

II. General Fund Programs

A. Block Grant Program

1. **Definition of Block Grant Funds.** Block Grant Funds may include all revenue raised in the previous fiscal year exclusive of the Operations Expense, the Endowment Fund, Designated or Restricted Contributions, and other General Fund Programs, as set forth in Section II.C. below. The amount of Block Grant funds available for the school year shall be based on the fiscal year-end income projected as of March 15th of the prior school year and approved by a two-thirds vote of the Board at the March meeting.

2. **Purpose of the Block Grant Program.** The primary purpose of the Block Grant Program is to address funding deficiencies in the educational programs of Coronado's public schools and to enrich the quality of the curriculum. The Block Grant Program should address the highest educational funding priorities as primarily identified by the Site Strategic Plans of the schools in the Coronado Unified School District, which have been approved by the Strategic Planning Committee at each school site, consisting of teachers, students, parents, administrators, and community members.

3. **Allocation of Block Grant Funds.** Block Grant funds shall be allocated into per-site and per-capita components in order to ensure stable funding that is responsive to student needs in an environment of fluctuating enrollment levels. The per-site component will equate to twenty-one percent (21%) of the total CSF funds appropriated to block grant funding and will be allocated as follows: One percent (1%) to Palm Academy, five percent (5%) to Coronado High School, five percent (5%) to Coronado Middle School, five percent (5%) to Silver Strand Elementary School and five percent (5%) to Village Elementary School. The remaining seventy-nine percent (79%) of the Block Grant Funds will be allocated on a per capita basis to each CUSD campus using CBEDs enrollment numbers calculated in October for California state funding allocations.

4. **Application Process**

a. Each school site shall have a Block Grant Committee ("Committee") consisting of the faculty members, support staff and administrators who serve on the Strategic Planning Committee for that school site. The Committee shall be chaired by the school principal and each Committee member, including the principal, shall have one vote.

b. The Committee shall submit a proposed Spending Plan to the Executive Director of CSF on the application form attached hereto as Attachment A no later than one week prior to presentation of the Plan to the CSF Board at the May Board meeting. The Executive Director will screen the submission in accordance with the criteria set forth in Subsection II.B.5. below, and will communicate with the principal regarding any questions or changes.

5. **Block Grant Criteria**

a. Funding requests should address high priority needs as identified in the Site Strategic Plan.

b. Proposed project and expenditures should provide maximum educational benefits in relation to dollar cost

Coronado Schools Foundation Revised Block Grant Guidelines for 2009-10 from CSF Policy Manual

- c. Proposed projects and expenditures should not have adequate funding available through the state, federal or district revenues or other sources.
- d. Funding requests should directly benefit students as fully as possible.
- e. Grants may be used to fund supplemental programs for the extension of student learning
- f. Grants may also be used to compensate experts who coach teachers to improve instructional practices in accordance with Site Strategic Plan goals.
- g. Proposals that encourage interdisciplinary or team-teaching projects, or those, which involve various age groups, are encouraged to the extent they are consistent with the Site Strategic Plan .
- h. Any materials purchased with CSF funds will become the property of the Coronado Unified School District.
- i. Technology purchases should be coordinated with the Site Strategic Plan for Technology and/or the District Strategic Plan for Technology.
- j. Block Grants are not intended to be allocated to individual teachers.

6. Presentation of Spending Plans

- a. The Principal and one Committee member shall present the Spending Plan for their school site to the Board during the regularly scheduled May Board meeting.
- b. In presenting their site's Spending Plan to the Board, the Principal and the Committee member shall describe how the Committee identified deficiencies in meeting the Site Strategic Plan's goals and how the proposed Spending Plan will address those deficiencies.
- c. Approval of the Block Grant Spending Plans requires a two-thirds vote of the Board. The vote shall be held within 10 working days of the presentation.

7. Funding Process

- a. Upon approval by the Board of the Spending Plan, the Block Grant shall be distributed to the Coronado Unified School District Chief Business Official who shall then distribute the funds to each site consistent with the Block Grant Spending Plan under accounting guidelines in compliance with the San Diego County Education Code.
- b. Any funds not expended in the current fiscal year of the Spending Plan will be returned to the CSF Block Grant Budget unless a specific plan has been presented and the Board approves a rollover for funds to be used by a specific date.

Coronado Schools Foundation Revised Block Grant Guidelines for 2009-10 from CSF Policy Manual

8. **Changes to Spending Plan after Adoption.** If there is any change in a proposed line item project after approval by the Board, which would result in a funding change that exceeds ten percent (10%), the site must receive approval of the change from the Board.

9. **Audit Procedure**

a. Site Block Grant Committees shall submit an interim accounting report in writing to the Board for presentation at no later than the regular December Board meeting.

b. At the conclusion of the CUSD academic year, the Executive Director shall determine, with the approval of the Board, whether any funds not expended in that year's Block Grant Spending Plan will be returned to the CSF Block Grant budget.

B. **Other Programs**

1. **Discretionary Grants.** Discretionary grants are intended to fund those requests falling outside the purview of the Block Grant Program program, and are typically time-critical in nature. These requests may be reviewed by the Executive Committee, and are subject to approval by the Board, targeted at 1% or less of total program spending for any fiscal year.

2. **Board Projects.** Funds may be established in the annual budget for a Board project that will have an impact throughout the Coronado Unified School District. The Board project may be reviewed by the Executive Committee, and will be approved or disapproved by the Board.

3. **Other Programs.** Other programs, such as educational awareness and educational workshops may have funding established in the annual budget. Presentation of these programs to the Board will normally be the responsibility of the Executive Director. The Board will approve or disapprove funding.

2007-08 Change in wording from Policy Manual regarding Designated Donations:

2. **Designated or Restricted Contributions to the General Fund.** Designated or Restricted Contributions to the General Fund will be allocated as specified by the donor if specified for a particular teacher or program. If a Designated or Restricted Contribution is allocated to a specific school site, the donation will be held and added to that site's Block Grant in the last quarter of the Foundation's fiscal year. Designated or Restricted donations must be a minimum of one hundred dollars (\$100). Five percent (5%) of any Designated or Restricted Contribution will be retained by the Foundation to defray administrative costs. If a Designated or Restricted Contribution is not spent by the designated beneficiary by June 30 of the year following its disbursement, it shall be returned to the General Fund. The Executive Director shall have the discretion to waive this spending requirement, and shall report any waiver to the Board.