90	90	60	60	60	60
Hope	Richard Tubbs	5	10	15	10	5	10	5	5	10	15	15	10
Jefferson	Jane Hartman	20	20	20	20	20	20	20	20	20	20	20	20
Kelly	Tressie Armstrong	30	30	30	30	30	30	30	30	30	30	30	30
Magnolia	Jimmy Hines				15				30				
Pacific Rim	Robert Devich				30				30				
Poinsettia	Steve Ahl				15				30				
Valley Middle	Chad Lund	20	20	20	20	20	20	20	20		5		
	J. Cesar Morales	12	12	12	12	18	12	12	12				
Averages		22	16	16	16	24	24	23	23	24	21	22	21
Summation of criteria B and C		32				46				22			
Averages to be used		20	30			20				20	20		

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Conclusion: Findings will go forward to Schedule 1AA.

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CLUSD
 District/COE

Acorn
 Department/Location

David Kank
 Employee Name

Asst. Principal
 Exact Position Title

Telephone # _____
 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor	5	20	20	5
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	10	20	20	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/28/09

you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Caroly

SA 1.7-1A

Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)
Routine Evaluations of Instructors

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
District/COE

Aoms
Department/Location

Carolyn Millikin
Employee Name

Principal
Exact Position Title

331-6199
Telephone #

12mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

3
Temps

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:

	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10	10	10	10
Code 12 Goals and objectives conference with instructor	10	10	10	10
Code 13 Pre-observation conference with instructor	10	10	10	10
Code 14 Classroom observation of instructor		20	20	10
Code 15 Post-observation conference with instructor		10	10	10
Code 16 Final conference with instructor		15	15	15
Code 17 District Reporting		5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carolyn Millikin Date 9-28-09

if you have any questions, please contact _____, at _____
PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7-1A

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

B-V
 Department/Location

Tina Howard
 Employee Name

Principal
 Exact Position Title

331-5199 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	20			
Code 13	Pre-observation conference with instructor	5			
Code 14	Classroom observation of instructor	10	10	5	5
Code 15	Post-observation conference with instructor	5	5	5	5
Code 16	Final conference with instructor	10	10	5	5
Code 17	District Reporting	20	20	20	20

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/24/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHE

Employee Name L Hardie

Exact Position Title Principal

Telephone # 3316300 12mo/11mo/10mo/hry
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	-	10	-	-
Code 12	Goals and objectives conference with instructor	15	15	-	-
Code 13	Pre-observation conference with instructor	-	5	5	-
Code 14	Classroom observation of instructor	5	15	15	10
Code 15	Post-observation conference with instructor	5	10	10	5
Code 16	Final conference with instructor	5	10	10	5
Code 17	District Reporting		30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature L Hardie Date 1/24/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS / Admin.
 Department/Location

Tom Bloomquist
 Employee Name

Assistant Principal
 Exact Position Title

331-5198 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	240			
Code 15	Post-observation conference with instructor	40			
Code 16	Final conference with instructor	20			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9-22-09

if you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

CHS Administration
 Department/Location

Marjorie Giordani
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5196 Telephone # 12mo / (11mo) / 10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	15			
Code 12 Goals and objectives conference with instructor	15			
Code 13 Pre-observation conference with instructor	15			
Code 14 Classroom observation of instructor	5			
Code 15 Post-observation conference with instructor	30			
Code 16 Final conference with instructor	30			
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature MSW Date 9/22/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Admin/CHS
 Department/Location

Bill Lord
 Employee Name

Assist Principal
 Exact Position Title

3315197 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	120			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/29/09

if you have any questions, please contact Bill Lord at 3315197

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS
 Department/Location

MARGARET Stanchi
 Employee Name

Principal
 Exact Position Title

760-331-5199
 Telephone #

12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	30			
Code 12	Goals and objectives conference with instructor	30			
Code 13	Pre-observation conference with instructor	30			
Code 14	Classroom observation of instructor	200			
Code 15	Post-observation conference with instructor	45			
Code 16	Final conference with instructor	30			
Code 17	District Reporting	120			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature Margaret Stanchi Date 9/24/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Handwritten initials

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CVA
 Department/Location

Keith Holley
 Employee Name

Director
 Exact Position Title

331-5200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	90	90	90	90
Code 12	Goals and objectives conference with instructor	90	90	90	90
Code 13	Pre-observation conference with instructor	90	90	90	90
Code 14	Classroom observation of instructor	60	60	60	60
Code 15	Post-observation conference with instructor	30	30	30	30
Code 16	Final conference with instructor	90	90	90	90
Code 17	District Reporting	60	60	60	60

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Keith Holley Date 7/25/09

if you have any questions, please contact Keith Holley, at 331-5200

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

SA 1.7-1A

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CARLSBAD
 District/COE

HOPE
 Department/Location

RICHARD TOBBS
 Employee Name

PRINCIPAL
 Exact Position Title

331-5400 Telephone # 12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10			
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	0
Code 14	Classroom observation of instructor	10	15	15	10
Code 15	Post-observation conference with instructor	5	10	15	10
Code 16	Final conference with instructor	5	10	5	5
Code 17	District Reporting	10	15	15	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tobbs Date 9/28/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Chulsood
 District/COE

J. Jackson
 Department/Location

Jane Hartman
 Employee Name

Principal
 Exact Position/Title

760 331-5599 Telephone # 12mo / 11mo / 10mo / hrly Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	200	100	100	100
Code 12	Goals and objectives conference with instructor	300	200	200	150
Code 13	Pre-observation conference with instructor	20	20	20	20
Code 14	Classroom observation of instructor	30	30	30	30
Code 15	Post-observation conference with instructor	20	20	20	20
Code 16	Final conference with instructor	20	20	20	20
Code 17	District Reporting	20	20	20	20

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Jane Hartman Date 9-11-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CLUSD

KELLY SCHOOL

Employee Name Tressie Armstrong

Department/Location _____

Exact Position Title Principal

Telephone # _____
 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	10	10	10
Code 12	Goals and objectives conference with instructor	50	50	50	50
Code 13	Pre-observation conference with instructor	25	25	25	25
Code 14	Classroom observation of instructor	25	25	25	25
Code 15	Post-observation conference with instructor	30	30	30	30
Code 16	Final conference with instructor	30	30	30	30
Code 17	District Reporting	30	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK!

Employee Signature T. Armstrong Date 9/15/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

*George
 ...
 ...
 ...*

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

MAONOLIA
 Department/Location

TIMMY HINES
 Employee Name

PRINCIPAL
 Exact Position Title

760-331-5600 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				15
Code 12	Goals and objectives conference with instructor				30
Code 13	Pre-observation conference with instructor				15
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				15
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/12/09

if you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pac Rim
 Department/Location

Robert Devich
 Employee Name

Principal
 Exact Position Title

331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor				
Code 13	Pre-observation conference with instructor				
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				30
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9-29-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Poinsettia
 Department/Location

Steve Ahlb
 Employee Name

Principal
 Exact Position Title

(760) 331-6500
 Telephone #

(2mo) 11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:

		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	10	10	10
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor	10	30		30
Code 15	Post-observation conference with instructor		15		
Code 16	Final conference with instructor				
Code 17	District Reporting		5		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11-10-09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CLAD
 District/COE

Vms
 Department/Location

CLAD LWS
 Employee Name

AP
 Exact Position Title

321-4300 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	20	20	20	20
Code 13	Pre-observation conference with instructor	20	20	20	20
Code 14	Classroom observation of instructor	30	30	30	30
Code 15	Post-observation conference with instructor	20	20	20	20
Code 16	Final conference with instructor	20	20	20	20
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature _____ Date 9/30/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee A. ERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1A

TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD J. CESAR MORALES Department/Location Valley Middle School
 Employee Name _____ Exact Position Title Principal
 Telephone # 760-321-5399 Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	12	12	12	12
Code 17	District Reporting	18	12	12	12

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature _____ Date 10-1-07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 1B
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Administrators".
 Source: Schedule 1BB Probationary and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	5	5
Avg. time p/ evaluation preparation	16.0	31.7
Total Time (in minutes)	<u>80</u>	<u>158</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>1.3</u>	<u>2.6</u>
# of reimbursable K-12 evaluations	5	5
Avg. time p/ goals & obj. conf. with instructor	16.7	36.7
Total Time (in minutes)	<u>83</u>	<u>183</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>1.4</u>	<u>3.1</u>
# of reimbursable K-12 evaluations	5	5
Avg. time p/ pre-observation conf. with instructor	12.0	23.3
Total Time (in minutes)	<u>60</u>	<u>117</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>1.0</u>	<u>1.9</u>
# of reimbursable K-12 evaluations	5	5
Avg. time p/ classroom observation of instructor	21.7	48.3
Total Time (in minutes)	<u>108</u>	<u>242</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>1.8</u>	<u>4.0</u>
# of reimbursable K-12 evaluations	5	5
Avg. time p/ post-observation conf. with instructor	20.0	31.7
Total Time (in minutes)	<u>100</u>	<u>158</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>1.7</u>	<u>2.6</u>
# of reimbursable K-12 evaluations	5	5
Avg. time p/ final conf. with instructor	20.0	36.7
Total Time (in minutes)	<u>100</u>	<u>183</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>1.7</u>	<u>3.1</u>
# of reimbursable K-12 evaluations		5
Avg. time p/ district reporting		13.3
Total Time (in minutes)		<u>67</u>
Per Hour		60
Hours Worked (Code 17)		<u>1.1</u>

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings will go forward to Combined Schedule 2.

498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors
 DISTRICT STATISTICS REPORT

District/COE: Carlsbad Unified Sch. Dist.

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year		
	06-07	07-08	08-09
1 A K-12 Probationary Teachers- Total Number			6
1 B K-12 Permanent Teachers- Total Number			484
1 C K-12 Temporary Teachers- Total Number			29
1 D K-12 Classroom Teachers- A + B+ C = Total Number			519
2 A K-12 Probationary Teachers- Total Number Evaluated			5
2 B K-12 Permanent Teachers- Total Number Evaluated			189
2 C K-12 Temporary Teachers- Total Number Evaluated			38
2 D K-12 Classroom Teachers- A + B+ C = Total Number Evaluated			232
3* K-12 Categorical/Grant Teachers- Total Number Evaluated			5
4 Reimbursable K-12 Evaluations- Line 2 D subtract Line 3			227

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant- funded personnel

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-28-08
 Print Employee Name Mary Kuhn Position or Title Exec. Ass't Personnel
 If you have any questions, please contact Mary Kuhn at 760-331-5026
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Schedule 1BB
 Carlsbad Unified School District
 498/83 Stull Act Probationary
 Fiscal Year 2008-2009
 3 year Time Study

Prupose: To calculate a 3 year rolling average to be used for the 2008-2009 Stull Act.
 Source: Schedule 4.
 Findings:

Probationary Evaluations

*Activity Codes in Minutes	2006-2007		2007-2008		2008-2009		Average	
	A	B&C	A	B&C	A	B&C	A	B&C
CODE 11	20.0	40.0	15.0	40.0	13.0	15.0	16.0	31.7
CODE 12	20.0	45.0	15.0	30.0	15.0	35.0	16.7	36.7
CODE 13	7.0	15.0	15.0	30.0	14.0	25.0	12.0	23.3
CODE 14	20.0	60.0	20.0	50.0	25.0	35.0	21.7	48.3
CODE 15	20.0	40.0	20.0	30.0	20.0	25.0	20.0	31.7
CODE 16	25.0	40.0	20.0	40.0	15.0	30.0	20.0	36.7
CODE 17		15.0		10.0		15.0		13.3

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings to go forward to schedule 1B.

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA 1.7-B Probationary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes															
		11				12				13				14			
		A	B	C	D	A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	David Kalk	5	5	5	5	10	10	10	10	10	10	10	10	10	10	10	10
Aviara Oaks Middle	Carolyn Millikin	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Buena Vista	Tina Howard	5	5	5	5	20				5				10	10	5	5
Calavera Hills Elementary	Leslie Harden	10				15	15				5	5		5	15	15	10
Calavera Hills Middle	Tom Bloomquist	15				15				15				**240			
Carlsbad High	Marjorie Giordani	15				15				15				5			
	Bill Lord	15				15				15				120			
	Margaret Stanchi	30				20				20				**300			
	Richard Tubbs	10				10	10	10	10	10	10	10	10	10	15	15	10
Hope	Tressie Armstrong	10	10	10	10	50	50	50	50	50	25	25	25	25	25	25	25
Kelly	Jimmy Hines				15				30				15				30
Magnolia	Robert Devich				30				60				30				30
Pacific Rim	Steve Ahl	10	10	10	10	10	10	10	10	10	10	10	10				30
Poinsetta	Chad Lund					20	20	20	20	20	20	20	20	30	30	30	30
Valley Middle	J. Cesar Morales					15	15	15	15	12	12	12	12	12	12	12	12
Averages		13	8	8	12	17	18	18	24	14	13	13	17	25	20	18	17
Summation of criteria B and C		16				35				26				37			
Averages to be used		13				15				14				25			
		15				35				25				35			

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Conclusion: Findings will go forward to Schedule 1BB.

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA 1.7-B Probationary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary													
Aviara Oaks Middle	David Kalk	10	10	10	10	10	20	20	10	5	5	5	5
	Carolyn Millikin		10	10	10		15	15	15		5	5	5
Buena Vista	Tina Howard	5	5	5	5	10	10	5	5	20	20	20	20
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5		30		
Calavera Hills Middle													
	Tom Bloomquist	40				20							
Carlsbad High	Marjorie Giordani	30				30							
	Bill Lord	30				30							
	Margaret Stanchi	45				30				**120			
Hope	Richard Tubbs	5	10	15	10	5	10	5	5	10	15	15	10
Kelly	Tressie Armstrong	30	30	30	30	30	30	30	30	30	30	30	30
Magnolia	Jimmy Hines				15				30				
Pacific Rim	Robert Devich				30				30				
Poinsettia	Steve Ahl				15								
Valley Middle	Chad Lund	20	20	20	20	20	20	20	20				
	J. Cesar Morales	12	12	12	12	18	18	18	18				
Averages		21	14	14	15	19	17	15	17	16	18	15	14
Summation of criteria B and C		28				32				16			
Averages to be used		20				15				15			

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Conclusion: Findings will go forward to Schedule 1BB.

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUUSD
 District/COE

ADM
 Department/Location

David Kark
 Employee Name

Asst. Principal
 Exact Position Title

331-6100 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor	5	20	20	5
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	10	20	20	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/28/09

if you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
District/COE
Carolyn Millikin
Employee Name
331-6199
Telephone #

Aoms
Department/Location
Principal
Exact Position Title

12mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

Prob

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	10	10	10
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor		20	20	10
Code 15	Post-observation conference with instructor		10	10	10
Code 16	Final conference with instructor		15	15	15
Code 17	District Reporting		5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carolyn Millikin Date 9-28-09

if you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CLUSD
 District/COE

B.V.
 Department/Location

Tina Howard
 Employee Name

Reimburse
 Exact Position Title

331-5499
 Telephone #

12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	20			
Code 13	Pre-observation conference with instructor	5			
Code 14	Classroom observation of instructor	10	10	5	5
Code 15	Post-observation conference with instructor	5	5	5	5
Code 16	Final conference with instructor	10	10	5	5
Code 17	District Reporting	20	20	20	20

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/12/07

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHE

Employee Name L Harder

Exact Position Title Principal

Telephone # 3316300 Work year/length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		10		
Code 12	Goals and objectives conference with instructor	15	15		
Code 13	Pre-observation conference with instructor		5	5	
Code 14	Classroom observation of instructor	5	15	15	10
Code 15	Post-observation conference with instructor	5	10	10	5
Code 16	Final conference with instructor	5	10	10	5
Code 17	District Reporting		30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature L Harder Date 11/21/09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS / Admin.
 Department/Location

Tom Bloomquist
 Employee Name

Assistant Principal
 Exact Position Title

331-5198 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	340			
Code 15	Post-observation conference with instructor	40			
Code 16	Final conference with instructor	20			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9-22-09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

CHS Administration
 Department/Location

Marjorie Giordani
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5196 Telephone # 12mo (11mo) / 10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	5			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/22/09

if you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Admin / CHS

Employee Name Bill Lora

Exact Position Title Assist Principal

Telephone # (260) 331-5197 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	20			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/29/09

If you have any questions, please contact Bill Lora, at 331-5197

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUUSD
 District/COE

CHS
 Department/Location

MARGARET STANCH
 Employee Name

PRINCIPAL
 Exact Position Title

331-5199 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	30			
Code 12	Goals and objectives conference with instructor	20			
Code 13	Pre-observation conference with instructor	20			
Code 14	Classroom observation of instructor	300			
Code 15	Post-observation conference with instructor	45			
Code 16	Final conference with instructor	30			
Code 17	District Reporting	120			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Margaret Stanch Date 9/24/19

if you have any questions, please contact _____ at _____
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Handwritten initials

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CARLSBAD

Department/Location HOPE

Employee Name RICHARD TOBBS

Exact Position Title PRINCIPAL

Telephone # 331-5900 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:

		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10			
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	0
Code 14	Classroom observation of instructor	10	15	15	10
Code 15	Post-observation conference with instructor	5	10	15	10
Code 16	Final conference with instructor	5	10	5	5
Code 17	District Reporting	10	15	15	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tobbs Date 9/28/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE
Tressie Armstrong
 Employee Name

KELLY SCHOOL
 Department/Location
Principal
 Exact Position Title

Telephone # 12mo/11mo/10mo/hrly
 Work-year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	10	10	10
Code 12	Goals and objectives conference with instructor	50	50	50	50
Code 13	Pre-observation conference with instructor	25	25	25	25
Code 14	Classroom observation of instructor	25	25	25	25
Code 15	Post-observation conference with instructor	30	30	30	30
Code 16	Final conference with instructor	30	30	30	30
Code 17	District Reporting	30	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature T. Armstrong Date 9/15/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Mammoth

Employee Name Jimmy Hines

Exact Position Title Principal

Telephone # 760-331-5600 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				15
Code 12	Goals and objectives conference with instructor				30
Code 13	Pre-observation conference with instructor				15
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				15
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/12/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Average Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pac Rim
 Department/Location

Robert Devich
 Employee Name

Principal
 Exact Position Title

331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				30
Code 12	Goals and objectives conference with instructor				60
Code 13	Pre-observation conference with instructor				30
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				30
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9-29-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Pomona

Employee Name Steve Ahl

Exact Position Title Principal

Telephone # (760) 331-6500 Work year length(circle) (12)mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10	10	10	10
Code 12 Goals and objectives conference with instructor	10	10	10	10
Code 13 Pre-observation conference with instructor		10		
Code 14 Classroom observation of instructor		30		
Code 15 Post-observation conference with instructor		15		
Code 16 Final conference with instructor				
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11-10-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD Department/Location Vms
 Employee Name CHAD CUMMIS Exact Position Title AP
 Telephone # 331-5300 Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	20	20	20	20
Code 13	Pre-observation conference with instructor	20	20	20	20
Code 14	Classroom observation of instructor	30	30	30	30
Code 15	Post-observation conference with instructor	20	20	20	20
Code 16	Final conference with instructor	20	20	20	20
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/30/08
 If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1B

PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Valley Middle School
 Department/Location

P. Cesar Morales
 Employee Name

Principal
 Exact Position Title

760-331-5399 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	18	15	8
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-1-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 1C
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Administrators".
 Source: Schedule 1CC Permanent and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	189	189
Avg. time p/ evaluation preparation	16.3	33.3
Total Time (in minutes)	<u>3087</u>	<u>6300</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>51.5</u>	<u>105.0</u>
# of reimbursable K-12 evaluations	189	189
Avg. time p/ goals & obj. conf. with instructor	17.3	35.0
Total Time (in minutes)	<u>3276</u>	<u>6615</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>54.6</u>	<u>110.3</u>
# of reimbursable K-12 evaluations	189	189
Avg. time p/ pre-observation conf. with instructor	14.0	28.3
Total Time (in minutes)	<u>2646</u>	<u>5355</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>44.1</u>	<u>89.3</u>
# of reimbursable K-12 evaluations	189	189
Avg. time p/ classroom observation of instructor	25.0	45.0
Total Time (in minutes)	<u>4725</u>	<u>8505</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>78.8</u>	<u>141.8</u>
# of reimbursable K-12 evaluations	189	189
Avg. time p/ post-observation conf. with instructor	18.3	30.0
Total Time (in minutes)	<u>3465</u>	<u>5670</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>57.8</u>	<u>94.5</u>
# of reimbursable K-12 evaluations	189	189
Avg. time p/ final conf. with instructor	20.0	38.3
Total Time (in minutes)	<u>3780</u>	<u>7245</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>63.0</u>	<u>120.8</u>
# of reimbursable K-12 evaluations		189
Avg. time p/ district reporting		16.7
Total Time (in minutes)		<u>3150</u>
Per Hour		60
Hours Worked (Code 17)		<u>52.5</u>

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings will go forward to Combined Schedule 1.

498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors
 DISTRICT STATISTICS REPORT

District/COE: Carlsbad Unified Sch. Dist.

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year		
	06-07	07-08	08-09
1 A K-12 Probationary Teachers- Total Number			6
1 B K-12 Permanent Teachers- Total Number			484
1 C K-12 Temporary Teachers- Total Number			29
1 D K-12 Classroom Teachers- A + B+ C = Total Number			519
2 A K-12 Probationary Teachers- Total Number Evaluated			5
2 B K-12 Permanent Teachers- Total Number Evaluated			189
2 C K-12 Temporary Teachers- Total Number Evaluated			38
2 D K-12 Classroom Teachers- A + B+ C = Total Number Evaluated			232
3* K-12 Categorical/Grant Teachers- Total Number Evaluated			5
4 Reimbursable K-12 Evaluations- Line 2 D subtract Line 3			227

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant- funded personnel

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-28-08
 Print Employee Name Mary Kuhn Position or Title Exec. Asst. Personnel
 If you have any questions, please contact Mary Kuhn at 760-331-5026
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Schedule 1CC
 Carlsbad Unified School District
 498/83 Stull Act Permanent
 Fiscal Year 2008-2009
 3 year Time Study

Propose: To calculate a 3 year rolling average to be used for the 2008-2009 Stull Act.
 Source: Schedule 5.
 Findings:

Permanent Evaluations

*Activity Codes in Minutes	2006-2007		2007-2008		2008-2009		Average	
	A	B&C	A	B&C	A	B&C	A	B&C
CODE 11	15.0	30.0	14.0	30.0	20.0	40.0	16.3	33.3
CODE 12	20.0	40.0	12.0	20.0	20.0	45.0	17.3	35.0
CODE 13	12.0	20.0	15.0	30.0	15.0	35.0	14.0	28.3
CODE 14	30.0	55.0	15.0	35.0	30.0	45.0	25.0	45.0
CODE 15	20.0	30.0	20.0	35.0	15.0	25.0	18.3	30.0
CODE 16	20.0	35.0	20.0	35.0	20.0	45.0	20.0	38.3
CODE 17		15.0		15.0		20.0		16.7

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Conclusion: Findings to go forward to Schedule 1C.

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA1.7-C Permanent Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes											
		11			12			13			14		
		A	B	C	A	B	C	A	B	C	A	B	C
Aviara Oaks Elementary													
Aviara Oaks Middle	David Kalk	5	5	5	10	10	10	10	10	10	10	10	10
Calavera Hills Elementary	Carolyn Millikin	10	10	10	10	10	10	10	10	10	10	10	10
	Leslie Harden	10			15	15					5	5	5
Calavera Hills Middle	Catina Hancock	60			5	5	5	5	5	5	10	10	10
	Tom Bloomquist	15			15						120		
Carlsbad High	Marjorie Giordani	15			15						5		
	Bill Lord	15			15						60		
	Margaret Stanchi	20			20						**240		
	Keith Holley	90	90	90	90	90	90	90	90	90	90	90	90
Carlsbad Village Academy	Richard Tubbs	5	5		5	10	5	5	5	5	5	5	5
	Jane Hartman	30	5	5	15	15	15	15	5	5	5	5	5
Hope	Tressie Armstrong	10	10	10	50	50	50	50	25	25	25	25	25
	Jimmy Hines							30			15		
Pacific Rim	Robert Devich							60			30		
	Steve Ahi	10	10	10	10	10	10	10	10	10			
Poinsettia	J. Cesar Morales				15	15	15	15	12	12	12	12	12
	Chad Lund				**150	**150	**150	**150	**450	**450	**450	**600	**600
Valley Middle		24	18	22	22	21	23	23	27	19	18	19	21
	Averages	40	40	40	46	45	45	45	37	37	47	47	47
Summation of criteria B and C		20	20	20	20	45	45	45	35	35	30	45	45

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Conclusion: Findings will go forward to Schedule 1CC.

Purpose: To calculate time spent by "Various Administrators" on Stull Act.
 Source: SA1.7-C Permanent Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes in Minutes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	David Kalk	10	10	10	10	20	20	10	10	5	5	5	5
Aviara Oaks Middle	Carolyn Millikin	10	10	10	10	10	10	10	10	5	5	5	5
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5	30			
Calavera Hills Middle	Catrina Hancock	10	10	10	10	10	10	10	10				
Carlsbad High	Tom Bloomquist	20				20							
	Marjorie Giordani	30				30							
	Bill Lord	30				30							
	Margaret Stanchi	40				30				**120			
Carlsbad Village Academy	Keith Holley	30	30	30	30	90	90	90	90	60	60	60	60
Hope	Richard Tubbs	5	10	10	10	5	10	10	5	10	15	15	10
Jefferson	Jane Hartman	5	5	5	5	5	5	5	5	15	15	15	15
Kelly	Tressie Armstrong	30	30	30	30	30	30	30	30	30	30	30	30
Magnolia	Jimmy Hines				15				30				
Pacific Rim	Robert Devich				30				30				
Poinsettia	Steve Ahl		15										
Valley Middle	J. Cesar Morales	12	12	12	12	18	18	18	18				
	Chad Lund	**450	**450	**450	**450	**300	**300	**300	**300	**300	**300	**300	**300
Averages		19	14	14	15	24	23	23	22	24	23	22	21
Summation of criteria B and C		28				45				23			
Averages to be used		15	25			20	45			20			

***Activity Codes**
 Code 11- Preparing for the evaluation
 Code 12- Goals and objectives conference with instructor
 Code 13- Pre-observation conference with instructor
 Code 14- Classroom observation of instructor
 Code 15- Post-observation conference with instructor
 Code 16- Final conference with instructor
 Code 17- District reporting

***Evaluation Criteria**
 (A) District standards and test results
 (B) Instructional techniques/strategies
 (C) Adherence to curricular objectives
 (D) Suitable learning environment

**Times were not used to calculate averages

Conclusion: Findings will go forward to Schedule 1CC.

Employee **Average** Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Routine Evaluations of Instructors

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Adms Ajiara Oak

Employee Name Dano Kark

Exact Position Title Asst Principal

Telephone # 331-6100 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor	5	20	20	5
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	10	20	20	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/28/09

If you have any questions, please contact _____, at _____
PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

Carolyn

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
 District/COE

Aoms
 Department/Location

Carolyn Millikin
 Employee Name

Principal
 Exact Position Title

331-6199 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	10	10	10
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor		20	20	10
Code 15	Post-observation conference with instructor		10	10	10
Code 16	Final conference with instructor		10	10	10
Code 17	District Reporting		5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature *Carolyn M. Millikin* Date 9-28-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CSE

Employee Name L Harder

Exact Position Title Principal

Telephone # 3316300 Work year length(circle) 12mo 11mo 10mo/hrlly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		10		
Code 12	Goals and objectives conference with instructor	15	15		
Code 13	Pre-observation conference with instructor		5	5	
Code 14	Classroom observation of instructor	5	5	5	10
Code 15	Post-observation conference with instructor	5	10	10	5
Code 16	Final conference with instructor	5	10	10	5
Code 17	District Reporting		30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature L Harder Date 1/24/09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

Permanent

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Schoolsite/Department/Location Ctms CALAVERA HILLS

Employee Name Catina Hancock

Exact Position Title Principal

Telephone # 331-6400 Work year length(circle) 12mo/11mo/10mo/hrlly

Fiscal Year: 07-08 08-09 09-10
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	60			
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor		30	30	10
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	10	10	10	10
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11/16/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHS / Admin.

Employee Name Tom Bloomquist

Exact Position Title Assistant Principal

Telephone # 331-5198 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	120			
Code 15	Post-observation conference with instructor	20			
Code 16	Final conference with instructor	20			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9-22-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

CHS Administration
 Department/Location

Mariorie Giordani
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5198 Telephone # 12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	5			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/20/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Admin / CHS
 Department/Location

Bill Lord
 Employee Name

Assist Principal
 Exact Position Title

(760) 3315197 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	60			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature [Signature] Date 9/29/09
 if you have any questions, please contact Bill Lord at 3315197

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE
MARIA SANCHEZ
 Employee Name
331-5199
 Telephone #

CAS
 Department/Location
PRINCIPAL
 Exact Position Title
 Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

12mo/11mo/10mo/hrly
 Work year length(circle)

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	20			
Code 12 Goals and objectives conference with instructor	20			↓
Code 13 Pre-observation conference with instructor	15			
Code 14 Classroom observation of instructor	240			
Code 15 Post-observation conference with instructor	40			
Code 16 Final conference with instructor	30			
Code 17 District Reporting	120			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: [Signature] Date: 9/24/19
 If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

AP
11/5

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CVA VILLAGES ACADEMY
 Department/Location

Keith Holley
 Employee Name

Director
 Exact Position Title

331-5200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

- | | |
|---|---|
| Reimbursable Activities Codes: | Evaluation Criteria: |
| Code 11 Preparing for the evaluation | (A) district standards and test results |
| Code 12 Goals and objectives conference with instructor | (B) instructional techniques/strategies |
| Code 13 Pre-observation conference with instructor | (C) adherence to curricular objectives |
| Code 14 Classroom observation of instructor | (D) suitable learning environment |
| Code 15 Post-observation conference with instructor | |
| Code 16 Final conference with instructor | |
| Code 17 District reporting | |

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	90	90	90	90
Code 12	Goals and objectives conference with instructor	90	90	90	90
Code 13	Pre-observation conference with instructor	90	90	90	90
Code 14	Classroom observation of instructor	60	60	60	60
Code 15	Post-observation conference with instructor	30	30	30	30
Code 16	Final conference with instructor	90	90	90	90
Code 17	District Reporting	60	60	60	60

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Keith Holley Date 9/24/07
 If you have any questions, please contact Keith Holley at 331-5200
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CARLSBAD
 District/COE

HOPE
 Department/Location

RICHARD TUBBS
 Employee Name

PRINCIPAL
 Exact Position Title

331-5900 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5		
Code 12	Goals and objectives conference with instructor	5	10	5	5
Code 13	Pre-observation conference with instructor	5	5	5	5
Code 14	Classroom observation of instructor	5	10	10	10
Code 15	Post-observation conference with instructor	5	10	10	10
Code 16	Final conference with instructor	5	10	10	5
Code 17	District Reporting	10	15	15	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tubbs Date 9/28/07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Routine Evaluations of Instructors

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
District/COE

Jefferson
Department/Location

Jane Hartman
Employee Name

Principal
Exact Position Title

760 331-5599 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	30	5	5	5
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	5	5	5	5
Code 14	Classroom observation of instructor	15	15	15	15
Code 15	Post-observation conference with instructor	5	5	5	5
Code 16	Final conference with instructor	5	5	5	5
Code 17	District Reporting	15	15	15	15

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Jane Hartman Date 9-11-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUUSD
 District/COE
Tressie Armstrong
 Employee Name

KELLY SCHOOL
 Department/Location
Principal
 Exact Position Title

Telephone # _____
12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10	—	—	→
Code 12 Goals and objectives conference with instructor	50	—	—	→
Code 13 Pre-observation conference with instructor	25	—	—	→
Code 14 Classroom observation of instructor	25	—	—	→
Code 15 Post-observation conference with instructor	30	—	—	→
Code 16 Final conference with instructor	30	—	—	→
Code 17 District Reporting	30	—	—	→

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature: Tressie Armstrong Date: 9/15/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Manteca

Employee Name Jimmy Hines

Exact Position Title Principal

Telephone # 760-331-5600 12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor				15
Code 13	Pre-observation conference with instructor				30
Code 14	Classroom observation of instructor				15
Code 15	Post-observation conference with instructor				30
Code 16	Final conference with instructor				15
Code 17	District Reporting				30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/12/09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pac Rim
 Department/Location

Robert Devich
 Employee Name

Principal
 Exact Position Title

331-6200 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				30
Code 12	Goals and objectives conference with instructor				60
Code 13	Pre-observation conference with instructor				30
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				30
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature _____ Date 09-29-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Poinsettia
 Department/Location

Steve Ahe
 Employee Name

Principal
 Exact Position Title

(76) 331-6500 (12) mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10	10	10	10
Code 12 Goals and objectives conference with instructor	10	10	10	10
Code 13 Pre-observation conference with instructor		10		
Code 14 Classroom observation of instructor		30		
Code 15 Post-observation conference with instructor		15		
Code 16 Final conference with instructor				
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Steve Ahe Date 11-10-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee A. ERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE SICEST MORALE Department/Location UMS VALLEY MIDDLES
 Employee Name [Signature] Exact Position Title Principal
 Telephone # 760-271-1389 Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	18	18	18
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-1-09
 you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors

SA 1.7-1C

PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location VMS - office

Employee Name CHAD LUND

Exact Position Title Assist Principal

Telephone # 760)331-5300 Work year length(circle) 2mo/11mo/10mo/hrly

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	150	150	150	150
Code 13	Pre-observation conference with instructor	450	450	450	450
Code 14	Classroom observation of instructor	600	600	600	600
Code 15	Post-observation conference with instructor	450	450	450	450
Code 16	Final conference with instructor	300	300	300	300
Code 17	District Reporting	300	300	300	300

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 7/30/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 2B
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2008-2009
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Administrators".
 Source: Schedule 2B and 1.8-2.

Findings:

Various Administrators

# of reimbursable K-12 re-evaluations	1
Avg. time p/ evaluation preparation	40
Total Time (in minutes)	<u>40</u>
Per Hour	60
Hours Worked (Code 21)	<u>0.7</u>
# of reimbursable K-12 re-evaluations	1
Avg. time p/ meeting(s) with employee	35
Total Time (in minutes)	<u>35</u>
Per Hour	60
Hours Worked (Code 22)	<u>0.6</u>
# of reimbursable K-12 re-evaluations	1
Avg. time p/ observation(s) of the employee	40
Total Time (in minutes)	<u>40</u>
Per Hour	60
Hours Worked (Code 23)	<u>0.7</u>
# of reimbursable K-12 re-evaluations	1
Avg. time p/ reducing evaluation to writing	45
Total Time (in minutes)	<u>45</u>
Per Hour	60
Hours Worked (Code 24)	<u>0.8</u>
# of reimbursable K-12 re-evaluations	1
Avg. time p/ post-evaluation conf. with the employee	60
Total Time (in minutes)	<u>60</u>
Per Hour	60
Hours Worked (Code 25)	<u>1.0</u>
# of reimbursable K-12 re-evaluations	1
Avg. time p/ filing evaluation and recordkeeping	70
Total Time (in minutes)	<u>70</u>
Per Hour	60
Hours Worked (Code 26)	<u>1.2</u>

***Activity Codes**

- Code 21- Preparing for the evaluation
- Code 22- Meeting(s) with the employee
- Code 23- Observation(s) of the employee
- Code 24- Reducing the evaluation to writing
- Code 25- Post-evaluation conference(s) with the employee
- Code 26- Filing evaluation and recordkeeping

Conclusion: Findings will go forward to the SA-2.

Schedule 2BB
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Years: 2008-2009
 Time Study

Purpose: To summarize time spent by "various administrators" on Stull Act.
 Source: SA 1.7-2 Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes					
		21	22	23	24	25	26
Aviara Oaks Elementary							
Aviara Oaks Middle	Carolyn Millikin	50	50	50		50	75
Buena Vista	Tina Howard	**720	**900	**4500	**1800	120	120
Calavera Hills Elementary							
Calavera Hills Middle							
Carlsbad High	Margaret Stanchi	30	20	30	45	15	15
Carlsbad Village Academy							
Hope							
Jefferson							
Kelly							
Magnolia							
Pacific Rim							
Poinsettia							
Valley Middle							
District	Torrie Norton	20	40	30	10	10	5
Averages		40	35	40	45	62	70
Averages to be used		40	35	40	45	60	70

**Times were not used to calculate averages

***Activity Codes**

- Code 21- Preparing for the evaluation
- Code 22- Meeting(s) with the employee
- Code 23- Observation(s) of the employee
- Code 24- Reducing the evaluation to writing
- Code 25- Post-evaluation conference(s) with the employee
- Code 26- Filing evaluation and recordkeeping

Conclusion: Findings will go forward to Schedule 2B.

498/83 The Stull Act (K-12)
 Re-evaluations of Unsatisfactory Certificated Permanent Staff

DISTRICT STATISTICS REPORT

District/COE: CUSD D.O.

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Statistical Data: Certificate Staff on Unsatisfactory Status	Fiscal Year		
	06-07	07-08	08-09
5 K-12 Permanent Instructors:			
A. Number on unsatisfactory status			3
B. Number of re-evaluations			1
6 Permanent Non-Instructors:			
A. Number on unsatisfactory status			
B. Number of re-evaluations			
7 Reimbursable Re-evaluations 5 B + 6 B = Total			

Non-reimbursable re-evaluations (Do not include in the statistics above)

1. Any positions funded by these categoricals:

- E.C. 52012 School Improvement
- E.C. 52176 LEP/Bilingual
- E.C. 54425(b) Chapter 1 Federal compensatory education
- E.C. 54444.2 Migrant Children
- E.C. 62002.5 State Categorical
- E.C. 52065 Native American
- E.C. 52852 Coordinated Categorical
- E.C. 54724 Drop-out Prevention
- U.S.C. 25; 2604 Indian School Assistance Act

2. Any position that is grant-funded

3. Re-evaluations of temporary and long-term substitute teachers.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-30-09
 Print Name Mary Kuhn Position or Title Exec. Asst. Pers.
 If you have any questions, please contact Mary Kuhn at 760-331-5026
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

Carlsbad USD
 District/COE

Adams
 Department/Location

Carolyn Millikin
 Employee Name

Principal
 Exact Position Title

331-6199 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities: Report evaluator AVERAGE time for the following activities:

- Code 21 Preparing for the evaluation
- Code 22 Meeting(s) with the employee
- Code 23 Observation(s) of the employee
- Code 24 Reducing the evaluation to writing
- Code 25 Post-evaluation conference(s) with the employee
- Code 26 Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:	Average Time in Minutes
Code 21 Preparing for the evaluation	50
Code 22 Meeting(s) with the employee	50
Code 23 Observation(s) of the employee	50
Code 24 Reducing the evaluation to writing	/
Code 25 Post-evaluation conference(s) with the employee	50
Code 26 Filing evaluation and recordkeeping	75

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: [Signature] Date 10/6/09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)
Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

CUSD
District/COE

B.V.
Department/Location

Tina Howard
Employee Name

Principal
Exact Position Title

331-5499 12mo/11mo/10mo/hrly
Telephone # Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

Reimbursable Activities: Report evaluator AVERAGE time for the following activities:

- Code 21 Preparing for the evaluation
- Code 22 Meeting(s) with the employee
- Code 23 Observation(s) of the employee
- Code 24 Reducing the evaluation to writing
- Code 25 Post-evaluation conference(s) with the employee
- Code 26 Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:	Average Time in Minutes
Code 21 Preparing for the evaluation	12 hrs
Code 22 Meeting(s) with the employee	15 hrs
Code 23 Observation(s) of the employee	75 hrs
Code 24 Reducing the evaluation to writing	30 hrs
Code 25 Post-evaluation conference(s) with the employee	2 hrs
Code 26 Filing evaluation and recordkeeping	2 hrs

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Tina Howard Date 9/10/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs 498/83 The Stull Act (K-12) Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

CUUSD
District/COE

CHS
Department/Location

MARGARET Sanchez
Employee Name

Principal
Exact Position Title

Telephone # 12mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

Reimbursable Activities: Report evaluator AVERAGE time for the following activities:

- Code 21 Preparing for the evaluation
- Code 22 Meeting(s) with the employee
- Code 23 Observation(s) of the employee
- Code 24 Reducing the evaluation to writing
- Code 25 Post-evaluation conference(s) with the employee
- Code 26 Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:		Average Time in Minutes
Code 21	Preparing for the evaluation	30
Code 22	Meeting(s) with the employee	20
Code 23	Observation(s) of the employee	30
Code 24	Reducing the evaluation to writing	45
Code 25	Post-evaluation conference(s) with the employee	15
Code 26	Filing evaluation and recordkeeping	15

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Margaret Sanchez Date 9/24/09

If you have any questions, please contact _____, at _____
PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

CUSD
District/COE

Torrie Norton
Employee Name

Personnel
Department/Location

Asst. Supt.
Exact Position Title

760-331-5025
Telephone #

(12)mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 06-07 07-08 08-09
Circle the years for which you are responding.

- Reimbursable Activities: Report evaluator AVERAGE time for the following activities:**
- Code 21 Preparing for the evaluation
 - Code 22 Meeting(s) with the employee
 - Code 23 Observation(s) of the employee
 - Code 24 Reducing the evaluation to writing
 - Code 25 Post-evaluation conference(s) with the employee
 - Code 26 Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:		# 1	Average Time in Minutes
Code 21	Preparing for the evaluation		20
Code 22	Meeting(s) with the employee		40
Code 23	Observation(s) of the employee		30
Code 24	Reducing the evaluation to writing		10
Code 25	Post-evaluation conference(s) with the employee		10
Code 26	Filing evaluation and recordkeeping		5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-30-09

If you have any questions, please contact Mary Kuhn at 760-331-5026

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

Mary Kuhn
9-30-09

Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

<p><u>CUSD</u> District/COE</p> <p><u>Torrie Norton</u> Employee Name</p> <p><u>760-331-5025</u> Telephone #</p>	<p><u>Personnel</u> Department/Location</p> <p><u>Asst. Supt</u> Exact Position Title</p> <p>Fiscal Year: 06-07 07-08 <u>08-09</u> Circle the years for which you are responding.</p>
<p><u>12mo/11mo/10mo/hrly</u> Work year length(circle)</p>	

Reimbursable Activities: Report evaluator AVERAGE time for the following activities:

Code 21	Preparing for the evaluation
Code 22	Meeting(s) with the employee
Code 23	Observation(s) of the employee
Code 24	Reducing the evaluation to writing
Code 25	Post-evaluation conference(s) with the employee
Code 26	Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:	#2	Average Time in Minutes
Code 21 Preparing for the evaluation		20
Code 22 Meeting(s) with the employee		4
Code 23 Observation(s) of the employee		2
Code 24 Reducing the evaluation to writing		4
Code 25 Post-evaluation conference(s) with the employee		—
Code 26 Filing evaluation and recordkeeping		5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-30-09

If you have any questions, please contact Mary Kuhn at 760-331-5026

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

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Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Re-evaluations of Unsatisfactory Certificated Permanent Staff

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities requested for the mandated program.

CUSD District/COE
Torrie Norton Employee Name
760-331-5000 Telephone # (12mo) Work year length(circle)
Personnel Department/Location
Asst. Supt. Personnel Exact Position Title
 Fiscal Year: 06-07 07-08 08-09
 Circle the years for which you are responding.

Reimbursable Activities: Report evaluator AVERAGE time for the following activities:

- Code 21 Preparing for the evaluation
- Code 22 Meeting(s) with the employee
- Code 23 Observation(s) of the employee
- Code 24 Reducing the evaluation to writing
- Code 25 Post-evaluation conference(s) with the employee
- Code 26 Filing evaluation and recordkeeping

Allocate the average time spent on for each of the following evaluation steps:		#3	Average Time in Minutes
Code 21	Preparing for the evaluation		20
Code 22	Meeting(s) with the employee		4
Code 23	Observation(s) of the employee		—
Code 24	Reducing the evaluation to writing		20
Code 25	Post-evaluation conference(s) with the employee		—
Code 26	Filing evaluation and recordkeeping		5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 9-30-09
 If you have any questions, please contact Mary Kuhn at 760-331-5026
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

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Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD Fiscal Year: 2008 - 09
Learning Keys - Data Walkers AOMS
 Type of Training Activity Training Location
October 2008 8⁰⁰ - 9⁰⁰ a.m.
 Date of Activity Start and End Times

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 <u>David Kalk</u>	<u>Asst. Principal</u>	<u>AOMS</u>	Trainer <input checked="" type="radio"/> Trainee
2 <u>KALK</u>			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/28/09

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Call Dave

SA 1.7 - 3

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE Carlsbad USD Fiscal Year: 08-09
Learning Keys - Data Walks ADMS
Type of Training Activity Training Location
Oct. 2008 8-9^{am}
Date of Activity Start and End Times

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Dave Kalk	Asst. Principal	ADMS	Trainer <input checked="" type="radio"/> Trainee
2 Carolyn Millikin	Principal	ADMS	<input checked="" type="radio"/> Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

Work together to develop common understanding of expectations during Data Walks.

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carolyn Millikin Date 9-28-09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUED Fiscal Year: 08/09
EVALUATIONS
 Type of Training Activity Sept. 2008 Training Location CHS
 Date of Activity _____ Start and End Times 1:00 - 2:30

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Tom Bloomquist	ASST PRIN	CHS	Trainer <u>Trainee</u>
2 Marlene Gironi	" "	CHS	Trainer <u>Trainee</u>
3 Bill Lord	" "	CHS	Trainer <u>Trainee</u>
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 9/24/09

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE COSD

Fiscal Year: 08-09

Type of Training Activity Certificated Eval Process

Training Location DO/VMS

Date of Activity 8-11-09

Start and End Times 8:00am

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 <u>Josias Morales</u>	<u>Principal</u>	<u>VMS</u>	Trainer <u>Trainee</u>
2 <u>JASON MORALES</u>			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/1/09

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SixTen and Associates
MANDATE REIMBURSEMENT SERVICES

PRODUCTIVE HOURLY RATE UPDATE

Note: Please provide the rates for the FY: 08-09, and the missing rates for FY:07-08.

SCHOOL DISTRICT NAME:

Carlsbad Unified School District

Name	Title	07-08	08-09
	AVERAGE ACCOUNTING TECHNICIAN	\$ 29.02	\$ 28.50
	AVERAGE ADMINISTRATIVE ASSISTANT	\$ 30.95	\$ 30.66
	AVERAGE ADMINISTRATOR (Principal/Vice Principal)	\$ 67.72	\$ 73.24
	AVERAGE CLERICAL STAFF (Office Asst., Admin. Sec., Health Tech., Attend. Tech.)	\$ 25.36	\$ 24.49
	AVERAGE CLERICAL STAFF (Office Asst., Admin. Sec.)	\$ 25.48	\$ 24.99
	AVERAGE CLERK (ALL CLERKS)	\$ 24.16	\$ 23.67
	AVERAGE COUNSELOR	\$ 56.08	\$ 65.27
	AVERAGE DIRECTOR	\$ 72.51	\$ 74.82
	AVERAGE GUIDANCE TECH	\$ 24.66	\$ 24.45
	AVERAGE HEALTH TECH	\$ 26.31	\$ 25.48
	AVERAGE INSTRUCTIONAL AIDE	\$ 22.76	\$ 22.35
	AVERAGE OFFICE ASSISTANT	\$ 22.06	\$ 20.47
	AVERAGE PRINCIPAL	\$ 71.89	\$ 75.09
	AVERAGE PSYCHOLOGIST		

M. DATE REIMBURSEMENT SERVICES**PRODUCTIVE HOURLY RATE UPDATE**

Note: Please provide the rates for the FY: 08-09, and the missing rates for FY:07-08.

SCHOOL DISTRICT NAME:

Carlsbad Unified School District

Name	Title	07-08	08-09
	AVERAGE ACCOUNTING TECHNICIAN	\$ 29.02	\$ 24.79
	AVERAGE ADMINISTRATIVE ASSISTANT	\$ 30.95	\$ 25.06
	AVERAGE ADMINISTRATOR (Principal/Vice Principal)	\$ 67.72	\$ 83.07
	AVERAGE CLERICAL STAFF (Office Asst., Admin. Sec., Health Tech., Attend. Tech.)	\$ 25.36	\$ 17.34
	AVERAGE CLERICAL STAFF (Office Asst., Admin. Sec.)	\$ 25.48	\$ 20.12
	AVERAGE CLERK (ALL CLERKS)	\$ 24.16	\$ 27.40
	AVERAGE COUNSELOR	\$ 56.08	\$ 47.21
	AVERAGE DIRECTOR	\$ 72.51	\$ 68.49
	AVERAGE GUIDANCE TECH	\$ 24.66	\$ 20.12
	AVERAGE HEALTH TECH	\$ 26.31	\$ 20.12
	AVERAGE INSTRUCTIONAL AIDE	\$ 22.76	\$ 20.12
	AVERAGE OFFICE ASSISTANT	\$ 22.06	\$ 17.34
	AVERAGE PRINCIPAL	\$ 71.89	\$ 76.01
	AVERAGE PSYCHOLOGIST	\$	\$ 47.21

MONTHLY REIMBURSEMENT SERVICES

Name	Title	07-08	08-09
	AVERAGE REGISTRAR		
	AVERAGE SECRETARY		
	AVERAGE SUBSTITUTE TEACHER		\$ 12.86
	AVERAGE VICE-PRINCIPAL	\$ 63.55	\$ 66.43
	SUBSTITUTE TEACHER (DAILY RATE WITH BENEFITS)	\$ 85.00	\$ 102.85
AAKER, CHARLES	DIRECTOR, FACILITIES	\$ 66.40	\$ 67.39
ADAMS, GWEN	TEACHER	\$ 65.81	\$ 70.88
AGRAMONTE, DENISE	ADMINISTRATIVE ASSISTANT		\$ 33.27
AHLE, STEPHEN	PRINCIPAL (POINSETTIA)	\$ 71.23	\$ 79.28
ARMSTRONG, THERESA (TRESSIE)	ASSISTANT PRINCIPAL (KELLY ELEM)	\$ 60.76	\$ 69.59
ASHTON, BRIAN	COUNSELOR	\$ 60.09	\$ 64.72
BAIMA, LANE	PHYSICAL PERFORMANCE TEST COORDINATOR (TEACHER)	\$ 35.60	\$ 40.46
BATALLA, LILITTE	ACCOUNTANT		\$ 34.70
BEESON, JULIE	CAMPUS SUPERVISOR	\$ 19.14	\$ 19.74
BLOOMQUIST, THOMAS	ASSISTANT PRINCIPAL	\$ 69.93	\$ 75.31
BOLING, JEAN MARIE	ADMINISTRATIVE SECRETARY	\$ 37.05	\$ 36.39
BOSS, VICTORIA	LIBRARY TECHNICIAN	\$ 25.68	\$ 25.23
CAMPBELLLAHR, BETTY J	SPECIAL PROJECTS COORDINATOR-RETIRED 7/1/07	RETIRED	
CARTAGENA, RUTH	ADMINISTRATIVE ASSISTANT		\$ 27.12

SixTen and Associates

MANDATE REIMBURSEMENT SERVICES

Name	Title	07-08	08-09
DURHAM, ELLEN	ADMINISTRATIVE ASSISTANT	\$ 54.49	\$ 53.51
FLANAGAN, MELODY	ATTENDANCE CLERK	\$ 22.72	\$ 22.31
FORNELLI, LINDA	NURSE	\$ 32.95	\$ 47.56
FREEMAN, WALTER	ASSISTANT SUPERINTENDENT, BUSINESS SERVICES		\$ 117.07
GARCIA, ALICE	ADMINISTRATIVE SECRETARY	\$ 27.66	\$ 27.16
GEARING, HEATHER	ADMINISTRATIVE ASSISTANT	\$ 27.00	\$ 26.52
GEARING, LINDA	ACCOUNTING TECHNICIAN	\$ 28.33	\$ 27.83
GIORDANI, MARJORIE	ASSISTANT PRINCIPAL		\$ 67.98
GLENN, SUSAN	ADMINISTRATIVE SECRETARY-RETIRED 5/31/07	RETIRED	RETIRED
GOELTZ, KATHY	PSYCHOLOGIST	\$ 52.20	\$ 26.22
GUNZELMAN, CATHY	OFFICE ASSISTANT-SPLIT ASSIGNMENT 08/09	\$ 21.09	12.91/20.72
HAINES DECHAIR, LUCY	DIRECTOR, CURRICULUM/INSTRUCTION	\$ 75.36	\$ 81.16
HANCOCK, CATINA	PRINCIPAL	\$ 65.93	\$ 73.07
HANSEN, JUDITH	ADMINISTRATIVE ASSISTANT	\$ 27.66	\$ 27.16
HANSEN, ROSE MARIE	ATTENDANCE CLERK	\$ 22.72	\$ 22.31
JONES HARDEN, LESLIE	PRINCIPAL		\$ 75.50
HARPER, DONNA	DIRECTOR, PURCHASING & STRS	\$ 64.58	\$ 63.42
HARTMAN, JANE	COORDINATOR OF SPECIAL PROGRAMS08/09	\$ 62.78	\$ 64.37
HETRICK, LINDY	ADMINISTRATIVE ASSISTANT	\$ 29.04	\$ 29.96

MONTHLY REIMBURSEMENT SERVICES

Name	Title	07-08	08-09
HOLLEY, NORMAN /KEITH	COORDINATOR, ALT ED/PRINCIPAL	\$ 73.61	\$ 83.24
HOWARD, TINA IRENE	ASSISTANT PRINCIPAL-SPLIT 07/08/PRINCIPAL 08/09	\$ 63.10	\$ 73.53
HUESING, KIMBERLY	PRINCIPAL		\$ 75.50
JENNINGS, DIANE	ADMINISTRATIVE ASSISTANT	\$ 29.78	\$ 29.25
JIMENO, ALICE	ADMINISTRATIVE SECRETARY	\$ 30.50	\$ 29.96
KALK, DAVE	ASSISTANT PRINCIPAL	\$ 58.15	\$ 64.41
KOTZEBUE, DIANA	HEALTH TECHNICIAN		\$ 21.79
KRAMER, BRUCE	DIRECTOR		\$ 84.94
KRYZAK, JENNIFER	HEALTH TECHNICIAN	\$ 24.46	\$ 24.03
KUHN, MARY	ADMINISTRATIVE SECRETARY-CONFIDENTIAL	\$ 33.88	\$ 33.27
LANE, KIM	HEALTH TECHNICIAN	\$ 28.32	\$ 27.82
LARSON, JENNIFER	HEALTH TECHNICIAN	\$ 28.32	\$ 27.82
LARSON, LESLIE	HEALTH TECHNICIAN	\$ 24.46	\$ 24.03
LEWIS, RICK	DIRECTOR, INFORMATION SYSTEMS	\$ 72.65	\$ 71.35
LORD IV, WILLIS (BILL)	ASSISTANT PRINCIPAL	\$ 66.60	\$ 71.73
LUND, CHAD	ASSISTANT PRINCIPAL		\$ 62.63
LUTZ, CINDY	HEALTH TECHNICIAN	\$ 24.46	\$ 24.03
MADDOX, SHEILA	PRINCIPAL-RETIRED 6/30/07		RETIRED
MARTINEZ, PAUL	MAINTENANCE WORKER	\$ 38.93	\$ 40.14

MONTHLY REIMBURSEMENT SERVICES

Name	Title	07-08	08-09
MCCORMAC, KATHRYN	LEAD ACCOUNTANT	\$ 41.30	\$ 42.59
MCCORMICK, LAURA JEAN	OFFICE ASSISTANT	\$ 24.38	\$ 23.94
McKEE, CAROL	COUNSELOR RETIRED-SPECIAL ASSIGNMENT BY STIPEND		STIPEND
MERCHANT, SHARAN	IS SPECIALIST	\$ 38.93	\$ 38.23
MILLIKIN, CAROLYN	PRINCIPAL (VALLEY MIDDLE)	\$ 73.61	\$ 79.28
MIRANDA, DOLORES	ATTENDANCE CLERK		\$ 22.31
MONDERINE, ROSEMARY	SENIOR BUYER	\$ 38.00	\$ 37.32
MORALES, JULIO CESAR	ASSISTANT PRINCIPAL	\$ 58.15	\$ 71.01
NAVARRO, NANCY	DIRECTOR, FISCAL SERVICES	\$ 80.72	\$ 79.28
NORTON, TORRIE	ASSISTANT SUPERINTENDENT- PERSONNEL	\$ 90.99	\$ 111.93
O'CONNELL, SUZANNE	ASSISTANT SUPERINTENDENT- INSTRUCTIONAL	\$ 90.99	\$ 111.93
OGAN, LAURA	ATTENDANCE CLERK	\$ 22.72	\$ 23.43
OHLIN, EVANGELINE (VANGIE)	ADMINISTRATIVE SECRETARY	\$ 23.89	\$ 24.65
PARKER, RACHEL	COUNSELOR	\$ 42.55	\$ 67.94
PFRANG, SHARON	OFFICE ASSISTANT-LEFT DISTRICT 6/30/07		LD
PIERCE, ROBERT	TEACHER	\$ 59.75	\$ 67.61
PINNER, ROBIN	ADMINISTRATIVE ASSISTANT	\$ 25.09	\$ 25.87
PRICE, JULIE	OFFICE ASSISTANT	\$ 21.09	\$ 20.72
PULASKI, LINDA	ATTENDANCE CLERK	\$ 26.31	\$ 25.83

California Department of Education (CDE) - School Fiscal Services Division
Restricted Indirect Cost Rates for K-12 Local Educational Agencies (LEAs) - Five Year Listing

approved based on standardized account code structure expenditure data

Address questions to sacsinfo@cde.ca.gov, or call 916-322-1770.

* Revised April 8, 2008

** C = County
D = District

CA= Common Administration
J = Joint Powers Agency

					----- APPROVED RATES -----				
					For use with state and federal programs, as allowable, in:				
County Code	LEA Code	Type**	LEA Name	2004-05 <small>(based on 2002-03 expenditure data)</small>	2005-06 <small>(based on 2003-04 expenditure data)</small>	2006-07 <small>(based on 2004-05 expenditure data)</small>	2007-08 <small>(based on 2005-06 expenditure data)</small>	2008-09 <small>(based on 2006-07 expenditure data)</small>	
37	10371	C	San Diego County Superintendent	9.84%	8.54%	8.22%	10.27%	9.76%	
37	67967	D	Alpine Union Elementary	3.50%	3.16%	2.99%	3.30%	3.27%	
37	67975	D	Bonsall Union Elementary	4.54%	4.41%	4.71%	4.05%	3.67%	
37	67983	D	Borrego Springs Unified	6.07%	8.52%	7.95%	5.36%	7.72%	
37	67991	D	Cajon Valley Union Elementary	5.55%	7.46%	7.28%	5.98%	5.13%	
37	68007	D	Cardiff Elementary	3.96%	4.44%	3.82%	3.67%	3.83%	
37	68023	D	Chula Vista Elementary	5.36%	4.76%	3.83%	3.54%	3.33%	
37	68031	D	Coronado Unified	8.08%	6.29%	6.41%	3.97%	4.85%	
37	68049	D	Dehesa Elementary	7.45%	5.62%	5.92%	1.72%	3.86%	
37	68056	D	Del Mar Union Elementary	5.42%	6.00%	2.98%	2.07%	4.80%	
37	68080	D	Encinitas Union Elementary	6.33%	5.04%	5.22%	5.19%	4.11%	
37	68098	D	Escondido Union Elementary	5.75%	4.97%	4.21%	4.80%	5.30%	
37	68106	D	Escondido Union High	10.22%	8.07%	7.20%	8.03%	10.22%	
37	68114	D	Fallbrook Union Elementary	6.11%	6.69%	5.76%	5.01%	8.03%	
37	68122	D	Fallbrook Union High	11.10%	10.32%	7.90%	8.00%	8.99%	
37	68130	D	Grossmont Union High	4.68%	5.70%	5.03%	3.19%	3.38%	
37	68155	D	Jamul-Dulzura Union Elementary	1.28%	4.56%	5.43%	2.00%	3.08%	
37	68163	D	Julian Union Elementary	9.26%	6.16%	1.61%	2.70%	4.58%	
37	68171	D	Julian Union High	4.37%	5.35%	11.14%	7.97%	4.09%	
37	68189	D	Lakeside Union Elementary	8.91%	7.63%	6.49%	6.84%	8.45%	
37	68197	D	La Mesa-Spring Valley Elementary	3.14%	3.64%	4.17%	2.92%	3.62%	
37	68205	D	Lemon Grove Elementary	11.53%	10.06%	9.47%	8.06%	6.96%	
37	68213	D	Mountain Empire Unified	6.20%	5.68%	6.57%	4.39%	3.84%	
37	68221	D	National Elementary	6.18%	5.85%	5.94%	6.41%	6.07%	
37	68296	D	Poway Unified	5.17%	5.19%	5.55%	4.95%	4.23%	
37	68304	D	Ramona City Unified	6.62%	7.67%	6.74%	6.46%	6.52%	
37	68312	D	Rancho Santa Fe Elementary	8.29%	11.03%	9.99%	9.41%	8.82%	
37	68338	D	San Diego Unified	3.58%	5.83%	3.67%	4.64%	5.75%	
37	68346	D	San Dieguito Union High	6.54%	7.45%	8.12%	6.12%	4.22%	
37	68353	D	San Pasqual Union Elementary	5.01%	5.82%	0.32%	0.29%	3.51%	
37	68361	D	Santee Elementary	5.14%	7.06%	6.98%	6.46%	7.44%	
37	68379	D	San Ysidro Elementary	4.89%	5.58%	5.94%	4.31%	7.09%	
37	68387	D	Solana Beach Elementary	8.15%	11.18%	9.01%	7.22%	7.30%	
37	68395	D	South Bay Union Elementary	6.11%	6.15%	6.90%	6.13%	4.65%	
37	68403	D	Spencer Valley Elementary	15.10%	15.98%	12.57%	2.01%	1.63%	
37	68411	D	Sweetwater Union High	4.99%	4.63%	4.75%	5.37%	4.96%	
37	68437	D	Vallecitos Elementary	8.49%	3.65%	5.56%	6.04%	8.07%	
37	68452	D	Vista Unified	4.57%	4.61%	3.61%	3.99%	4.65%	
37	73551	D	Carlsbad Unified	5.73%	5.83%	6.48%	4.84%	6.18%	
37	73569	D	Oceanside Unified	4.53%	4.44%	4.32%	3.21%	2.84%	
37	73791	D	San Marcos Unified	4.07%	3.16%	3.74%	3.78%	3.61%	
37	75416	D	Warner Unified	6.17%	7.42%	10.93%	7.73%	8.34%	
37	75614	D	Valley Center-Pauma Unified	5.89%	7.98%	6.32%	5.82%	5.96%	

Fiscal Year

2007-2008

Six ten and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, MPA, JD, President
E-Mail: Kbpsixten@aol.com

San Diego
5252 Balboa Avenue, Suite 900
San Diego, CA 92117
Telephone: (858) 514-8605
Fax: (858) 514-8645

Sacramento
3841 North Freeway Blvd., Suite 170
Sacramento, CA 95834
Telephone: (916) 565-6104
Fax: (916) 564-6103

Claim File Copy

February 13, 2009

CERTIFIED MAIL #7006 3450 0000 3941 8925

Ms. Virginia Brummels, Section Manager
Local Reimbursement Section
Division of Accounting and Reporting
Office of the State Controller
P.O. Box 942850
Sacramento, CA 94250

RE: Annual Reimbursement Claims
Carlsbad Unified School District S37030

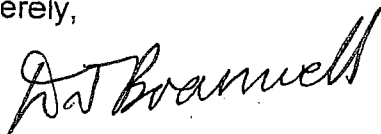
Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Bonita Unified School District's reimbursement claims listed below:

498/83	The Stull Act	2007-2008
1117/89	Consolidation of LEAN and MCR	2007-2008
161/93	Intradistrict Attendance	2007-2008
98/94	Caregiver Affidavits	2007-2008
975/95	Physical Performance Tests	2007-2008
589/97	Criminal Background Checks II	2007-2008
736/97	Comprehensive School Safety Plans	2007-2008

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,



Larry Hendee, Vice-President

CLAIM FOR PAYMENT
Pursuant to Government Code Section 17561
THE STULL ACT

For State Controller Use Only
(19) Program Number 00260
(20) Date Filed / /
(21) LRS Input / /

Program
260

(01) Claimant Identification Number:		S37030		Reimbursement Claim Data		
(02) Claimant Name		Carlsbad Unified School District		(22) SA-1, (03)(A)(f)	340	
County of Location		San Diego		(23) SA-1, (03)(B)(f)		
Street Address		6225 El Camino Real		(24) SA-1, (03)(A)(1)(a)(f)	37,021	
City	State	Zip Code		(25) SA-1, (03)(A)(1)(b)(f)	51,546	
Carlsbad	CA	92009		(26) SA-1, (03)(A)(2)(a)(f)	17,635	
Type of Claim	Estimated Claim		Reimbursement Claim		(27) SA-1, (03)(A)(2)(b)(f)	23,999
	(03) Estimated	<input type="checkbox"/>	(09) Reimbursement	<input checked="" type="checkbox"/>	(28) SA-1, (03)(B)(1)(a)(f)	
	(04) Combined	<input type="checkbox"/>	(10) Combined	<input type="checkbox"/>	(29) SA-1, (03)(B)(1)(b)(f)	
	(05) Amended	<input type="checkbox"/>	(11) Amended	<input type="checkbox"/>		
Fiscal Year of cost	(06)	(12)	2007-2008		(30) SA-1, (03)(B)(1)(c)(f)	
Total Claimed Amount	(07)	(13)	\$ 136,502		(31) SA-1, (03)(B)(1)(d)(f)	
Less: 10% Late Penalty		(14)	\$ -		(32) SA-1, (03)(B)(1)(e)(f)	
Less: Prior Claim Payment Received		(15)	\$ -		(33) SA-1, (05)	5
Net Claimed Amount		(16)	\$ 136,502		(34) SA-1, (06)	6,302
Due from State	(08)	(17)	\$ 136,502		(35) SA-1, (08)	
Due to State		(18)			(36) SA-1, (09)	

(37) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the school district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.

The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Authorized Officer (USE BLUE INK)

Walter Freeman

Date

2/10/09

Walter Freeman

Assistant Superintendent, Business Services

Type or Print Name

Title

(38) Name of Contact Person for Claim

SixTen and Associates

Telephone Number: (858) 514-8605

E-mail Address: kbpsixten@aol.com

Program 260	MANDATED COSTS THE STULL ACT CLAIM SUMMARY	FORM SA-1
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(1) Claimant: Marisbad Unified School District	(02) Type of Claim: Reimbursement <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	Fiscal Year: 2007-2008
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Direct Costs	Object Accounts					
(3) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
Certificated Instructional Employees (CIE)						340
Claim Statistics: Number of CIE's evaluated per (03)(A)(1) and (03)(A)(2)						
1. Evaluate and assess performance	Ed. Code §44662, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a. Review employee's techniques and strategies	\$ 37,020.57	\$ -	\$ -	\$ -	\$ -	\$ 37,020.57
b. Evaluation to include assessment of techniques and strategies	\$ 51,546.35	\$ -	\$ -	\$ -	\$ -	\$ 51,546.35
2. Evaluate and assess CIE who teach certain subjects	Ed. Code §44662, subd. (b), as amended by Ch. 4/99; Reimbursement period begins 03/15/99					
a. Review STAR results	\$ 17,635.01	\$ -	\$ -	\$ -	\$ -	\$ 17,635.01
b. Assessment based on STAR results	\$ 23,998.59	\$ -	\$ -	\$ -	\$ -	\$ 23,998.59
CIE and NIE Employees						
Claim Statistics: Number of CIE's and NIE's evaluated per (03)(B)(1)						
Evaluate and assess CIE and NIE employees						
Ed. Code §44664, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98						
a. Evaluating and assessing CIE according to certain criteria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
b. Reducing evaluation to writing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c. Transmitting evaluation to CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
d. Attaching response to personnel file	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
e. Discussing evaluation with CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1 Total Direct Costs	\$ 130,200.52	\$ -	\$ -	\$ -	\$ -	\$ 130,200.52
Indirect Costs						
Indirect Cost Rate	[From J-380 or J-580]					4.84%
Total Indirect Costs	[Line (05) x line (04)(a)]					\$ 6,301.71
Total Direct and Indirect Costs	[Line (04)(f) + line (06)]					\$ 136,502.23
Cost Reduction						
Setting Savings						\$ -
Less: Other Reimbursements						\$ -
Total Claimed Amount	[Line (07) - (Line (08) + Line (09))]					\$ 136,502.23

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant Arlsbad Unified School District	(02) Fiscal Year 2007-2008
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE <input checked="" type="checkbox"/> Review employee's techniques and strategies <input type="checkbox"/> Review STR Results	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies <input type="checkbox"/> Assessment based on STR results
B. CIE & NIE <input type="checkbox"/> Evaluating and assessing CIE according to certain criteria <input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Reducing evaluation to writing <input type="checkbox"/> Discussing evaluation with CIE <input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses	Object Accounts						
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Preparing to evaluate and assess the performance of a CIE Administrators Various	\$69.32	191.7	\$ 13,288.64				
Discussing the CIE's goals and objectives Administrators Various	\$69.32	180.6	\$ 12,519.19				
Pre-observation conference and discussion with CIE Administrators Various	\$69.32	138.1	\$ 9,573.09				
Attendance at training required to perform evaluations							
Armstrong, Theresa Principal	\$60.76	1.5	\$ 91.14				
Bloomquist, Tom Assistant Principal	\$69.93	3.5	\$ 244.76				
Giordani, Marjorie Assistant Principal	\$63.55	3.5	\$ 222.43				
Hancock, Catina Principal	\$65.93	1.5	\$ 98.90				
Howard, Tina Assistant Principal	\$63.55	1.5	\$ 95.33				
Huesing, Kimberly Ann Principal	\$71.89	1.5	\$ 107.84				
Kalk, Dave Assistant Principal	\$58.15	1.5	\$ 87.23				
Lord, Bill Assistant Principal	\$66.60	3.5	\$ 233.10				
Lund, Chad Assistant Principal	\$63.55	1.5	\$ 95.33				
Morales, Julio Cesar Assistant Principal	\$58.15	1.5	\$ 87.23				
Sester, Phyllis Admin Assistant	\$27.66	2.0	\$ 55.32				
Sims, Cynthia Admin Assistant	\$27.66	2.0	\$ 55.32				
Smith, Emily Admin Assistant	\$26.34	2.0	\$ 52.68				
Training staff that will be performing the evaluations Vodicka, Devin Director	\$75.36	1.5	\$ 113.04				

(00)	Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>	Page 1 of 1	\$ 37,020.57	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant Wrlsbad Unified School District	(02) Fiscal Year 2007-2008
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE	<input type="checkbox"/>	Review employee's techniques and strategies	<input checked="" type="checkbox"/>	Evaluation to include assessment of techniques and strategies
	<input type="checkbox"/>	Review STR Results	<input type="checkbox"/>	Assessment based on STR results
B. CIE & NIE	<input type="checkbox"/>	Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/>	Reducing evaluation to writing
	<input type="checkbox"/>	Attaching response to personnel file	<input type="checkbox"/>	Discussing evaluation with CIE
			<input type="checkbox"/>	Transmitting evaluation to CIE

(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	Object Accounts					
			(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training	
Classroom observation to evaluate and assess performance Administrators Various	\$69.32	270.4	\$ 18,744.13					
Post-observation conference and discussion with CIE Administrators Various	\$69.32	189.0	\$ 13,101.48					
Discussing evaluation and write-up with CIE Administrators Various	\$69.32	204.2	\$ 14,155.14					
Reducing evaluation to writing, forward to personnel file Administrators Various	\$69.32	80.0	\$ 5,545.60					
Total <input checked="" type="checkbox"/>			\$ 51,546.35	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal <input type="checkbox"/>								

**MANDATED COSTS
THE STULL ACT
COMPONENT/ACTIVITY COST DETAIL**

FORM SA-2

(01) Claimant: **Madison Unified School District** (02) Fiscal-Year: **2007-2008**

(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

Review employee's techniques and strategies Evaluation to include assessment of techniques and strategies

Review STR Results Assessment based on STR results

B. CIE & NIE

Evaluating and assessing CIE according to certain criteria Reducing evaluation to writing Transmitting evaluation to CIE

Attaching response to personnel file Discussing evaluation with CIE

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Preparing to evaluate and assess the performance of a CIE Administrators Various	\$69.32	90.4	\$ 6,266.53				
Discussing the CIE's goals and objectives Administrators Various	\$69.32	92.0	\$ 6,377.44				
Pre-observation conference and discussion with CIE Administrators Various	\$69.32	72.0	\$ 4,991.04				
Total			\$ 17,635.01				

**MANDATED COSTS
THE STULL ACT
COMPONENT/ACTIVITY COST DETAIL**

**FORM
SA-2**

(01) Claimant: **Arts and Sciences Unified School District** (02) Fiscal Year: **2007-2008**

(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

Review employee's techniques and strategies Evaluation to include assessment of techniques and strategies

Review STR Results Assessment based on STR results

B. CIE & NIE

Evaluating and assessing CIE according to certain criteria Reducing evaluation to writing Transmitting evaluation to CIE

Attaching response to personnel file Discussing evaluation with CIE

(04) Description of Expenses

(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	Object Accounts				
			(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Administrators Various	\$69.32	121.5	\$ 8,422.38				
Post-observation conference and discussion with CIE Administrators Various	\$69.32	110.3	\$ 7,646.00				
Discussing evaluation and write-up with CIE Administrators Various	\$69.32	114.4	\$ 7,930.21				

Total Subtotal Page 1 of 1 \$ 23,998.59 \$ - \$ - \$ - \$ -

Carlsbad Unified School District
 498/83 THE STULL ACT
 2007-2008
 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
07-08	90.40	Administrators	Various	\$69.32	\$6,266.53	Preparing to evaluate and assess the performance of a CIE	Review STAR results
07-08	92.00	Administrators	Various	\$69.32	\$6,377.44	Discussing the CIE's goals and objectives	Review STAR results
07-08	72.00	Administrators	Various	\$69.32	\$4,991.04	Pre-observation conference and discussion with CIE	Review STAR results
07-08	121.50	Administrators	Various	\$69.32	\$8,422.38	Classroom observation to evaluate and assess performance	Assessment based on STAR results
07-08	110.30	Administrators	Various	\$69.32	\$7,646.00	Post-observation conference and discussion with CIE	Assessment based on STAR results
07-08	114.40	Administrators	Various	\$69.32	\$7,930.21	Post-observation conference and discussion with CIE	Assessment based on STAR results
07-08	191.70	Administrators	Various	\$69.32	\$13,288.64	Preparing to evaluate and assess the performance of a CIE	Review employee's techniques and strate
07-08	180.60	Administrators	Various	\$69.32	\$12,519.19	Discussing the CIE's goals and objectives	Review employee's techniques and strate
07-08	138.10	Administrators	Various	\$69.32	\$9,573.09	Pre-observation conference and discussion with CIE	Review employee's techniques and strate
07-08	270.40	Administrators	Various	\$69.32	\$18,744.13	Classroom observation to evaluate and assess performance	Evaluation to include assessment of tech
07-08	189.00	Administrators	Various	\$69.32	\$13,101.48	Post-observation conference and discussion with CIE	Evaluation to include assessment of tech
07-08	204.20	Administrators	Various	\$69.32	\$14,155.14	Discussing evaluation and write-up with CIE	Evaluation to include assessment of tech
07-08	80.00	Administrators	Various	\$69.32	\$5,545.60	Reducing evaluation to writing, forward to personnel file	Evaluation to include assessment of tech
	1,854.60	Administrators Total			\$128,560.87		
07-08	1.50	Armstrong, Theresa	Principal	\$60.76	\$91.14	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Armstrong, Theresa Total			\$91.14		
07-08	2.00	Bloomquist, Tom	Assistant Principal	\$69.93	\$139.86	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Bloomquist, Tom	Assistant Principal	\$69.93	\$104.90	Attendance at training required to perform evaluations	Review employee's techniques and strate
	3.50	Bloomquist, Tom Total			\$244.76		
07-08	2.00	Giordani, Marjorie	Assistant Principal	\$63.55	\$127.10	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Giordani, Marjorie	Assistant Principal	\$63.55	\$95.33	Attendance at training required to perform evaluations	Review employee's techniques and strate
	3.50	Giordani, Marjorie Total			\$222.43		
07-08	1.50	Hancock, Catina	Principal	\$65.93	\$98.90	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Hancock, Catina Total			\$98.90		
07-08	1.50	Howard, Tina	Assistant Principal	\$63.55	\$95.33	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Howard, Tina Total			\$95.33		
07-08	1.50	Huesing, Kimberly Ann	Principal	\$71.89	\$107.84	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Huesing, Kimberly Ann Total			\$107.84		
07-08	1.50	Kalk, Dave	Assistant Principal	\$58.15	\$87.23	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Kalk, Dave Total			\$87.23		
07-08	2.00	Lord, Bill	Assistant Principal	\$66.60	\$133.20	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Lord, Bill	Assistant Principal	\$66.60	\$99.90	Attendance at training required to perform evaluations	Review employee's techniques and strate
	3.50	Lord, Bill Total			\$233.10		
07-08	1.50	Lund, Chad	Assistant Principal	\$63.55	\$95.33	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Lund, Chad Total			\$95.33		
07-08	1.50	Morales, Julio Cesar	Assistant Principal	\$58.15	\$87.23	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	1.50	Morales, Julio Cesar Total			\$87.23		
07-08	2.00	Sester, Phyllis	Admin Assistant	\$27.66	\$55.32	Attendance at training required to perform evaluations	Review employee's techniques and strate
07-08	2.00	Sester, Phyllis Total			\$55.32		

Carlsbad Unified of District
 498/83 THE STULL ACT
 2007-2008

Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
07-08	2.00	Sims, Cynthia	Admin Assistant	\$27.66	\$55.32	Attendance at training required to perform evaluations	Review employee's techniques and strate
	2.00	Sims, Cynthia Total			\$55.32		
07-08	2.00	Smith, Emily	Admin Assistant	\$26.34	\$52.68	Attendance at training required to perform evaluations	Review employee's techniques and strate
	2.00	Smith, Emily Total			\$52.68		
07-08	1.50	Vodicka, Devin	Director	\$75.36	\$113.04	Training staff that will be performing the evaluations	Review employee's techniques and strate
	1.50	Vodicka, Devin Total			\$113.04		
	1,883.10	Grand Total			\$130,200.52		

Combined Schedule 1
 Carlsbad Unified School District
 Stull Act 498/83
 Temporary, Probationary, and Permanent
 Evaluations
 Fiscal Year: 2007-2008
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Principals and Vice Principals" on Permanent, Probationary, & Temporary evaluations.

Source: Combined Schedule 2.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
Hours Worked (Code 11)	90.4	191.7
Hours Worked (Code 12)	92.0	180.6
Hours Worked (Code 13)	72.0	138.1
Hours Worked (Code 14)	121.5	270.4
Hours Worked (Code 15)	110.3	189.0
Hours Worked (Code 16)	114.4	204.2
Hours Worked (Code 17)		80.0

Conclusion: Findings will go forward to the SA-2.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Combined Schedule 2
 Carlsbad Unified School District
 Stull Act 498/83
 Temporary, Probationary, and Permanent
 Evaluations
 Fiscal Year: 2007-2008
 Time Summary

Purpose: To summarize Total Hours Worked by Various Administrators evaluating teachers.

Source: Schedule 1A, 1B and 1C.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
Code 11		
Temporary	11.3	22.5
Probationary	24.8	56.7
Permanent	54.4	112.5
	<u>90.4</u>	<u>191.7</u>
Code 12		
Temporary	7.3	15.0
Probationary	24.8	53.1
Permanent	60.0	112.5
	<u>92.0</u>	<u>180.6</u>
Code 13		
Temporary	5.8	12.5
Probationary	15.6	31.9
Permanent	50.6	93.8
	<u>72.0</u>	<u>138.1</u>
Code 14		
Temporary	8.8	23.8
Probationary	28.3	77.9
Permanent	84.4	168.8
	<u>121.5</u>	<u>270.4</u>
Code 15		
Temporary	7.0	17.5
Probationary	28.3	49.6
Permanent	75.0	121.9
	<u>110.3</u>	<u>189.0</u>
Code 16		
Temporary	7.5	16.3
Probationary	31.9	56.7
Permanent	75.0	131.3
	<u>114.4</u>	<u>204.2</u>
Code 17		
Temporary		6.0
Probationary		17.7
Permanent		56.3
		<u>80.0</u>

Conclusion: Findings go to Combined Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schedule 1A
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Principals and Vice Principals".
 Source: Schedule 1AA Temporary and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	30	30
Avg. time p/ evaluation preparation	22.5	45.0
Total Time (in minutes)	<u>675</u>	<u>1350</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>11.3</u>	<u>22.5</u>
# of reimbursable K-12 evaluations	30	30
Avg. time p/ goals & obj. conf. with instructor	14.5	30.0
Total Time (in minutes)	<u>435</u>	<u>900</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>7.3</u>	<u>15.0</u>
# of reimbursable K-12 evaluations	30	30
Avg. time p/ pre-observation conf. with instructor	11.5	25.0
Total Time (in minutes)	<u>345</u>	<u>750</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>5.8</u>	<u>12.5</u>
# of reimbursable K-12 evaluations	30	30
Avg. time p/ classroom observation of instructor	17.5	47.5
Total Time (in minutes)	<u>525</u>	<u>1425</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>8.8</u>	<u>23.8</u>
# of reimbursable K-12 evaluations	30	30
Avg. time p/ post-observation conf. with instructor	14.0	35.0
Total Time (in minutes)	<u>420</u>	<u>1050</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>7.0</u>	<u>17.5</u>
# of reimbursable K-12 evaluations	30	30
Avg. time p/ final conf. with instructor	15.0	32.5
Total Time (in minutes)	<u>450</u>	<u>975</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>7.5</u>	<u>16.3</u>
# of reimbursable K-12 evaluations		30
Avg. time p/ district reporting		12.0
Total Time (in minutes)		<u>360</u>
Per Hour		60
Hours Worked (Code 17)		<u>6.0</u>

Conclusion: Findings will go forward to Combined Schedule 2.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Schedule 1C
 Carlsbad Unified School District
 498/83 Stull Act - Temporary Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "temporary" teacher evaluations.
 Source: Schedule 2C and 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	44	44
Avg. time p/ evaluation preparation	25	50
Total Time (in minutes)	1100	2200
Per Hour	60	60
Hours Worked (Code 11)	18.3	36.7
# of reimbursable K-12 evaluations	44	44
Avg. time p/ goals & obj. conf. with instructor	14	35
Total Time (in minutes)	616	1540
Per Hour	60	60
Hours Worked (Code 12)	10.3	25.7
# of reimbursable K-12 evaluations	44	44
Avg. time p/ pre-observation conf. with instructor	8	30
Total Time (in minutes)	352	1320
Per Hour	60	60
Hours Worked (Code 13)	5.9	22.0
# of reimbursable K-12 evaluations	44	44
Avg. time p/ classroom observation of instructor	20	55
Total Time (in minutes)	880	2420
Per Hour	60	60
Hours Worked (Code 14)	14.7	40.3
# of reimbursable K-12 evaluations	44	44
Avg. time p/ post-observation conf. with instructor	13	35
Total Time (in minutes)	572	1540
Per Hour	60	60
Hours Worked (Code 15)	9.5	25.7
# of reimbursable K-12 evaluations	44	44
Avg. time p/ final conf. with instructor	15	30
Total Time (in minutes)	660	1320
Per Hour	60	60
Hours Worked (Code 16)	11.0	22.0
# of reimbursable K-12 evaluations		44
Avg. time p/ district reporting		15
Total Time (in minutes)		660
Per Hour		60
Hours Worked (Code 17)		11.0

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schdule 1AA
 Carlsbad Unified School District
 498/83 Stull Act Temporary
 Fiscal Years 2007-2008
 2 year time study

Prupose: To calculate a 2 year rolling average to be used for the 2007-2008 Stull Act.
 Source: Schedule 1C from 2006-2007 and Schedule 3 from 2007-2008. (See 06-07 source in 06-07 claim.)
 Findings:

Temporary Evaluations

Activities	2006-2007		2007-2008		Average	
	A	B&C	A	B&C	A	B&C
CODE 11	25.0	50.0	20.0	40.0	22.5	45.0
CODE 12	14.0	35.0	15.0	25.0	14.5	30.0
CODE 13	8.0	30.0	15.0	20.0	11.5	25.0
CODE 14	20.0	55.0	15.0	40.0	17.5	47.5
CODE 15	13.0	35.0	15.0	35.0	14.0	35.0
CODE 16	15.0	30.0	15.0	35.0	15.0	32.5
CODE 17		15.0		9.0		12.0

Conclusion: Findings to go forward to Schedule 1A

Activities

- Code 11- Preparing for the evaluation (A) District standards and test results
- Code 12- Goals and objectives conference with instructor (B) Instructional techniques/strategies
- Code 13- Pre-observation conference with instructor (C) Adherence to curricular objectives
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Schedule 3
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008T
 Temporary Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA 1.7-A Temporary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes															
		11				12				13				14			
		A	B	C	D	A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	Kimberly Ann Huesing	55	25	25	25	55	30	30	30	55	30	30	30	**180	30	30	30
Aviara Oaks Middle	Carolyn Millikin	20	20	20	20	10	10	10	10	10	10	10	10	15	15	15	15
Buena Vista	Tina Howard	60	30			60				30	30			**240	**120	**120	**120
Calavera Hills Elementary	Leslie Harden	10				15	15			5	5			5	15	15	10
Calavera Hills Middle	Catina Hancock	40	40	40	40	5	5	5	5	5	5	5	5	45	45	45	45
Carlsbad Valley Academy	Keith Holley	15	15			15	15			15				60	60	60	60
Carlsbad High School	Bill Lord	15				15				15				**120			
	Marjorie Giordani	15				15				15				4			
	Tom Bloomquist	10				10				10				**240			
Hope	Rich Tubbs	10				10	10	10	5	10	10	10	10	5	15	15	10
Jefferson	Carol Van Vooren	15				10	10	5	5	2	2	2	2	2	10	10	10
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	10	5	5	5	5	10	10	10	10
Pacific Rim	Robert Devich				30				60				30				30
Poinsetta	Steve Ahle	13	13	13	13	18	18	18	18	18	18	18	18	9	9	9	9
Valley Middle	Julio Cesar Morales	23	20	22	23	19	14	13	18	16	13	11	14	17	22	22	22
Averages		42				27				23				44			
Summation of criteria B and C		20	40			15	25			15	20			15	40		
Averages to be used																	

Conclusion: Findings will go forward to Schedule 1AA.

*Activity Codes

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

*Evaluation Criteria

- (A) District standards and test results
 - (B) Instructional techniques/strategies
 - (C) Adherence to curricular objectives
 - (D) Suitable learning environment
- **Times were not used to calculate averages

Schedule 3
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008T
 Temporary Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA 1.7-A Temporary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	Kimberly Ann Huesing	**180	30	30	30	**180	30	30	30	**180	30	30	30
Aviara Oaks Middle	Carolyn Millikin		10	10	10		10	10	10		2	2	2
Buena Vista	Tina Howard	30	60			**120	60	30	30	**120	**120	**120	**120
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5		30		
Calavera Hills Middle	Catrina Hancock	20	20	20	20	40	40	40	40	10	10	10	10
Carlsbad Valley Academy	Keith Holley	40	40	40		20	20	20		15			
Carlsbad High School	Bill Lord	30				30							
	Marjorie Giordani	30				30							
	Tom Bloomquist	40				20							
Hope	Rich Tubbs	5	10	10	10	10	10	10	10	5	5	5	5
Jefferson	Carol Van Vooren	2	10	5	10	10	10	10	10	5	5	5	5
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	10	5	5	5	5
Pacific Rim	Robert Devich				30				30				
Poinsetta	Steve Ahle	9	9	9	9					1	1	1	1
Valley	Julio Cesar Morales	12	12	12	12	18	12	12	12				
Averages		19	20	16	15	19	21	18	19	7	11	8	8
Summation of criteria B and C		36				39				9			
Averages to be used		15				15				9			

Conclusion: Findings will go forward to Schedule 1AA.

*Activity Codes

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee AVERAGE Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
District/COE

AOE
Department/Location

Kimberly Ann Huesing
Employee Name

Principal
Exact Position Title

760-331-6000 12mo/11mo/10mo/hrly
Telephone # Work year length (circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	55	25	25	25
Code 12	Goals and objectives conference with instructor	55	30	30	30
Code 13	Pre-observation conference with instructor	55	30	30	30
Code 14	Classroom observation of instructor	180	30	30	30
Code 15	Post-observation conference with instructor	180	30	30	30
Code 16	Final conference with instructor	180	30	30	30
Code 17	District Reporting	180	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Kimberly Ann Huesing Date 10/13/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Calsbad unified
 District/COE
Carolyn Millikin
 Employee Name

Aviara Oaks middle
 Department/Location
Principal
 Exact Position Title

331-6100 Telephone #
12mo/11mo/10mo/hry Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- Reimbursable Activities Codes:**
- Code 11 Preparing for the evaluation
 - Code 12 Goals and objectives conference with instructor
 - Code 13 Pre-observation conference with instructor
 - Code 14 Classroom observation of instructor
 - Code 15 Post-observation conference with instructor
 - Code 16 Final conference with instructor
 - Code 17 District reporting

- Evaluation Criteria:**
- (A) district standards and test results
 - (B) instructional techniques/strategies
 - (C) adherence to curricular objectives
 - (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		20	20	20
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor		10	10	10
Code 14	Classroom observation of instructor		15	15	15
Code 15	Post-observation conference with instructor		10	10	10
Code 16	Final conference with instructor		10	10	10
Code 17	District Reporting		2	2	2

*9 temporary teachers in 07/08
 0 probs
 4 days each year*

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-13-08

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)

Routine Evaluations of Instructors - TEMPORARY (1)

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CARLSBAD UNIFIED
 District/COE

BUENA VISTA
 Department/Location

TINA HOWARD
 Employee Name

PRINCIPAL
 Exact Position Title

(760) 331-5400 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 (07-08)
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	1.0	.5		
Code 12	Goals and objectives conference with instructor	1.0			
Code 13	Pre-observation conference with instructor	.5	.5		
Code 14	Classroom observation of instructor	4	2	2	2
Code 15	Post-observation conference with instructor	.5	1.0		
Code 16	Final conference with instructor	2	1	.5	.5
Code 17	District Reporting	2	2	2	2

Assume all times were in hours

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature *Tina Howard* Date 10/6/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE
L Harder
 Employee Name
3316300
 Telephone #

CHIE
 Department/Location
Principal
 Exact Position Title
 Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation <i>10 min</i>	-	10	-	-
Code 12	Goals and objectives conference with instructor <i>30 min</i>	15	15	-	1
Code 13	Pre-observation conference with instructor <i>10 min</i>	-	5	5	1
Code 14	Classroom observation of instructor <i>45 min</i>	5	15	15	10
Code 15	Post-observation conference with instructor <i>30 min</i>	5	10	10	5
Code 16	Final conference with instructor <i>30 min</i>	5	10	10	5
Code 17	District Reporting <i>30 min</i>	-	30	-	-

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature L Harder Date 11/19/08

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
District/COE

CHMS
Department/Location

Cathryn Hancock
Employee Name

Principal
Exact Position Title

331-4400 12mo/11mo/10mo/hrly
Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	40	40	40	40
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	5	5	5	5
Code 14	Classroom observation of instructor	45	45	45	45
Code 15	Post-observation conference with instructor	20	20	20	20
Code 16	Final conference with instructor	40	40	40	40
Code 17	District Reporting	10	10	10	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature [Signature] Date 10/16/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CVA
 Department/Location

Keith Holley
 Employee Name

Administrative Secretary
 Exact Position Title

331-5200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15	15		
Code 12	Goals and objectives conference with instructor	15	15		
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	60	60	60	60
Code 15	Post-observation conference with instructor	40	40	40	
Code 16	Final conference with instructor	20	20	20	
Code 17	District Reporting	15			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Keith Holley Date 10-15-08

If you have any questions, please contact Keith Holley at 331-5200

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
District/COE

Adm/CHS
Department/Location

Bill Lord
Employee Name

Assist Principal
Exact Position Title

(760) 3315197 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	120			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature *Bill Lord* Date 10/9/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

CHS/ Administration
 Department/Location

Marjorie Givdani
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5196 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	15			
Code 12 Goals and objectives conference with instructor	15			
Code 13 Pre-observation conference with instructor	15			
Code 14 Classroom observation of instructor	4			
Code 15 Post-observation conference with instructor	30			
Code 16 Final conference with instructor	30			
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature M. Givdani Date 10/3/2008

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - TEMPORARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS / Admin.
 Department/Location

Tom Bloomquist
 Employee Name

Assistant Principal
 Exact Position Title

331-5198 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		10 minutes		
Code 12	Goals and objectives conference with instructor		10 minutes		
Code 13	Pre-observation conference with instructor		10 minutes		
Code 14	Classroom observation of instructor		4 hours		
Code 15	Post-observation conference with instructor		20 minutes		
Code 16	Final conference with instructor		20 minutes		
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/2/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
 District/COE

HOPE
 Department/Location

Rich Tubbs
 Employee Name

Principal
 Exact Position Title

331 5900 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10			
Code 12 Goals and objectives conference with instructor	10	10	10	5
Code 13 Pre-observation conference with instructor	5	10	10	10
Code 14 Classroom observation of instructor	5	15	15	10
Code 15 Post-observation conference with instructor	5	10	10	10
Code 16 Final conference with instructor	10	10	10	10
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tubbs Date 9-24-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
District/COE

Jefferson
Department/Location

Carol Van Nooren
Employee Name

Principal
Exact Position Title

(760) 331-5599 (12mo/11mo/10mo/hrly)
Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	10	10	5	5
Code 13	Pre-observation conference with instructor	2	2	2	2
Code 14	Classroom observation of instructor	2	10	10	10
Code 15	Post-observation conference with instructor	2	10	5	10
Code 16	Final conference with instructor	10	10	10	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature Carol Van Nooren Date 10/20/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - TEMPORARY

Please report below the average amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Bellu

Employee Name J. Amador

Exact Position Title Principal

Telephone # 960 331 5800 Work year length(circle) 12mo/11mo/10mo/hrlly

Fiscal Year: 05-06 06-07 07-08 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
Code 12 Goals and objectives conference with instructor
Code 13 Pre-observation conference with instructor
Code 14 Classroom observation of instructor
Code 15 Post-observation conference with instructor
Code 16 Final conference with instructor
Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
(B) instructional techniques/strategies
(C) adherence to curricular objectives
(D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Table with columns: Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps; Average Time in Minutes (A, B, C, D). Rows include codes 11 through 17 with corresponding minutes.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature J. Amador Date 9/24/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

PUSD
 District/COE

Pacific Rim
 Department/Location

Robert Deutch
 Employee Name

Principal
 Exact Position Title

331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				30
Code 12	Goals and objectives conference with instructor				60
Code 13	Pre-observation conference with instructor				30
<u>Code 14</u>	Classroom observation of instructor				30
<u>Code 15</u>	Post-observation conference with instructor				30
<u>Code 16</u>	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-16-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7b

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
 District/COE

Poinsettia
 Department/Location

Steve Ahle
 Employee Name

Principal
 Exact Position Title

33/6500
 Telephone #

12mo/11mo/10mo/hry
 Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	13	13	13	13
Code 12	Goals and objectives conference with instructor	18	18	18	18
Code 13	Pre-observation conference with instructor	18	18	18	18
Code 14	Classroom observation of instructor	9	9	9	9
Code 15	Post-observation conference with instructor	9	9	9	9
Code 16	Final conference with instructor				
Code 17	District Reporting	1	2	1	1

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11-4-08

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

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Employee **Average** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **TEMPORARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE Carlsbad USD

Department/Location Valley MS

Employee Name J. Cesar Morales

Exact Position Title Principal

Telephone # 331-5300 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	12	12	12
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-2-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 1B
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Principals and Vice Principals".
 Source: Schedule 1BB Probationary and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	85	85
Avg. time p/ evaluation preparation	17.5	40.0
Total Time (in minutes)	1488	3400
Per Hour	60	60
Hours Worked (Code 11)	24.8	56.7
# of reimbursable K-12 evaluations	85	85
Avg. time p/ goals & obj. conf. with instructor	17.5	37.5
Total Time (in minutes)	1488	3188
Per Hour	60	60
Hours Worked (Code 12)	24.8	53.1
# of reimbursable K-12 evaluations	85	85
Avg. time p/ pre-observation conf. with instructor	11.0	22.5
Total Time (in minutes)	935	1913
Per Hour	60	60
Hours Worked (Code 13)	15.6	31.9
# of reimbursable K-12 evaluations	85	85
Avg. time p/ classroom observation of instructor	20.0	55.0
Total Time (in minutes)	1700	4675
Per Hour	60	60
Hours Worked (Code 14)	28.3	77.9
# of reimbursable K-12 evaluations	85	85
Avg. time p/ post-observation conf. with instructor	20.0	35.0
Total Time (in minutes)	1700	2975
Per Hour	60	60
Hours Worked (Code 15)	28.3	49.6
# of reimbursable K-12 evaluations	85	85
Avg. time p/ final conf. with instructor	22.5	40.0
Total Time (in minutes)	1913	3400
Per Hour	60	60
Hours Worked (Code 16)	31.9	56.7
# of reimbursable K-12 evaluations		85
Avg. time p/ district reporting		12.5
Total Time (in minutes)		1063
Per Hour		60
Hours Worked (Code 17)		17.7

Conclusion: Findings will go forward to Combined Schedule 2.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Schedule 1A
 Carlsbad Unified School District
 498/83 Stull Act - Probationary Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "probationary" teacher evaluations.
 Source: Schedule 2A and 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	57	57
Avg. time p/ evaluation preparation	20	40
Total Time (in minutes)	1140	2280
Per Hour	60	60
Hours Worked (Code 11)	19.0	38.0
# of reimbursable K-12 evaluations	57	57
Avg. time p/ goals & obj. conf. with instructor	20	45
Total Time (in minutes)	1140	2565
Per Hour	60	60
Hours Worked (Code 12)	19.0	42.8
# of reimbursable K-12 evaluations	57	57
Avg. time p/ pre-observation conf. with instructor	7	15
Total Time (in minutes)	399	855
Per Hour	60	60
Hours Worked (Code 13)	6.7	14.3
# of reimbursable K-12 evaluations	57	57
Avg. time p/ classroom observation of instructor	20	60
Total Time (in minutes)	1140	3420
Per Hour	60	60
Hours Worked (Code 14)	19.0	57.0
# of reimbursable K-12 evaluations	57	57
Avg. time p/ post-observation conf. with instructor	20	40
Total Time (in minutes)	1140	2280
Per Hour	60	60
Hours Worked (Code 15)	19.0	38.0
# of reimbursable K-12 evaluations	57	57
Avg. time p/ final conf. with instructor	25	40
Total Time (in minutes)	1425	2280
Per Hour	60	60
Hours Worked (Code 16)	23.8	38.0
# of reimbursable K-12 evaluations		57
Avg. time p/ district reporting		15
Total Time (in minutes)		855
Per Hour		60
Hours Worked (Code 17)		14.3

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schdule 1BB
 Carlsbad Unified School District
 498/83 Stull Act Probationary
 Fiscal Years 2007-2008
 2 year time study

Prupose: To calculate a 2 year rolling average to be used for the 2007-2008 Stull Act.
 Source: Schedule 1A from 2006-2007 and Schedule 4 from 2007-2008. (See 06-07 source in 06-07 claim.)
 Findings:

Probationary Evaluations

Activities	2006-2007		2007-2008		Average	
	A	B&C	A	B&C	A	B&C
CODE 11	20.0	40.0	15.0	40.0	17.5	40.0
CODE 12	20.0	45.0	15.0	30.0	17.5	37.5
CODE 13	7.0	15.0	15.0	30.0	11.0	22.5
CODE 14	20.0	60.0	20.0	50.0	20.0	55.0
CODE 15	20.0	40.0	20.0	30.0	20.0	35.0
CODE 16	25.0	40.0	20.0	40.0	22.5	40.0
CODE 17		15.0		10.0		12.5

Conclusion: Findings to go forward to schedule 1B.

Activities

- Code 11- Preparing for the evaluation (A) District standards and test results
- Code 12- Goals and objectives conference with instructor (B) Instructional techniques/strategies
- Code 13- Pre-observation conference with instructor (C) Adherence to curricular objectives
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Schedule 4
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Probationary Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA 1.7-B Probationary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes												
		11			12			13			14			
		A	B	C	A	B	C	A	B	C	A	B	C	D
Aviara Oaks Elementary	Kimberly Ann Huesing	20	20	20	30	30	30	30	30	30	45	45	45	45
Buena Vista	Tina Howard	**120	60		60			60	60		**240	**240	**240	**240
Calavera Hills Elementary	Leslie Harden	10			15	15			5	5	5	15	15	10
Calavera Hills Middle	Cattina Hancock	40	40	40	5	5	5	5			45	45	45	45
Carlsbad Valley Academy	Keith Holley	15	15		15	15					60	60	60	60
Carlsbad High	Bill Lord	15			15						**120			
	Marjorie Giordani	15			15						**240			
	Tom Bloomquist	10			10						**240			
Hope	Rich Tubbs	10			5	10	10	5	10	10	5	5	15	15
Jefferson	Carol Van Vooren	15			10	10	5	5	2	2	2	2	10	10
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	5	5	5	5	10	10
Pacific Rim	Robert Devich			30			60				30			30
Poinsetta	Steve Ahle	5	5	5	27	27	27	27	27	27	27	27	27	27
Valley middle	Julio Cesar Morales				15	15	15	15	12	12	12	12	12	12
Averages		16	23	19	21	18	15	20	18	19	13	16	27	26
Summation of criteria B and C		42			30			32			53			
Averages to be used		15			15			15			20			50

Conclusion: Findings will go forward to Schedule 1BB.

*Activity Codes

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

*Evaluation Criteria

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

**Times were not used to calculate averages

Schedule 4
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Probationary Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA 1.7-B Probationary Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	Kimberly Ann Huesing	30	30	30	30	30	30	30	30	30	30	30	30
Buena Vista	Tina Howard	60	**120			**240	**120	60	60	**240	**240	**240	**240
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5		30		
Calavera Hills Middle	Catrina Hancock	20	20	20	20	40	40	40	40	5	5	5	5
Carlsbad Valley Academy	Keith Holley	40	40	40		20	20	20		15			
Carlsbad High	Bill Lord	30				30							
	Marjorie Giordani	30				30							
	Tom Bloomquist	40				20							
Hope	Rich Tubbs	5	10	10	10	5	5	10	5	5	5	5	5
Jefferson	Carol Van Vooren	2	10	5	10	10	10	10	10	5	5	5	5
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	10	5	5	5	5
Pacific Rim	Robert Devich												
Poinsetta	Steve Ahle	12	12	12	12				30				
Valley Middle	Julio Cesar Morales	12	12	12	12	18	18	18	18	1	1	1	1
Averages		23	17	17	15	20	18	23	23	9	12	9	9
Summation of criteria B and C		34				41				10			
Averages to be used		20				20				10			

Conclusion: Findings will go forward to Schedule 1BB.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **PROBATIONARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
District/COE

AOE
Department/Location

Kimberly Huesig
Employee Name

Principal
Exact Position Title

760-331-6000 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

- 4 Teachers

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	20	20	20	20
Code 12	Goals and objectives conference with instructor	30	30	30	30
Code 13	Pre-observation conference with instructor	30	30	30	30
Code 14	Classroom observation of instructor	45	45	45	45
Code 15	Post-observation conference with instructor	30	30	30	30
Code 16	Final conference with instructor	30	30	30	30
Code 17	District Reporting	30	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Kimberly Huesig Date 10/14/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the *average* amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CARLSBAD UNIFIED
 District/COE

RUENA VISTA
 Department/Location

TINA HOWARD
 Employee Name

PRINCIPAL
 Exact Position Title

(700) 331-5400 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	2.0	1.0		
Code 12	Goals and objectives conference with instructor	1.0			
Code 13	Pre-observation conference with instructor	1.0	1.0		
Code 14	Classroom observation of instructor	4.0	2	2	2
Code 15	Post-observation conference with instructor	1	2		
Code 16	Final conference with instructor	4	2	1	1
Code 17	District Reporting	4	4	4	4

Assume she put hours - change to min

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Tina Howard Date 10/6/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CHSD
 District/COE

CHS
 Department/Location

L Harder
 Employee Name

Principal
 Exact Position Title

3316300 Telephone # 12mo Work year length(circle) 11mo / 10mo / hrly

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- | | |
|---|---|
| Reimbursable Activities Codes: | Evaluation Criteria: |
| Code 11 Preparing for the evaluation | (A) district standards and test results |
| Code 12 Goals and objectives conference with instructor | (B) instructional techniques/strategies |
| Code 13 Pre-observation conference with instructor | (C) adherence to curricular objectives |
| Code 14 Classroom observation of instructor | (D) suitable learning environment |
| Code 15 Post-observation conference with instructor | |
| Code 16 Final conference with instructor | |
| Code 17 District reporting | |

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor		10		
Code 13 Pre-observation conference with instructor	15	15		
Code 14 Classroom observation of instructor		5	5	
Code 15 Post-observation conference with instructor	5	15	15	10
Code 16 Final conference with instructor	5	10	10	5
Code 17 District Reporting	5	10	10	5
		30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature L Harder Date 11/10/08

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHMS

Employee Name Catrina Hancock

Exact Position Title PRINCIPAL

Telephone # 351-1440 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	40	40	40	40
Code 12 Goals and objectives conference with instructor	5	5	5	5
Code 13 Pre-observation conference with instructor	0	0	0	0
Code 14 Classroom observation of instructor	45	45	45	45
Code 15 Post-observation conference with instructor	20	20	20	20
Code 16 Final conference with instructor	40	40	40	40
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/16/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **PROBATIONARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
District/COE

CVA
Department/Location

Keith Holley
Employee Name

Director
Exact Position Title

331-5200 12mo/11mo/10mo/hrly
Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15	15		
Code 12	Goals and objectives conference with instructor	15	15		
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	60	60	60	60
Code 15	Post-observation conference with instructor	40	40	40	
Code 16	Final conference with instructor	20	20	20	
Code 17	District Reporting	15			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Keith Holley Date 10-15-08

If you have any questions, please contact Keith Holley at 331-5200

PLEASE SUBMIT THIS INFORMATION BY _____ : TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **PROBATIONARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Adm/CHS
 Department/Location

Bill Lora
 Employee Name

Assist Principal
 Exact Position Title

(760) 331 5197 12mo/11mo/10mo/h/ly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	20			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/9/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

CHS / Administration
 Department/Location

Marylin Gordon
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5196 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- | | |
|---|---|
| <p>Reimbursable Activities Codes:
 Code 11 Preparing for the evaluation
 Code 12 Goals and objectives conference with instructor
 Code 13 Pre-observation conference with instructor
 Code 14 Classroom observation of instructor
 Code 15 Post-observation conference with instructor
 Code 16 Final conference with instructor
 Code 17 District reporting</p> | <p>Evaluation Criteria:
 (A) district standards and test results
 (B) instructional techniques/strategies
 (C) adherence to curricular objectives
 (D) suitable learning environment</p> |
|---|---|

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	4	hrs		
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

* Refer to Bloomquist

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Marylin Gordon Date 10/3/2008

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS / Admin.
 Department/Location

Tom Blomquist
 Employee Name

Assistant Principal
 Exact Position Title

331-5198
 Telephone #

12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		10 minutes		
Code 12	Goals and objectives conference with instructor		10 minutes		
Code 13	Pre-observation conference with instructor		10 minutes		
Code 14	Classroom observation of instructor		4 hours		
Code 15	Post-observation conference with instructor		40 minutes		
Code 16	Final conference with instructor		20 minutes		
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/2/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE Carlsbad Department/Location HOPE
 Employee Name Rich Tobbs Exact Position Title Principal
 Telephone # 331 5901 Work year length(circle) 12mo/11mo/10mo/hrlv Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED.

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10			
Code 12 Goals and objectives conference with instructor	5	10	10	5
Code 13 Pre-observation conference with instructor	5	10	10	5
Code 14 Classroom observation of instructor	5	15	15	10
Code 15 Post-observation conference with instructor	5	10	10	10
Code 16 Final conference with instructor	5	5	10	5
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tobbs Date 9-24-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
 District/COE

Jefferson
 Department/Location

Carol VanVooren
 Employee Name

Principal
 Exact Position Title

(760) 336-5599 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- | | |
|---|---|
| <p>Reimbursable Activities Codes:
 Code 11 Preparing for the evaluation
 Code 12 Goals and objectives conference with instructor
 Code 13 Pre-observation conference with instructor
 Code 14 Classroom observation of instructor
 Code 15 Post-observation conference with instructor
 Code 16 Final conference with instructor
 Code 17 District reporting</p> | <p>Evaluation Criteria:
 (A) district standards and test results
 (B) instructional techniques/strategies
 (C) adherence to curricular objectives
 (D) suitable learning environment</p> |
|---|---|

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	10	10	5	5
Code 13	Pre-observation conference with instructor	2	2	2	2
Code 14	Classroom observation of instructor	2	10	10	10
Code 15	Post-observation conference with instructor	2	10	5	10
Code 16	Final conference with instructor	10	10	10	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carol VanVooren Date 10/20/04

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CU50

Department/Location Kelly

Employee Name Tressie Armstrong

Exact Position Title Principal

Telephone # 760 331 5800 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	—	—	→
Code 12	Goals and objectives conference with instructor	10	—	—	→
Code 13	Pre-observation conference with instructor	5	—	—	→
Code 14	Classroom observation of instructor	10	—	—	→
Code 15	Post-observation conference with instructor	10	—	—	→
Code 16	Final conference with instructor	10	—	—	→
Code 17	District Reporting	5	—	—	→

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK.

Employee Signature T. Armstrong Date 9/24/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **PROBATIONARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
District/COE

Pacific Rim
Department/Location

Robert Deulich
Employee Name

Principal
Exact Position Title

331-6200 12mo/11mo/10mo/hrly
Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				30
Code 12	Goals and objectives conference with instructor				60
Code 13	Pre-observation conference with instructor				30
Code 14	Classroom observation of instructor				30
Code 15	Post-observation conference with instructor				30
Code 16	Final conference with instructor				30
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-16-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7b

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PROBATIONARY

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Poinsettia
 Department/Location

Steve Akh
 Employee Name

Principal
 Exact Position Title

331-6500
 Telephone #

12mo / 11mo / 10mo / hrly
 Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	5	5	5	5
Code 12 Goals and objectives conference with instructor	27	27	27	27
Code 13 Pre-observation conference with instructor	27	27	27	27
Code 14 Classroom observation of instructor	27	27	27	27
Code 15 Post-observation conference with instructor	12	12	12	12
Code 16 Final conference with instructor				
Code 17 District Reporting	1	1	1	1

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11/4/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Routine Evaluations of Instructors - **PROBATIONARY**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CVSD District/COE VMS Department/Location

Julio Cesar Morales Employee Name Principal Exact Position Title

Telephone # _____ Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 05-06 06-07 07-08

Circle the years for which you are responding.

- | | |
|--|--|
| <p>Reimbursable Activities Codes:</p> <ul style="list-style-type: none"> Code 11 Preparing for the evaluation Code 12 Goals and objectives conference with instructor Code 13 Pre-observation conference with instructor Code 14 Classroom observation of instructor Code 15 Post-observation conference with instructor Code 16 Final conference with instructor Code 17 District reporting | <p>Evaluation Criteria:</p> <ul style="list-style-type: none"> (A) district standards and test results (B) instructional techniques/strategies (C) adherence to curricular objectives (D) suitable learning environment |
|--|--|

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	18	18	18
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-3-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 1C
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Principals and Vice Principals".
 Source: Schedule 1CC Permanent and SA 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B&C
# of reimbursable K-12 evaluations	225	225
Avg. time p/ evaluation preparation	14.5	30.0
Total Time (in minutes)	<u>3263</u>	<u>6750</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>54.4</u>	<u>112.5</u>
# of reimbursable K-12 evaluations	225	225
Avg. time p/ goals & obj. conf. with instructor	16.0	30.0
Total Time (in minutes)	<u>3600</u>	<u>6750</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>60.0</u>	<u>112.5</u>
# of reimbursable K-12 evaluations	225	225
Avg. time p/ pre-observation conf. with instructor	13.5	25.0
Total Time (in minutes)	<u>3038</u>	<u>5625</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>50.6</u>	<u>93.8</u>
# of reimbursable K-12 evaluations	225	225
Avg. time p/ classroom observation of instructor	22.5	45.0
Total Time (in minutes)	<u>5063</u>	<u>10125</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>84.4</u>	<u>168.8</u>
# of reimbursable K-12 evaluations	225	225
Avg. time p/ post-observation conf. with instructor	20.0	32.5
Total Time (in minutes)	<u>4500</u>	<u>7313</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>75.0</u>	<u>121.9</u>
# of reimbursable K-12 evaluations	225	225
Avg. time p/ final conf. with instructor	20.0	35.0
Total Time (in minutes)	<u>4500</u>	<u>7875</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>75.0</u>	<u>131.3</u>
# of reimbursable K-12 evaluations		225
Avg. time p/ district reporting		15.0
Total Time (in minutes)		<u>3375</u>
Per Hour		60
Hours Worked (Code 17)		<u>56.3</u>

Conclusion: Findings will go forward to Combined Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives

Schedule 1B
 Carlsbad Unified School District
 498/83 Stull Act - Permanent Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "permanent" teacher evaluations.
 Source: Schedule 2B and 1.8-1.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	280	280
Avg. time p/ evaluation preparation	15	30
Total Time (in minutes)	4200	8400
Per Hour	60	60
Hours Worked (Code 11)	<u>70.0</u>	<u>140.0</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ goals & obj. conf. with instructor	20	40
Total Time (in minutes)	5600	11200
Per Hour	60	60
Hours Worked (Code 12)	<u>93.3</u>	<u>186.7</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ pre-observation conf. with instructor	12	20
Total Time (in minutes)	3360	5600
Per Hour	60	60
Hours Worked (Code 13)	<u>56.0</u>	<u>93.3</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ classroom observation of instructor	30	55
Total Time (in minutes)	8400	15400
Per Hour	60	60
Hours Worked (Code 14)	<u>140.0</u>	<u>256.7</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ post-observation conf. with instructor	20	30
Total Time (in minutes)	5600	8400
Per Hour	60	60
Hours Worked (Code 15)	<u>93.3</u>	<u>140.0</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ final conf. with instructor	20	35
Total Time (in minutes)	5600	9800
Per Hour	60	60
Hours Worked (Code 16)	<u>93.3</u>	<u>163.3</u>
# of reimbursable K-12 evaluations		280
Avg. time p/ district reporting		15
Total Time (in minutes)		4200
Per Hour		60
Hours Worked (Code 17)		<u>70.0</u>

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schdule 1CC
 Carlsbad Unified School District
 498/83 Stull Act Permanent
 Fiscal Years 2007-2008
 2 year time study

Prupose: To calculate a 2 year rolling average to be used for the 2007-2008 Stull Act.
 Source: Schedule 1B from 2006-2007 and schedule 5 from 2007-2008. (See 06-07 source in 06-07 claim.)
 Findings:

Permanent Evaluations

Activities	2006-2007		2007-2008		Average	
	A	B&C	A	B&C	A	B&C
CODE 11	15.0	30.0	14.0	30.0	14.5	30.0
CODE 12	20.0	40.0	12.0	20.0	16.0	30.0
CODE 13	12.0	20.0	15.0	30.0	13.5	25.0
CODE 14	30.0	55.0	15.0	35.0	22.5	45.0
CODE 15	20.0	30.0	20.0	35.0	20.0	32.5
CODE 16	20.0	35.0	20.0	35.0	20.0	35.0
CODE 17		15.0		15.0		15.0

Conclusion: Findings to go forward to Schedule 1C.

Activities

- Code 11- Preparing for the evaluation (A) District standards and test results
- Code 12- Goals and objectives conference with instructor (B) Instructional techniques/strategies
- Code 13- Pre-observation conference with instructor (C) Adherence to curricular objectives
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Schedule 5
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Permanent Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA1.7-C Permanent Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes														
		11			12			13			14					
		A	B	C	A	B	C	A	B	C	A	B	C	D		
Aviara Oaks Elementary	Kimberly Ann Huesing	30	30	30	25	25	25	75	75	75	75	75	75	75	75	75
Aviara Oaks Middle	Carolyn Millikin	20	20	20	10	10	10	10	10	10	10	10	10	10	10	10
	David Kalk	5	5	5	10	10	10	10	10	10	10	10	10	10	10	10
Calavera Hills Elementary	Leslie Harden	10			15	15					5	5				
Calavera Hills Middle	Catina Hancock	20	20	20	5	5	5							5	15	15
Carlsbad Valley Academy	Keith Holley	15	15		15	15								45	45	45
Carlsbad High	Bill Lord	15			15									20	30	30
	Marjorie Giordani	15			15									60		
	Tom Bloomquist	10			10									**240		
Hope	Rich Tubbs	10			5	5	5	5	5	5	5	5	5	5	10	10
Jefferson	Carol Van Vooren				10	10	10	10	10	10						
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	10	10	5	5	5	5	10	10
Pacific Rim	Robert Devich							60						30		
Poinsetta	Steve Ahle	13	13	13	9	9	9	9	9	9	9	9	9	9	9	9
Valley Middle	Julio Cesar Morales				15	15	15	15	15	15	12	12	12	12	12	12
	Chad Lund	**300	**300	**300	**150	**150	**150	**150	**150	**150	**450	**450	**450	**450	**600	**600
Averages		14	15	16	12	12	11	15	15	15	17	16	16	20	19	18
Summation of criteria B and C		32	32	32	23	23	23	33	33	33	37	37	37	37	37	37
Averages to be used		14	30	30	12	20	20	15	15	30	15	30	30	15	35	35

Conclusion: Findings will go forward to Schedule 1CC.

*Activity Codes

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

*Evaluation Criteria

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

**Times were not used to calculate averages

Schedule 5
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2007-2008
 Permanent Time Study

Purpose: To calculate time spent by "Various Principals and Vice Principals" on Stull Act.
 Source: SA1.7-C Permanent Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Elementary	Kimberly Ann Huesing	75	75	75	75	75	75	75	75	75	75	75	75
Aviara Oaks Middle	Carolyn Millikin	10	10	10	10	10	10	10	10	2	2	2	2
	David Kalk	10	10	10	10	20	20	10	10	5	5	5	5
Calavera Hills Elementary	Leslie Harden	5	10	10	5	5	10	10	5	30			
Calavera Hills Middle	Catina Hancock					20	20	20	20	5	5	5	5
Carlsbad Valley Academy	Keith Holley	20	20	20		10	10	10		15			
Carlsbad High	Bill Lord	30				30							
	Marjorie Giordani	30				30							
	Tom Bloomquist	20				20							
Hope	Rich Tubbs	5	10	15	5	5	5	10	5	5	5	5	5
Jefferson	Carol Van Vooren					10	10	10	5	5	5	5	5
Kelly	Theresa Armstrong	10	10	10	10	10	10	10	10	5	5	5	5
Pacific Rim	Robert Devich					30				30			
Poinsetta	Steve Ahle	9	9	9	9								
Valley Middle	Julio Cesar Morales	12	12	12	12	18	18	18	18				
	Chad Lund	**450	**450	**450	**450	**300	**300	**300	**300	**300	**300	**300	**300
Averages		21	18	19	18	20	19	19	19	16	17	15	15
Summation of criteria B and C		37				38				16			
Averages to be used		20				20				15			

Conclusion: Findings will go forward to Schedule 1CC.

*Activity Codes

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

AOE
 Department/Location

Kimberly Huesing
 Employee Name

Principal
 Exact Position Title

760-331-6000 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results ⁵⁰
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

10 Teachers

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	30	30	30	30
Code 12 Goals and objectives conference with instructor	25	25	25	25
Code 13 Pre-observation conference with instructor	75	75	75	75
Code 14 Classroom observation of instructor	115	115	115	115
Code 15 Post-observation conference with instructor	75	75	75	75
Code 16 Final conference with instructor	75	75	75	75
Code 17 District Reporting	75	75	75	75

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Kimberly Huesing Date 10/14/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE _____ Department/Location Adm

Employee Name Carolyn Millikin Exact Position Title _____

Telephone # _____ Fiscal Year: 05-06 06-07 07-08

Work year length(circle) 12mo/11mo/10mo/hrly Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		20	20	20
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor		10	10	10
Code 14	Classroom observation of instructor		15	15	15
Code 15	Post-observation conference with instructor		10	10	10
Code 16	Final conference with instructor		10	10	10
Code 17	District Reporting		2	2	2

*2 forms
for
per
years*

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carolyn Millikin Date 10-13-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad - USD
 District/COE

Arroyo Oaks Middle
 Department/Location

David Kalk
 Employee Name

ASST principal
 Exact Position Title

331-6198 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	5	5	5	5
Code 12	Goals and objectives conference with instructor	10	10	10	10
Code 13	Pre-observation conference with instructor	10	10	10	10
Code 14	Classroom observation of instructor	5	20	20	5
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	10	20	20	10
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/8/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD Department/Location CATK
 Employee Name L Harder Exact Position Title Principal
 Telephone # 3316300 Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- Reimbursable Activities Codes:**
- Code 11 Preparing for the evaluation
 - Code 12 Goals and objectives conference with instructor
 - Code 13 Pre-observation conference with instructor
 - Code 14 Classroom observation of instructor
 - Code 15 Post-observation conference with instructor
 - Code 16 Final conference with instructor
 - Code 17 District reporting
- Evaluation Criteria:**
- (A) district standards and test results
 - (B) instructional techniques/strategies
 - (C) adherence to curricular objectives
 - (D) suitable learning environment
- CLASSROOM TEACHER TIME IS NOT REIMBURSED**

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation		10		
Code 12	Goals and objectives conference with instructor	15	15		
Code 13	Pre-observation conference with instructor		5	5	
Code 14	Classroom observation of instructor	5	15	15	10
Code 15	Post-observation conference with instructor	5	10	10	5
Code 16	Final conference with instructor	5	10	10	5
Code 17	District Reporting		30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature L Harder Date 11/10/08
 If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CLSD
District/COE

CHMS
Department/Location

CARINA Hancock
Employee Name

PRINCIPAL
Exact Position Title

331-4440 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	20	20	20	20
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	0	0	0	0
Code 14	Classroom observation of instructor	45	45	45	45
Code 15	Post-observation conference with instructor	0	0	0	0
Code 16	Final conference with instructor	20	20	20	20
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE/INK

Employee Signature [Signature] Date 10/16/08
If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CVA
 Department/Location

Keith Holley
 Employee Name

Director
 Exact Position Title

331-5200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	15	15		
Code 12 Goals and objectives conference with instructor	15	15		
Code 13 Pre-observation conference with instructor	15			
Code 14 Classroom observation of instructor	20	30	30	30
Code 15 Post-observation conference with instructor	20	20	20	
Code 16 Final conference with instructor	10	10	0	
Code 17 District Reporting	15			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Keith Holley Date 10-15-08

If you have any questions, please contact Keith Holley, at 331-5200

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Adm / CTS
 Department/Location

Bill Long
 Employee Name

Assist Principal
 Exact Position Title

(260) 331 5197 Telephone # 12mo/11mo/10mo/hrly Work year length (circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	60			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Bill Long Date 10/9/03

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carol Ann Unpeil
 District/COE

CHS/ Administration
 Department/Location

Maryanne Jordan
 Employee Name

Assistant Principal
 Exact Position Title

(760) 331-5198 12mo (11mo) (10mo) /hrly
 Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- | | |
|--|--|
| <p>Reimbursable Activities Codes:</p> <ul style="list-style-type: none"> Code 11 Preparing for the evaluation Code 12 Goals and objectives conference with instructor Code 13 Pre-observation conference with instructor Code 14 Classroom observation of instructor Code 15 Post-observation conference with instructor Code 16 Final conference with instructor Code 17 District reporting | <p>Evaluation Criteria:</p> <ul style="list-style-type: none"> (A) district standards and test results (B) instructional techniques/strategies (C) adherence to curricular objectives (D) suitable learning environment |
|--|--|

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	15			
Code 12	Goals and objectives conference with instructor	15			
Code 13	Pre-observation conference with instructor	15			
Code 14	Classroom observation of instructor	4			
Code 15	Post-observation conference with instructor	30			
Code 16	Final conference with instructor	30			
Code 17	District Reporting				

hrs
 - refer to
 Bloomquist

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Maryanne Jordan Date 10/3/2008

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

CHS / Admin.
 Department/Location

Tom Bloomquist
 Employee Name

Assistant Principal
 Exact Position Title

331-5198 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	minutes		
Code 12	Goals and objectives conference with instructor	10	minutes		
Code 13	Pre-observation conference with instructor	10	minutes		
Code 14	Classroom observation of instructor	2	hours		
Code 15	Post-observation conference with instructor	20	minutes		
Code 16	Final conference with instructor	20	minutes		
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/2/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
District/COE

HOPE
Department/Location

Rich Tobbs
Employee Name

Principal
Exact Position Title

331 5900
Telephone #

12mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10			
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	5	5	5	5
Code 14	Classroom observation of instructor	5	10	10	5
Code 15	Post-observation conference with instructor	5	10	15	5
Code 16	Final conference with instructor	5	5	10	5
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tobbs Date 9-24-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee **AVERAGE** Time Record for Mandated Costs

498/83 The Stull Act (K-12)

Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
District/COE

Jefferson
Department/Location

Carol VanVooren
Employee Name

Principal
Exact Position Title

(760) 331-5599 12mo/11mo/10mo/hrly
Telephone # Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	10	10	10	5
Code 13	Pre-observation conference with instructor				
Code 14	Classroom observation of instructor				
Code 15	Post-observation conference with instructor				
Code 16	Final conference with instructor	10	10	10	5
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature Carol VanVooren Date 10/26/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
 498/83 The Stull Act (K-12)
 Routine Evaluations of Instructors - **PERMANENT**

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Kelley
 Department/Location

Tressae Armstrong
 Employee Name

Principal
 Exact Position Title

760 331 5800 Telephone # 12mo Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	—	—	→
Code 12	Goals and objectives conference with instructor	10	—	—	→
Code 13	Pre-observation conference with instructor	5	—	—	→
Code 14	Classroom observation of instructor	10	—	—	→
Code 15	Post-observation conference with instructor	10	—	—	→
Code 16	Final conference with instructor	10	—	—	→
Code 17	District Reporting	5	—	—	→

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature T. Armstrong Date 9/24/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD Department/Location Pacific Rim
 Employee Name Robert Deuch Exact Position Title Principal
 Telephone # 331-6200 Work year length(circle) 12mo/11mo/10mo/hrly Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- | | |
|---|---|
| Reimbursable Activities Codes: | Evaluation Criteria: |
| Code 11 Preparing for the evaluation | (A) district standards and test results |
| Code 12 Goals and objectives conference with instructor | (B) instructional techniques/strategies |
| Code 13 Pre-observation conference with instructor | (C) adherence to curricular objectives |
| Code 14 Classroom observation of instructor | (D) suitable learning environment |
| Code 15 Post-observation conference with instructor | |
| Code 16 Final conference with instructor | |
| Code 17 District reporting | |

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion. (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				30
Code 12 Goals and objectives conference with instructor				60
Code 13 Pre-observation conference with instructor				30
Code 14 Classroom observation of instructor				30
Code 15 Post-observation conference with instructor				30
Code 16 Final conference with instructor				30
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-16-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7c

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
 District/COE

Poinsettia
 Department/Location

Steve Aale
 Employee Name

Principal
 Exact Position Title

331-6500
 Telephone #

.12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED.

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	13	13	13	13
Code 12	Goals and objectives conference with instructor	9	9	9	9
Code 13	Pre-observation conference with instructor	9	9	9	9
Code 14	Classroom observation of instructor	9	9	9	9
Code 15	Post-observation conference with instructor	9	9	9	9
Code 16	Final conference with instructor				
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 11-4-08

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs 498/83 The Stull Act (K-12) Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE Catalina USD Department/Location Valley MS
 Employee Name J Cesar Morales Exact Position Title Principal
 Telephone # 331-5300 Work year length(circle) 12mo Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

- Reimbursable Activities Codes:**
 Code 11 Preparing for the evaluation
 Code 12 Goals and objectives conference with instructor
 Code 13 Pre-observation conference with instructor
 Code 14 Classroom observation of instructor
 Code 15 Post-observation conference with instructor
 Code 16 Final conference with instructor
 Code 17 District reporting
- Evaluation Criteria:**
 (A) district standards and test results
 (B) instructional techniques/strategies
 (C) adherence to curricular objectives
 (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	18	18	18
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-2-05
 If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7c

Employee AVERAGE Time Record for Mandated Costs
498/83 The Stull Act (K-12)
Routine Evaluations of Instructors - PERMANENT

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

VALLEY MIDDLE SCHOOL
 Department/Location

CHAD LUND
 Employee Name

ASSISTANT PRINCIPAL
 Exact Position Title

96-331-5297 Telephone # 12mo/11mo/10mo/hrly Work year length(circle)

Fiscal Year: 05-06 06-07 07-08
 Circle the years for which you are responding.

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	360	300	300	300
Code 12	Goals and objectives conference with instructor	150	150	150	150
Code 13	Pre-observation conference with instructor	450	450	450	450
Code 14	Classroom observation of instructor	600	600	600	600
Code 15	Post-observation conference with instructor	450	450	450	450
Code 16	Final conference with instructor	300	300	300	300
Code 17	District Reporting	300	300	300	300

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost/accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/1/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD Fiscal Year: 07-08

Type of Training Activity Mandated part inservice Training Location CHS

Date of Activity Sept 2007 Start and End Times 1:00 pm to 3:00 pm

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Emily Smith	Adm. Assent	CHS	Trainer <u>Trainee</u>
2 Bill ^{Lord} Smith	Asst Principal	CHS	Trainer <u>Trainee</u>
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

per Sheryl

Provide a brief description of the training curriculum or attach copy of agenda and materials:

Brand Lantz

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/9/08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD Fiscal Year: 07-08
Mandated Costs Training Location CHS
 Type of Training Activity Sept 2007 Start and End Times 1:00 - 3:00
 Date of Activity _____

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Tom Bloomquist	Assistant Princ.	CHS	Trainer <u>Trainee</u>
2 Cynthia Sims	Admin. Assist.	CHS	Trainer <u>Trainee</u>
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Cynthia Sims Date 10/2/08

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE Carlsbad Unified Fiscal Year: 2007-2008

Mandated Costs Insurer @ HS

Type of Training Activity _____ Training Location _____

Date of Activity September 2007 Start and End Times 1:00 - 3:00

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 <u>Marjorie Giordani</u>	<u>Assistant Principal</u>		Trainer <u>Trainee</u>
2 <u>Phyllis Setser</u>	<u>Administrative Assistant</u>		Trainer <u>Trainee</u>
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:
Mr. Hancock addressed forms, situations required for submission.

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/2/2008

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee Sign-in Record Sheet for Mandated Costs
 498/83 The Stull Act (K-12)
 Training of Evaluators

District/COE Carlsbad Unified Fiscal Year: 2007-08

Type of Training Activity Training of Evaluators Training Location Dist. Office

Date of Activity 2-12-08 Start and End Times 3:00 - 4:30

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Devin Vodicka	Dir. Curric. & Instr.	Dist. Office	Trainer <input checked="" type="radio"/> Trainee
2 Tressie Armstrong	Principal	Kelly Elem.	Trainer <input checked="" type="radio"/> Trainee
3 Kimberly Huesing	Principal	AOE Elem.	Trainer <input checked="" type="radio"/> Trainee
4 Catina Hancock	Principal	CHM Elem.	Trainer <input checked="" type="radio"/> Trainee
5 J. Cesar Morales	Asst. Principal	Valley Middle	Trainer <input checked="" type="radio"/> Trainee
6 Chad Lund	Asst Principal	Valley Middle	Trainer <input checked="" type="radio"/> Trainee
7 Dave Kalk	"	A.O. Middle	Trainer <input checked="" type="radio"/> Trainee
8 Tine Howard	"	Calavera Middle	Trainer <input checked="" type="radio"/> Trainee
9 Tom Bloomquist	"	Carlsbad High	Trainer <input checked="" type="radio"/> Trainee
10 - Pitt Lord	"	"	Trainer <input checked="" type="radio"/> Trainee
10 Marjorie Giordani	"	"	Trainer <input checked="" type="radio"/> Trainee

Provide a brief description of the training curriculum or attach copy of agenda and material:
CUSD Performance Evaluation System Training for first year principals, and assistant principals
 The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/14/08

If you have any questions, please contact PERSONNEL DEPARTMENT at 760-33-5010

PLEASE SUBMIT THIS INFORMATION BY CARLSBAD UNIFIED SCHOOL DISTRICT
6225 EL CAMINO REAL
CARLSBAD, CA 92009

498/83 The Stull Act (K-12) Routine Evaluations of Instructors DISTRICT STATISTICS REPORT

District/COE: _____

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year		
	05-06	06-07	07-08
1 A K-12 Probationary Teachers- Total Number			85
1 B K-12 Permanent Teachers- Total Number			450
1 C K-12 Temporary Teachers- Total Number			30
1 D K-12 Classroom Teachers- A + B+ C = Total Number			565
2 A K-12 Probationary Teachers- Total Number Evaluated			85
2 B K-12 Permanent Teachers- Total Number Evaluated			225
2 C K-12 Temporary Teachers- Total Number Evaluated			30
2 D K-12 Classroom Teachers- A + B+ C = Total Number Evaluated			340
3* K-12 Categorical/Grant Teachers- Total Number Evaluated			10
4 Reimbursable K-12 Evaluations- Line 2 D subtract Line 3			320

330

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant- funded personnel

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Patricia L. Delaney Date 10/8/08

If you have any questions, please contact _____, at 760-331-5027

PLEASE SUBMIT THIS INFORMATION BY _____
 PERSONNEL DEPARTMENT
 CARLSBAD UNIFIED SCHOOL DISTRICT
 6225 EL CAMINO REAL
 CARLSBAD, CA 92009

498/83 The Stull Act (K-12)
 Re-evaluations of Unsatisfactory Certificated Permanent Staff

DISTRICT STATISTICS REPORT

District/COE: Carlsbad Unified

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Statistical Data: Certificate Staff on Unsatisfactory Status	Fiscal Year		
	05-06	06-07	07-08
5 K-12 Permanent Instructors			
A. Number on unsatisfactory status			0
B. Number of re-evaluations			0
6 Permanent Non-Instructors:			
A. Number on unsatisfactory status			0
B. Number of re-evaluations			0
7 Reimbursable Re-evaluations 5 B + 6 B = Total			0

Non-reimbursable re-evaluations (Do not include in the statistics above)

1. Any positions funded by these categoricals:

- E.C. 52012 School Improvement
- E.C. 52176 LEP/Bilingual
- E.C. 54425(b) Chapter 1 Federal compensatory education
- E.C. 54444.2 Migrant Children
- E.C. 62002.5 State Categorical
- E.C. 52065 Native American
- E.C. 52852 Coordinated Categorical
- E.C. 54724 Drop-out Prevention
- U.S.C. 25; 2604 Indian School Assistance Act

2. Any position that is grant-funded

3. Re-evaluations of temporary and long-term substitute teachers.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Mary Kuhn Date 10-3-08
 If you have any questions, please contact Mary Kuhn at 760-331-5026

PLEASE SUBMIT THIS INFORMATION BY _____

PERSONNEL DEPARTMENT
 CARLSBAD UNIFIED SCHOOL DISTRICT
 6225 EL CAMINO REAL
 CARLSBAD, CA 92009

California Department of Education (CDE) - School Fiscal Services Division
Restricted Indirect Cost Rates for K-12 Local Educational Agencies (LEAs) - Five Year Listing

Rates approved based on standardized account code structure expenditure data
 Address questions to sacsinfo@cde.ca.gov, or call 916-322-1770.

* Revised April 8, 2008

** C = County
 D = District

CA= Common Administration
 J = Joint Powers Agency

					APPROVED RATES				
					For use with state and federal programs, as allowable, in:				
County Code	LEA Code	Type**	LEA Name	2004-05 <small>(based on 2002-03 expenditure data)</small>	2005-06 <small>(based on 2003-04 expenditure data)</small>	2006-07 <small>(based on 2004-05 expenditure data)</small>	2007-08 <small>(based on 2005-06 expenditure data)</small>	2008-09 <small>(based on 2006-07 expenditure data)</small>	
37	10371	C	San Diego County Superintendent						
37	67967	D	Alpine Union Elementary	9.84%	8.54%	8.22%	10.27%	9.76%	
37	67975	D	Bonsall Union Elementary	3.50%	3.16%	2.99%	3.30%	3.27%	
37	67983	D	Borrego Springs Unified	4.54%	4.41%	4.71%	4.05%	3.67%	
37	67991	D	Cajon Valley Union Elementary	6.07%	8.52%	7.95%	5.36%	7.72%	
37	68007	D	Cardiff Elementary	5.55%	7.46%	7.28%	5.98%	5.13%	
37	68023	D	Chula Vista Elementary	3.96%	4.44%	3.82%	3.67%	3.83%	
37	68031	D	Coronado Unified	5.36%	4.76%	3.83%	3.54%	3.33%	
37	68049	D	Dehesa Elementary	8.08%	6.29%	6.41%	3.97%	4.85%	
37	68056	D	Del Mar Union Elementary	7.45%	5.62%	5.92%	1.72%	3.86%	
37	68080	D	Encinitas Union Elementary	5.42%	6.00%	2.98%	2.07%	4.80%	
37	68098	D	Escondido Union Elementary	6.33%	5.04%	5.22%	5.19%	4.11%	
37	68106	D	Escondido Union High	5.75%	4.97%	4.21%	4.80%	5.30%	
37	68114	D	Fallbrook Union Elementary	10.22%	8.07%	7.20%	8.03%	10.22%	
37	68122	D	Fallbrook Union High	6.11%	6.69%	5.76%	5.01%	8.03%	
37	68130	D	Grossmont Union High	11.10%	10.32%	7.90%	8.00%	8.99%	
37	68155	D	Jamul-Dulzura Union Elementary	4.68%	5.70%	5.03%	3.19%	3.38%	
37	68163	D	Julian Union Elementary	1.28%	4.56%	5.43%	2.00%	3.08%	
37	68171	D	Julian Union High	9.26%	6.16%	1.61%	2.70%	4.58%	
37	68189	D	Lakeside Union Elementary	4.37%	5.35%	11.14%	7.97%	4.09%	
37	68197	D	La Mesa-Spring Valley Elementary	8.91%	7.63%	6.49%	6.84%	8.45%	
37	68205	D	Lemon Grove Elementary	3.14%	3.64%	4.17%	2.92%	3.62%	
37	68213	D	Mountain Empire Unified	11.53%	10.06%	9.47%	8.06%	6.96%	
37	68221	D	National Elementary	6.20%	5.68%	6.57%	4.39%	3.84%	
37	68296	D	Poway Unified	6.18%	5.85%	5.94%	6.41%	6.07%	
37	68304	D	Ramona City Unified	5.17%	5.19%	5.55%	4.95%	4.23%	
37	68312	D	Rancho Santa Fe Elementary	6.62%	7.67%	6.74%	6.46%	6.52%	
37	68338	D	San Diego Unified	8.29%	11.03%	9.99%	9.41%	8.82%	
37	68346	D	San Dieguito Union High	3.58%	5.83%	3.67%	4.64%	5.75%	
37	68353	D	San Pasqual Union Elementary	6.54%	7.45%	8.12%	6.12%	4.22%	
37	68361	D	Santee Elementary	5.01%	5.82%	0.32%	0.29%	3.51%	
37	68379	D	San Ysidro Elementary	5.14%	7.06%	6.98%	6.46%	7.44%	
37	68387	D	Solana Beach Elementary	4.89%	5.58%	5.94%	4.31%	7.09%	
37	68395	D	South Bay Union Elementary	8.15%	11.18%	9.01%	7.22%	7.30%	
37	68403	D	Spencer Valley Elementary	6.11%	6.15%	6.90%	6.13%	4.65%	
37	68411	D	Sweetwater Union High	15.10%	15.98%	12.57%	2.01%	1.63%	
37	68437	D	Vallecitos Elementary	4.99%	4.63%	4.75%	5.37%	4.96%	
37	68452	D	Vista Unified	8.49%	3.65%	5.56%	6.04%	8.07%	
37	73551	D	Carlsbad Unified	4.57%	4.61%	3.61%	3.99%	4.65%	
37	73569	D	Oceanside Unified	5.73%	5.83%	6.48%	4.84%	6.18%	
37	73791	D	San Marcos Unified	4.53%	4.44%	4.32%	3.21%	2.84%	
37	75416	D	Warner Unified	4.07%	3.16%	3.74%	3.78%	3.61%	
37	75614	D	Valley Center-Pauma Unified	6.17%	7.42%	10.93%	7.73%	8.34%	
				5.89%	7.98%	6.32%	5.82%	5.96%	

MANDATE REIMBURSEMENT SERVICES

PRODUCTIVE HOURLY RATE UPDATE

Note: Please provide the rates for the FY: 07-08, and the missing rates for FY:06-07.

SCHOOL DISTRICT NAME:

Carlsbad Unified School District

Name	Title	Fiscal Years:	
		06-07	07-08
	AVERAGE ACCOUNTING TECHNICIAN	\$ 25.38	\$ 28.56
	AVERAGE ADMINISTRATIVE ASSISTANT	\$ 26.22	\$ 31.22
	AVERAGE ADMINISTRATIVE SECRETARY	\$ 27.57	\$ 28.90
	AVERAGE CLERK (ALL CLERKS)	\$ 21.14	\$ 24.16
	AVERAGE COORDINATOR	\$ 25.86	\$ 34.62
	AVERAGE COUNSELOR	\$ 60.48	\$ 56.08
	AVERAGE DIRECTOR	\$ 67.63	\$ 72.51
	AVERAGE GUIDANCE TECH	\$ 23.15	\$ 24.66
	AVERAGE HEALTH TECH	\$ 23.19	\$ 26.31
	AVERAGE INSTRUCTIONAL AIDE	\$	\$ 22.76
	AVERAGE OFFICE ASSISTANT	\$ 18.66	\$ 22.06
	AVERAGE PRINCIPAL	\$ 73.95	\$ 71.89
	AVERAGE PSYCHOLOGIST	\$ 61.11	
	AVERAGE REGISTRAR		

Average Administrative VP
 72.51 +
 71.89 +
 63.55 +
 207.95 ÷
 3 =
 69.3166666666 *
 207.95 *
 69.32

De Anda, Hnosung,

SixTen and Associates
MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:		
		06-07	07-08	
	AVERAGE OFFICE ASSISTANT	\$ 18.66	\$ 22.06	
	AVERAGE PRINCIPAL	\$ 73.95	\$ 71.89	
	AVERAGE PSYCHOLOGIST	\$ 61.11		
	AVERAGE REGISTRAR			
	AVERAGE SECRETARY			
	AVERAGE SUBSTITUTE TEACHER	\$ 29.17		
	AVERAGE VICE-PRINCIPAL	\$ 64.57	\$ 63.55	
	SUBSTITUTE TEACHER (DAILY RATE WITH BENEFITS)	\$ 85.00	\$ 85.00	
	DIRECTOR, FACILITIES	\$ 64.78	\$ 66.40	
	TEACHER	\$ 60.21	\$ 65.81	
	ADMINISTRATIVE ASSISTANT	\$ 29.01		
	PRINCIPAL (POINSETTIA)	\$ 76.21	\$ 71.23	
	ASSISTANT PRINCIPAL (KELLY ELEM)	\$ 56.80	\$ 60.76	
	COUNSELOR	\$ 62.21	\$ 60.09	
	PHYSICAL PERFORMANCE TEST COORDINATOR (TEACHER)	\$ 34.82	\$ 35.60	
	CAMPUS SUPERVISOR	LEFT DISTRICT	\$ 19.14	
	ASSISTANT PRINCIPAL	\$ 68.95	\$ 69.93	
	ADMINISTRATIVE SECRETARY	\$ 33.17	\$ 37.05	
	LIBRARY TECHNICIAN	\$ 19.83	\$ 25.68	

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		06-07	07-08
EVANS, AMY	OFFICE CLERK	LEFT DISTRICT	
FLANAGAN, MELODY	ATTENDANCE CLERK	\$ 20.34	\$ 22.72
FORNELLI, LINDA	NURSE	\$ 34.11	\$ 32.95
FRAZIER, SUSAN	ACCOUNTANTING TECHNICIAN	LEFT DISTRICT	
FREEMAN, GAYLEN	DEPUTY SUPERINTENDENT	LEFT DISTRICT	
GARCIA, ALICE	ADMINISTRATIVE SECRETARY		\$ 27.66
GEARING, HEATHER	ADMINISTRATIVE ASSISTANT		\$ 27.00
GEARING, LINDA	ACCOUNTING TECHNICIAN	\$ 24.16	\$ 28.33
GLENN, SUSAN	ADMINISTRATIVE SECRETARY	\$ 31.55	
GOELTZ, KATHY	PSYCHOLOGIST	\$ 50.41	\$ 52.20
GONZALES, ALICE (JEAN)	ADMINISTRATIVE SECRETARY	\$ 23.58	
GUNZELMAN, CATHY	OFFICE ASSISTANT	\$ 18.89	\$ 21.09
HAINES DECHAIR, LUCY	DIRECTOR, CURRICULUM/INSTRUCTION		\$ 75.36
HANAGAN, MELODY			
HANCOCK, CATINA	PRINCIPAL	\$ 61.91	\$ 65.93
HANSEN, JUDITH	ADMINISTRATIVE ASSISTANT	\$ 24.77	\$ 27.66
HANSEN, ROSE MARIE	ATTENDANCE CLERK	\$ 20.34	\$ 22.72
HANSEN, SUSAN	INSTRUCTIONAL AIDE	\$ 18.89	
HARDEE, LESLIE	PRINCIPAL		

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		06-07	07-08
HARPER, DONNA	DIRECTOR, PURCHASING & STRS	\$ 60.96	\$ 64.58
HARTMAN, JANE	COORDINATOR OF SPECIAL PROGRAMS	\$ 64.99	\$ 62.78
HETRICK, LINDY	ADMINISTRATIVE ASSISTANT	\$ 26.00	\$ 29.04
HOLLEY, NORMAN /KEITH	COORDINATOR, ALT ED/PRINCIPAL	\$ 76.21	\$ 73.61
HOWARD, TINA IRENE	ASSISTANT PRINCIPAL	\$ 61.91	\$ 37.86
JACKSON, DEBRA	ADMINISTRATIVE SECRETARY	LEFT DISTRICT	
JENNINGS, DIANE	ADMINISTRATIVE ASSISTANT	\$ 30.80	\$ 29.78
JIMENO, ALICE	ADMINISTRATIVE SECRETARY	\$ 26.00	\$ 30.50
KALK, DAVE	ASSISTANT PRINCIPAL	\$ 58.50	\$ 58.15
KRYZAK, JENNIFER	HEALTH TECHNICIAN	\$ 20.86	\$ 24.46
KUHN, MARY	ADMINISTRATIVE SECRETARY-CONFIDENTIAL	\$ 31.98	\$ 33.88
LANE, KIM	HEALTH TECHNICIAN	\$ 24.15	\$ 28.32
LARSON, JENNIFER	HEALTH TECHNICIAN	\$ 25.36	\$ 28.32
LARSON, LESLIE	HEALTH TECHNICIAN	\$ 21.90	\$ 24.46
LEWIS, RICK	DIRECTOR, INFORMATION SYSTEMS	\$ 68.58	\$ 72.65
LORD IV, WILLIS (BILL)	ASSISTANT PRINCIPAL	\$ 68.95	\$ 66.60
LUTZ, CINDY	HEALTH TECHNICIAN	\$ 21.90	\$ 24.46
MADDOX, SHEILA	PRINCIPAL	\$ 72.58	
MARTINEZ, KERRY	STAR TESTING COORDINATOR		

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		06-07	07-08
MARTINEZ, PAUL	MAINTENANCE WORKER	\$ 34.85	\$ 38.93
McCORMAC, KATHRYN	LEAD ACCOUNTANT	\$ 37.14	\$ 41.30
McCORMICK, LAURA JEAN	OFFICE ASSISTANT	\$ 17.99	\$ 24.38
MERCHANT, SHARAN	IS SPECIALIST	\$ 34.85	\$ 38.93
MILLIKIN, CAROLYN	PRINCIPAL (VALLEY MIDDLE)	\$ 76.21	\$ 73.61
MIRANDA, LOLA			
MONDERINE, ROSEMARY	SENIOR BUYER	\$ 32.38	\$ 38.00
MORALES, JULIO CESAR	ASSISTANT PRINCIPAL	\$	\$ 58.15
MOYNAN, LINDA	STAR TESTING COORDINATOR		
NAVARRO, NANCY	DIRECTOR, FISCAL SERVICES	\$ 76.21	\$ 80.72
NORTON, TORRIE	ASSISTANT SUPERINTENDENT- PERSONNEL	\$ 94.20	\$ 90.99
O'CONNELL, SUZANNE	ASSISTANT SUPERINTENDENT- INSTRUCTIONAL	\$ 94.20	\$ 90.99
OGAN, LAURA	ATTENDANCE CLERK	\$ 20.34	\$ 22.72
OHLIN, EVANGELINE (VANGIE)	ADMINISTRATIVE SECRETARY	\$ 20.34	\$ 23.89
PARKER, RACHEL	COUNSELOR	\$	\$ 42.55
PFRANG, SHARON	OFFICE ASSISTANT	\$ 18.89	
PIERCE, ROBERT	TEACHER	\$	
PINNER, ROBIN	ADMINISTRATIVE ASSISTANT	\$ 61.86	\$ 59.75
PRICE, JULIE	OFFICE ASSISTANT	\$ 21.39	\$ 25.09
		\$ 17.99	\$ 21.09

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		06-07	07-08
PULASKI, LINDA	ATTENDANCE CLERK	\$ 24.15	\$ 26.31
RAMOS, BARBARA	ATTENDANCE CLERK	\$ 23.55	\$ 26.31
RAWLINGS, PHYLLIS	ADMINISTRATIVE SECRETARY	\$ 31.59	
REDFIELD, JULIA	COUNSELOR		\$ 58.43
REVIER, PATRICIA	GUIDANCE TECHNICIAN	\$ 25.35	\$ 28.32
REYNOLDS, CATHERINE	ADMINISTRATIVE ASSISTANT	\$ 24.18	\$ 26.99
RIDHELD, JULIA			
ROBERTSON, CAROLYN	HEALTH TECHNICIAN	\$ 25.35	\$ 28.32
ROSLUND, CYNTHIA	ADMINISTRATIVE ASSISTANT	\$ 23.58	\$ 26.34
RUBY, VICKI	GUIDANCE TECHNICIAN	\$ 15.54	\$ 21.13
SAGER, CARLYN (LYN)	IS SUPPORT ANALYST	\$ 36.59	
SALVADORI, JEANNE	DISTRICT NURSE 09/06	\$ 44.83	
SAMANIEGO, SUSANNA	INSTRUCTIONAL ASSISTANT	\$ 20.82	\$ 24.43
SANCHEZ, PAULA	HEALTH TECHNICIAN	\$ 20.86	\$ 24.46
SANDHAGE, MARIA	OFFICE ASSISTANT	\$ 21.86	\$ 24.43
SANTAMARIA, ANDRES	ASSISTANT PRINCIPAL	LEFT DISTRICT	
SCHROH, MELONY	COUNSELOR	\$ 54.05	\$ 56.35
SETSER, PHYLLIS E.	ADMINISTRATIVE SECRETARY	\$ 24.77	\$ 27.66
SHINTO, DEBRA	ADMINISTRATIVE ASSISTANT	\$ 25.39	\$ 28.36

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		06-07	07-08
SIMS, CYNTHIA	ADMINISTRATIVE SECRETARY	\$ 24.77	\$ 27.66
SMITH, CURTIS	PRINTING TECHNICIAN	\$ 30.07	\$ 33.59
SMITH, EMELIA (EMILY)	ADMINISTRATIVE SECRETARY	\$ 23.58	\$ 26.34
STANCHI, MARGARET	PRINCIPAL (CARLSBAD)	\$ 81.65	\$ 78.87
STROPLE, MARIA	OFFICE ASSISTANT	\$ 17.13	\$ 20.10
SWEARINGEN, BARBARA	ADMINISTRATIVE ASSISTANT	\$ 23.58	\$ 26.34
SWEARINGEN, DOLORES	FOOD SERVICE WORKER	LEFT DISTRICT	
TALBOT, ALICE	ACCOUNTING TECHNICIAN	\$ 26.59	\$ 29.70
TEMPLETON, WILLIAM LANCE	SKILL MAINTENANCE WORKER	\$ 33.19	\$ 37.07
THOMPSON, TRUDY	ADMINISTRATIVE ASSISTANT	\$ 33.17	\$ 38.90
TOKORCHEK, JAN	DATABASE ADMINISTRATOR	\$ 33.19	\$ 44.07
TROGDEN, ERIK	PRINCIPAL	\$ 70.24	
TRUXAW, PEGGY	OFFICE ASSISTANT	\$ 19.83	\$ 22.15
TUBBS, RICHARD	PRINCIPAL (HOPE)	\$ 65.00	\$ 64.62
VAN VOOREN, CAROL	PRINCIPAL (PINE & JEFFERSON)	\$ 76.21	\$ 73.61
VAN ZANT, STEVEN	PRINCIPAL	LEFT DISTRICT	
VILLAMAR, OFELIA	OFFICE ASSISTANT	\$ 17.99	\$ 21.09
VODICKA, DEVIN	DIRECTOR, CURRICULUM/INSTRUCTION	\$ 78.02	\$ 75.36
WADE, PATRICIA	INSTRUCTIONAL AASSISTANT	\$ 18.89	\$ 21.09

Fiscal Year

2006 - 2007

Six ten and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, MPA, JD, President
E-Mail: Kbpsixten@aol.com

San Diego
5252 Balboa Avenue, Suite 900
San Diego, CA 92117
Telephone: (858) 514-8605
Fax: (858) 514-8645

Sacramento
3841 North Freeway Blvd., Suite 170
Sacramento, CA 95834
Telephone: (916) 565-6104
Fax: (916) 564-6103

January 25, 2008

CERTIFIED MAIL # 7006 3450 0000 3941 8703

Ms. Virginia Brummels, Section Manager
Local Reimbursement Section
Division of Accounting and Reporting
Office of the State Controller
P.O. Box 942850
Sacramento, CA 94250

RE: Annual Reimbursement Claims
Carlsbad Unified School District S37030

Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Carlsbad Unified School District's reimbursement claims listed below:

448/75	Consolidation of Annual Parent Notification, Schoolsite Discipline Rules, Alternative Schools	2006-2007
1208/76	Pupil Health Screenings	2006-2007
100/81	Pupil Promotion and Retention	2006-2007
498/83	The Stull Act	2006-2007
589/97	Criminal Background Checks II	2006-2007

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,



For Larry Hendee, Vice-President

Claim File Copy

CLAIM FOR PAYMENT Pursuant to Government Code Section 17561 THE STULL ACT	For State Controller Use Only (19) Program Number 00260 (20) Date Filed ___/___/___ (21) LRS Input ___/___/___	Program 260
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(01) Claimant Identification Number: S37030		Reimbursement Claim Data		
A B E L H E R E	(02) Claimant Name Carlsbad Unified School District		(22) SA-1, (03)(A)(f) 380	
	County of Location San Diego		(23) SA-1, (03)(B)(f)	
	Street Address 6225 El Camino Real		(24) SA-1, (03)(A)(1)(a)(f) 45,248	
	City	State	Zip Code	(25) SA-1, (03)(A)(1)(b)(f) 61,805
	Carlsbad	CA	92009	
Type of Claim	Estimated Claim	Reimbursement Claim		
	(03) Estimated <input checked="" type="checkbox"/>	(09) Reimbursement <input checked="" type="checkbox"/>	(26) SA-1, (03)(A)(2)(a)(f) 21,053	
	(04) Combined <input type="checkbox"/>	(10) Combined <input type="checkbox"/>	(27) SA-1, (03)(A)(2)(b)(f) 29,877	
	(05) Amended <input type="checkbox"/>	(11) Amended <input type="checkbox"/>	(28) SA-1, (03)(B)(1)(a)(f)	
			(29) SA-1, (03)(B)(1)(b)(f)	
Fiscal Year of cost	(06) 2007-2008	(12) 2006-2007	(30) SA-1, (03)(B)(1)(c)(f)	
Total Claimed Amount	(07) \$ 185,000	(13) \$ 168,221	(31) SA-1, (03)(B)(1)(d)(f)	
Less : 10% Late Penalty, not to exceed \$10,000		(14) \$ -	(32) SA-1, (03)(B)(1)(e)(f)	
Less : Prior Claim Payment Received		(15) \$ -	(33) SA-1, (05) 6	
Net Claimed Amount		(16) \$ 168,221	(34) SA-1, (06) 10,237	
Due from State	(08) \$ 185,000	(17) \$ 168,221	(35) SA-1, (08)	
Due to State		(18)	(36) SA-1, (09)	

(37) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the school district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.

The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Authorized Officer (USE BLUE INK) Date

1/23/08

Walter Freeman Assistant Superintendent, Business Services

Type or Print Name Title

(38) Name of Contact Person for Claim Telephone Number: (858) 514-8605

SixTen and Associates E-mail Address: kbpsixten@aol.com

Program 260	MANDATED COSTS THE STULL ACT CLAIM SUMMARY	FORM SA-1
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(01) Arts and Sciences School District	(02) Type of Claim Reimbursement <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	Fiscal Year 2006-2007
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Direct Costs	Object Accounts					
(3) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
Certificated Instructional Employees (CIE)	Claim Statistics: Number of CIE's evaluated per (03)(A)(1) and (03)(A)(2)					380
1. Evaluate and assess performance	Ed. Code §44662, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a. Review employee's techniques and strategies	\$ 45,248.19	\$ -	\$ -	\$ -	\$ -	\$ 45,248.19
b. Evaluation to include assessment of techniques and strategies	\$ 61,805.44	\$ -	\$ -	\$ -	\$ -	\$ 61,805.44
2. Evaluate and assess CIE who teach certain subjects	Ed. Code §44662, subd. (b), as amended by Ch. 4/99; Reimbursement period begins 03/15/99					
a. Review STAR results	\$ 21,053.21	\$ -	\$ -	\$ -	\$ -	\$ 21,053.21
b. Assessment based on STAR results	\$ 29,876.50	\$ -	\$ -	\$ -	\$ -	\$ 29,876.50
and NIE Employees	Claim Statistics: Number of CIE's and NIE's evaluated per (03)(B)(1)					
1. Evaluate and assess CIE and NIE employees	Ed. Code §44664, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a. Evaluating and assessing CIE according to certain criteria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
b. Reducing evaluation to writing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c. Transmitting evaluation to CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
d. Attaching response to personnel file	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
e. Discussing evaluation with CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(f) Total Direct Costs	\$ 157,983.34	\$ -	\$ -	\$ -	\$ -	\$ 157,983.34

Indirect Costs	
(4) Indirect Cost Rate	[From J-380 or J-580] 6.48%
(5) Total Indirect Costs	[Line (05) x line (04)(a)] \$ 10,237.32
(6) Total Direct and Indirect Costs	[Line (04)(f) + line (06)] \$ 168,220.66

Cost Reduction	
(7) Less: Offsetting Savings	\$ -
(8) Less: Reimbursements	\$ -
(9) Total Claimed Amount	[Line (07) - (Line (08) + Line (09))] \$ 168,220.66

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant Leland Unified School District	(02) Fiscal Year 2006-2007
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(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

<input checked="" type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Attendance at training required to perform evaluations							
Adams, Gwen Assistant Principal	\$60.21	7.5	\$ 451.58				
Armstrong, Tressie Principal	\$56.80	3.0	\$ 170.40				
DeAnda, Jose Principal	\$76.21	1.0	\$ 76.21				
Holley, Keith Director	\$76.21	2.0	\$ 152.42				
Trogden, Erik Principal	\$70.24	3.0	\$ 210.72				
Training staff that will be performing the evaluations							
Millikin, Carolyn Principal	\$76.21	1.5	\$ 114.32				
Norton, Torrie Assistant Superintendent, Personnel	\$94.20	19.0	\$ 1,789.80				
Preparing to evaluate and assess the performance of a CIE							
Schoolsite Administrative St: Teacher Evaluations	\$70.53	214.7	\$ 15,142.79				
Discussing the CIE's goals and objectives							
Schoolsite Administrative St: Teacher Evaluations	\$70.53	255.2	\$ 17,999.26				
Pre-observation conference and discussion with CIE							
Schoolsite Administrative St: Teacher Evaluations	\$70.53	129.6	\$ 9,140.69				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 45,248.19	\$ -	\$ -	\$ -	\$ -
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(1) Claimant ... Unified School District	(02) Fiscal Year 2006-2007
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE	<input type="checkbox"/> Review employee's techniques and strategies	<input checked="" type="checkbox"/> Evaluation to include assessment of techniques and strategies
	<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results
B. CIE & NIE	<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing
	<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE
		<input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses	Object Accounts						
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Schoolsite Administrative St: Teacher Evaluations	\$70.53	354.0	\$ 24,967.62				
Post-observation conference and discussion with CIE Schoolsite Administrative St: Teacher Evaluations	\$70.53	203.7	\$ 14,366.96				
Discussing evaluation and write-up with CIE Schoolsite Administrative St: Teacher Evaluations	\$70.53	223.3	\$ 15,749.35				
Reducing evaluation to writing, forward to personnel file Schoolsite Administrative St: Teacher Evaluations	\$70.53	95.3	\$ 6,721.51				
Total			\$ 61,805.44	\$ -	\$ -	\$ -	\$ -

(05)	Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 61,805.44	\$ -	\$ -	\$ -	\$ -
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Program 250	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant [redacted] Unified School District	(02) Fiscal Year 2006-2007
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE	<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
	<input checked="" type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results
B. CIE & NIE	<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing
	<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE
		<input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses	Object Accounts							
	(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Preparing to evaluate and assess the performance of a CIE Schoolsite Administrative St: Teacher Evaluations	\$70.53	107.3	\$ 7,567.87					
Discussing the CIE's goals and objectives Schoolsite Administrative St: Teacher Evaluations	\$70.53	122.6	\$ 8,646.98					
Pre-observation conference and discussion with CIE Schoolsite Administrative St: Teacher Evaluations	\$70.53	68.6	\$ 4,838.36					
Total			\$ 21,053.21	\$ -	\$ -	\$ -	\$ -	

(05) Total Subtotal Page 1 of 1 \$ 21,053.21 \$ - \$ - \$ - \$ -

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(1) Claimant Jared Unified School District	(02) Fiscal Year 2006-2007
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(03) Reimbursable Components: Check only one box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input checked="" type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses				Object Accounts			
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Schoolsite Administrative Str Teacher Evaluations	\$70.53	173.7	\$ 12,251.06				
Post-observation conference and discussion with CIE Schoolsite Administrative Str Teacher Evaluations	\$70.53	121.8	\$ 8,590.55				
Discussing evaluation and write-up with CIE Schoolsite Administrative Str Teacher Evaluations	\$70.53	128.1	\$ 9,034.89				
			\$ 29,876.50				

(05) Total <input checked="" type="checkbox"/>	Subtotal <input type="checkbox"/>	Page 1 of 1	\$ 29,876.50	\$ -	\$ -	\$ -	\$ -
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Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
06-07	7.50	Adams, Gwen	Assistant Principal	\$60.21	\$451.58	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	7.50	Adams, Gwen Total			\$451.58		
06-07	3.00	Armstrong, Tressie	Principal	\$56.80	\$170.40	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	Armstrong, Tressie Total			\$170.40		
Aug-06	1.00	DeAnda, Jose	Principal	\$76.21	\$76.21	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	1.00	DeAnda, Jose Total			\$76.21		
8/15/2006	2.00	Holley, Keith	Director	\$76.21	\$152.42	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	2.00	Holley, Keith Total			\$152.42		
Oct-06	1.50	Millikin, Carolyn	Principal	\$76.21	\$114.32	Training staff that will be performing the evaluations	Review employee's techniques and strategies
	1.50	Millikin, Carolyn Total			\$114.32		
Jan-07	2.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$188.40	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Feb-07	2.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$188.40	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Mar-07	4.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$376.80	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Apr-07	1.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$94.20	Training staff that will be performing the evaluations	Review employee's techniques and strategies
May-07	1.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$94.20	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Aug-06	4.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$376.80	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Sept-06	2.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$188.40	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Oct-06	2.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$188.40	Training staff that will be performing the evaluations	Review employee's techniques and strategies
Nov-06	1.00	Norton, Torrie	Assistant Superintendent, Personnel	\$94.20	\$94.20	Training staff that will be performing the evaluations	Review employee's techniques and strategies
	19.00	Norton, Torrie Total			\$1,789.80		
06-07	107.30	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$7,567.87	Preparing to evaluate and assess the performance of a CIE	Review STAR results
06-07	214.70	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$15,142.79	Preparing to evaluate and assess the performance of a CIE	Review employee's techniques and strategies
06-07	122.60	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$8,646.98	Discussing the CIE's goals and objectives	Review STAR results
06-07	255.20	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$17,999.26	Discussing the CIE's goals and objectives	Review employee's techniques and strategies
06-07	68.60	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$4,838.36	Pre-observation conference and discussion with CIE	Review STAR results
06-07	129.60	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$9,140.69	Pre-observation conference and discussion with CIE	Review employee's techniques and strategies
06-07	173.70	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$12,251.06	Classroom observation to evaluate and assess performance	Assessment based on STAR results
06-07	354.00	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$24,967.62	Classroom observation to evaluate and assess performance	Evaluation to include assessment of techniques and strategies
06-07	121.80	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$8,590.55	Post-observation conference and discussion with CIE	Assessment based on STAR results
06-07	203.70	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$14,366.96	Post-observation conference and discussion with CIE	Evaluation to include assessment of techniques and strategies
06-07	128.10	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$9,034.89	Discussing evaluation and write-up with CIE	Assessment based on STAR results
06-07	223.30	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$15,749.35	Discussing evaluation and write-up with CIE	Evaluation to include assessment of techniques and strategies
06-07	95.30	Schoolsite Administrative Staff	Teacher Evaluations	\$70.53	\$6,721.51	Reducing evaluation to writing, forward to personnel file	Evaluation to include assessment of techniques and strategies
	2,197.90	Schoolsite Administrative Staff Total			\$155,017.89		
9/2/2006	3.00	Trodden, Erik	Principal	\$70.24	\$210.72	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	Trodden, Erik Total			\$210.72		
	2,234.90	Grand Total			\$157,983.34		

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

FRISK
 given?

District/COE: Carlsbad USD Fiscal Year: 06-07
 Employee Name: Guerra Adams Exact Position Title: Assistant Principal
 Department/Location: Paarce Room Telephone #: 331-6200 Work year length(circle): 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

- Code 31** Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.
- Code 32** Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
11	31 32	FRISK Training San Marcos	7.5	0
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature Guerra Adams Date 10-8-07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

RECEIVED
 NOV 15 2007

BY:

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: CUSD Fiscal Year: 06-07

Employee Name: TRESSIE ARMSTRONG Exact Position Title: PRINCIPAL

Department/Location: KELLY SCHOOL Telephone #: 760/331-5800 Work year length(circle): 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

- Code 31** Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.
- Code 32** Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

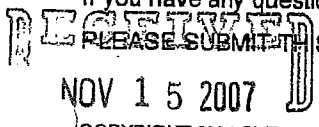
Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
11	31(32)	Administrator TRAINING PRIOR	3	—
11	31 32	to start of school		
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			
11	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: J. Armstrong Date: 10-10-07

If you have any questions, please contact _____, at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____



BY:

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: CUSD Fiscal Year: _____

Employee Name: Jose De Anda Exact Position Title: _____

Department/Location: BV Telephone #: _____ Work year length(circle) 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

Code 31 Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.

Code 32 Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
8/10/06	(31) 32	District Admin. Training	1	
1/1	31 32	FPLSE Training		
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature: Jose De Anda Date: 10/12/07

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: CUSD Fiscal Year: 2006-2007
 Employee Name: Keith Holley Exact Position Title: Director
 Department/Location: CVA Telephone #: 331-5200 Work year length (circle): 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

Code 31 Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.

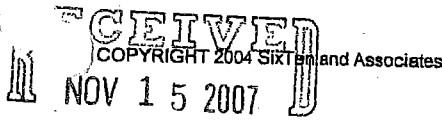
Code 32 Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
8/15/2007	31 32		2	
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature: [Signature] Date: 9-27-07
 If you have any questions, please contact Keith Holley, at 331-5295
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____



BY:

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: Carlsbad Fiscal Year: 06/07
 Employee Name: Carolyn Millikin Exact Position Title: Principal
 Department/Location: Valley HS Telephone #: 760.331-5300 Work year length(circle): 12mo

Reimbursable Activities Codes:

Code 31 Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.

Code 32 Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

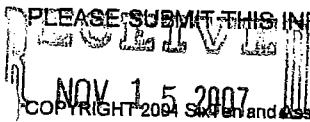
Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
10/10/06	31 32	Principal trained staff	1.5	
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. **PLEASE USE BLUE INK**

Employee Signature: [Signature] Date: _____

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____



BY: _____

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: Carlsbad Unified Fiscal Year: 2006-07
 Employee Name: Torrie Norton Exact Position Title: Asst. Supt Personnel
 Department/Location: Personnel - D.O. Telephone #: 760-331-5025 Work year length(circle): 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

- Code 31** Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.
- Code 32** Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
8/1/06	(31) 32	Training Administrators	4.0	—
9/1/06	(31) 32	"	2.0	—
10/1/06	(31) 32	"	2.0	—
11/1/06	(31) 32	"	1.0	—
11/1/07	(31) 32	"	2.0	—
2/1/07	(31) 32	"	2.0	—
3/1/07	(31) 32	"	4.0	—
4/1/07	(31) 32	"	1.0	—
5/1/07	(31) 32	"	1.0	—

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: Torrie Norton Date: 10-1-07
 If you have any questions, please contact Torrie Norton at 760-331-5025

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

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Revised December 2005

BY:.....

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SA 1.6 -3

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

06/07

District/COE: Carlsbad/San Diego Fiscal Year: 05-06

Employee Name: Erik Trogden Exact Position Title: Principal

Department/Location: CHMS Telephone #: 766-331-6400 Work year length(circle): 12mo/11mo/10mo/hrly

Reimbursable Activities Codes:

Code 31 Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.

Code 32 Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.

NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
9/1/06	31 32	Training	3	-
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			
/ /	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: [Signature] Date: 9-22-06

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 1
 Carlsbad Unified School District
 498/83 Stull Act - Teacher Evaluations
 Fiscal Year 2006-2007
 Time Summary

Purpose: To summarize Total Hours Worked by administrators evaluating teachers.

Source: Schedule 1A, 1B and 1C.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
Code 11		
Probationary	19.0	38.0
Permanent	70.0	140.0
Temporary	18.3	36.7
	<u>107.3</u>	<u>214.7</u>
Code 12		
Probationary	19.0	42.8
Permanent	93.3	186.7
Temporary	10.3	25.7
	<u>122.6</u>	<u>255.2</u>
Code 13		
Probationary	6.7	14.3
Permanent	56.0	93.3
Temporary	5.9	22.0
	<u>68.6</u>	<u>129.6</u>
Code 14		
Probationary	19.0	57.0
Permanent	140.0	256.7
Temporary	14.7	40.3
	<u>173.7</u>	<u>354.0</u>
Code 15		
Probationary	19.0	38.0
Permanent	93.3	140.0
Temporary	9.5	25.7
	<u>121.8</u>	<u>203.7</u>
Code 16		
Probationary	23.8	38.0
Permanent	93.3	163.3
Temporary	11.0	22.0
	<u>128.1</u>	<u>223.3</u>
Code 17		
Probationary		14.3
Permanent		70.0
Temporary		11.0
		<u>95.3</u>

Conclusion: Findings go forward to SA-2.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schedule 1A
 Carlsbad Unified School District
 498/83 Stull Act - Probationary Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "probationary" teacher evaluations.

Source: Schedule 2A and 1.8-1.

Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	57	57
Avg. time p/ evaluation preparation	20	40
Total Time (in minutes)	<u>1140</u>	<u>2280</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>19.0</u>	<u>38.0</u>
# of reimbursable K-12 evaluations	57	57
Avg. time p/ goals & obj. conf. with instructor	20	45
Total Time (in minutes)	<u>1140</u>	<u>2565</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>19.0</u>	<u>42.8</u>
# of reimbursable K-12 evaluations	57	57
Avg. time p/ pre-observation conf. with instructor	7	15
Total Time (in minutes)	<u>399</u>	<u>855</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>6.7</u>	<u>14.3</u>
# of reimbursable K-12 evaluations	57	57
Avg. time p/ classroom observation of instructor	20	60
Total Time (in minutes)	<u>1140</u>	<u>3420</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>19.0</u>	<u>57.0</u>
# of reimbursable K-12 evaluations	57	57
Avg. time p/ post-observation conf. with instructor	20	40
Total Time (in minutes)	<u>1140</u>	<u>2280</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>19.0</u>	<u>38.0</u>
# of reimbursable K-12 evaluations	57	57
Avg. time p/ final conf. with instructor	25	40
Total Time (in minutes)	<u>1425</u>	<u>2280</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>23.8</u>	<u>38.0</u>
# of reimbursable K-12 evaluations		57
Avg. time p/ district reporting		15
Total Time (in minutes)		<u>855</u>
Per Hour		60
Hours Worked (Code 17)		<u>14.3</u>

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schedule 1B
 Carlsbad Unified School District
 498/83 Stull Act - Permanent Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "permanent" teacher evaluations.
 Source: Schedule 2B and 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	280	280
Avg. time p/ evaluation preparation	15	30
Total Time (in minutes)	<u>4200</u>	<u>8400</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>70.0</u>	<u>140.0</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ goals & obj. conf. with instructor	20	40
Total Time (in minutes)	<u>5600</u>	<u>11200</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>93.3</u>	<u>186.7</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ pre-observation conf. with instructor	12	20
Total Time (in minutes)	<u>3360</u>	<u>5600</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>56.0</u>	<u>93.3</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ classroom observation of instructor	30	55
Total Time (in minutes)	<u>8400</u>	<u>15400</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>140.0</u>	<u>256.7</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ post-observation conf. with instructor	20	30
Total Time (in minutes)	<u>5600</u>	<u>8400</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>93.3</u>	<u>140.0</u>
# of reimbursable K-12 evaluations	280	280
Avg. time p/ final conf. with instructor	20	35
Total Time (in minutes)	<u>5600</u>	<u>9800</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>93.3</u>	<u>163.3</u>
# of reimbursable K-12 evaluations		280
Avg. time p/ district reporting		15
Total Time (in minutes)		<u>4200</u>
Per Hour		60
Hours Worked (Code 17)		<u>70.0</u>

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

Schedule 1C
 Carlsbad Unified School District
 498/83 Stull Act - Temporary Teacher Evaluations
 Fiscal Year: 2006-2007
 Time Summary

Purpose: To summarize total hours spent by administrative staff on "temporary" teacher evaluations.
 Source: Schedule 2C and 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	44	44
Avg. time p/ evaluation preparation	25	50
Total Time (in minutes)	1100	2200
Per Hour	60	60
Hours Worked (Code 11)	<u>18.3</u>	<u>36.7</u>
# of reimbursable K-12 evaluations	44	44
Avg. time p/ goals & obj. conf. with instructor	14	35
Total Time (in minutes)	616	1540
Per Hour	60	60
Hours Worked (Code 12)	<u>10.3</u>	<u>25.7</u>
# of reimbursable K-12 evaluations	44	44
Avg. time p/ pre-observation conf. with instructor	8	30
Total Time (in minutes)	352	1320
Per Hour	60	60
Hours Worked (Code 13)	<u>5.9</u>	<u>22.0</u>
# of reimbursable K-12 evaluations	44	44
Avg. time p/ classroom observation of instructor	20	55
Total Time (in minutes)	880	2420
Per Hour	60	60
Hours Worked (Code 14)	<u>14.7</u>	<u>40.3</u>
# of reimbursable K-12 evaluations	44	44
Avg. time p/ post-observation conf. with instructor	13	35
Total Time (in minutes)	572	1540
Per Hour	60	60
Hours Worked (Code 15)	<u>9.5</u>	<u>25.7</u>
# of reimbursable K-12 evaluations	44	44
Avg. time p/ final conf. with instructor	15	30
Total Time (in minutes)	660	1320
Per Hour	60	60
Hours Worked (Code 16)	<u>11.0</u>	<u>22.0</u>
# of reimbursable K-12 evaluations		44
Avg. time p/ district reporting		15
Total Time (in minutes)		660
Per Hour		60
Hours Worked (Code 17)		<u>11.0</u>

Conclusion: Findings will go forward to the Schedule 1.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

498/83 The Stull Act (K-12) Routine Evaluations of Instructors DISTRICT STATISTICS REPORT

District/COE: CUSD / D.O.

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year									
	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07
1 A K-12 Probationary Teachers- Total Number										70
1 B K-12 Permanent Teachers- Total Number										456
1 C K-12 Temporary Teachers- Total Number										44
1 D K-12 Classroom Teachers- A + B + C = Total Number										570
2 A K-12 Probationary Teachers- Total Number Evaluated										57
2 B K-12 Permanent Teachers- Total Number Evaluated										280
2 C K-12 Temporary Teachers- Total Number Evaluated										44
2 D K-12 Classroom Teachers- A + B + C = Total Number Evaluated										381
3* K-12 Categorical/Grant Teachers- Total Number Evaluated										1
4 Reimbursable K-12 Evaluations Line 2 D subtract Line 3										380

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant- funded personnel

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Patricia Delaney Date 10/4/07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

NOV 15 2007

**498/83 The Stull Act (K-12)
Routine Evaluations of Instructors
DISTRICT STATISTICS REPORT**

District/COE: CUSD/CME

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year		
	05-06	06-07	07-08
1 A K-12 Probationary Teachers- Total Number		2	
1 B K-12 Permanent Teachers- Total Number		19	
1 C K-12 Temporary Teachers- Total Number		9	
1 D K-12 Classroom Teachers- A + B+ C = Total Number		30	
2 A K-12 Probationary Teachers- Total Number Evaluated		2	
2 B K-12 Permanent Teachers- Total Number Evaluated		3	
2 C K-12 Temporary Teachers- Total Number Evaluated		9	
2 D K-12 Classroom Teachers- A + B+ C = Total Number Evaluated		14	
3* K-12 Categorical/Grant Teachers- Total Number Evaluated		0	
4 Reimbursable K-12 Evaluations- Line 2 D subtract Line 3		14	

*E.C. 52012 School Improvement E.C. 52065 Native American E.C. 52176 LEP/Bilingual
 E.C. 52852 Coordinated Categorical E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54444.2 Migrant children E.C. 54724 Drop-out Prevention E.C. 62002.5 State Categorical
 U.S.C. 25; 2604 Indian School Assistance Act Any state-federal-local grant-funded personnel

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Employee Signature Leslie Harder Date 10/10/07

If you have any questions, please contact _____ at _____
 PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

**498/83 The Stull Act (K-12)
Re-evaluations of Unsatisfactory Certificated Permanent Staff
DISTRICT STATISTICS REPORT**

District/COE: Carlsbad Unified / Dist office

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Statistical Data: Certificate Staff on Unsatisfactory Status	Fiscal Year								
	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06
5 K-12 Permanent Instructors	/	/	/	/	/	/	/	/	/
A. Number on unsatisfactory status									0
B. Number of re-evaluations									0
6 Permanent Non-Instructors:	/	/	/	/	/	/	/	/	/
A. Number on unsatisfactory status									0
B. Number of re-evaluations									0
7 Reimbursable Re-evaluations 5 B + 6 B = Total									

Non-reimbursable re-evaluations (Do not include in the statistics above)

1. Any positions funded by these categoricals:

- E.C. 52012 School Improvement
- E.C. 52176 LEP/Bilingual
- E.C. 54425(b) Chapter 1 Federal compensatory education
- E.C. 54444.2 Migrant Children
- E.C. 62002.5 State Categorical
- E.C. 52065 Native American
- E.C. 52852 Coordinated Categorical
- E.C. 54724 Drop-out Prevention
- U.S.C. 25; 2604 Indian School Assistance Act

2. Any position that is grant-funded

3. Re-evaluations of temporary and long-term substitute teachers.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Mary Kuba Date 10-1-07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

NOV 15 2007

BY: _____

Schedule 2A
 Carlsbad Unified School District
 498/83 Stull Act - "Probationary" Teacher Evaluations
 Fiscal Years: 2006-2007
 Time Study

Purpose: To extrapolate average time spent by administrative staff evaluating probationary teachers.
 Source: SA 1.7-1-A Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes												
		11			12			13			14			
		A	B	C	A	B	C	A	B	C	A	B	C	
Aviara Oaks Middle	Marg Watson	**160	**160		**120	**120		**120	**120		**200	**200		
Buena Vista	Jose DeAnda													
CHE	Leslie Harden	10	40	40	15	15					5	15	10	
CHMS	Catrina Hancock	40	40	40	5	5	5				45	45	45	
CVA	Keith Holley	30	30		30	30					**195	**195		
Hope	Rich Tubbs	10			5	5	5	5	5	10	10	15	10	
Kelly	Robert Devich	30	30	20	80	80	80	**160	**160	**160	**240	**240	**240	
Pacific Rim	Gwenn Adams	10	15	15	10	15	10	10	15	15	10	15	10	
Valley	Steve Ahle	10	10	10	**120	**120	**120	5	5	5	60	60	60	
	Carolyn Millikin				15	15	15	12	12	12	12	12	12	
Averages		22	23	21	20	23	24	24	23	23	7	9	10	8
Summation of criteria B and C		44	44	44	48	48	48	18	18	18	23	32	32	
Averages to be used		20	40	40	20	45	45	7	15	15	20	60	60	

Conclusion: Findings will go forward to Schedule 1A.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Schedule 2A
 Carlsbad Unified School District
 498/83 Stull Act - "Probationary" Teacher Evaluations
 Fiscal Years: 2006-2007
 Time Study

Purpose: To extrapolate average time spent by administrative staff evaluating probationary teachers.
 Source: SA 1.7-1-A Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Middle	Marg Watson	**240	**240			30	30			30	30		
Buena Vista	Jose DeAnda		5	5	5								
CHE	Leslie Harden	5	15	15	10	5	10	10	5		30		
CHMS	Catina Hancock	20	20	20	20	40	40	40	40	5	5	5	5
CVA	Keith Holley	**150	**150			70	70			15			
Hope	Rich Tubbs	5	10	10	10	5	5	5	5	10	10	10	5
Kelly	Robert Devich	60	60	60	60	**210	**210	**210	**210	30	30	30	30
Pacific Rim	Gwenn Adams	10	15	15	10	10	15	15	10	0	0	0	0
Valley	Steve Ahle	30	30	30	30								
	Carolyn Millikin	12	12	12	12	18	18	18	18				
Averages		20	21	21	20	25	27	18	16	15	18	11	10
Summation of criteria B and C		42				44				15			
Averages to be used		20				25				15			

Conclusion: Findings will go forward to Schedule 1A.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE
Marg Watson
 Employee Name
331-6100 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Department/Location AOM
 Exact Position Title Principal
 Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	1600	1600		
Code 12 Goals and objectives conference with instructor	120	120		
Code 13 Pre-observation conference with instructor	120	120		
Code 14 Classroom observation of instructor	200	200		
Code 15 Post-observation conference with instructor	240	240		
Code 16 Final conference with instructor	30	30		
Code 17 District Reporting	30	30		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature _____ Date 10-11-07
 If you have any questions, please contact _____, at 331-6100

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE _____

Department/Location BV 06-07

Employee Name _____

Exact Position Title _____

Telephone # _____
 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

- | | |
|--|---|
| Reimbursable Activities Codes: | Evaluation Criteria: |
| Code 11 Preparing for the evaluation | (A) district standards and test results |
| Code 12 Goals and objectives conference with instructor | (B) instructional techniques/strategies |
| Code 13 Pre-observation conference with instructor | (C) adherence to curricular objectives |
| Code 14 Classroom observation of instructor | (D) suitable learning environment |
| Code 15 Post-observation conference with instructor | |
| Code 16 Final conference with instructor | |
| Code 17 District reporting | |

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor				
Code 13 Pre-observation conference with instructor		10	10	10
Code 14 Classroom observation of instructor		6 20	6 20	6 20
Code 15 Post-observation conference with instructor		5	5	5
Code 16 Final conference with instructor				
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/2/07
 If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the average amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CHSD Department/Location CHS
 Employee Name Leslie Harder Exact Position Title Principal

Telephone # _____ Fiscal Year: 97-98 98-99 99-00 00-01
 Work year length(circle) 12mo/11mo/10mo/hrly 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

- Reimbursable Activities Codes:**
- Code 11 Preparing for the evaluation
 - Code 12 Goals and objectives conference with instructor
 - Code 13 Pre-observation conference with instructor
 - Code 14 Classroom observation of instructor
 - Code 15 Post-observation conference with instructor
 - Code 16 Final conference with instructor
 - Code 17 District reporting
- Evaluation Criteria:**
- (A) district standards and test results
 - (B) instructional techniques/strategies
 - (C) adherence to curricular objectives
 - (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	-	0	-	-
Code 12 Goals and objectives conference with instructor	15	15	-	-
Code 13 Pre-observation conference with instructor	-	5	5	-
Code 14 Classroom observation of instructor	5	15	15	0
Code 15 Post-observation conference with instructor	5	15	15	0
Code 16 Final conference with instructor	5	10	10	5
Code 17 District Reporting	-	30	-	-

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature Leslie Harder Date 10/19/07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHMS

Employee Name Catina Hancock

Exact Position Title Principal

Telephone # 331-6400 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06-07
 Circle the years for which you are responding

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11** Preparing for the evaluation
- Code 12** Goals and objectives conference with instructor
- Code 13** Pre-observation conference with instructor
- Code 14** Classroom observation of instructor
- Code 15** Post-observation conference with instructor
- Code 16** Final conference with instructor
- Code 17** District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	40	40	40	40
Code 12 Goals and objectives conference with instructor	5	5	5	5
Code 13 Pre-observation conference with instructor	0	0	0	0
Code 14 Classroom observation of instructor	45	45	45	45
Code 15 Post-observation conference with instructor	20	20	20	20
Code 16 Final conference with instructor	40	40	40	40
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/10/07
 If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CVA

Employee Name Keith Holley

Exact Position Title Director

Telephone # 331-5295 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	30	30		
Code 12 Goals and objectives conference with instructor	30	30		
Code 13 Pre-observation conference with instructor	5	5		
Code 14 Classroom observation of instructor	195	195		
Code 15 Post-observation conference with instructor	150	150		
Code 16 Final conference with instructor	70	70		
Code 17 District Reporting	15			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

RECEIVED
 JUN 15 2007

Employee Signature Keith Holley

Date 9-27-07

BY: _____, at 331-5295

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad
 District/COE

Hope
 Department/Location

Rich Tobbs
 Employee Name

Principal
 Exact Position Title

3315999 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06/07

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10			
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	5	10	10	5
Code 14	Classroom observation of instructor	5	15	15	10
Code 15	Post-observation conference with instructor	5	10	10	10
Code 16	Final conference with instructor	5	5	5	5
Code 17	District Reporting	10	10	10	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED
 NOV 15 2007

Employee Signature Rich Tobbs

Date 9/24/07, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Department/Location KELLY SCHOOL

ROBERT DEVICH
 Employee Name

Exact Position Title PRINCIPAL

760/331-5800 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	30	30	20	20
Code 12	Goals and objectives conference with instructor	80	80	80	80
Code 13	Pre-observation conference with instructor	160	160	160	160
Code 14	Classroom observation of instructor	240	240	240	240
Code 15	Post-observation conference with instructor	60	60	60	60
Code 16	Final conference with instructor	210	210	210	210
Code 17	District Reporting	30	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

ROBERT DEVICH
 Employee Signature

Date 10/10/07, at _____

BY: PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
 District/COE
Gwen Adams
 Employee Name
331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Department/Location Pacific Rim
 Exact Position Title Assistant Prin.
 Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10	15	15	10
Code 12	Goals and objectives conference with instructor	10	15	15	10
Code 13	Pre-observation conference with instructor	10	15	15	10
Code 14	Classroom observation of instructor	10	15	15	10
Code 15	Post-observation conference with instructor	10	15	15	10
Code 16	Final conference with instructor	10	15	15	10
Code 17	District Reporting	0	0	0	0

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

NOV 15 2007
 Employee Signature Gwen Adams Date 10-5-07
 If you have any questions, please contact _____, at _____
 BY: _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pacific Rim
 Department/Location

Steve Ahlu
 Employee Name

Principal
 Exact Position Title

331-6299 12mo 11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	10m	10m	10m	10m
Code 12	Goals and objectives conference with instructor	2h	2h	2h	2h
Code 13	Pre-observation conference with instructor	5m	5m	5m	5m
Code 14	Classroom observation of instructor	1h	1h	1h	1h
Code 15	Post-observation conference with instructor	30m	30m	30m	30m
Code 16	Final conference with instructor				
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED

EMPLOYEE SIGNATURE: Steve Ahlu

Date 10-1-07, at _____

BY: PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PROBATIONARY 498/83 The Stull Act (K-12) **PROBATIONARY**
 Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
 District/COE
Carolyn Millikin
 Employee Name

Department/Location Valley
 Exact Position Title

12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

00/01

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor	15	15	15	15
Code 13 Pre-observation conference with instructor	12	12	12	12
Code 14 Classroom observation of instructor	12	12	12	12
Code 15 Post-observation conference with instructor	12	12	12	12
Code 16 Final conference with instructor	18	18	18	18
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

NOV 15 2007
 BY: _____ Employee Signature _____ Date 9-24-07
 If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Purpose: To extrapolate average time spent by administrative staff evaluating permanent teachers.
 Source: SA 1.7-1-B Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes															
		11				12				13				14			
		A	B	C	D	A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Middle	Marg Watson																
Buena Vista	Jose DeAnda	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5
CHE	Leslie Harden	10				15	15										
CHMS	Catina Hancock	20	20	20	20	5	5	5	5	5	5	5	5	0	0	0	0
CVA	Keith Holley	30	30			30	30			5	5			80	80		
Hope	Rich Tubbs	10				5	5	5	5	5	5	5	5	5	5	10	10
Kelly	Robert Devich	**100	**100	**100	**100	60	60	60	60	45	45	45	45	**420	**420	**420	**420
Pacific Rim	Gwenn Adams	15	10	15	10	15	10	15	10	10	10	10	10	10	10	10	10
Valley	Steve Ahle	10	10	10	10	**120	**120	**120	**120	5	5	5	5	5	5	60	60
	Carolyn Millikin					15	15	15	15	12	12	12	12	12	12	12	12
Averages		17	16	15	13	21	20	20	19	12	11	12	13	31	33	25	25
Summation of criteria B and C		31				40				23				58			
Averages to be used		30				40				20				55			

Conclusion: Findings will go forward to Schedule 1B

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Purpose: To extrapolate average time spent by administrative staff evaluating permanent teachers.
 Source: SA 1.7-1-B Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Middle	Marg Watson												
Buena Vista	Jose DeAnda	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5
CHE	Leslie Harden	5	15	15	10	10	5	10	10	5	10	5	30
CHMS	Catina Hancock	10	10	10	10	20	20	20	20	20	5	5	5
CVA	Keith Holley	70	70			70	70						
Hope	Rich Tubbs	5	10	15	5	5	5	10	5	5	5	5	5
Kelly	Robert Devich	**100	**100	**100	**100	**200	**200	**200	**200	**200	30	30	30
Pacific Rim	Gwenn Adams	10	10	10	10	10	10	10	10				
	Steve Ahle	30	30	30	30								
Valley	Carolyn Millikin	12	12	12	12	18	18	18	18				
Averages		20	22	15	13	21	22	14	12	13	18	13	13
Summation of criteria B and C		38				36				15			
Averages to be used		30				20				15			

Conclusion: Findings will go forward to Schedule 1B

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location AOM

Employee Name Marg Watson

Exact Position Title Principal

Telephone # 331-6100 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	0	0		
Code 12	Goals and objectives conference with instructor	0	0		
Code 13	Pre-observation conference with instructor	0	0		
Code 14	Classroom observation of instructor	0	0		
Code 15	Post-observation conference with instructor	0	0		
Code 16	Final conference with instructor	0	0		
Code 17	District Reporting	0	0		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature _____ Date 10-11-07
 if you have any questions, please contact _____, at 331-6100

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7-1-6

Employee AVERAGE Time Record for Mandated Costs PERMANENT 498/83 The Stull Act (K-12) PERMANENT Routine Evaluations of Instructors

Please report below the average amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Curtis
DISTRICT

Department/Location

Jose de Arda
Employee Name

Exact Position Title

Telephone # 12mo/11mo/10mo/hrly
Work year length(circle)

Fiscal Year: 87-88 88-89 89-90 00-01
01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Number of activities code:

- Code 11: Preparing for the evaluation
- Code 12: Goals and objectives conference with instructor
- Code 13: Pre-observation conference with instructor
- Code 14: Classroom observation of instructor
- Code 15: Post-observation conference with instructor
- Code 16: Final conference with instructor
- Code 17: District reporting

EVALUATION CRITERIA:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:

	Average Time in Minutes			
	A	B	C	D
Code 11: Preparing for the evaluation	2.5	2.5	2.5	2.5
Code 12: Goals and objectives conference with instructor	2.5	2.5	2.5	2.5
Code 13: Pre-observation conference with instructor	2.5	2.5	2.5	2.5
Code 14: Classroom observation of instructor	2.5	12.5	2.5	2.5
Code 15: Post-observation conference with instructor	2.5	2.5	2.5	2.5
Code 16: Final conference with instructor	2.5	2.5	2.5	2.5
Code 17: District Reporting	1	1	1	1

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
PLEASE USE BLUE INK

Employee Signature: [Signature]

Date: 10/2/07 at 1/7/08

Resubmit to w/ additional change

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CVSD
 District/COE

Department/Location BV

Employee Name _____

Exact Position Title _____

06-07

Telephone # _____
 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor				
Code 13 Pre-observation conference with instructor		10	10	10
Code 14 Classroom observation of instructor		20	20	20
Code 15 Post-observation conference with instructor		5	5	5
Code 16 Final conference with instructor				
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature [Signature]
 If you have any questions, please contact _____

Date 10/12/07, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Not Used - 50
 District submitted
 01-17-08 - [initials]

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the *average* amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

2150D
 District/COE
Leslie Harder
 Employee Name

Department/Location CTE
 Exact Position Title Principal

Telephone # _____
 Work year length (circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

- | | |
|---|---|
| Reimbursable Activities Codes: | Evaluation Criteria: |
| Code 11 Preparing for the evaluation | (A) district standards and test results |
| Code 12 Goals and objectives conference with instructor | (B) instructional techniques/strategies |
| Code 13 Pre-observation conference with instructor | (C) adherence to curricular objectives |
| Code 14 Classroom observation of instructor | (D) suitable learning environment |
| Code 15 Post-observation conference with instructor | |
| Code 16 Final conference with instructor | |
| Code 17 District reporting | |

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	-	10	-	-
Code 12 Goals and objectives conference with instructor	15	15	-	-
Code 13 Pre-observation conference with instructor	-	5	5	-
Code 14 Classroom observation of instructor	5	15	15	10
Code 15 Post-observation conference with instructor	5	15	15	10
Code 16 Final conference with instructor	5	10	10	5
Code 17 District Reporting	-	30	-	-

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature Leslie Harder Date 10/10/07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CLUSD

Department/Location CHMS

Employee Name Catrina Hancock

Exact Position Title Principal

Telephone # 331-6400 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06-07
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	20	20	20	20
Code 12 Goals and objectives conference with instructor	5	5	5	5
Code 13 Pre-observation conference with instructor	0	0	0	0
Code 14 Classroom observation of instructor	45	45	45	45
Code 15 Post-observation conference with instructor	10	10	10	10
Code 16 Final conference with instructor	20	20	20	20
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature Catrina Hancock Date 10/10/07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CVA

Employee Name Keith Holley

Exact Position Title Director

Telephone # _____
 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	30	30		
Code 12	Goals and objectives conference with instructor	30	30		
Code 13	Pre-observation conference with instructor	5	5		
Code 14	Classroom observation of instructor	80	80		
Code 15	Post-observation conference with instructor	70	70		
Code 16	Final conference with instructor	70	70		
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based only on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Keith Holley

Date 9-27-07

BY: _____, at 3315299

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Cadiz
 District/COE

Hope
 Department/Location

Richard Tibbs
 Employee Name

Principal
 Exact Position Title

3315999 (12)mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06/07
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10			
Code 12 Goals and objectives conference with instructor	5	5	5	5
Code 13 Pre-observation conference with instructor	5	5	5	5
Code 14 Classroom observation of instructor	5	10	10	5
Code 15 Post-observation conference with instructor	5	10	15	5
Code 16 Final conference with instructor	5	5	10	5
Code 17 District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK
 Employee Signature: R. Tibbs Date: 7/24/07
 If you have any questions, please contact _____ at _____

BY: PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location KELLY SCHOOL

Employee Name ROBERT DEVICH

Exact Position Title PRINCIPAL

Telephone # 760/331-5800 Work-year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	100	100	100	100
Code 12	Goals and objectives conference with instructor	60	60	60	60
Code 13	Pre-observation conference with instructor	45	45	45	45
Code 14	Classroom observation of instructor	420	420	420	420
Code 15	Post-observation conference with instructor	100	100	100	100
Code 16	Final conference with instructor	200	200	200	200
Code 17	District Reporting	30	30	30	30

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your best knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature [Signature] Date 10/10/07

By: _____ at _____
 PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
 District/COE

Department/Location Pacific Rim

Sueann Adams
 Employee Name

Exact Position Title Assistant Prin.

331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	15	10	15	10
Code 12 Goals and objectives conference with instructor	15	10	15	10
Code 13 Pre-observation conference with instructor	10	10	10	10
Code 14 Classroom observation of instructor	10	10	10	10
Code 15 Post-observation conference with instructor	10	10	10	10
Code 16 Final conference with instructor	10	10	10	10
Code 17 District Reporting	/	/	/	/

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK
 NOV 15 2007
 Employee Signature Sueann Adams Date 10-5-07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pacific Rim
 Department/Location

Star Ahe
 Employee Name

Principal
 Exact Position Title

331-6291 (12mo)/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation	10m	10m	10m	10m
Code 12 Goals and objectives conference with instructor	2h	2h	2h	2h
Code 13 Pre-observation conference with instructor	5m	5m	5m	5m
Code 14 Classroom observation of instructor	1h	1h	1h	1h
Code 15 Post-observation conference with instructor	30m	30m	30m	30m
Code 16 Final conference with instructor				
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED
 NOV 15 2007

Employee Signature Star Ahe
 If you have any questions, please contact _____

Date 10-1-07 at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
PERMANENT 498/83 The Stull Act (K-12) PERMANENT
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location Office Valley Middle

Employee Name Carolyn Millikin

Exact Position Title Principal

Telephone # 760 331-5300 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

06/07

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor	15	15	15	15
Code 13 Pre-observation conference with instructor	12	12	12	12
Code 14 Classroom observation of instructor	12	12	12	12
Code 15 Post-observation conference with instructor	12	12	12	12
Code 16 Final conference with instructor	18	18	18	18
Code 17 District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED

NOV 15 2007

PLEASE USE BLUE INK

Employee Signature Carolyn Millikin

Date 9-24-07

BY: If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Schedule 2C
 Carlsbad Unified School District
 498/83 Stull Act - "Temporary" Teacher Evaluations
 Fiscal Years: 2006-2007
 Time Study

Purpose: To extrapolate average time spent by administrative staff evaluating temporary teachers.
 Source: SA 1.7-1-C Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes															
		11				12				13				14			
		A	B	C	D	A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Middle	Marg Watson	**480	**480			**360	**480			**360	**360			**600	**600		
Buena Vista	Jose DeAnda	**2.5	**2.5	**2.5	**2.5	**5	**5	**5	**5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5
CVE	Leslie Harden	10	10	10	10	15	15	15	15	5	5	5	5	5	15	15	10
CHMS	Catina Hancock	40	40	40	40	5	5	5	5					60	60	60	60
CVA	Keith Holley	30	30			30	30			5	5			**195	**195		
Hope	Rich Tubbs	10				5	5	5	5	5	5	10	10	5	15	15	10
Kelly	Robert Devich	60	30	30	30	30	30	30	30					10	20	10	30
Pacific Rim	Gwenn Adams	10	15	40	40	10	15	30	30	10	15	30	30	10	15	30	30
Valley	Steve Ahle	10	10	10	10	**120	**120	**120	**120	5	5	5	5	60	60	60	60
	Carolyn Millikin					15	15	15	15	12	12	12	12	12	12	12	12
	J. Cesar Morales					5	25	25	5	10	25	25	10	10	20	20	20
Averages		27	23	30	30	14	18	18	15	8	13	17	12	22	27	28	29
Summation of criteria B and C		53		36		30		30		8		30		55		55	
Averages to be used		25		50		14		35		8		30		20		55	

Conclusion: Findings will go forward to Schedule 1A.
 *Average not used.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Schedule 2C
 Carlsbad Unified School District
 498/83 Stull Act - "Temporary" Teacher Evaluations
 Fiscal Years: 2006-2007
 Time Study

Purpose: To extrapolate average time spent by administrative staff evaluating temporary teachers.
 Source: SA 1.7-1-C Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
Aviara Oaks Middle	Marg Watson	**720	**720			**90	**90			**90	**90		
Buena Vista	Jose DeAnda	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**2.5	**1	**1	**1	**1
CHE	Leslie Harden	5	15	15	10	5	10	10	5		30		
CHMS	Catrina Hancock	20	20	20	20	40	40	40	40	5	5	5	5
CVA	Keith Holley	**150	**150			**70	**70			15			
Hope	Rich Tubbs	5	10	10	10	5	5	5	5	10	10	10	10
Kelly	Robert Devich	10	10	10	10	15	15	15	15	10	10	10	10
Pacific Rim	Gwenn Adams	10	15	30	30	10	15	15	15				
Valley	Steve Ahle	30	30	30	30								
Rio Seco	Carolyn Millikin	12	12	12	12	18	18	18	18				
Averages	Cheryl Bowen	10	25	25	10	15	15	15	15	25	40	35	20
Summation of criteria B and C		13	17	19	17	15	17	17	16	13	19	15	11
Averages to be used		13	36	35		15	34	30		16	15		

Conclusion: Findings will go forward to Schedule 1A.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

Evaluation Criteria

- Criteria A - district standards and test results
- Criteria B - instructional techniques/strategies
- Criteria C - adherence to curricular objectives
- Criteria D - suitable learning environment

**Times were not used to calculate averages

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Department/Location Hom

Marg Watson
 Employee Name

Exact Position Title Principal

331-6100 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation	480	480		
Code 12	Goals and objectives conference with instructor	360	480		
Code 13	Pre-observation conference with instructor	360	360		
Code 14	Classroom observation of instructor	600	600		
Code 15	Post-observation conference with instructor	720	720		
Code 16	Final conference with instructor	90	90		
Code 17	District Reporting	90	90		

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature _____ Date 10-11-07
 If you have any questions, please contact _____, at 331-6100

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.7-1-C

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the average amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

DISTRICT

Department/Location

Employee Name

Exact Position Title

Telephone # 12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 07-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

06-07

Reimbursable Activities Codes:

- Code 11: Preparing for the evaluation
- Code 12: Goals and objectives conference with instructor
- Code 13: Pre-observation conference with instructor
- Code 14: Classroom observation of instructor
- Code 15: Post-observation conference with instructor
- Code 16: Final conference with instructor
- Code 17: District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:

		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	2.5	2.5	2.5	2.5
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	2.5	2.5	2.5	2.5
Code 14	Classroom observation of instructor	2.5	2.5	2.5	2.5
Code 15	Post-observation conference with instructor	2.5	2.5	2.5	2.5
Code 16	Final conference with instructor	2.5	2.5	2.5	2.5
Code 17	District Reporting	1	1	1	1

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature [Signature]

Date 10/12/07 1/7/08

If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the average amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location CHE

Employee Name Leslie Hardee

Exact Position Title Principal

Telephone # 3316300 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation. <u>10 min</u>	-	10	-	-
Code 12 Goals and objectives conference with instructor. <u>30 min</u>	15	15	-	-
Code 13 Pre-observation conference with instructor. <u>10 min</u>	-	5	5	-
Code 14 Classroom observation of instructor. <u>45 min</u>	5	15	15	10
Code 15 Post-observation conference with instructor. <u>30 min</u>	5	15	15	10
Code 16 Final conference with instructor. <u>30 min</u>	5	10	10	5
Code 17 District Reporting. <u>30 min</u>	-	30	-	-

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature Leslie Hardee Date 12/10/07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE CUSD

Department/Location 498/83

Employee Name Catrina Hancock

Exact Position Title

Telephone # 331-6400 Work year length(circle) 12mo/11mo/10mo/hrly

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

06-07

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	40	40	40	40
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	N/A			
Code 14	Classroom observation of instructor	60	60	60	60
Code 15	Post-observation conference with instructor	20	20	20	20
Code 16	Final conference with instructor	40	40	40	40
Code 17	District Reporting	5	5	5	5

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature Catrina Hancock Date 10/10/07
 If you have any questions, please contact _____ at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Department/Location CVA

Keith Halley
 Employee Name

Exact Position Title Director

331-5200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	30 ^{min}	30		
Code 12	Goals and objectives conference with instructor	30 ^{min}	30		
Code 13	Pre-observation conference with instructor	5 ^{min}	5		
Code 14	Classroom observation of instructor	195 ^{min}	195 ^{min}		
Code 15	Post-observation conference with instructor	150 ^{min}	150 ^{min}		
Code 16	Final conference with instructor	70 ^{min}	70 ^{min}		
Code 17	District Reporting	15			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED
 Employee Signature Keith Halley
 If you have any questions, please contact Keith Halley

Date 9-27-07 at 331-5295

BY: _____ PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

District/COE Carlsbad

Department/Location _____

Employee Name Richard Tibbs

Exact Position Title _____

Telephone # 331 5999 12mo/11mo/10mo/hrly
 Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06/07
 Circle the years for which you are responding

Reimbursable Activities Codes:

Evaluation Criteria:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	10			
Code 12	Goals and objectives conference with instructor	5	5	5	5
Code 13	Pre-observation conference with instructor	5	10	10	5
Code 14	Classroom observation of instructor	5	15	15	10
Code 15	Post-observation conference with instructor	5	10	10	10
Code 16	Final conference with instructor	5	5	5	5
Code 17	District Reporting	10	10	10	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Richard Tibbs

Date 9/24/07

If you have any questions, please contact _____, at _____

BY: _____ PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Department/Location WELLY SCHOOL

ROBERT DEVICH
 Employee Name

Exact Position Title PRINCIPAL

760/331-5800 (12mo/11mo/10mo/hrly)
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	60	30	30	30
Code 12	Goals and objectives conference with instructor	30	30	30	30
Code 13	Pre-observation conference with instructor		30	30	
Code 14	Classroom observation of instructor	10	20	10	30
Code 15	Post-observation conference with instructor	10	10	10	10
Code 16	Final conference with instructor	15	15	15	15
Code 17	District Reporting	10	10	10	10

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

NOV 15 2007
 Employee Signature _____
 If you have any questions, please contact _____

Date 10-10-07, at _____

BY: PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

Department/Location Pacific Rim

Gwenn Adams
 Employee Name

Exact Position Title A. Principal

331-6200 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

eval

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation.	10	15	40	40
Code 12 Goals and objectives conference with instructor	10	15	30	30
Code 13 Pre-observation conference with instructor	10	15	30	30
Code 14 Classroom observation of instructor	10	15	30	30
Code 15 Post-observation conference with instructor	10	15	30	30
Code 16 Final conference with instructor	10	15	15	15
Code 17 District Reporting	0		0	0

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Gwenn Adams

Date 10-5-07

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

NOV 15 2007
 BY: _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

CUSD
 District/COE

Pacific Rm
 Department/Location

Steve Ahe
 Employee Name

Principal
 Exact Position Title

331-6299 (12mo)/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

eval.

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.	10m	10m	10m	10m
Code 12	Goals and objectives conference with instructor	2h	2h	2h	2h
Code 13	Pre-observation conference with instructor	5m	5m	5m	5m
Code 14	Classroom observation of instructor	1h	1h	1h	1h
Code 15	Post-observation conference with instructor	30m	30m	30m	30m
Code 16	Final conference with instructor				
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED
 NOV 15 2007

PLEASE USE BLUE INK

Employee Signature [Signature]

Date 10-1-07, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad USD
 District/COE

Valley HS
 Department/Location

Carolyn Millikin
 Employee Name

Principal
 Exact Position Title

331-5300 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06

06/07
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:		Average Time in Minutes			
		A	B	C	D
Code 11	Preparing for the evaluation.				
Code 12	Goals and objectives conference with instructor	15	15	15	15
Code 13	Pre-observation conference with instructor	12	12	12	12
Code 14	Classroom observation of instructor	12	12	12	12
Code 15	Post-observation conference with instructor	12	12	12	12
Code 16	Final conference with instructor	18	18	18	18
Code 17	District Reporting				

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

RECEIVED
 NOV 15 2007

Employee Signature Carolyn R. Millikin
 If you have any questions, please contact _____

Date 9-24-07, at _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Employee AVERAGE Time Record for Mandated Costs
TEMPORARY 498/83 The Stull Act (K-12) TEMPORARY
Routine Evaluations of Instructors

Please report below the **average** amount of time spent (in minutes) by you to implement each of the reimbursable activities for the mandated program.

Carlsbad Unified
 District/COE

Valley Middle School
 Department/Location

A. Cesar Morales
 Employee Name

Assistant Principal
 Exact Position Title

760-771-5388 12mo/11mo/10mo/hrly
 Telephone # Work year length(circle)

Fiscal Year: 97-98 98-99 99-00 00-01
 01-02 02-03 03-04 04-05 05-06 06/07
 Circle the years for which you are responding

Reimbursable Activities Codes:

- Code 11 Preparing for the evaluation
- Code 12 Goals and objectives conference with instructor
- Code 13 Pre-observation conference with instructor
- Code 14 Classroom observation of instructor
- Code 15 Post-observation conference with instructor
- Code 16 Final conference with instructor
- Code 17 District reporting

Evaluation Criteria:

- (A) district standards and test results
- (B) instructional techniques/strategies
- (C) adherence to curricular objectives
- (D) suitable learning environment.

CLASSROOM TEACHER TIME IS NOT REIMBURSED

Allocate the average time spent on each criterion (A-D) for each of the following evaluation steps:	Average Time in Minutes			
	A	B	C	D
Code 11 Preparing for the evaluation				
Code 12 Goals and objectives conference with instructor	5	25	25	5
Code 13 Pre-observation conference with instructor	10	25	25	10
Code 14 Classroom observation of instructor	10	20	20	20
Code 15 Post-observation conference with instructor	10	25	25	10
Code 16 Final conference with instructor	15	15	15	15
Code 17 District Reporting	25	40	35	20

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.
 PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-2-2007
 If you have any questions, please contact _____, at _____

RECEIVED
 15 2007
 BY: _____

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
(J. Cesar Morales)	AVERAGE VICE-PRINCIPAL	\$ 53.49	\$ 64.57
	SUBSTITUTE TEACHER (DAILY RATE WITH BENEFITS)	\$ 85.00	\$ 85.00
AAKER, CHARLES	DIRECTOR-MAINT/OPERATIONS	\$ 59.32	\$ 64.78
ADAMS, GWEN	ASSISTANT PRINCIPAL	\$ 57.89	\$ 60.21
AGRAMONTE, DENISE	ADMINISTRATIVE ASSISTANT	\$ 26.31	\$ 29.01
AHLE, STEPHEN	PRINCIPAL - PACIFIC	\$ 73.27	\$ 76.21
ARMSTRONG, THERESA	ASSISTANT PRINCIPAL	\$ 59.61	\$ 56.80
ASHTON, BRIAN	COUNSELOR	\$ 58.46	\$ 62.21
BAIMA, LANE	PHYSICAL PERFORMANCE TEST COORDINATOR (TEACHER)	-----	\$ 34.82
BEESON, JULIE	CAMPUS SUPERVISOR	\$ 15.38	LEFT DISTRICT
BLOOMQUIST, THOMAS	ASSISTANT PRINCIPAL	\$ 66.30	\$ 68.95
BOLING, JEAN MARIE	ADMINISTRATIVE SECRETARY	\$ 32.84	\$ 33.17
BOSS, VICTORIA	LIBRARY TECHNICIAN	\$ 19.64	\$ 19.83
BURNS, KRIS	ACCOUNTING MANAGER	\$ 42.71	LEFT DISTRICT
CAMPBELL, BETTY J	SPECIAL PROJECTS COORDINATOR	\$ 18.95	\$ 20.30
CHIRICETTI, DONNA	HEALTH TECHNICIAN	\$ 23.91	\$ 24.15
CHRISMAN, KARL ROBERT	PRINCIPAL - HOPE	\$ 69.79	LEFT DISTRICT
CHRISTIAN, MARY	ADMINISTRATIVE ASSISTANT	\$ 26.24	\$ 27.31
CISNEROS, LAURA	OFFICE ASSISTANT	\$ 19.64	\$ 11.46

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
CONNALLY, KATHY	LIBRARY TECHNICIAN	\$ 21.68	\$ 23.00
CONROY, LYNN	HEALTH TECHNICIAN	\$ 22.77	\$ 24.15
CORDELL, RON	COUNSELOR	\$ 59.47	\$ 65.19
DAGY, DINA	GUIDANCE TECH	\$ 17.84	\$ 18.92
DANIELS, CANDICE	ADMIN SECRETARY	\$ 24.48	\$ 25.96
DAVILA, VERA	OFFICE ASSISTANT	\$ 21.65	\$
De ANDA, JOSE	PRINCIPAL- BV	\$ 73.27	\$ 76.21
De LUCA, MARY	GUIDANCE TECH	\$ 23.92	\$ 24.16
DELGADO, DELORES	DIR. OF SECONDARY	\$ 75.02	LEFT DISTRICT
DEVICH, ROBERT	PRINCIPAL - KELLY	\$ 69.79	\$ 72.58
DOLKAS, THERESE	REGISTRAR	\$ 31.24	\$ 31.55
DRAWBAUGH, SALLY	ADMINISTRATIVE SECRETARY	\$ 27.03	\$ 27.31
DURHAM, ELLEN	SUPT SECRETARY	\$ 49.46	\$ 51.44
EVANS, AMY	OFFICE CLERK	\$ 20.98	LEFT DISTRICT
FLANAGAN, MELODY	ATTENDANCE CLERK	\$ 19.18	\$ 20.34
FORNELLI, LINDA	NURSE/HEALTH SERVICES	\$ 26.71	\$ 34.11
FRAZIER, SUSAN	ACCOUNTANTING TECHNICIAN	\$ 26.33	LEFT DISTRICT
FREEMAN, GAYLEN	DEPUTY SUPERINTENDENT	\$ 87.93	LEFT DISTRICT
GEARING, LINDA	ACCOUNTING TECHNICIAN	\$ 23.92	\$ 24.16

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
GLENN, SUSAN	ADMIN SECRETARY	\$ 31.24	\$ 31.55
GOELTZ, KATHY	PSYCHOLOGIST	\$ 45.35	\$ 50.41
GONZALES, ALICE (JEAN)	ADMIN SECRETARY	\$ 23.35	\$ 23.58
GUNZELMAN, CATHY	OFFICE ASSISTANT	\$ 18.69	\$ 18.89
HANCOCK, CATINA	ASSISTANT PRINCIPAL	\$ 59.53	\$ 61.91
HANSEN, JUDITH	ADMINISTRATIVE SECRETARY	\$ 23.35	\$ 24.77
HANSEN, ROSE MARIE	ATTENDANCE CLERK	\$ 20.13	\$ 20.34
HANSEN, SUSAN	INSTRUCTIONAL AIDE	\$ 18.69	\$ 18.89
HARPER, DONNA	DIRECTOR, PURCHASING & STRS	\$ 54.96	\$ 60.96
HARTMAN, JANE	ASSISTANT PRINCIPAL (TEACHER ON SP. ASSIGN.)	\$ 55.48	\$ 64.99
HETRICK, LINDY	ADMINISTRATIVE SECRETARY	\$ 24.51	\$ 26.00
HOLLEY, NORMAN /KEITH	PRINCIPAL	\$ 73.27	\$ 76.21
HOWARD, TINA IRENE	ASSISTANT PRINCIPAL	\$ 59.53	\$ 61.91
JACKSON, DEBRA	ADMINISTRATIVE SECRETARY	\$ 22.24	LEFT DISTRICT
JENNINGS, DIANE	ADMIN ASSISTANT	\$ 30.50	\$ 30.80
JIMENO, ALICE	ADMINISTRATIVE SECRETARY	\$ 25.75	\$ 26.00
KALK, DAVE	ASSISTANT PRINCIPAL	\$ 44.22	\$ 58.50
KRYZAK, JENNIFER	HEALTH TECHNICIAN	\$ 19.67	\$ 20.86
KUHN, MARY	ADMINISTRATIVE SECRETARY-CONFIDENTIAL	\$ 30.46	\$ 31.98

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
LANE, KIM	HEALTH TECHNICIAN	\$ 23.91	\$ 24.15
LARSON, JENNIFER	HEALTH TECHNICIAN	\$ 25.11	\$ 25.36
LARSON, LESLIE	HEALTH TECHNICIAN	\$ 21.68	\$ 21.90
LEWIS, RICK	DIRECTOR, INFORMATION SYSTEMS	\$ 62.28	\$ 68.58
LORD, WILLIS (BILL)	ASSISTANT PRINCIPAL	\$ 64.57	\$ 68.95
LUTZ, CINDY	HEALTH TECHNICIAN	\$ 21.68	\$ 21.90
MADDOX, SHEILA	PRINCIPAL	\$ 69.79	\$ 72.58
MARTINEZ, PAUL	MAINTENANCE III	\$ 34.50	\$ 34.85
McCORMAC, KATHRYN	LEAD ACCOUNTANT	\$ 33.68	\$ 37.14
McCORMICK, LAURA JEAN	OFFICE ASSISTANT	\$ 16.96	\$ 17.99
MERCHANT, SHARAN	IS SPECIALIST	\$ 33.50	\$ 34.85
MILLIKIN, CAROLYN	PRINCIPAL-VALLEY	\$ 73.27	\$ 76.21
MONDERINE, ROSEMARY	PURCHASING AGENT	\$ 32.06	\$ 32.38
NAVARRO, NANCY	DIRECTOR, DIST FINANCIAL SERVICES	\$ 69.61	\$ 76.21
NORTON, TORRIE	ASSISTANT SUPERINTENDENT- PERSONNEL	\$ 81.30	\$ 94.20
O'CONNELL, SUZANNE	ASSISTANT SUPERINTENDENT- INSTRUCTIONAL	\$ 81.30	\$ 94.20
OGAN, LAURA	ATTENDANCE CLERK	\$ 20.13	\$ 20.34
OHLIN, VANGIE	ADMINISTRATIVE ASSISTANT	\$ 18.66	\$ 20.34
PFRANG, SHARON	OFFICE ASSISTANT	\$ 18.15	\$ 18.89

SixTen and Associates

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
SHINTO, DEBRA	ACCT TECHNICIAN	\$ 23.93	\$ 25.39
SIMS, CYNTHIA	ADMIN SECRETARY	\$ 23.35	\$ 24.77
SMITH, CURTIS	PRINTING TECHNICIAN	\$ 29.77	\$ 30.07
SMITH, EMELIA (EMILY)	ADMIN ASSISTANT	\$ 23.35	\$ 23.58
STANCHI, MARGARET	ASSISTANT PRINCIPAL	\$ 69.61	\$ 81.65
STROPLE, MARIA	OFFICE ASSISTANT	\$ 16.15	\$ 17.13
SWEARINGEN, BARBARA	ADMIN ASSISTANT	\$ 23.35	\$ 23.58
SWEARINGEN, DOLORES	FOOD SERVICE WORKER	\$ 16.43	LEFT DISTRICT
TALBOT, ALICE	ACCT TECHNICIAN	\$ 26.33	\$ 26.59
TEMPLETON, WILLIAM LANCE	SKILL MAINTENANCE WORKER	\$ 30.38	\$ 33.19
THOMPSON, TRUDY	ADMIN ASSISTANT	\$ 32.84	\$ 33.17
TOKORCHECK, JAN	COMPUTER TECHNICIAN	\$ 32.86	\$ 33.19
TROGDEN, ERIK	PRINCIPAL MIDDLE SCHOOL	\$ 65.63	\$ 70.24
TRUXAW, PEGGY	OFFICE ASSISTANT	\$ 19.64	\$ 19.83
TUBBS, RICHARD	PRINCIPAL-HOPE	\$ 54.61	\$ 65.00
VAN VOOREN, CAROL	PRINCIPAL-PINE & JEFFERSON	\$ 69.79	\$ 76.21
VAN ZANT, STEVEN	PRINCIPAL	\$ 73.27	LEFT DISTRICT
VILLAMAR, OFELIA	OFFICE ASSISTANT	\$ 16.96	\$ 17.99
VODICKA, DEVIN	PRINCIPAL	\$ 73.27	\$ 78.02

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		05-06	06-07
WADE, PATRICIA	INSTRUCTIONAL AIDE	\$ 18.69	\$ 18.89
WALLACE, AUTUMN	ADMINISTRATIVE ASSISTANT	\$ 23.80	LEFT DISTRICT
WALLS, SHARON	PERSONNEL SPECIALIST	\$ 31.28	\$ 33.17
WARNER, MARLENE	LIBRARY TECHNICIAN	\$ 25.11	\$ 25.35
WATSON, MARGARET	PRINCIPAL - MIDDLE SCHOOL	\$ 66.14	\$ 76.21
WILSON, WILLIAM	PSYCHOLOGIST	-----	\$ 71.80
WRIGHT, CHARLES SCOTT	PRINCIPAL - CARLSBAD	\$ 82.43	LEFT DISTRICT
YODER, KAREN	ADMIN ASSISTANT	\$ 24.51	\$ 24.77
ZAK, SHARON	TEST SITE COORDINATOR- (TEACHER)	-----	\$ 32.78

California Department of Education - School Fiscal Services Division
Restricted Indirect Cost Rates for K-12 Local Educational Agencies - Five Year Listing

Approved March 2006 by CDE based on SACS expenditure data)
 Address questions to sacsinfo@cde.ca.gov, or call (916) 322-1770.

					APPROVED RATES				
					For use with state and federal programs, as allowable, in:				
Co.	CDS	Type*	Name (sorted by CDS code)	2002-03 <small>(based on 2000-01 expenditure data)</small>	2003-04 <small>(based on 2001-02 expenditure data)</small>	2004-05 <small>(based on 2002-03 expenditure data)</small>	2005-06 <small>(based on 2003-04 expenditure data)</small>	2006-07 <small>(based on 2004-05 expenditure data)</small>	
37	10371	C	San Diego County Superintendent	8.11%	8.05%	9.84%	8.54%	8.22%	
37	67967	D	Alpine Union Elementary	2.86%	3.46%	3.50%	3.16%	2.99%	
37	67975	D	Bonsall Union Elementary	4.86%	4.15%	4.54%	4.41%	4.71%	
37	67983	D	Borrego Springs Unified	8.30%	5.40%	6.07%	8.52%	7.95%	
37	67991	D	Cajon Valley Union Elementary	5.42%	4.56%	5.55%	7.46%	7.28%	
37	68007	D	Cardiff Elementary	4.74%	3.68%	3.96%	4.44%	3.82%	
37	68023	D	Chula Vista Elementary	5.54%	4.07%	5.36%	4.76%	3.83%	
37	68031	D	Coronado Unified	6.01%	8.47%	8.08%	6.29%	6.41%	
37	68049	D	Dehesa Elementary	3.36%	7.82%	7.45%	5.62%	5.92%	
37	68056	D	Del Mar Union Elementary	4.67%	2.44%	5.42%	6.00%	2.98%	
37	68080	D	Encinitas Union Elementary	5.00%	4.57%	6.33%	5.04%	5.22%	
37	68098	D	Escondido Union Elementary	4.68%	4.69%	5.75%	4.97%	4.21%	
37	68106	D	Escondido Union High	6.22%	9.05%	10.22%	8.07%	7.20%	
37	68114	D	Fallbrook Union Elementary	7.61%	5.46%	6.11%	6.69%	5.76%	
37	68122	D	Fallbrook Union High	7.15%	10.46%	11.10%	10.32%	7.90%	
37	68130	D	Grossmont Union High	1.56%	3.41%	4.68%	5.70%	5.03%	
37	68155	D	Jamul-Dulzura Union Elementary	7.47%	4.34%	1.28%	4.56%	5.43%	
37	68163	D	Julian Union Elementary	5.73%	6.57%	9.26%	6.16%	1.61%	
37	68171	D	Julian Union High	11.04%	8.04%	4.37%	5.35%	11.14%	
37	68189	D	Lakeside Union Elementary	6.14%	9.03%	8.91%	7.63%	6.49%	
37	68197	D	La Mesa-Spring Valley Elementary	3.35%	3.01%	3.14%	3.64%	4.17%	
37	68205	D	Lemon Grove Elementary	7.38%	9.96%	11.53%	10.06%	9.47%	
37	68213	D	Mountain Empire Unified	6.39%	5.11%	6.20%	5.68%	6.57%	
37	68221	D	National Elementary	5.73%	6.32%	6.18%	5.85%	5.94%	
37	68296	D	Poway Unified	4.53%	5.00%	5.17%	5.19%	5.55%	
37	68304	D	Ramona City Unified	5.99%	4.66%	6.62%	7.67%	6.74%	
37	68312	D	Rancho Santa Fe Elementary	5.33%	6.59%	8.29%	11.03%	9.99%	
37	68338	D	San Diego City Unified	2.30%	3.19%	3.58%	5.83%	3.67%	
37	68346	D	San Dieguito Union High	5.35%	6.29%	6.54%	7.45%	8.12%	
37	68353	D	San Pasqual Union Elementary	9.39%	4.72%	5.01%	5.82%	0.32%	
37	68361	D	Santee Elementary	7.87%	4.72%	5.14%	7.06%	6.98%	
37	68379	D	San Ysidro Elementary	4.35%	5.42%	4.89%	5.58%	5.94%	
37	68387	D	Solana Beach Elementary	7.90%	6.01%	8.15%	11.18%	9.01%	
37	68395	D	South Bay Union Elementary	5.90%	4.54%	6.11%	6.15%	6.90%	
37	68403	D	Spencer Valley Elementary	14.49%	16.09%	15.10%	15.98%	12.57%	
37	68411	D	Sweetwater Union High	4.15%	6.06%	4.99%	4.63%	4.75%	
37	68437	D	Vallecitos Elementary	8.50%	7.47%	8.49%	3.65%	5.56%	
37	68452	D	Vista Unified	3.15%	4.09%	4.57%	4.61%	3.61%	
37	73551	D	Carlsbad Unified	5.70%	5.03%	5.73%	5.83%	6.48%	
37	73569	D	Oceanside Unified	5.06%	4.15%	4.53%	4.44%	4.32%	
37	73791	D	San Marcos Unified	3.21%	4.45%	4.07%	3.16%	3.74%	
37	75416	D	Warner Unified	1.33%	5.26%	6.17%	7.42%	10.93%	
37	75614	D	Valley Center-Pauma Unified	2.01%	1.07%	5.89%	7.98%	6.32%	

* C = County Office of Education
 D = District
 J = Joint Powers Agency
 CA = Common Administration

Fiscal Year

2005 - 2006

Sixten and Associates Mandate Reimbursement Services

KEITH B. PETERSEN, MPA, JD, President
E-Mail: Kbpsixten@aol.com

San Diego
5252 Balboa Avenue, Suite 900
San Diego, CA 92117
Telephone: (858) 514-8605
Fax: (858) 514-8645

Sacramento
3841 North Freeway Blvd., Suite 170
Sacramento, CA 95834
Telephone: (916) 565-6104
Fax: (916) 564-6103

Claim File Copy

December 28, 2006

CERTIFIED MAIL #7003 3110 0000 2900 4884

Ms. Virginia Brummels, Section Manager
Local Reimbursement Section
Division of Accounting and Reporting
Office of the State Controller
P.O. Box 942850
Sacramento, CA 94250

RE: Annual Reimbursement Claims
Carlsbad Unified School District S37030

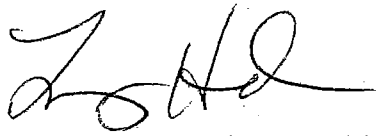
Dear Ms. Brummels:

Enclosed please find the original claims and extra copies of the FAM-27 for Carlsbad Unified School District's reimbursement claim listed below:

1184/75	Habitual Truants	2005-2006
1208/76	Pupil Health Screenings	2005-2006
498/83	The Stull Act	2005-2006
98/94	Caregiver Affidavits	2005-2006

If you have any questions regarding these claims, please contact me at (858) 514-8605.

Sincerely,



Larry Hendee, Vice-President

CLAIM FOR PAYMENT Pursuant to Government Code Section 17561. THE STULL ACT	For State Controller Use Only (19) Program Number 00260 (20) Date Filed ___/___/___ (21) LRS Input ___/___/___	Program 260
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(01) Claimant Identification Number: S37030	Reimbursement Claim Data
(02) Claimant Name: Carlsbad Unified School District	(22) SA-1, (03)(A)(f) 300
County of Location: San Diego	(23) SA-1, (03)(B)(f)
Street Address: 6225 El Camino Real	(24) SA-1, (03)(A)(1)(a)(f) 25,740
City: Carlsbad State: CA Zip Code: 92009	(25) SA-1, (03)(A)(1)(b)(f) 48,662

Type of Claim	Estimated Claim	Reimbursement Claim	Reimbursement Claim Data
(03) Estimated <input checked="" type="checkbox"/>	(09) Reimbursement <input checked="" type="checkbox"/>	(26) SA-1, (03)(A)(2)(a)(f)	12,558
(04) Combined <input type="checkbox"/>	(10) Combined <input type="checkbox"/>	(27) SA-1, (03)(A)(2)(b)(f)	12,558
(05) Amended <input type="checkbox"/>	(11) Amended <input type="checkbox"/>	(28) SA-1, (03)(B)(1)(a)(f)	
		(29) SA-1, (03)(B)(1)(b)(f)	
Fiscal Year of cost	(06) 2006-2007	(12) 2005-2006	(30) SA-1, (03)(B)(1)(c)(f)
Total Claimed Amount	(07) \$ 115,700	(13) \$ 105,192	(31) SA-1, (03)(B)(1)(d)(f)
Less: 10% Late Penalty		(14) \$ -	(32) SA-1, (03)(B)(1)(e)(f)
Less: Prior Claim Payment Received		(15) \$ -	(33) SA-1, (05) 6
Net Claimed Amount		(16) \$ 105,192	(34) SA-1, (06) 5,674
Due from State	(08) \$ 115,700	(17) \$ 105,192	(35) SA-1, (08)
Due to State		(18)	(36) SA-1, (09)

(37) CERTIFICATION OF CLAIM

In accordance with the provisions of Government Code Section 17561, I certify that I am the officer authorized by the school district to file mandated cost claims with the State of California for this program, and certify under penalty of perjury that I have not violated any of the provisions of Government Code Sections 1090 to 1098, inclusive.

I further certify that there was no application other than from the claimant, nor any grant or payment received, for reimbursement of costs claimed herein, and such costs are for a new program or increased level of services of an existing program. All offsetting savings and reimbursements set forth in the Parameters and Guidelines are identified, and all costs claimed are supported by source documentation currently maintained by the claimant.

The amounts for this Estimated Claim and/or Reimbursement Claim are hereby claimed from the State for payment of estimated and/or actual costs set forth on the attached statements. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Authorized Officer (USE BLUE INK) Date

Walter Freeman Assistant Superintendent, Business Services

Type or Print Name Title

(38) Name of Contact Person for Claim Telephone Number: (858) 514-8605

SixTen and Associates E-mail Address: kbpsixten@aol.com

Program 260	MANDATED COSTS THE STULL ACT CLAIM SUMMARY	FORM SA-1
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(01) Claimant: Carlsbad Unified School District	(02) Type of Claim: Reimbursement <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	Fiscal Year: 2005-2006
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Direct Costs	Object Accounts					
(03) Reimbursable Components	(a) Salaries and Benefits	(b) Materials and Supplies	(c) Contract Services	(d) Fixed Assets	(e) Travel and Training	(f) Total
A. Certificated Instructional Employees (CIE)	Claim Statistics: Number of CIE's evaluated per (03)(A)(1) and (03)(A)(2)					300
1. Evaluate and assess performance	Ed. Code §44662, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a. Review employee's techniques and strategies	\$ 23,546.25	\$ -	\$ -	\$ -	\$ 2,193.34	\$ 25,739.59
b. Evaluation to include assessment of techniques and strategies	\$ 48,662.25	\$ -	\$ -	\$ -	\$ -	\$ 48,662.25
2. Evaluate and assess CIE who teach certain subjects	Ed. Code §44662, subd. (b), as amended by Ch. 4/99; Reimbursement period begins 03/15/99					
a. Review STAR results	\$ 12,558.00	\$ -	\$ -	\$ -	\$ -	\$ 12,558.00
Assessment based on STAR results	\$ 12,558.00	\$ -	\$ -	\$ -	\$ -	\$ 12,558.00
B. CIE and NIE Employees	Claim Statistics: Number of CIE's and NIE's evaluated per (03)(B)(1)					
1. Evaluate and assess CIE and NIE employees	Ed. Code §44664, subd. (b), as amended by Ch. 498/83; Reimbursement period begins fy 1997-98					
a. Evaluating and assessing CIE according to certain criteria	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
b. Reducing evaluation to writing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
c. Transmitting evaluation to CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
d. Attaching response to personnel file	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
e. Discussing evaluation with CIE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(04) Total Direct Costs	\$ 97,324.50	\$ -	\$ -	\$ -	\$ 2,193.34	\$ 99,517.84

Indirect Costs	
(5) Indirect Cost Rate	[From J-380 or J-580] 5.83%
(6) Total Indirect Costs	[Line (05) x line (04)(a)] \$ 5,674.02
(7) Total Direct and Indirect Costs	[Line (04)(f) + line (06)] \$ 105,191.86

Cost Reduction	
(8) Offsetting Savings	\$ -
(9) Less: Other Reimbursements	\$ -
(0) Total Claimed Amount	[Line (07) - {Line (08) + Line (09)}] \$ 105,191.86

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant C. Lad Unified School District	(02) Fiscal Year 2005-2006
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(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE	<input checked="" type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
	<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results
B. CIE & NIE	<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing
	<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE
		<input type="checkbox"/> Transmitting evaluation to CIE

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Preparing to evaluate and assess the performance of a CIE Administrators Various	\$62.79	150.0	\$ 9,418.50				
Discussing the CIE's goals and objectives Administrators Various	\$62.79	125.0	\$ 7,848.75				
Pre-observation conference and discussion with CIE Administrators Various	\$62.79	100.0	\$ 6,279.00				
Attendance at training required to perform evaluations							
Ahle, Stephen Principal	\$73.27	4.0					\$ 293.08
Chrisman, Karl Robert Principal	\$69.79	4.0					\$ 279.16
DeAnda, Jose Principal	\$73.27	3.0					\$ 219.81
Devich, Robert Principal	\$69.79	4.0					\$ 279.16
Maddox, Shella Principal	\$69.79	3.0					\$ 209.37
Millikin, Carolyn Principal	\$73.27	3.0					\$ 219.81
Tubbs, Richard Assistant Principal	\$54.61	3.0					\$ 163.83
Watson, Margaret Principal	\$66.14	8.0					\$ 529.12

(05) Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>	Page 1 of 1	\$ 23,546.25	\$ -	\$ -	\$ -	\$ 2,193.34
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Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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(01) Claimant C. ... ad Unified School District	(02) Fiscal Year 2005-2006
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(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input checked="" type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses	Object Accounts						
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Classroom observation to evaluate and assess performance Administrators Various	\$62.79	325.0	\$ 20,406.75				
Post-observation conference and discussion with CIE Administrators Various	\$62.79	150.0	\$ 9,418.50				
Discussing evaluation and write-up with CIE Administrators Various	\$62.79	125.0	\$ 7,848.75				
Including evaluation to writing, forward to personnel file Administrators Various	\$62.79	175.0	\$ 10,988.25				

(05) Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>	Page 1 of 1	\$ 48,662.25	\$ -	\$ -	\$ -	\$ -
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MANDATED COSTS
THE STULL ACT
COMPONENT/ACTIVITY COST DETAIL

Program
260

FORM
 SA-2

(01) Claimant: **Cad Unified School District** (02) Fiscal Year: **2005-2006**

(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

Review employee's techniques and strategies Evaluation to include assessment of techniques and strategies

Review STR Results Assessment based on STR results

B. CIE & NIE

Evaluating and assessing CIE according to certain criteria Reducing evaluation to writing Transmitting evaluation to CIE

Attaching response to personnel file Discussing evaluation with CIE

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assets	(h) Travel and Training
Preparing to evaluate and assess the performance of a CIE Administrators Various	\$62.79	100.0	\$ 6,279.00				
Discussing the CIE's goals and objectives Administrators Various	\$62.79	50.0	\$ 3,139.50				
Pre-observation conference and discussion with CIE Administrators Various	\$62.79	50.0	\$ 3,139.50				

(05) Total Subtotal Page 1 of 1 \$ 12,558.00 \$ - \$ - \$ - \$ -

Program 260	MANDATED COSTS THE STULL ACT COMPONENT/ACTIVITY COST DETAIL	FORM SA-2
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Claimant Lead Unified School District	(02) Fiscal Year 2005-2006
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(03) Reimbursable Components: Check only **one** box per form to identify the component being claimed.

A. CIE

<input type="checkbox"/> Review employee's techniques and strategies	<input type="checkbox"/> Evaluation to include assessment of techniques and strategies
<input type="checkbox"/> Review STR Results	<input checked="" type="checkbox"/> Assessment based on STR results

B. CIE & NIE

<input type="checkbox"/> Evaluating and assessing CIE according to certain criteria	<input type="checkbox"/> Reducing evaluation to writing	<input type="checkbox"/> Transmitting evaluation to CIE
<input type="checkbox"/> Attaching response to personnel file	<input type="checkbox"/> Discussing evaluation with CIE	

(04) Description of Expenses			Object Accounts				
(a) Employee Names, Job Classifications, Functions Performed, and Description of Expenses	(b) Hourly Rate or Unit Cost	(c) Hours Worked or Quantity	(d) Salaries and Benefits	(e) Materials and Supplies	(f) Contract Services	(g) Fixed Assels	(h) Travel and Training
Classroom observation to evaluate and assess performance Administrators Various	\$62.79	100.0	\$ 6,279.00				
Post-observation conference and discussion with CIE Administrators Various	\$62.79	50.0	\$ 3,139.50				
Discussing evaluation and write-up with CIE Administrators Various	\$62.79	50.0	\$ 3,139.50				

(05) Total	<input checked="" type="checkbox"/>	Subtotal	<input type="checkbox"/>	Page 1 of 1	\$ 12,558.00	\$ -	\$ -	\$ -	\$ -
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Carlsbad Unified of District
 498/83 THE STULL ACT
 2005-2006
 Sort by Name

Date	Hours	Employee Name	Title	PHR	Salary	Activity	Component
05-06	100.00	Administrators	Various	\$62.79	\$6,279.00	Preparing to evaluate and assess the performance of a CIE	Review STAR results
05-06	50.00	Administrators	Various	\$62.79	\$3,139.50	Discussing the CIE's goals and objectives	Review STAR results
05-06	50.00	Administrators	Various	\$62.79	\$3,139.50	Pre-observation conference and discussion with CIE	Review STAR results
05-06	100.00	Administrators	Various	\$62.79	\$6,279.00	Classroom observation to evaluate and assess performance	Assessment based on STAR results
05-06	50.00	Administrators	Various	\$62.79	\$3,139.50	Post-observation conference and discussion with CIE	Assessment based on STAR results
05-06	50.00	Administrators	Various	\$62.79	\$3,139.50	Discussing evaluation and write-up with CIE	Assessment based on STAR results
05-06	150.00	Administrators	Various	\$62.79	\$9,418.50	Preparing to evaluate and assess the performance of a CIE	Review employee's techniques and strategies
05-06	125.00	Administrators	Various	\$62.79	\$7,848.75	Discussing the CIE's goals and objectives	Review employee's techniques and strategies
05-06	100.00	Administrators	Various	\$62.79	\$6,279.00	Pre-observation conference and discussion with CIE	Review employee's techniques and strategies
05-06	325.00	Administrators	Various	\$62.79	\$20,406.75	Classroom observation to evaluate and assess performance	Evaluation to include assessment of techniques and strategies
05-06	150.00	Administrators	Various	\$62.79	\$9,418.50	Post-observation conference and discussion with CIE	Evaluation to include assessment of techniques and strategies
05-06	125.00	Administrators	Various	\$62.79	\$7,848.75	Discussing evaluation and write-up with CIE	Evaluation to include assessment of techniques and strategies
05-06	175.00	Administrators	Various	\$62.79	\$10,988.25	Reducing evaluation to writing, forward to personnel file	Evaluation to include assessment of techniques and strategies
	1,550.00	Administrators Total			\$97,324.50		
10/25/2005	4.00	Ahle, Stephen	Principal	\$73.27	\$293.08	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	4.00	Ahle, Stephen Total			\$293.08		
10/25/2005	4.00	Chrisman, Karl Robert	Principal	\$69.79	\$279.16	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	4.00	Chrisman, Karl Robert Total			\$279.16		
10/25/2005	3.00	DeAnda, Jose	Principal	\$73.27	\$219.81	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	DeAnda, Jose Total			\$219.81		
10/25/2005	4.00	Devich, Robert	Principal	\$69.79	\$279.16	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	4.00	Devich, Robert Total			\$279.16		
10/25/2005	3.00	Maddox, Sheila	Principal	\$69.79	\$209.37	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	Maddox, Sheila Total			\$209.37		
10/25/2005	3.00	Millikin, Carolyn	Principal	\$73.27	\$219.81	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	Millikin, Carolyn Total			\$219.81		
10/25/2005	3.00	Tubbs, Richard	Assistant Principa	\$54.61	\$163.83	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	3.00	Tubbs, Richard Total			\$163.83		
10/25/2005	8.00	Watson, Margaret	Principal	\$66.14	\$529.12	Attendance at training required to perform evaluations	Review employee's techniques and strategies
	8.00	Watson, Margaret Total			\$529.12		
	1,582.00	Grand Total			\$99,517.84		

**Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators**

District/COE: CUSD Fiscal Year: 08-09
Steve STEVE AHLE Principal
 Employee Name Exact Position Title
ORR 331-6299
 Department/Location Telephone # 12mo/11mo/10mo/hry
 Work year length(circle)

Reimbursable Activities Codes:

- Code 31:** Training evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.
- Code 32:** Evaluator trainees: Time spent by district staff to attend training, conducted by the district or any other source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, repeat training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
10/29/08	31 32	FISK training	4	N
1 1	31 32			
1 1	31 32			
1 1	31 32			
1 1	31 32			
1 1	31 32			
1 1	31 32			
1 1	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 10-5-08

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

FRISK

SA 1.7-3

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD Fiscal Year: 05-06

Type of Training Activity FRISK

Training Location SDCOE HOPE

Date of Activity 9/11/06 10/25/05

Start and End Times 8 - 12:00

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Bob Chrisman	principal	Hope Elem	Trainer <u>Trainee</u>
2			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

FRISK

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date _____

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

SA 1.6 -3

Employee ACTUAL Time Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE: CUSD Fiscal Year: 05-06
Employee Name: Jose De Anda Exact Position Title: Principal
Department/Location: B.V. Telephone #: 331-5499 Work year length(circle): 12mo/11mo/10mo/hrly

- Reimbursable Activities codes:**
- Code 31** Trainin evaluators: Time spent by district staff preparing and conducting training of district staff on how to perform the reimbursable certificated employee evaluations.
 - Code 32** Evalua r trainees: Time spent by district staff to attend training, conducted by the district or any her source, on how to perform the reimbursable certificated employee evaluations. Each trainee can be reimbursed only once for the same training course, that is, rep t training is not reimbursed.

Classroom teacher time is not reimbursed unless separately compensated to attend training.
NOTE: Only one code entry per line.

Date:	Activity Code (circle one):	Describe the activity:	Time in Hours	Substitutes & Materials cost
10/25/05	31 (32)	FRISK Training	3	? District Pd. for this training
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			
1/1	31 32			

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information. This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature: [Signature] Date: 2/23/06
If you have any questions please contact _____ at _____
PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

Frisk Counts

SA 1.7-3

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD/ SDOE Fiscal Year: 2005

Type of Training Activity FRISK Training Location SD County JFEd

Date of Activity Dec 05 Start and End Times 4 HRS

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 CUSD Robert	Principal/Kelly	Kelly School	Trainer <u>Trainee</u>
2 ROBERT DE VICH			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature [Signature] Date 3/15/06

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Dec 2-24-06
To Kathy M

SA 1.7-3

FRISK

Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators

District/COE CUSD Fiscal Year: 05-06

Type of Training Activity FRISK Guidelines In Evaluation Employee Performance Training Location SOCOE - National City

Date of Activity 10-25-05 Start and End Times 8:30 AM - 11:30 AM 3

Aviara
Oakes
Elem

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1. <u>Sheila Maddox</u>	<u>Principal</u>	<u>Aviara Oakes Elem</u>	Trainer <u>Trainee</u>
2			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state-mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Sheila Maddox Date 10-25-05

If you have any questions, please contact above at 760-331-6000

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

**Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators**

District/COE _____ Fiscal Year: 05/06

Type of Training Activity FRISK Training Training Location National City Valley middle

Date of Activity 10-25-06 assumed 05-06 because date signed was 2-23-06 - ALSO see Mary Watson's SA 1.7-3 - 5/06 Training Location 830 / 130

Start and End Times _____

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 Carolyn Millikin	Principal	Valley MS	Trainer Trainee
2			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

FRISK Training - How + when to write up an employee + how to include in evaluation

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Carolyn Millikin Date 2-23-06

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

**Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators**

District/COE Carlsbad USD Fiscal Year: 05-06

Type of Training Activity FRISK Training Location National City Valley Middle

Date of Activity 10-25-06 Start and End Times 8:30-11:30
assumed '05 - 8:30 because date signed was only 2-22-06 - A lot see many unions SP 1.7-3 - 5/05

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 RICHARD TUBBS	ASSISTANT PRINCIPAL	VALLEY MIDDLE / CVSD	Trainer <u>Trainee</u>
2			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:
FRISK training - how to plan, prepare, and implement employee evaluations.

The District training coordinator for this event, or another district employee, needs to sign below.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. PLEASE USE BLUE INK

Employee Signature Richard Tubbs Date 2/22/06

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

**Employee Sign-in Record Sheet for Mandated Costs
498/83 The Stull Act (K-12)
Training of Evaluators**

District/COE Carlsbad Fiscal Year: 05-06

FRISK
Type of Training Activity

SDCOE Magnolia
Training Location

10-25-05
Date of Activity

8:00 - 4:00
Start and End Times

DISTRICT EMPLOYEE NAME (PRINT)	DISTRICT EMPLOYEE POSITION/TITLE	DISTRICT EMPLOYEE WORK LOCATION	31 CODES 32 (circle one)
1 <u>Mary Watson</u>	<u>Principal</u>	<u>Magnolia</u>	Trainer <u>Trainee</u>
2			Trainer Trainee
3			Trainer Trainee
4			Trainer Trainee
5			Trainer Trainee
6			Trainer Trainee
7			Trainer Trainee
8			Trainer Trainee
9			Trainer Trainee
10			Trainer Trainee

Provide a brief description of the training curriculum or attach copy of agenda and materials:

FRISK - Documentation model to improve employee performance. Model includes necessary elements for

The District training coordinator for this event, or another district employee, needs to sign below. legally

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury, under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only. Sufficient
Documentation
PLEASE USE BLUE INK

Employee Signature [Signature] Date 2-16-06

If you have any questions, please contact _____, at _____

PLEASE SUBMIT THIS INFORMATION BY _____; TO _____

Every employee performance evaluator NEEDS this workshop

You are accountable!

As an evaluator you are accountable for providing a practical and straightforward method of documenting unsatisfactory employee performance.

Protect yourself and your employer!

- Documentation and file-building techniques
- Primary documentation components
- Legally sufficient disciplinary memoranda
- Personnel files
- Progressive discipline; and more!

Get the information you need

- Effect positive change through clear communication
- Identify the common elements necessary for legally sufficient documentation; and
- Simplify the drafting of documentation by establishing a common framework

Steven J. Andelson is a senior partner with the law firm of Atkinson, Andelson, Loya, Ruud & Romo. He received his Bachelor's degree with honors from UCLA and his Juris Doctor from UC Davis. He has 30 years of experience with public education institutions. He is the author of the FRISK Documentation Model and co-author of the School Law Update.

Atkinson, Andelson, Loya, Ruud & Romo represents private and public sector employers throughout California, including school districts, community colleges, county offices of education, special districts and cities.

FRISK Basic/Intermediate Training

Audience:

New and experienced administrators, classified management.

Content:

In-depth review of the critical feedback elements evaluators should use in addressing performance problems and their application in promoting positive change, satisfying just cause requirements and providing a clear understanding of performance expectations. Related examples and hypotheticals will be discussed and analyzed.

Enrollment:

Limited to 65

Cost:

\$95.00 per person

Location:

San Diego County Office of Education
6401 Linda Vista Rd., Room 306
San Diego, CA 92111-7399
(858) 292-3511

SESSION I

DATE: Thursday December 1, 2005

SIGN-IN: 8:30 AM

SESSION: 9:00 AM - 11:30 AM

PLEASE DIRECT QUESTIONS TO:

Linda Gant

Human Resource Services Division
(858) 292-3511 • Fax (858) 292-5648

For
any Staff
that attended
Feisk workshop

Schedule 1A
 Carlsbad Unified School District
 498/83 Stull Act
 Fiscal Year: 2005-2006
 Time Summary

Purpose: To calculate "Total Hours Worked" for "Various Principals and Vice Principals".
 Source: Schedule 2A and 1.8-1.
 Findings:

Various Administrators	Evaluation Criteria A	Evaluation Criteria B & C
# of reimbursable K-12 evaluations	300	300
Avg. time p/ evaluation preparation	20	30
Total Time (in minutes)	<u>6000</u>	<u>9000</u>
Per Hour	60	60
Hours Worked (Code 11)	<u>100.0</u>	<u>150.0</u>
# of reimbursable K-12 evaluations	300	300
Avg. time p/ goals & obj. conf. with instructor	10	25
Total Time (in minutes)	<u>3000</u>	<u>7500</u>
Per Hour	60	60
Hours Worked (Code 12)	<u>50.0</u>	<u>125.0</u>
# of reimbursable K-12 evaluations	300	300
Avg. time p/ pre-observation conf. with instructor	10	20
Total Time (in minutes)	<u>3000</u>	<u>6000</u>
Per Hour	60	60
Hours Worked (Code 13)	<u>50.0</u>	<u>100.0</u>
# of reimbursable K-12 evaluations	300	300
Avg. time p/ classroom observation of instructor	20	65
Total Time (in minutes)	<u>6000</u>	<u>19500</u>
Per Hour	60	60
Hours Worked (Code 14)	<u>100.0</u>	<u>325.0</u>
# of reimbursable K-12 evaluations	300	300
Avg. time p/ post-observation conf. with instructor	10	30
Total Time (in minutes)	<u>3000</u>	<u>9000</u>
Per Hour	60	60
Hours Worked (Code 15)	<u>50.0</u>	<u>150.0</u>
# of reimbursable K-12 evaluations	300	300
Avg. time p/ final conf. with instructor	10	25
Total Time (in minutes)	<u>3000</u>	<u>7500</u>
Per Hour	60	60
Hours Worked (Code 16)	<u>50.0</u>	<u>125.0</u>
# of reimbursable K-12 evaluations		300
Avg. time p/ district reporting		35
Total Time (in minutes)		<u>10500</u>
Per Hour		60
Hours Worked (Code 17)		<u>175.0</u>

Conclusion: Findings will go forward to the SA-2.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

498/83 The Stull Act (K-12) Routine Evaluations of Instructors DISTRICT STATISTICS REPORT

District/COE: CARLSBAD UNIFIED

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Certificated Instructors Statistical Data	Fiscal Year ✓									
	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	
1 A K-12 Probationary Teachers- Total Number	61	94	95	90	121	44	12	12	24	
1 B K-12 Permanent Teachers- Total Number	306	273	283	340	349	424	478	457	444	
1 C K-12 Temporary Teachers- Total Number	79	36	90	65	61	83	60	77	92	
1 D K-12 Classroom Teachers- A + B + C = Total Number	446	403	468	501	531	551	556	546	560	
2 A K-12 Probationary Teachers- Total Number Evaluated	53	89	86	90	117	40	11	10	19	
2 B K-12 Permanent Teachers- Total Number Evaluated	144	130	125	143	147	202	233	220	215	
2 C K-12 Temporary Teachers- Total Number Evaluated	75	33	86	60	58	79	61	71	87	
2 D K-12 Classroom Teachers- A + B + C = Total Number Evaluated	272	252	297	313	342	321	305	301	321	
3* K-12 Categorical/Grant Teachers- Total Number Evaluated	20	20	21	22	22	31	26	21	21	
4 Reimbursable K-12 Evaluations Line 2 D subtract Line 3	252	232	276	291	320	290	279	280	300	

*E.C. 52012 School Improvement
 E.C. 52852 Coordinated Categorical
 E.C. 54444.2 Migrant children
 U.S.C. 25; 2604 Indian School Assistance Act

E.C. 52065 Native American
 E.C. 54425(b) Chapter 1 Federal compensatory education
 E.C. 54724 Drop-out Prevention
 Any state-federal-local grant-funded personnel

E.C. 52176 LEP/Bilingual
 E.C. 62002.5 State Categorical

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature *Torrie Norton*

Date 3-1-06

If you have any questions, please contact Torrie Norton, at 760-331-5025

PLEASE SUBMIT THIS INFORMATION BY _____ ; TO _____

498/83 The Stull Act (K-12)
 Re-evaluations of Unsatisfactory Certificated Permanent Staff
 DISTRICT STATISTICS REPORT

District/COE: CARLSBAD UNIFIED

The following cost accounting statistics will assist the calculation of the district's reimbursement. Please report the required information in the spaces provided.

Statistical Data: Certificate Staff on Unsatisfactory Status	Fiscal Year								
	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06
5 K-12 Permanent Instructors	/	/	/	/	/	/	/	/	/
A. Number on unsatisfactory status	2	1	3	2	1	3	4	2	1
B. Number of re-evaluations	1	1	2	2	0	2	3	2	0
6 Permanent Non-Instructors:	/	/	/	/	/	/	/	/	/
A. Number on unsatisfactory status	1	1	2	1	1	1	1	2	1
B. Number of re-evaluations	1	1	1	0	1	0	1	2	0
7 Reimbursable Re-evaluations 5 B + 6 B = Total	2	2	3	2	1	2	4	4	0

Non-reimbursable re-evaluations (Do not include in the statistics above)

1. Any positions funded by these categoricals:

- | | |
|--|--|
| E.C. 52012 School Improvement | E.C. 52065 Native American |
| E.C. 52176 LEP/Bilingual | E.C. 52852 Coordinated Categorical |
| E.C. 54425(b) Chapter 1 Federal compensatory education | E.C. 54724 Drop-out Prevention |
| E.C. 54444.2 Migrant Children | U.S.C. 25; 2604 Indian School Assistance Act |
| E.C. 62002.5 State Categorical | |

2. Any position that is grant-funded
 3. Re-evaluations of temporary and long-term substitute teachers.

EMPLOYEE CERTIFICATION: The State of California requires that school district personnel maintain a record of data for state mandates in order for the district to receive reimbursement. Your signature on this form certifies that you have reported actual data or have provided a good faith estimate which you "certify (or declare) under penalty of perjury under the laws of the State of California to be true and correct based on your personal knowledge or information." This information is used for cost accounting purposes only.

PLEASE USE BLUE INK

Employee Signature Torrie Norton Date 3-1-06
 you have any questions, please contact Torrie Norton at 760-331-5025

PLEASE SUBMIT THIS INFORMATION BY _____ TO _____

Purpose: To summarize time spent by "various principals and vice principals" on Stull Act.
 Source: SA 1.7-1 Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes													
		11			12			13			14				
		A	B	C	A	B	C	A	B	C	A	B	C	D	
** Aviara Oaks Elem.	Sheila Maddox	2,100			2,280				210			270			450
Aviara Oaks Middle	Steve VanZant	30	30		30	30					30	50	100	100	
Buena Vista															
Calavera Hills Elem.	Devin Vodicka	45	5	5	10	5	5	10	5	5	5	5	10	90	10
Calavera Hills Middle	Erik Trogden	15	15	15	10	10	10	15			15	60	60	60	60
Carlsbad Alternative															
	Dolores Delgado	40			20			15					40		
	Tom Bloomquist	10		10	5	5	5	5	5	5	5	5	10	10	10
Carlsbad High	Margaret Stanchi	15		10	5	5	5	5	5	5	5	5	10	10	10
	Willis T. Lord	10		10	5	5	5	5	5	5	5	5	10	10	10
	Scott Wright	10		10	5	5	5	5	5	5	5	5	10	10	10
Hope	Bob Chrisman	60	10	10	30	30	30	20	20	20	20	20	60	30	30
Jefferson	Carol Van Vooren	40	20	5	5	5	5	5	5	5	5	5	2	10	20
Kelly	R. Devich	30	30	30	45	60	30	60	30	30	15	15	30	60	60
Magnolia	Marg Watson	10	10	5	10	10	5	5	5	5	5	10	5	20	10
Pacific Rim	Stephen Ahle	45		15	10	20	15	15	5	5	5	35			
Valley Middle	Carolyn Millikin	5			5	15	20	5	5	5	5	5	5	15	20
	Richard Tubbs	10			5	15	15	10	5	10	5	5	5	15	20
Averages		24.6	17.1	12.9	15.7	13.0	15.0	11.9	13.9	10.4	14.2	8.8	10.0	20.1	36.2
Summation of criteria B and C		30	30		27	25	23	20	65	25.4					
Averages to be used		20			10	10	10	10	20	20	20	20	20	20	20

Conclusion: Findings will go forward to Schedule 1A.

***Activity Codes**

- Code 11- Preparing for the evaluation
- Code 12- Goals and objectives conference with instructor
- Code 13- Pre-observation conference with instructor
- Code 14- Classroom observation of instructor
- Code 15- Post-observation conference with instructor
- Code 16- Final conference with instructor
- Code 17- District reporting

***Evaluation Criteria**

- (A) District standards and test results
- (B) Instructional techniques/strategies
- (C) Adherence to curricular objectives
- (D) Suitable learning environment

** Aviara Oaks Elem. -- Data for this schoolsite not averaged in. Data received is total time for all reviews, not a per review average.

Purpose: To summarize time spent by "various principals and vice principals" on Stull Act.
 Source: SA 1.7-1 Average Timesheets.
 Findings:

Schoolsite	Staff	*Activity Codes											
		15				16				17			
		A	B	C	D	A	B	C	D	A	B	C	D
** Aviara Oaks Elem.	Sheila Maddox	330			330	180			180				60
Aviara Oaks Middle	Steve VanZant	10	10		10	15	15	15	15	30	30	30	30
Buena Vista													
Calavera Hills Elem.	Devin Vodicka	5	10	5	10	10	10	10	10	10	10	10	5
Calavera Hills Middle	Erik Trogden	30			30	30			30				
Carlsbad Alternative													
	Dolores Delgado	20				40				30			
	Tom Bloomquist		10	10	10	5	10	10	5				
Carlsbad High	Margaret Stanchi	10	10	10	10	5	10	10	5				
	Willis T. Lord	10	10	10	10	5	10	10	5				
	Scott Wright	10	10	10	10	5	10	10	5				
Hope	Bob Chrisman	20	40	30	30	30	20	30	20	10	20	20	20
Jefferson	Carol Van Vooren	5	5	5	5	5	5	5	5	5	5	5	5
Kelly	R. Devich	30	30	30	30	30	30	30	30	60	60	60	60
Magnolia	Marg Watson	5	20	5	5	5	15	5	10	15	15	5	10
Pacific Rim	Stephen Ahle		20			20				10			
Valley Middle	Carolyn Millikin	5	15	20	5	5	15	20	5	420			60
	Richard Tubbs	5	15	15	15	5	15	15	10	5	5	5	5
Averages		11.9	16.8	13.3	13.8	14.3	13.8	15.4	10.4	59.5	20.7	18.6	24.4
Summation of criteria B and C			30			29				39			
Averages to be used		10				10							35

Conclusion: Findings will go forward to Schedule 1A.

- *Activity Codes**
- Code 11- Preparing for the evaluation
 - Code 12- Goals and objectives conference with instructor
 - Code 13- Pre-observation conference with instructor
 - Code 14- Classroom observation of instructor
 - Code 15- Post-observation conference with instructor
 - Code 16- Final conference with instructor
 - Code 17- District reporting

- *Evaluation Criteria**
- (A) District standards and test results
 - (B) Instructional techniques/strategies
 - (C) Adherence to curricular objectives
 - (D) Suitable learning environment

** Aviara Oaks Elem. -- Data for this schoolsite not averaged in. Data received is total time for all reviews, not a per review average.

California Department of Education - School Fiscal Services Division

Approved Indirect Cost Rates - Five Year Listing
 (Updated March 2005 by CDE based on SACS expenditure data)
 Address questions to faisinfo@cde.ca.gov, or call (916) 322-1770.

----- APPROVED RATES -----								
For use with state and federal programs, as allowable, in:								
Co.	CDS	Type*	Name (sorted by CDS code)	2001-02 (based on 1999-00 expenditure data)	2002-03 (based on 2000-01 expenditure data)	2003-04 (based on 2001-02 expenditure data)	2004-05 (based on 2002-03 expenditure data)	2005-06 (based on 2003-04 expenditure data)
37	10371	C	San Diego County Superintendent	7.73%	8.11%	8.05%	9.84%	8.54%
37	67967	D	Alpine Union Elementary	2.31%	2.86%	3.46%	3.50%	3.16%
37	67975	D	Bonsall Union Elementary	3.42%	4.86%	4.15%	4.54%	4.41%
37	67983	D	Borrego Springs Unified	10.81%	8.30%	5.40%	6.07%	8.52%
37	67991	D	Cajon Valley Union Elementary	6.21%	5.42%	4.56%	5.55%	7.46%
37	68007	D	Cardiff Elementary	5.49%	4.74%	3.68%	3.96%	4.44%
37	68023	D	Chula Vista Elementary	6.34%	5.54%	4.07%	5.36%	4.76%
37	68031	D	Coronado Unified	5.17%	6.01%	8.47%	8.08%	6.29%
37	68049	D	Dehesa Elementary	2.95%	3.36%	7.82%	7.45%	5.62%
37	68056	D	Del Mar Union Elementary	4.30%	4.67%	2.44%	5.42%	6.00%
37	68080	D	Encinitas Union Elementary	4.67%	5.00%	4.57%	6.33%	5.04%
37	68098	D	Escondido Union Elementary	5.54%	4.68%	4.69%	5.75%	4.97%
37	68106	D	Escondido Union High	8.08%	6.22%	9.05%	10.22%	8.07%
37	68114	D	Fallbrook Union Elementary	7.37%	7.61%	5.46%	6.11%	6.69%
37	68122	D	Fallbrook Union High	6.42%	7.15%	10.46%	11.10%	10.32%
37	68130	D	Grossmont Union High	4.32%	1.56%	3.41%	4.68%	5.70%
37	68155	D	Jamul-Dulzura Union Elementary	7.21%	7.47%	4.34%	1.28%	4.56%
37	68163	D	Julian Union Elementary	2.30%	5.73%	6.57%	9.26%	6.16%
37	68171	D	Julian Union High	3.03%	11.04%	8.04%	4.37%	5.35%
37	68189	D	Lakeside Union Elementary	4.50%	6.14%	9.03%	8.91%	7.63%
37	68197	D	La Mesa-Spring Valley Elementary	3.34%	3.35%	3.01%	3.14%	3.64%
37	68205	D	Lemon Grove Elementary	4.75%	7.38%	9.96%	11.53%	10.06%
37	68213	D	Mountain Empire Unified	8.24%	6.39%	5.11%	6.20%	5.68%
37	68221	D	National Elementary	5.30%	5.73%	6.32%	6.18%	5.85%
37	68296	D	Poway Unified	4.64%	4.53%	5.00%	5.17%	5.19%
37	68304	D	Ramona City Unified	7.09%	5.99%	4.66%	6.62%	7.67%
37	68312	D	Rancho Santa Fe Elementary	2.48%	5.33%	6.59%	8.29%	11.03%
37	68338	D	San Diego City Unified	3.14%	2.30%	3.19%	3.58%	5.83%
37	68346	D	San Dieguito Union High	5.57%	5.35%	6.29%	6.54%	7.45%
37	68353	D	San Pasqual Union Elementary	7.53%	9.39%	4.72%	5.01%	5.82%
37	68361	D	Santee Elementary	7.13%	7.87%	4.72%	5.14%	7.06%
37	68379	D	San Ysidro Elementary	2.58%	4.35%	5.42%	4.89%	5.58%
37	68387	D	Solana Beach Elementary	6.86%	7.90%	6.01%	8.15%	11.18%
37	68395	D	South Bay Union Elementary	8.46%	5.90%	4.54%	6.11%	6.15%
37	68403	D	Spencer Valley Elementary	6.41%	14.49%	16.09%	15.10%	15.98%
37	68411	D	Sweetwater Union High	4.17%	4.15%	6.06%	4.99%	4.63%
37	68437	D	Vallecitos Elementary	9.87%	8.50%	7.47%	8.49%	3.65%
37	68452	D	Vista Unified	3.36%	3.15%	4.09%	4.57%	4.61%
37	73551	D	Carlsbad Unified	6.55%	5.70%	5.03%	5.73%	5.83%
37	73569	D	Oceanside Unified	4.94%	5.06%	4.15%	4.53%	4.44%
37	73791	D	San Marcos Unified	2.75%	3.21%	4.45%	4.07%	3.16%
37	75416	D	Warner Unified	3.87%	1.33%	5.26%	6.17%	7.42%
37	75614	D	Valley Center-Pauma Unified	6.06%	2.01%	1.07%	5.89%	7.98%

* C = County Office of Education; D = District; J = Joint Powers Agency; CA = Common Administration District

¹Rate calculated due to reorganized district(s)

²Rate assigned due to negative rate

ates

URSEMENT SERVICES

DUCTIVE HOURLY RATE UPDATE

as for the FY: 05-06, and the missing rates for FY:04-05.

0. c
 0. c
 + 72.08
 + 53.49
 * 125.57
 ÷ 125.57
 = 2.
 * 62.785

Approved
Approved
Approved

T NAME: Carlsbad Unified School District

Title	Fiscal Years:	
	04-05	05-06
AVERAGE ADMIN ASSISTANT		\$ 25.79
AVERAGE BUS DRIVER		
AVERAGE CLERK (SCHOOLSITE)		\$ 20.69
AVERAGE COUNSELOR		
AVERAGE DIRECTOR		\$ 63.80
AVERAGE HEALTH CLERK		\$ 22.98
AVERAGE HIGH SCHOOL PRINCIPAL SECRETARY		\$ 25.26
AVERAGE OFFICE ASSISTANT		\$ 18.18
AVERAGE PRINCIPAL		\$ 72.08
AVERAGE PSYCHOLOGIST		
AVERAGE SCHOOL (ADM) SECRETARY		\$ 26.40
AVERAGE SUBSTITUTE TEACHER		
AVERAGE VICE-PRINCIPAL		
SUBSTITUTE TEACHER (DAILY RATE WITH BENEFITS)		\$ 53.49

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		04-05	05-06
AACKER, CHARLES	DIRECTOR-MAINT/OPERATIONS		\$ 59.32
ADAMS, GWEN	ASSISTANT PRINCIPAL	\$ 27.31	\$ 57.89
AGUILAR, LUCY	ADMIN ASSISTANT		
AHLE, STEPHEN	PRINCIPAL - PACIFIC		\$ 73.27
BAIMA, LANE	PHYSICAL PERFORMANCE TEST COORDINATOR		
BASISTA, LISA	ASSISTANT PRINCIPAL		
BEESON, SHARON	GUIDANCE TECH		\$ 15.38
BLOOMQUIST, THOMAS	ASSISTANT PRINCIPAL		\$ 66.30
BOLING, JEAN MARIE	ADMINISTRATIVE SECRETARY		\$ 32.84
BOONE, BILL			
BOSS, VICTORIA	LIBRARY TECHNICIAN		\$ 19.64
BRUEN, KARIE	COUNSELOR		
BURNS, HAROLD	LEAD CUSTODIAN		
BURTIS, GLORIA	STAR TEST COORDINATOR		
CALZIA, SHARON	DP OPERATIONS CLERK		\$ 33.50
CAMPBELL-LAHR, BETTY J	SPECIAL PROJECTS COORDINATOR		\$ 18.95
CHIRICETTI, DONNA	HEALTH TECHNICIAN		\$ 23.91
CHRISMAN, KARL ROBERT	PRINCIPAL - HOPE		\$ 69.79
CICONTE, JENNIFER	HEALTH TECHNICIAN		

SixTen and Associates
MANDATE REIMBURSEMENT SERVICES

Fiscal Years:

Name	Title	04-05	05-06
CISNEROS, LAURA	OFFICE ASSISTANT		\$ 19.64
CONNALLY, KATHY	LIBRARY TECHNICIAN		\$ 21.68
CONROY, LYNN	HEALTH TECHNICIAN		\$ 22.77
DAILY, LAURA	OFFICE ASSISTANT		
DANIELS, CANDICE	ADMIN SECRETARY	\$ 22.63	\$ 24.48
DAVILA, VERA	OFFICE ASSISTANT		\$ 21.65
De ANDA, JOSE	PRINCIPAL- BV		\$ 73.27
De LUCA, MARY	GUIDANCE TECH		\$ 23.92
DELGADO, DELORES	DIR. OF SECONDARY		\$ 75.02
DEVICH, ROBERT	PRINCIPAL - KELLY		\$ 69.79
DOLKAS, THERESE	REGISTRAR		\$ 31.24
DRAWBAUGH, SALLY	ADMINISTRATIVE SECRETARY		\$ 27.03
DURHAM, ELLEN	SUPT SECRETARY		\$ 49.46
EVANS, AMY	OFFICE CLERK		\$ 20.98
FLANAGAN, MELODY	ATTENDANCE CLERK		\$ 19.18
FORNELLI, LINDA	RESOURCE NURSE		
FRAZIER, SUSAN	ACCOUNTANTING TECHNICIAN		\$ 26.33
FREEMAN, CHERYL	TEST SITE COORDINATOR		
FREEMAN, GAYLEN	DEPUTY SUPERINTENDENT		\$ 87.93

SixTen and Associates
MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		04-05	05-06
JIMENO, ALICE	ADMINISTRATIVE SECRETARY		\$ 25.75
KRYZAK, JENNIFER	HEALTH TECHNICIAN	\$ 21.00	\$ 19.67
KUHN, MARY	ADMINISTRATIVE SECRETARY-CONFIDENTIAL		\$ 30.46
LANE, KIM	HEALTH TECHNICIAN		\$ 23.91
LARSON, JENNIFER	HEALTH TECHNICIAN		\$ 25.11
LARSON, LESLIE	HEALTH TECHNICIAN		\$ 21.68
LEWIS, RICK	DIRECTOR, INFORMATION SYSTEMS		\$ 62.28
LINDLEY, PEGGY	ADMINISTRATIVE SECRETARY		\$ 28.20
LORD, WILLIS (BILL)	ASSISTANT PRINCIPAL		\$ 64.57
LUTZ, CINDY	HEALTH TECHNICIAN		\$ 21.68
MADDOX, H	ASST. SUPERINTENDENT		
MADDOX, SHEILA	PRINCIPAL		\$ 69.79
MARSHALL, KIM	PRINCIPAL-VALLEY M		
MARTINEZ, PAUL	MAINTENANCE III		\$ 34.50
McCORMACK, KATHRYN	LEAD ACCOUNTANT		\$ 33.68
McCORMICK, LAURA JEAN	OFFICE ASSISTANT		\$ 16.96
McKEE, CAROLE	STAR ADMINISTRATOR		
MILLER, BARBARA	DIRECTOR		\$ 72.83
MILLIKIN, CAROLYN	PRINCIPAL		\$ 73.27

MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		04-05	05-06
SANDHAGE, MARIA CECILIA	OFFICE ASSISTANT	\$ 24.28	\$ 21.65
SANTAMARIA, ANDRES	ASSISTANT PRINCIPAL	\$ 56.21	\$ 59.53
SCHROH, MELONY	SCHOOL COUNSELOR		
SETSER, PHYLLIS E.	ADMIN SECRETARY		\$ 24.51
SHINTO, DEBRA	ACCT TECHNICIAN		\$ 23.93
SIMS, CYNTHIA	ADMIN SECRETARY		\$ 23.35
SMITH, CURTIS	PRINTING TECHNICIAN		\$ 29.77
SMITH, EMELIA (EMILY)	ADMIN ASSISTANT		\$ 23.35
SONNICH, STEVE	DIRECTOR OF CLASSIFIED PERSONNEL		
STANCHI, MARGARET	ASSISTANT PRINCIPAL		\$ 69.61
SWEARINGEN, BARBARA	ADMIN ASSISTANT		\$ 23.35
SWEARINGEN, DOLORES	FOOD SERVICE WORKER		\$ 16.43
TALBOT, ALICE	ACCT TECHNICIAN		\$ 26.33
TEMPLETON, THOMAS	ACCOUNTING MANAGER		
TEMPLETON, WILLIAM LANCE	SKILL MAINTENANCE WORKER		\$ 30.38
THOMPSON, TRUDY	ADMIN ASSISTANT		\$ 32.84
TOKORCHECK, JAN	COMPUTER TECHNICIAN		\$ 32.86
TROGDEN, ERIC	ASSISTANT PRINCIPAL		\$ 65.63
TRUXAW, PEGGY	OFFICE ASSISTANT		\$ 19.64

SixTen and Associates
MANDATE REIMBURSEMENT SERVICES

Name	Title	Fiscal Years:	
		04-05	05-06
TUBBS, RICHARD	TEACHER, TOSA	\$	54.61
VAN VOOREN, CAROL	PRINCIPAL	\$	69.79
VAN ZANT, STEVEN	PRINCIPAL	\$	73.27
VILLAMAR, OFILIA	OFFICE ASSISTANT	\$	16.96
VODICKA, DEVIN	PRINCIPAL	\$	73.27
WADE, BETH	ADMIN SCHOOL SECRETARY		
WADE, PATRICIA	INSTRUCTIONAL AIDE	\$	18.69
WALLACE, AUTUMN	ADMINISTRATIVE ASSISTANT	\$	23.80
WALLS, SHARON	PERSONNEL SPECIALIST	\$	31.28
WARNER, MARLENE	LIBRARY TECHNICIAN	\$	25.11
WARREN, DEBORAH	TEST SITE COORD		
WATSON, MARGARET	PRINCIPAL	\$	66.14
WRIGHT, CHARLES SCOTT	PRINCIPAL - CARLSBAD	\$	82.43
YODER, KAREN	ADMIN ASSISTANT	\$	24.51
ZAK, SHARON	TEST SITE COORDINATOR		

DECLARATION OF SERVICE BY EMAIL

I, the undersigned, declare as follows:

I am a resident of the County of Sacramento and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On June 19, 2105, I served the:

IRC Filing; and Notice of Complete Filing and Schedule for Comments

Incorrect Reduction Claim

The Stull Act, 14-9825-I-02

Education Code Sections 44660-44665;

Statutes 1983, Chapter 498; Statutes 1999, Chapter 4

Fiscal Years: 2005-2006, 2006-2007, 2007-2008, and 2008-2009

Carlsbad Unified School District, Claimant

by making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on June 19, 2015 at Sacramento, California.



Jill L. Magee
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814
(916) 323-3562

COMMISSION ON STATE MANDATES

Mailing List

Last Updated: 6/17/15

Claim Number: 14-9825-I-02

Matter: The Stull Act

Claimant: Carlsbad Unified School District

TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.3.)

Socorro Aquino, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-7522

SAquino@sco.ca.gov

Marieta Delfin, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-4320

mdelfin@sco.ca.gov

Donna Ferebee, *Department of Finance*

915 L Street, Suite 1280, Sacramento, CA 95814

Phone: (916) 445-3274

donna.ferebee@dof.ca.gov

Chris Ferguson, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814

Phone: (916) 445-3274

Chris.Ferguson@dof.ca.gov

Susan Geanacou, *Department of Finance*

915 L Street, Suite 1280, Sacramento, CA 95814

Phone: (916) 445-3274

susan.geanacou@dof.ca.gov

Ed Hanson, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, Sacramento, CA 95814

Phone: (916) 445-0328
ed.hanson@dof.ca.gov

Cheryl Ide, Associate Finance Budget Analyst, *Department of Finance*
Education Systems Unit, 915 L Street, Sacramento, CA 95814
Phone: (916) 445-0328
Cheryl.ide@dof.ca.gov

Jill Kanemasu, *State Controller's Office*
Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816
Phone: (916) 322-9891
jkanemasu@sco.ca.gov

Jay Lal, *State Controller's Office (B-08)*
Division of Accounting & Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816
Phone: (916) 324-0256
JLal@sco.ca.gov

Yazmin Meza, *Department of Finance*
915 L Street, Sacramento, CA 95814
Phone: (916) 445-0328
Yazmin.meza@dof.ca.gov

Robert Miyashiro, *Education Mandated Cost Network*
1121 L Street, Suite 1060, Sacramento, CA 95814
Phone: (916) 446-7517
robertm@sscal.com

Jameel Naqvi, Analyst, *Legislative Analyst's Office*
Education Section, 925 L Street, Suite 1000, Sacramento, CA 95814
Phone: (916) 319-8331
Jameel.naqvi@lao.ca.gov

Keith Nezaam, *Department of Finance*
915 L Street, 8th Floor, Sacramento, CA 95814
Phone: (916) 445-8913
Keith.Nezaam@dof.ca.gov

Andy Nichols, *Nichols Consulting*
1857 44th Street, Sacramento, CA 95819
Phone: (916) 455-3939
andy@nichols-consulting.com

Suzanne O'Connell, Deputy Superintendent Administrative Services, *Carlsbad Unified School District*
6225 El Camino Real, Carlsbad, CA 92009-1604
Phone: (760) 331-5036
soconnell@carlsbadusd.net

Christian Osmena, *Department of Finance*
915 L Street, Sacramento, CA 95814
Phone: (916) 445-0328
christian.osmena@dof.ca.gov

Arthur Palkowitz, *Stutz Artiano Shinoff & Holtz*

2488 Historic Decatur Road, Suite 200, San Diego, CA 92106

Phone: (619) 232-3122

apalkowitz@sashlaw.com

Keith Petersen, *SixTen & Associates*

Claimant Representative

P.O. Box 340430, Sacramento, CA 95834-0430

Phone: (916) 419-7093

kbsixten@aol.com

Sandra Reynolds, *Reynolds Consulting Group, Inc.*

P.O. Box 894059, Temecula, CA 92589

Phone: (951) 303-3034

sandrareynolds_30@msn.com

David Scribner, *Max8550*

2200 Sunrise Boulevard, Suite 240, Gold River, CA 95670

Phone: (916) 852-8970

dscribner@max8550.com

Jim Spano, Chief, Mandated Cost Audits Bureau, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 323-5849

jspano@sco.ca.gov

Dennis Speciale, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-0254

DSpeciale@sco.ca.gov