



Changes to 2020–21 Budgets and Local Control and Accountability Plans (LCAP) in Response to COVID-19: Frequently Asked Questions

Why was the LCAP due date changed for the 2020–21 school year?

Given the uncertainties caused by the COVID-19 pandemic and the impact California's response has had on a local educational agency's (LEA's) ability to meaningfully engage with stakeholders, Executive Order N-56-20 was established. This Executive Order extended the deadline for adoption of the 2020–21 LCAP from July 1, 2020, to December 15, 2020.

Why is the LCAP for the 2020–21 school year due on December 15, 2020?

The December 15th due date is consistent with an LEA's requirement to complete a first interim budget report.

- School districts and county offices of education must complete first interim reports on or before December 15 of each year.
- A charter school is required to submit a first interim budget report to its chartering authority and the county office of education on or before December 15 of each year.
- By completing the 2020–21 LCAP in conjunction with the first interim budget report for fiscal year 2020–21, LEAs will have an opportunity to develop the LCAP in alignment with a more informed understanding of the 2020–21 school year budget.

Do LEAs still have to adopt a 2020–21 budget on or before July 1, 2020?

Yes. The deadline to adopt a budget for the 2020–21 fiscal year was not delayed. The budget approval and oversight process has not changed.

- School districts and county offices of education must adopt a budget on or before July 1 of each year. (California *Education Code* [EC] 42127 and EC 1622, respectively).
- Charter schools must submit a budget to its chartering authority and the county office of education on or before July 1 of each year. (EC 47604.33).



Is the Budget Overview for Parents still required with the 2020–21 LCAP?

Yes. Consistent with Executive Order N-56-20, the deadline for the Budget Overview for Parents has been extended to December 15, 2020 and must be submitted with the 2020–21 LCAP.

COVID-19 Operations Written Report

Why are LEAs required to complete a written report regarding COVID-19?

Executive Order N-56-20 requires that all LEAs complete a written report to explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency, the major impacts of such closures on students and families, and a description of how the LEA is meeting the needs of its unduplicated students.

The California Department of Education (CDE) is currently developing a COVID-19 Written Report form that may be used for this purpose.

When is the COVID-19 Operations Written Report due?

The COVID-19 Operations Written Report must be adopted with the LEA's budget which is due on or before July 1, 2020.

Who must approve the COVID-19 Operations Written Report?

An LEA's local governing board or body approves the COVID-19 Operations Written Report, on or before July 1, 2020, in conjunction with the adoption of its budget.

When will the form for the COVID-19 Operations Written Report be available and where can I find it?

It is anticipated that the form for the COVID-19 Operations Written Report will be posted on the CDE's LCAP web page located at <https://www.cde.ca.gov/re/lc/> by May 1, 2020.

Does the COVID-19 Operations Written Report need to be submitted to the county superintendent of schools or the Superintendent of Public Instruction?

Yes, the report must be submitted, but does not require approval.

While the COVID-19 Operations Written Report does not need to be approved by the county superintendent of schools or the Superintendent of Public Instruction for



approval, the Written Report must be submitted in conjunction with the submission of the adopted annual budget.

Once approved, must an LEA post the COVID-19 Operations Written Report on its website?

Yes. Once adopted by the local governing board or body, the COVID-19 Operations Written Report must be prominently posted on the homepage of the LEA's website.

Are LEAs required to seek stakeholder feedback to inform the development of the COVID-19 Operations Written Report?

The COVID-19 Operations Written Report must be adopted at a public meeting of the LEA's governing board or body. To the extent practicable, LEAs should seek stakeholder feedback to inform the development of the COVID-19 Operations Written Report consistent with the stakeholder engagement process used to develop its annual budget.

Is the form for the COVID-19 Operations Written Report the same form as the Certification Form for COVID-19 Closure (COVID-19 Closure Form)?

No. These are two different forms with different purposes.

For information on the COVID-19 Operations Written Report or the form that may be used for the COVID-19 Operations Written Report, refer to the COVID-19 Operations Written Report section within these FAQs.

For additional information on the COVID-19 Closure Form, refer to the Form J-13A web page (<https://www.cde.ca.gov/fg/aa/pa/j13a.asp>) under the COVID-19 Information header.

2020–21 LCAP Process and Template

For the LCAP due on December 15, 2020, will LEAs be required to use the LCAP template adopted in January 2020?

No. Executive Order N-56-20 specifies that the requirement to use the new three-year LCAP template adopted by the State Board of Education on January 8, 2020 for the LCAP due December 15, 2020 has been waived.



What LCAP template and stakeholder process will be required for the 2020-2021 LCAP?

The precise template, metrics, and stakeholder process to be used for the 2020–21 LCAP is still to be determined and will need to be detailed in future legislation. The CDE will be consulting with stakeholders and working with the Legislature in this regard.

Will LEAs still be required to use the 2019–2020 Annual Update Template?

The template, metrics, and stakeholder process to be used for the 2020–21 LCAP and Annual Update is still to be determined and will need to be detailed in future legislation. The CDE will be consulting with stakeholders and working with the Legislature to develop the 2020–21 LCAP template, and the stakeholder process required to develop the LEAs' 2020–21 LCAP.

When will the 2020–21 LCAP template be made available and how can I find it?

Pending legislative guidance, the CDE will be consulting with stakeholders and State Board staff to develop the 2020–21 LCAP template, and the stakeholder process required to develop the LEAs' 2020–21 LCAP. The CDE anticipates the 2020–21 LCAP template to be finalized and posted by late summer of 2020.

When finalized, the 2020–21 LCAP template will be posted on the CDE's LCAP web page located at <https://www.cde.ca.gov/re/lc/>.

When is the 2020–21 LCAP due?

The 2020–21 LCAP must be adopted by the local governing board or body on or before December 15, 2020. The LCAP must be submitted to the appropriate review and approving authority within 5 days of local governing board adoption.

Will the 2020–21 LCAP need to be approved by the county superintendent or the Superintendent of Public Instruction?

Yes. Executive Order N-56-20 extends the deadline for county superintendents and the Superintendent of Public Instruction to provide feedback and grant approval of the 2020–21 LCAP to January 14, 2021.



Local Control and Accountability Plan eTemplate

Will the eTemplate be available for the 2020–21 LCAP?

No.

However, the CDE's eTemplate system will be available to use with the 2021–22 through 2023–24 three-year LCAP Template. Development of the 2021–22 through 2023–24 three-year LCAP should begin in the spring of 2021.

Local Indicators

Are LEAs required to bring local indicator data to the local governing board in conjunction with the adoption of the 2020–21 LCAP?

No. This requirement is waived.