

RIVER DELTA UNIFIED SCHOOL DISTRICT

Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

December 13, 2022 ♦ General Open Session 6:30pm

Rio Vista High School ♦ 410 South 4th Street, Rio Vista, CA

A copy of the full agenda (with backup documents but without confidential closed session items) is available for public review at the District Office, 445 Montezuma St., Rio Vista, California, at least 72 hours prior to the announced meeting of the Board of Trustees or online at <http://riverdelta.org> under the heading: Board of Trustees

ADDRESSING THE BOARD: Anyone may address the Board regarding any subject that is within the Board's subject-matter jurisdiction [Government Code Section 54954.3 and Education Code Sections 35145.5 and 72121.5]. The Board of Trustees welcomes public participation, consistent with the Brown Act, on items that appear on the agenda and those items that are not appearing on the agenda. **If you wish to address the Board during the Public Comment section of the meeting or during the corresponding item section, you must complete and submit an electronic Public Comment Card or submit a paper Public Comment Card to the Executive Assistant or designee prior to the General Open Session of the meeting.** Individuals are not required to sign in, or otherwise disclose their name or other information as a condition to attend a meeting or address the Board. You will be called upon to speak during the Public Comment section or the specified agenda item you have selected. If you prefer not to provide your name, you will need to provide how you wish to be identified when called upon. If you are attending the School Board meeting via Zoom please make sure that the name on the Public Comment Card matches the name you enter when joining the Zoom Meeting. **However, understand the Board may not take action on any item which is not listed on this agenda** (except as authorized by Government Code Section 54954.2). (BB9323), The Board may ask clarifying questions related to the public comments made on items appearing on the agenda or the Board may refer such matter to the Superintendent or designee. (Education Code 35145.5, Government Code 54954.2). **Individual speakers shall be allowed three minutes to address the Board on any agenda item or non-agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration. {If you wish to have an item placed on the agenda for discussion and/or action by the Board, you must notify the Board Secretary/Superintendent in writing no later than ten working days prior to a regularly scheduled Board meeting requesting permission. After the Superintendent's Cabinet has met, you will be notified of their decision.} **If you have a comment or complaint regarding a specific employee, please refrain from making a public comment and contact the employee's supervisor for resolution.**

Listen in English: Meeting ID: 944 4979 3850 Passcode: 961029

REGULAR MEETING AGENDA

1. Call the Open Session to Order (@ 5:30 p.m.)
2. Roll Call
3. The District Will "Seat" the New and/or Returning Board Members with the Oath of Allegiance: Dan Mahoney, Jennifer Stone, Rafaela Casillas and Marcial Lamera – Katherine Wright, Superintendent
 - 3.1 Conduct Reorganizational Duties Including the Election of Officers for 2023: Elect the President, Vice President and Clerk Positions as well as the SCOE Board Representative – Katherine Wright, Superintendent

President _____ Vice President _____ Clerk _____ SCOE Rep. _____
Motioned: _____ Second: _____

Roll Call Vote:
Member Mahoney ___; Member Riley ___; Member Casillas ___; Member Lamera ___; Member Apel ___; Member Jelly ___; Member Stone ___
Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

4. Review Closed Session Agenda (see attached agenda)
 - 4.1 Announce Closed Session Agenda
 - 4.2 Public Comment on Closed Session Agenda Items Only
 - 4.3 Approve Closed Session Agenda and Adjourn to the **Closed Session (@5:35 p.m.)**

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Time: _____

5. Reconvene to Open Session (@ approx. 6:30 p.m.) Time: _____

- 5.1 Retake Roll Call
Member Mahoney ____; Member Riley ____; Member Casillas ____;
Member Lamera ____; Member Apel ____; Member Jelly ____; Member Stone ____
- 5.2 Pledge of Allegiance
- 5.3 Student Presentations: Rio Vista High School's Culinary Arts and Floriculture Programs
6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1) – Board President Stone
7. Review and Approve the **Open Session** Agenda
Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
8. Public Comment: **Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any non-agendized item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** The Board will follow the process for Public Comments listed above.
9. **Reports, Presentations, Information**
 - 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
 - 9.1.1 Board Members' report(s)
 - 9.1.2 Committee report(s)
 - 9.1.2.1 City of Rio Vista 2 X 2 report(s)
 - 9.1.2.2 Facilities Steering Committee report(s)
 - 9.1.2.3 School Facilities Fee Schedule Committee report(s)
 - 9.1.3 Superintendent Wright's report(s)
 - 9.2 Business Services' Reports and/or Presentations on: Routine Restricted Maintenance; Deferred Maintenance; Maintenance and Operations; Transportation Department; Food Services Department; District Technology; and District Budget – Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Directors of MOT
 - 9.2.1 Business Services' Report – Tammy Busch, Asst. Superintendent of Business Services
 - 9.2.1.1 ADA/Enrollment Report – Tammy Busch, Asst. Superintendent of Business Services
 - 9.2.2 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT
 - 9.3 Education Services' Reports and/or Presentation(s) - Nancy Vielhauer, Asst. Superintendent of Educational Services and Tracy Barbieri, Director of Special Education
 - 9.3.1 Educational Services Update – Nancy Vielhauer, Asst. Superintendent of Educational Services
 - 9.3.2 Sacramento County Office of Education Williams Review Annual Report for 2021-2022 - Nancy Vielhauer, Asst. Superintendent of Educational Services
 - 9.4 River Delta Unified Teacher's Association (RDUTA) Update – Chris Smith, RDUTA President
 - 9.5 California State Employees Association (CSEA) Chapter #319 Update – David Groves, CSEA President
 - 9.6 Hold a Public Hearing to “Sunshine” the River Delta Unified School District's Negotiation Proposals to the CSEA Delta Chapter #319 for 2022-2023 – Katherine Wright, Superintendent
Open Public Hearing: _____pm **Public Comments:** **Close Public Hearing:** _____
10. **Consent Calendar**
 - 10.1 Approve Board Minutes
Regular Meeting of the Board, November 8, 2022
 - 10.2 Receive and Approve Monthly Personnel Reports
As of December 13, 2022
 - 10.3 District's Monthly Expenditure Report
November 2022
 - 10.4 Request to Surplus Non-operational District Vehicles with High Mileage and Deem Their Value as \$500 Each – Ken Gaston, Director of Maintenance, Operations and Transportation
 - 10.5 Rio Vista High School's American Field Service Club is Requesting Approval for Out-of-State Travel for a Domestic Exchange to Visit Mattapoisett, MA from February 16-20, 2023 – Victoria Turk, Principal

- 10.6 Request of Approve the Purchase of 35 Chromebooks and Charging Cart for the Rio Vista High School's Teacher Pathway Secondary Special Programs – not to exceed \$16,500, Secondary Programs (SSP) Grant – Nancy Vielhauer, Asst. Superintendent of Educational Services
- 10.7 Request to Approve the Purchase of 30 Chromebooks and Charging Cart for the Rio Vista High School's Culinary Arts Program, not to exceed \$16,142 Career Technical Education Incentive Grant (CTEIG) Funding - Nancy Vielhauer, Asst. Superintendent of Educational Services
- 10.8 Request to Approve the Isleton Elementary School 6th Grade Students to Attend the Sly Park Science Camp, February 6-10, 2023 – Stacy Wallace, Principal
- 10.9 Request to Approve the Annual Subscription of Teamtailor Recruitment ATS to Provide a District Branded Career Site for Recruitment to Attract, Nurture and Hire Employees in One Easy to Use Platform, Not to exceed \$9,350 - General Funds – Codi Agan, Director of Personnel
- 10.10 Request to Approve the Revision to Appendix A – Designated Positions of the Conflict of Interest Code for River Delta Unified School District – Katherine Wright, Superintendent
- 10.11 Request to Approve the Purchase of Mystery Science for the 2022-2027 School Year, at a Cost not to Exceed \$19,137, After School Program Funds – Nancy Vielhauer, Asst. Superintendent of Educational Services

10.12 Donations to Receive and Acknowledge

Isleton Elementary School – 6th Grade Sly Park Educational Fieldtrip

- New Image Salon - \$150
- Rio Muffler - \$100
- Warren E. Gomes Excavation, Inc. - \$510
- Subway - \$510
- Lucy's Restaurant - \$100
- Stewart Industrial Supply, Inc. \$100
- Lira's Supermarket - \$255
- Ramos Oil - \$510
- Lighthouse Restaurant - \$255
- Gibson Manufacturing, Inc. - \$510

Isleton Elementary School – Pumpkins for all students

- River Rats Septic and Plumbing - \$800

Isleton Elementary School – Holiday Gifts for all students

- Alpha Foundation of Sacramento Toy Drive - Approx. \$2500-\$3000

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

Action Items -- Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the *total time* for public presentation and input on *all items* to a maximum of 20 minutes including the Public Comments made previously in this meeting. The Board will follow the process for Public Comments listed above.

- 11. Complete The Reorganizational Duties (under the provisions of Ed Code 35143 and 50171) by Setting and Approving a Schedule of Regular Board Meetings for Calendar Year 2023 - Katherine Wright, Superintendent

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 12. Request to Approve the Delta Elementary Charter School Request for Material Revision to its Charter (Education Code Section 47606, 47607) for the term July 1, 2020 to June 30, 2027 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 13. Request to Approve the Memorandum of Understanding (MOU) between River Charter Schools (RCS) and River Delta Unified School District (RDUSD) for Delta Elementary Charter School (DECS) from January 1, 2023 to June 30, 2027 to Provide Clarification on the District's Oversight Obligations and Responsibilities of the Charter - Tammy Busch, Asst. Superintendent of Business Services

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 14. Request to "Sunshine" River Delta Unified School District's Initial Negotiation Proposals to the CSEA Delta Chapter #319 for 2022-2023 – Katherine Wright, Superintendent

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 15. Request to Approve the Second and Final Reading of the Updated or New Board Policies, Administrative Regulations or Exhibits Due to New Legislation or Mandated Language and Citations Revisions as of September 2022 and BP 4119.11/4219.11/4319.11 – Sexual Harassment and Fraternalization – Katherine Wright, Superintendent and Tammy Busch, Asst. Superintendent of Business Services

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

16. Request to Reevaluate Exhibit 1330: Application for Use of School Facilities Permit and Use of School District Facilities Rental Fee Schedule – Tammy Busch, Asst. Superintendent of Business Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
17. Request the Approval of the First Interim Financial Report for FY 2022-2023 – Tammy Busch, Asst. Superintendent of Business Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
18. Request the Board to Award a Contract for the Fire Alarm Upgrades at Walnut Grove Elementary School to the Lowest, Responsible Bidder, Vanden Bos Electric, Inc. – Cost not to exceed \$302,800 Measure K Bond Funds - Tammy Busch, Asst. Superintendent of Business Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
19. During Closed Session the Board Reviewed the Student Expulsion Case #2223-321-001. The Board's Decision is as Follows – Board President
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
20. Request to Approve the SFID#1 Projects List, Projects to be Paid from Measure J Bond Funds – Katherine Wright, Superintendent and Tammy Busch, Assistant Superintendent of Business Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
21. Request to Approve the Purchase a 2022 Kubota 4WD Tractor (2022 Harvest Return) and New Front Loader to be used for Districtwide Projects – Ken Gaston, Director of Maintenance, Operations and Transportation
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
22. Request to Approve the Contract with Black Point Environmental, Inc. for the Destruction of the Domestic Well Located at 11785 Washington Avenue, Courtland and the Destruction of the Monitoring Well MW-2 Located On-site at 146 Magnolia Avenue, Courtland– Estimated Cost of \$27,882, General Funds – Ken Gaston, Director of MOT
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
23. Request to Approve a Journalism Course Beginning the Spring Semester of 2023 at Riverview Middle School – Marcy Rossi, Principal
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
24. Request to Approve the Purchase of a 2022 Torchmate Plasma Cutter, 30 Dell Laptops and Charging Cart, not to exceed \$69,900, K12 Strong Workforce Programs – Nancy Vielhauer, Asst. Superintendent of Educational Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
25. Request to Approve the Purchase of 287 Chromebooks and 9 Charging Carts for the Beyond the Bell After School Program, Cost Not to Exceed \$121,439, After School Program Funding - Nancy Vielhauer, Asst. Superintendent of Educational Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
26. Request to Approve the Job Description for a Supervisor of Food Service – Tammy Busch, Assistant Superintendent of Business Services
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
27. Request to Approve the Provisional Internship Permits as Authorized by the Commission on Teacher Credentialing for 2022-2023 School Year – Codi Agan, Director of Personnel
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
28. Re-Adjourn to continue Closed Session, if needed
29. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) - Board President
30. Adjournment
 Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstentions: _____ Time: _____

A copy of the full agenda (with backup documents but without confidential closed session items) is available for public review at the District Office, 445 Montezuma St., Rio Vista, California, at least 72 hours prior to the announced meeting of the Board of Trustees. The full agenda is also available online at <http://riverdelta.org>.

Americans with Disabilities Act Compliance: Any and all requests for "...any disability-related modification or accommodation, including auxiliary aids or services..." needed to access our agendas or to participate in the public meetings, must be received in writing by the Superintendent's Office at 445 Montezuma Street, Rio Vista, CA 94571 at least annually before July 1 of each year -- or at least 5 calendar days prior to the individual meeting in question. All inquiries may be directed to the Superintendent's Office c/o Jennifer Gaston at (707) 374-1711.

AFFIDAVIT OF NOTICING AND POSTING:

I, Jennifer Gaston, Executive Assistant to the Board of Trustees, declare that a copy of this Regular Meeting Agenda/Notice was posted in the bulletin board in front of the District Office and that the Board of Trustees Members, District administrative offices and schools, the community libraries were provided notice or caused to be provided notice via fax, e-mail and/or hand delivery on Friday, December 9, 2022, by or before 5:30 p.m.

By: Jennifer Gaston, Executive Assistant, to the Superintendent.

ATTACHMENT

RIVER DELTA UNIFIED SCHOOL DISTRICT

Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

December 13, 2022

Rio Vista High School ♦ 410 South 4th Street, Rio Vista, CA

CLOSED SESSION

As provided by Government Code Section 54957, the Board is requested to meet in closed session for consideration of **personnel appointment, employment, discipline, complaint, evaluation or dismissal** [Government Code Section 54957], **possible or pending litigation** [Government Code 54956.9(a)(b)(c)], **student discipline** [Education Code Sections 49070 (c) and 76232 (c)], **employee/employer negotiations** [Government Code Section 3549.1 and 54957.6], **or real property transactions** [Government Code Section 54956.8].

A Closed Session will be held beginning at 5:35 p.m. on December 13, 2022, at the Rio Vista High School, Rio Vista, California (which is prior to the full Open Session). Any formal action taken by the Board will be reported in the Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. As needed, this Closed Session may be reconvened following the full Open Session. Any formal action taken by the Board will be reported in Open Session prior to adjournment.

4. CLOSED SESSION

4.1 **Student Discipline** [Education Code Sections 49070 (c) and 76232 (c)].

4.1.1 Student Case #2223-321-001

4.2 **Possible or Pending Litigation** [Government Code 54956.9(a)(b)(c)]

Following Conference with Legal Counsel (Parker & Covert, LLC; Edwards, Stevens & Tucker LLP; Burke, Williams & Sorensen, LLP) – Pending or Anticipated Litigation/Potential Case(s) Update(s)

4.2.1 Name(s) unspecified as disclosure would jeopardize the service of process and/or existing/possible settlement negotiations

4.3 **Personnel Evaluation, Searches, Appointment, Employment, Complaint, Discipline, Dismissal, Non-reelects and Releases** [Government Code Section 54957]

Following Conference with Legal Counsel (Edwards, Stevens & Tucker LLP)

Public Employee(s) Evaluation:

4.3.1 Superintendent

4.3.2 Certificated

4.3.3 Classified

4.3.4 Public Employee(s) Searches, Appointment, Employment conditions

4.3.5 Complaint, Discipline, Dismissal, Non-reelects, & Releases

4.3.6 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6] Following negotiation meetings any/all units.

4.3.6.1 RDUTA

4.3.6.2 CSEA

5. Adjourn to Open Session (@6:30 p.m.) Any formal action taken by the Board in the above items will be reported in Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. The meeting may be reconvened as needed (i.e. following the end of Open Session).

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Time: _____

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**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Tammy Busch, Chief Business Officer

Item Number: 9.2.1.1

Type of item: (Action, Consent Action or Information Only): Information Only

SUBJECT:

Monthly Enrollment and ADA Report (**NOVEMBER MONTH 4**)

BACKGROUND:

Each month district staff compiles attendance and enrollment data for all school sites. The attached summary shows enrollment and ADA for 2021-2022 compared to current year 2022-2023.

STATUS:

District-wide enrollment **decreased by 62** students compared to the same month of school year 2021-22, decreasing from 1,842 to 1,780 (does not include Adult Ed).

District-wide enrollment **decreased by 5 students** compared to **last month from 1,785 to 1,780**. (Does not include Adult Ed)

District-wide attendance **decreased by 66 ADA** compared to **last month, from 1,637 to 1,571**. (Does not include Adult Ed)

PRESENTER:

Tammy Busch, Asst. Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

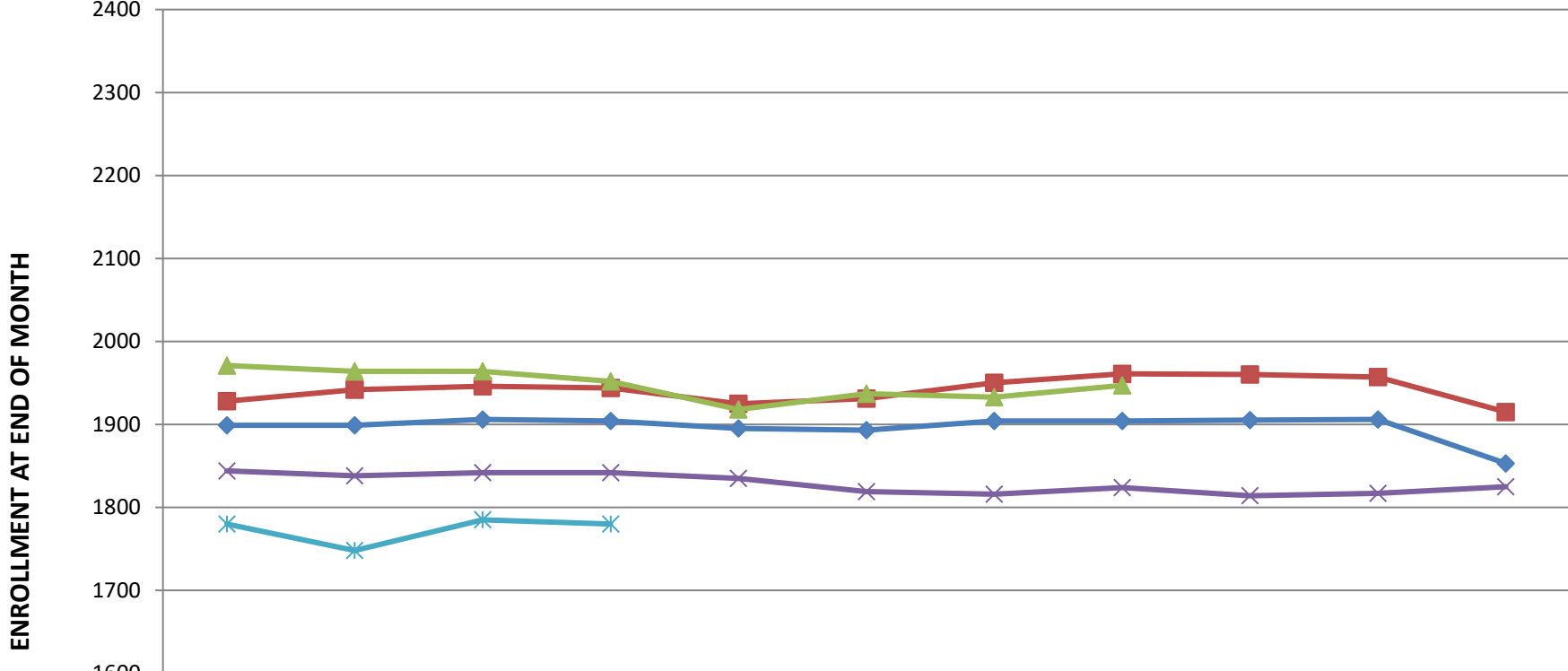
RECOMMENDATION:

That the Board receives the information presented

Time allocated: 3 minutes

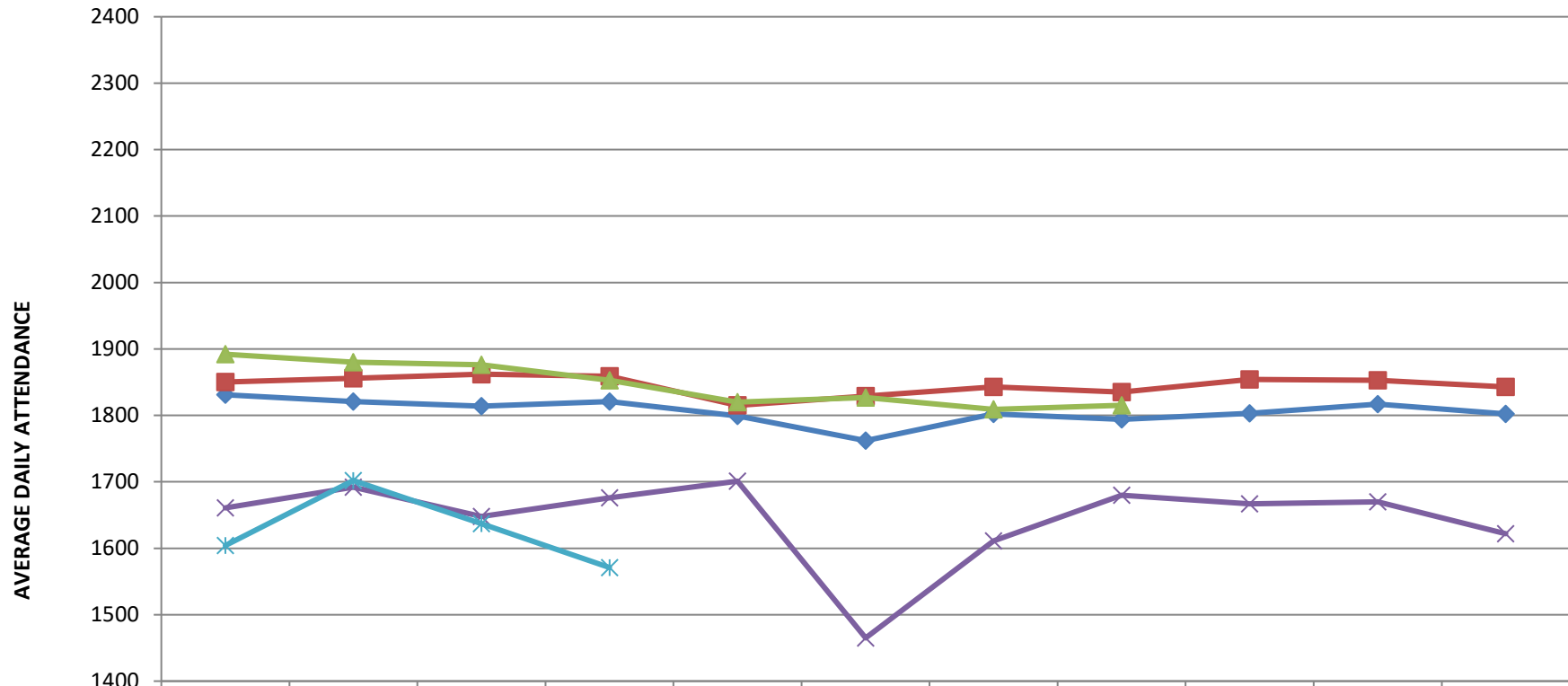
SITE		AUG	AUG	% of ADA		SEPT	SEPT	Incr/Decr	% of ADA	OCT	OCT	Incr/Decr	% of ADA	NOV	NOV	Incr/Decr	% of ADA
		21-22	22-23			21-22	22-23	From Pr Month		21-22	22-23	From Pr Month		21-22	22-23	From Pr Month	
BATES	ENR	89	83	94.0%		90	83	0		90	83	0		88	82	-1	
	ADA	85	78			84	79			95.2%	82			79	95.2%		
CLARKSBURG (7th & 8th Gr)	ENR	149	138	89.1%		149	137	-1		147	136	-1		148	138	2	
	ADA	139	123			142	129			94.2%	138			130	95.6%		
ISLETON	ENR	158	174	92.5%		155	178	4		158	176	-2		157	177	1	
	ADA	141	161			149	166			93.3%	139			165	93.8%		
RIVERVIEW	ENR	192	168	90.5%		187	165	-3		185	165	0		188	164	-1	
	ADA	169	152			172	152			92.1%	168			151	91.5%		
WALNUT GROVE	ENR	167	156	88.5%		167	136	-20		168	153	17		167	153	0	
	ADA	149	138			153	144			105.9%	150			144	94.1%		
D.H. WHITE	ENR	390	395	89.1%		383	379	-16		383	407	28		382	401	-6	
	ADA	342	352			352	344			90.8%	341			360	88.5%		
ELEMENTARY SUB TOTAL	ENR	1,145	1,114			1,131	1,078	-36		1,131	1,120	42		1,130	1,115	-5	
	ADA	1,025	1,004			1,052	1,014			1,018	1,029			1,032	987		
CLARKSBURG (9th Grade)	ENR	76	62	93.5%		76	64	2		77	63	-1		78	64	1	
	ADA	73	58			72	60			93.8%	70			60	95.2%		
DELTA HIGH	ENR	217	211	87.7%		215	206	-5		213	204	-2		215	204	0	
	ADA	205	185			203	193			93.7%	196			192	94.1%		
RIO VISTA HIGH	ENR	380	367	91.3%		378	367	0		379	365	-2		378	362	-3	
	ADA	345	335			344	327			89.1%	340			328	89.9%		
HIGH SCHOOL SUB TOTAL	ENR	673	640			669	637	-3		669	632	-5		671	630	-2	
	ADA	623	578			619	580			606	580			615	557		
Mokelumne High (Continuation)	ENR	4	1			4	4	3		4	4	0		4	4	0	
	ADA	2	0			2	41			1	2			2	1		
River Delta High/Elem (Alternative)	ENR	22	25			34	29	4		38	29	0		37	31	2	
	ADA	11	22			19	25			23	26			27	26		
Community Day	ENR	0	0			0	0	0		0	0	0		0	0	0	
	ADA	0	0			0	0			0	0			0	0		
TOTAL K-12 LCFF Funded	ENR	1,844	1,780			1,838	1,748	-32		1,842	1,785	37		1,842	1,780	-5	
	ADA	1,661	1,604			1,692	1,660			1,648	1,637			1,676	1,571		88.3%
Wind River- Adult Ed	ENR	0	8			0		-8		0	9	9		6	19	10	
TOTAL DISTRICT	ENR	1,844	1,788			1,838	1,748	-40		1,842	1,794	46		1,848	1,799	5	

ENROLLMENT



	1	2	3	4	5	6	7	8	9	10	11
◆ 17/18	1899	1899	1906	1904	1895	1893	1904	1904	1905	1906	1853
■ 18/19	1928	1942	1946	1944	1925	1931	1950	1961	1960	1957	1915
▲ 19/20	1971	1964	1964	1952	1918	1937	1933	1947			
× 21/22	1844	1838	1842	1842	1835	1819	1816	1824	1814	1817	1825
* 22/23	1780	1748	1785	1780							

ACTUAL ATTENDANCE



	1	2	3	4	5	6	7	8	9	10	11
◆ 17/18	1831	1821	1814	1821	1799	1762	1802	1794	1803	1817	1802
■ 18/19	1850	1856	1862	1859	1815	1829	1843	1835	1854	1853	1843
▲ 19/20	1892	1880	1876	1853	1820	1827	1809	1815			
× 21/22	1661	1692	1648	1676	1701	1465	1611	1680	1667	1670	1622
* 22/23	1604	1702	1637	1571							

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Ken Gaston, Director of MOT

Item Number: 9.2.2

Type of item: (Action, Consent Action or Information Only): Information Only

SUBJECT:

Monthly MOT Information Report

BACKGROUND:

To provide a monthly update on the activities of the Maintenance, Operations & Transportation Departments. The only projects included in this report are those over \$100.

STATUS:

See attached monthly report for the period of November 2022.

PRESENTER:

Ken Gaston, Director of MOT

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board receives this information

Time allocated: 5 minutes

Maintenance, Operations & Transportation
Monthly Report for Board Meeting
December 13, 2022

Routine maintenance, repairs and custodial duties at all school sites and district office were completed. Other non-routine projects have been captured below.

Maintenance & Operations:

- **Clarksburg Middle School**
 - Cleared out gutters and blow out leaves in the science and art building. - \$660
 - Replaced control board for heater in classroom 12. - \$369

- **Delta High School**
 - Changed gas valve on heater in the woodshop class. - \$132
 - Cleaned flame sensor and lit the pilot for the heater in the welding shop. - \$110

- **D. H. White Elementary**
 - Replaced walk in door sweep gasket. - \$100
 - Replaced flush valve in boy's bathroom. - \$100

- **District Office**
 - Trimmed trees and bushes along the fence next to the portable building. - \$160

- **Isleton Elementary School**
 - Sealed leak on the roof in the bathroom in the portable classroom. - \$110
 - Recalked outside the boys' and girls' bathroom. - \$126

- **Rio Vista High School**
 - Replaced bulbs and ballasts in the gym. - \$2,140
 - Replaced bulbs in classroom F110. - \$225
 - Worked on the heater in the gym and turned-on heater. - \$142
 - Replaced lights and ballasts in Ag Science classroom. - \$220
 - Used the man-lift to replace two bulbs in student's parking lot. - \$134
 - Installed new door sweep and repaired hole in wall in the kitchen pantry. - \$150
 - Replaced two light bulbs in parking lot. - \$134

- **Riverview Middle School**
 - Retaining wall falling down supporting the 8th grade patio. - \$1,060

- **Transportation Dept.**
 - Repaired the hole in fence by putting a fence piece to cover the hole. - \$ 110
 - Repaired second hole found in fence. - \$ 110

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Nancy Vielhauer, Asst. Superintendent of Ed. Services

Item Number: 9.3.2

Type of item: (Action, Consent Action or Information Only): Information Only

SUBJECT:

Sacramento County Office of Education (SCOE) Williams Review Annual Report for 2021-2022.

BACKGROUND:

Education Code section 1240 requires that county offices of education visit district Williams schools to determine if students have sufficient instructional materials, the facilities are in good repair, the School Accountability Report Cards (SARCs) are accurate, if there are any vacant positions or teacher misassignments and if the district received any uniform complaints. SCOE provides the district with an annual report regarding the results of the school site visits and reviews for submission to the district's governing board. River Delta Unified School District had two schools during the 2021-2022 school year that were required to receive an annual Williams visit and review: Walnut Grove Elementary School and Clarksburg Middle School.

STATUS:

During the 2021-2022 school year, the Sacramento County Office of Education found that Walnut Grove Elementary and Clarksburg Middle School had sufficient instructional materials, and both were in exemplary condition. The SARCs were clear and accurate. SCOE reported there were two teacher misassignments, one corrected teacher misassignment and zero teacher vacancies. There were no complaints filed in the district under the Uniform Complaint Procedure during the 2021-2022 school year.

PRESENTER: Nancy Vielhauer, Assistant Superintendent of Educational Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES: No cost to the district.

RECOMMENDATION:

That the Board receives and acknowledges this information as fulfillment of Williams Settlement Requirements.

Time allocated: 2 minutes



David W. Gordon
Superintendent

September 29, 2022

Board of Education

Via Electronic Mail

Paul A. Keefer, MBA, Ed.D.
President

Don Nottoli, Chair
Sacramento County Board of Supervisors
700 H Street, Suite 2450
Sacramento, CA 95814

Heather Davis
Vice President

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Mariana Corona Sabeniano

Harold Fong, MSW

Bina Lefkovitz

Jennifer Stone, President
Board of Education
River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571-1651

(916) 228-2500

www.scoe.net

Re: *Williams* Review Annual Report for 2021-2022
River Delta Unified School District

Dear Chair Nottoli, President Keefer, and President Stone:

As a result of the *Williams* Settlement, Education Code section 1240 requires that county offices of education visit certain schools identified in their county, assess information in the areas noted below, and report to you the results of the reviews. To conduct these reviews, during Fiscal Year (FY) 2021-2022, my staff monitored 107 schools in 9 school districts within Sacramento County that ranked in deciles 1 to 3 of the 2012 Base Academic Performance Index (API) (*Williams* schools).¹ The results are being provided in 9 individual school district reports to the Sacramento County Board of Supervisors, the Sacramento County Board of Education, and the governing boards of the respective school districts.

I provide this annual report for FY 2021-2022 as required by Education Code section 1240 to the River Delta Unified School District (District) for submission to the District's governing board at a regularly scheduled November meeting. This report also serves as the statutorily required 2021-2022 quarterly report for the fourth quarter.

¹ CDE has compiled a new list of *Williams* schools in response to recent legislation, which will be used for future monitoring. (See Assembly Bill 599, Stats. 2021, ch 667, § 2.)

As specified in Education Code section 1240, Sacramento County Office of Education (SCOE) reviews the District *Williams* schools to:

1. Determine if students have “sufficient” instructional materials in four core subject areas (English language arts, mathematics, history/social science and science, including science laboratory equipment in grades 9-12) and, as applicable, in foreign language and health.
2. Determine if there is any facility condition that “poses an emergency or urgent threat to the health or safety of pupils or staff.”
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the county superintendent:

1. Report the number of teacher misassignments and teacher vacancies in *Williams* schools as identified by the California Commission on Teacher Credentialing (CCTC) through the CalSAAS monitoring system. (Ed. Code, § 1240(c)(2)(A)(iii).)
2. Receive quarterly reports on complaints filed within the school district under the Uniform Complaint Procedures concerning insufficient instructional materials, teacher misassignments and vacancies, and emergency or urgent facilities issues. (Ed. Code, § 35186(d).)

Some terms applicable to the *Williams* reviews are defined below:

- **“Sufficient instructional materials”** means every pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science lab equipment in grades 9-12) as well as in foreign language and health when applicable.
- **“Emergency or urgent threat”** is defined as a school facility “condition that poses a threat to the health or safety of pupils or staff while at school.”
- **“Good repair”** is defined as maintaining schools that are clean, safe, and functional. “Good repair” is determined through the use of the Facilities Inspection Tool developed by the State Office of Public School Construction. School districts utilize a facilities inspection system to ensure that each of its schools is maintained in “good repair.”
- **“Vacant Position”** is defined by Education Code section 44258.9(b)(5) as “...a position to which a single-designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single-designated certificated employee has not been assigned at the beginning of a semester.”

- **“Teacher misassignment”** is defined by Education Code section 33126(b)(5)(B) as “...placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.”

The enclosed Exhibit A chart provides a breakdown of the information in this report for each school reviewed in the District. A summary of that information is provided below.

Instructional Materials and Facilities

In the District, *Williams* on-site reviews were conducted in two schools. In each of these schools, SCOE teams checked for the sufficiency of instructional materials and for the good repair of the school facilities. Both of the schools reviewed in the District were found to have sufficient instructional materials and were found to be in exemplary condition.

School Accountability Report Card

School districts are required to publish and post on their websites the annual School Accountability Report Card (SARC) by February 1. The SARC is published each year to provide parents and community members with specific information about each school so they can compare schools.

SCOE examined the SARCs for District *Williams* schools after the reports were published in 2022. Each SARC was reviewed for accurate data relevant to facilities maintenance and sufficiency of instructional materials, as required by Education Code section 1240(c)(2)(E)(iii). The information contained in the schools' SARCs was generally clear and accurate.

Teacher Misassignments and Vacancies

The CCTC provided final teacher misassignment and vacancy data for the 2020-2021 school year utilizing the new monitoring system (CalSAAS). (Ed. Code, § 44258.9.) The monitoring window for review and correction of 2020-2021 data began August 1, 2021, and concluded October 31, 2021. For the District's *Williams* schools, CCTC reported there were two teacher misassignments, one corrected teacher misassignment, and zero teacher vacancies in FY 2020-2021.

Uniform Complaint Procedures

Finally, according to the District's reports to SCOE, there were no complaints filed in the District under the Uniform Complaint Procedures during the 2021-2022 school year.

Conclusion

We are looking forward to working with school districts in the 2022-2023 school year to continue to improve educational opportunities for pupils in Sacramento County.

Don Nottoli, Chair
Dr. Paul A. Keefer, President
Jennifer Stone, President
September 29, 2022
Page 4

We appreciate the District's efforts to provide services to all pupils. If you have any questions or would like to discuss this report in more detail, please call me at (916) 228-2410.

Sincerely,



David W. Gordon
Sacramento County Superintendent of Schools

DWG/EL/ef

Enclosure: Exhibit A (Annual *Williams* Report for River Delta Unified School District)

cc: Members, Sacramento County Board of Supervisors
Members, Sacramento County Board of Education
Members, River Delta Unified School Board
Katherine Wright, Superintendent, River Delta Unified School District

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2021-2022 FISCAL YEAR

This report summarizes the results of the 2021-2022 *Williams* site visits and documentation reviews at decile 1, 2, and 3 schools (2012 Base Academic Performance Index) conducted in August 2021.

INSTRUCTIONAL MATERIALS:

Schools were reviewed for sufficient textbooks and instructional materials. “Sufficient textbooks and instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

School Name	Submission Date	Access to Materials	Textbook/Instructional Materials Needed
Clarksburg Middle School	8/23/2021		Sufficient
Walnut Grove Elementary School	8/23/2021		Sufficient

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2021-2022 FISCAL YEAR

SCHOOL FACILITIES:

The schools were reviewed for the condition of their facilities, whether they were in “good repair” or posed an “emergency.” “Good repair” means the facilities are clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria. An “extreme deficiency” requires immediate attention and, if left unmitigated, could cause severe and immediate injury, illness or death of the occupants. “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school. An extreme deficiency may constitute an emergency condition. This chart includes facility deficiencies not corrected within 30 days of the original inspection.

School	Review Date	Room / Area	Facility Deficiencies Identified	Extreme Deficiency	Emergency
Clarksburg Middle School	8/23/2021	N/A		NO	NO
Walnut Grove Elementary School	8/23/2021	N/A		NO	NO

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2021-2022 FISCAL YEAR

SCHOOL ACCOUNTABILITY REPORT CARD:

School districts are required to publish and post on their website the annual School Accountability Report Card (SARC) by February 1 of each year. We reviewed the following schools’ published SARCs to determine the accuracy of the information reported regarding the sufficiency of textbooks and instructional materials, and the safety, cleanliness, and adequacy of school facilities, including “good repair.” In order to assist the District with future SARCs, we provide the following comments:

School	SARC Review Date	Instructional Materials	Facility Conditions
All Schools	April 2022	<ul style="list-style-type: none"> • Within eight weeks of the first day of school, the District is required to hold an annual public hearing to determine whether each student has sufficient textbooks and instructional materials, pursuant to Education Code section 60119. This date was missing. • The SARCs reflect last year’s data collection date of August 2020, whereas this date should be within the 2021-2022 school year. • The District SARCs did a good job covering the other required elements in the instructional materials section. 	<ul style="list-style-type: none"> • The information concerning good repair was accurate based upon the most current Facility Inspection Tool (FIT) reports. • Staff should be commended for covering nearly all elements from the California Department of Education’s SARC Data Element Definitions and Sources.
Clarksburg MS	4/1/22	SEE ABOVE FOR BOTH SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Walnut Grove ES	4/1/22	SEE ABOVE FOR BOTH SCHOOLS	SEE ABOVE FOR ALL SCHOOLS

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2021-2022 FISCAL YEAR

TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:

The *Williams* Settlement requires the county superintendent to report the number of teacher misassignments and vacancies identified in a school district by the California Commission on Teacher Credentialing (CCTC) through the CalSAAS monitoring system. (Ed. Code, §§ 1240(c)(2), 44258.9.)

A teacher misassignment occurs when a certificated employee is placed in a teaching or services position for which the employee does not hold the appropriate credential or is not otherwise legally authorized to hold. (Ed. Code, § 33126(b)(5)(B).) CCTC recognizes “corrected misassignments” as teacher misassignments that are corrected prior to an exception report being generated in CalSAAS at the beginning of the monitoring period. While these are still considered misassignments, CCTC differentiates them in its reporting. A “vacant position” is “a position to which a single-designated certificated employee has not been assigned at the beginning of the year or, if the position is for a one-semester course, a position to which a single-designated certificated employee has not been assigned at the beginning of the semester.” (Ed. Code, § 44258.9(b)(5).)

The results of teacher misassignments and vacancies monitoring for the District are as follows:

Schools	Clarksburg MS	Walnut Grove ES
Number of misassignments for 2020-2021	1	1
Number of misassignments that were corrected	1	0
Number of teacher vacancies for 2020-2021	0	0

EXHIBIT A
Sacramento County Superintendent of Schools
WILLIAMS SETTLEMENT LEGISLATION
ANNUAL REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT
2021-2022 FISCAL YEAR

UNIFORM COMPLAINTS:

The number of complaints the District reported for the 2021-2022 school year, their nature, and resolution are noted below:

Date Submitted	1 st Quarter			2 nd Quarter			3 rd Quarter			4 th Quarter		
	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED
Textbooks and Instructional Materials	0	0	0	0	0	0	0	0	0	0	0	0
Facilities Conditions	0	0	0	0	0	0	0	0	0	0	0	0
Teacher Misassignments or Vacancies	0	0	0	0	0	0	0	0	0	0	0	0

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 9.6

Type of item: (Action, Consent Action or Information Only): Public Hearing

SUBJECT:

Request to Hold a Public Hearing to Sunshine the River Delta Unified School District's Negotiation Proposals to the California School Employees' Association (CSEA) Delta Chapter #319 for 2022-2023

BACKGROUND:

Under the California Educational Employment Relations Act (EERA), the District must participate in "Good Faith" bargaining with the employees' union. The law states that the District must present its proposals to the public before the bargaining process can begin.

STATUS:

Article 6: Hours and Overtime

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

That the Board Holds a Public Hearing to Sunshine the River Delta Unified School District's Negotiation Proposals for FY2022-2023 to the California School Employees' Association (CSEA) Delta Chapter #319

Time allocated: 4 minutes

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 10.1

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Minutes from the Regular meeting of the Board of Trustees held on November 8, 2022.

BACKGROUND:

Attached are the Minutes from the Regular meeting of the Board of Trustees held on November 8, 2022.

STATUS:

The Board is to review and approve.

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Jennifer Gaston, Recorder

COST AND FUNDING SOURCES:

None

RECOMMENDATION:

That the Board approves the Minutes as submitted.

Time allocated: 2 minutes

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Codi Agan, Director of Personnel

Item Number: 10.2

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Monthly Personnel Transaction Report

BACKGROUND:

STATUS:

PRESENTER:

Codi Agan, Director of Personnel

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board approves the Monthly Personnel Transaction Report as submitted

Time allocated: 2 minutes

RIVER DELTA UNIFIED SCHOOL DISTRICT

MINUTES

REGULAR MEETING

November 8, 2022

1. **Call Open Session to Order** – Board President Stone called the Open Session of the meeting of the Board of Trustees to order at 5:33 p.m. on November 8, 2022 at Clarksburg Middle School, Clarksburg, California.

2. **Roll Call of Members:**

Jennifer Stone, President
Dan Mahoney, Vice President
Marilyn Riley, Clerk
Rafaela Casillas, Member
Marcial Lamera, Member
Wanda Apel, Member (Absent)
Randall Jelly, Member

Also present: Katherine Wright, Superintendent

3. **Review, Approve the Closed Session Agenda and Adjourn to Closed Session**

3.1 Board President Stone announced items on the Closed Session Agenda

3.2 Public Comment on Closed Session Agenda Items. – None to report

4. **Board President Stone asked for a motion to approve the Closed Session agenda and adjourn the meeting to Closed Session @ 5:35 pm**

Member Mahoney moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

5. **Open Session was reconvened at 6:37 pm**

5.1 Roll was retaken. Member Apel was absent, all other members were present.

Also present: Katherine Wright, Superintendent; Tammy Busch, Assistant Superintendent of Business Services Officer; Nancy Vielhauer, Assistant Superintendent of Educational Services, and Jennifer Gaston, Recorder.

5.2 Pledge of Allegiance was led by Delta High School's FFA Officers

6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)

Board President Stone reported that the Board did not take any actions during Closed Session.

7. **Review and Approve the Open Session Agenda**

Board President Stone asked for a motion to approve the Open Session Agenda

Member Casillas moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

8. **Public Comment:** Hannah Smith, Delta High School student and Future Farmers of America (FFA) member, announced their Annual Pre-order Poinsettia Sale, mentioning that each poinsettia cost \$15 each and can be pick up at the Delta High School's Agriculture Department on December 1st and 2nd.

Lauren Lawlor, Delta High School student and FFA member presented this year's FFA theme, "Farming Is Our Name And The Future Is Our Game".

Vadim Gorbenko, the music teacher for Delta High, Clarksburg Middle, Bates and Walnut Grove Elementary Schools gave his experiences of teaching at all these school sites throughout the week. He explained that splitting his time at different campuses, spending half of his time at the high school and middle school is very difficult and proposed to the Board that moving forward he should remain teaching only in Clarksburg at Delta High and Clarksburg Middle Schools.

Kendall Murphy, a teacher at D.H. White Elementary School, stated that she was shocked to find a flyer promoting a Calvary Chapel of Rio Vista's "Good News Club" in her teacher's box to distribute to her families. She also stated that she strongly opposes allowing any church or faith-based groups to use the District's publicly funded schools for religious reasons and supports the separation between church and state. She has the opinion that the only religion that belongs in school is in History class and World Studies. She urged the Board to reconsider allowing religious groups and churches to operate on our

public school campuses. Ms. Murphy stated that she would not be passing out the flyer in her classroom; however, she would be happy to send a message on Parent Square asking the parents if they would like the flyer to be sent home. If the parents respond that they would like the flyer, only then would she send it home.

9. Reports, Presentations, Information

9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –

- 9.1.1 Board Members' report(s) – Member Lamera announced the school site visits he had made over the past month and that he attend several School Site Council meetings. He congratulated both high schools football teams for making the first round of the CIF playoffs and wished them well.

Board President Stone reported that she attended the Walnut Grove Haunted House and that she attended and made a public comment at the City of Isleton's City Council meeting regarding the sum of monies owed to the River Delta Unified School District. President Stone noted that she had submitted an information request regarding their finances. Upon review, she found that the City of Isleton has received a little over \$700,000 from the County of Sacramento. She has hopes of resolution to the funds the City owes to the District sooner rather than later.

9.1.2 Committee report(s)

9.1.2.1 City of Rio Vista 2 X 2 – Member Mahoney reported that, during the meeting, they discussed revising the active shooter collaborative, the use of the Delta Breeze bus to help transport high school students, who are credit deficient and are in danger of not graduating, to and from Mokelumne High School. They spoke of a potential water well site for the City of Rio Vista, which would be located on the campus of Rio Vista High School at the far end of the potential baseball field adjacent to the transportation yard as previously discussed. Lastly, they discussed the Brann Ranch Development Agreement's extension, which is being presented for a vote at the Planning Commission and City Council meetings in November and December.

9.1.2.2 Facilities Steering Committee report(s) – Board President Stone reported that the committee met the prior week; however, Member Mahoney was unavailable to attend the meeting. During the October Board meeting, a HKIT representative informed the Board that the prior information provided to the Board regarding the requirements for any modernization project at Riverview Middle School has now changed after attending a pre-approval meeting with the Department of State Architects (DSA). Since the accessibility parking lot project was approved with incorrect information, the Committee revisited the approval of this project and recommends to focus the Bond funds on a student-centered project in place of the parking lot by renovating the building in which the majority of instruction occurs.

Member Lamera confirmed that, at this time, it may be wise to put the Riverview Parking Lot Project on hold and focusing making officiant use of the space for students would be the best use of Bond funds.

Member Mahoney mentioned that, when he was the Principal of Riverview Middle School, the roofs desperately needed to be repaired. It was told to him that, in the past buckets were used to catch water during rainstorms. He also noted that the HVAC systems are obsolete, and parts associated cannot be found when they are needed. He has the opinion that these two projects should be a top priority and incorporate as part of the student building project.

Board President Stone mentioned that the roofs at Riverview were discussed during the committee meeting.

- 9.1.3 Superintendent Wright's report(s) Superintendent Wright welcomed the attendees stating that it's always nice to see students in attendance at the meeting. Superintendent Wright reported that she and Asst. Superintendent Busch have met several times to plan

for additional campus security measures. She was excited to inform the Board of the progress that has been made for crisis alerting, entry buzzers systems with video and intercom capability, and additional door looks.

Superintendent Wright mentioned that, over the past month, she has attended the 2X2 Meeting with the City of Rio Vista, the District's Facilities Steering Committee Meeting and a color selections meeting for the Science and Culinary Art Building at Rio Vista High School and the Cafeteria Project at Delta High and Clarksburg Middle Schools. Superintendent Wright had the privilege of attending several of the Halloween parades, mentioning that she dressed up as Miss Piggy, but quickly realized that the students thought she was "Peppa Pig, and dressed up".

Superintendent Wright mentioned that she was contacted by a member of the Courtland Towns Association about options for possible funding from the Community Benefits Program associated with the Delta Tunnels. She also mentioned that she had been in contact with the City of Rio Vista Councilmembers, Planning Commissioners and the Interim City Manager regarding the rough draft of the Housing Element document that has been on display for Public Comment that includes language about the District's developer impact fees. She noted that she will continue to be acutely aware of the details associated with this document.

Superintendent Wright and Assistant Superintendent Nancy Vielhauer have been covering the admin duties at D.H. White Elementary School but are thrilled to welcome Ms. Jennie Gornto as the Interim Principal and Mrs. Jane Cronin as the part-time Vice Principal at the site.

Lastly, Superintendent Wright reported that a representative from the California Department of Education (CDE) traveled to meet with the District and review the location of a plot of land in Rio Vista that has been determined by the developer to place a school site. However, the plot of land is in close proximity to the Rio Vista airport; therefore, the California Department of Education is required to certify that the airport is far enough away from the proposed school site. It has been determined that the plot of land is further than two miles away making it viable location for a school site. Superintendent Wright informed the Board that, in 1990 in the initial agreement, the developer proposed a different plot of land set aside for a school site. The current developer has verbally suggested that he is interested in adjusting the location and size of that plot of land. This newly proposed plot of land would still be available to purchase as a potential school site.

- 9.1.4 Student Presentations – Delta High School's Future Farmers of America (FFA) Officers: Finn Danila, Ibeth Martinez, Jacie Breckenridge, Synthia Becerra, Jacob Feldheim and Zachary Carli performed the Opening and Closing Ceremonies. Peyton Manning provided a presentation which included events the FFA members have experienced this school year including the Yolo County Fair, California State Fair, Officer's Retreat, Costal Clean Up, and other exciting events.

Mr. Van Riper, Delta High School's Agriculture teacher, and Craig Kirchhoff, Chief Executive Officer of the Delta Education Vineyard, shared the history of the vineyard project, as well as an update of what has transpired this August and September during the grape harvest.

- 9.2 Business Services' Reports and/or Presentations on: Routine Restricted Maintenance; Deferred Maintenance; Maintenance and Operations; Transportation Department; Food Services Department; District Technology; and District Budget – Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Directors of MOT

- 9.2.1 Business Services' Report – Tammy Busch, Asst. Superintendent of Business Services
 - 9.2.1.1 ADA/Enrollment Report – Tammy Busch, Asst. Superintendent of Business Services reported a summary of the current enrollment in comparison to that of 2021-2022 school year, as well as the enrollment and Average Daily Attendance (ADA) in comparison to the prior month.

- 9.2.1.2 Monthly Financial Report – Tammy Busch, Asst. Superintendent of Business Services reported that the summary submitted was as of October 31, 2022.
- 9.2.1.3 Presentation and Public Hearing to acknowledge Delta Elementary Charter School’s Material Revision Petition for the term July 1, 2020 to June 30, 2027 - Tammy Busch, Asst. Superintendent of Business Services and Matt Taylor, Superintendent of Delta Elementary Charter School. Superintendent Taylor introduced himself, stating that he is a proud parent of a Delta High School graduate, and two children that currently attend Delta High School.

Superintendent Taylor gave an annual report to the Board of Trustees sharing the programs they provide and positive aspects of Delta Elementary Charter School (DECS). He shared areas that need improvement such as campus security, integrating CatapultEMS which will notify the District’s two campuses of an emergency as well as notify DECS if there is an emergency on their campuses. Superintendent Taylor explained some of the Expanded Learning Opportunities they have incorporated at DECS. As part of the Material Revision, they added a stand-alone Transitional Kindergarten (TK) classroom. Space is unavailable on the DECS campus as well as River Delta Unified School District’s campus. The Charter School was able to rent classroom space at the Clarksburg Community Church to house the 16 TK students DECS currently has.

Open Public Hearing: 7:44 pm

Public Comments: President Stone asked about the Admissions Priorities on page 62, specifically Priority 2: Siblings of students who attended DECS during its first two inaugural years: 2007-2008 and 2008-2009. Mr. Taylor responded that the priorities originated with the original petition and was the preference of the District at that time. The Admissions Priorities has not changed from the original petition. Mr. Taylor stated that, with this material revision, the petition as remained the same with the exception of the location change and areas where laws had changed.

Alicia Fernandez, community member and founding member of Delta Elementary Charter School (DECS), shared that she is excited of the growth of the Charter School and the collaboration between DECS and the District. Ms. Fernandez has the belief that the students who live in the District’s boundaries should have priority for admissions over other students. Ms. Fernandez noted that, on page 60 of the Charter, it states “VII. Student Population Balance. The Charter School shall strive, through recruitment and admissions practices, to achieve a racial and ethnic, special education, and English Learner balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the River Delta Unified School District.” Ms. Fernandez stated that she has volunteered at both Bates Elementary and Delta Elementary Charter School and wants to acknowledge that, in terms of the demographic makeup of the student population, Bates Elementary and DECS are vastly different. She stated that she loves the school and loves seeing it thrive; however, she would like to see a better balance of the student population to reflect the District’s population.

Member Mahoney asked about the suspension and expulsion codes listed in the petition for Ed. Codes Section 48900. A discussion of the discipline section and California Education Codes were found on page 68 of the petition. Mr. Taylor indicated that lettering used was automatic in the Word program and were not associated with the lettering of CA Ed. Codes.

Close Public Hearing: 7:57pm

- 9.2.2 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT reported that the Transportation Department has four remaining bus driver candidates in training. However, the van driver has withdrawn their applicant.
- 9.3 Education Services’ Reports and/or Presentation(s) - Nancy Vielhauer, Asst. Superintendent of Educational Services and Tracy Barbieri, Director of Special Education
- 9.3.1 Educational Services Update – Nancy Vielhauer, Asst. Superintendent of Educational Services reported that the District’s TOSA for Instructional Practices provided staff trainings; one was held on November 1st that focused on classroom culture, which had a fantastic turnout. A Number Talks training is scheduled during the Thanksgiving Break,

on November 21st. Ms. Vielhauer and the TOSA for Tech Integration have been preparing to roll out the CA Healthy Kids Survey which will take place in December. The TOSA for Tech Integration continues to work with all the school sites and new teachers to teach them or get them accustomed to the technology components used in the District, especially our Interns and Long Term Substitutes.

CTE Ag Incentive Extension Funds has become available for our Ag Programs. Software has been received for a plasma cutter, and at the next Board meeting, a request for the Board's approval for a plasma cutter and devices for Rio Vista High School will be submitted.

Ms. Vielhauer reported that the Aeries data confirmation that was discussed at the October Board meeting is going well. Some settings and data in Aeries needed corrections as some Grade Point Averages were not being calculated correctly.

Rio Vista High School is presenting "Escape the Vape" for families, making them aware of the dangers of vaping. In combination with this event, a vaccination clinic will be held. It is planned to have a similar event for the North end of the District after the holidays.

9.4 River Delta Unified Teacher's Association (RDUTA) Update – Chris Smith, RDUTA President, did not have an update for RDUTA. However, he spoke of the elimination of the SAT and ACT requirement from the California State Universities for their admissions process. He mentioned that instead, they are using a formula that focuses on grades and other factors such as: first generation college students, economic hardships, lack of internet during the pandemic, foster or homeless status, etc. He stated that extra-curricular activities are also being used as a factor. Mr. Smith stated that CIF is pressing for full-time Athletic Directors in schools, noting that our high schools have part-time/one period Athletic Directors and at the middle school level the Principal acts as the Athletic Director. Mr. Smith proposed the District have a full-time Athletic Director for the high school and middle school, which may potentially increase the number of students being involved in extra-curricular activities.

9.5 California State Employees Association (CSEA) Chapter #319 Update – David Groves, CSEA President, reported that members of Chapter #319 have been busy recruiting new members and preparing for the next Chapter meeting. Members will have an opportunity to vote on a new President and Executive Board if they choose.

10. **Consent Calendar**

10.1 Approve Board Minutes

Regular Meeting of the Board, October 11, 2022

10.2 Receive and Approve Monthly Personnel Reports

As of November 8, 2022

10.3 District's Monthly Expenditure Report

October 2022

10.4 Request to Approve the Memorandum of Understanding Between River Delta Unified School District and the Center for Oral Health to Work Together to Implement the Early Smiles Sacramento Program – Gabino Perez, Principal

10.5 Request to Approve the 2022-2023 Fundraising Events for Bates Elementary School's PTA - MJ Kiwan Gómez, Ed.D., Principal

10.6 Request to Approve the Agreement with The English Learner Group, Consultants for Educational Consulting to Improve English Learner Student Achievement for the 2022-2023 School Year, cost not to exceed \$10,125, Title III – MJ Kiwan Gómez, Ed.D., Principal and Director of English Learners Services

10.7 Request to Approve the General Agreement for Nonpublic, Nonsectarian School/Agency (Point Quest Education Depot Park) for the 2022-2023 School Year, at a cost not to exceed \$54,000, Special Educational Funds – Tracy Barbieri, Director of Special Education

10.8 Request to Approve the 2022-2023 General Agreement for Nonpublic, Nonsectarian School/Agency (Soliant Health, LLC) to Provide a Board-Certified Behavioral Analyst (BCBA) and Three Behavioral Aides for District Students – at a cost not to exceed \$233,000, Special Education Funds – Tracy Barbieri, Director of Special Education

10.9 Request to Approve the General Agreement for Nonpublic, Nonsectarian School/Agency (New Directions Solutions, dba ProCare Therapy) to Provide a Registered Behavior Assistant (RBA)

- for the 2022-2023 School Year – at a cost not to exceed \$30,000, Special Education Funds – Tracy Barbieri, Director of Special Education
- 10.10 Request to Approve the Donation of Window Coverings and Installation Costs for the Rio Vista High School Cafeteria from Sorensen Foundation and the Rio Vista High School Booster Club – Victoria Turk, Principal
 - 10.11 Request to Approve the Donation of Vape Sensors and Installation Costs for Rio Vista High School from Rio Vista Police Department and the Rio Vista High School Booster Club – Victoria Turk, Principal
 - 10.12 Request to Approve the Agreement with Soul Shoppe Programs for in-person Training and/or Online Learning Platform for D.H. White Elementary School for the 2022-2023 School Year, Nancy Vielhauer, Asst. Superintendent of Educational Services, at a cost of \$6,000 Site Funds
 - 10.13 Request to Approve the Overnight Travel for Delta High School's Wrestling Team to Participate in Two Wrestling Tournaments, one in McKinleyville, CA on December 10, 2022 and one in Morro Bay, CA on January 20-21, 2023, cost to be paid with Site Lottery Funds and Heavenly Booster Funds – Craig Cornelson
 - 10.14 Request to Approve the Membership Agreement with CODESP Public HR to Provide Pre-Employment Testing Products and Services for Potential Classified Employees – Codi Agan, Director of Personnel
 - 10.15 Request to Approve the 2022-2023 Fundraising Events for D.H. White Elementary School's PTC – Jennie Gornto, Interim Principal

Member Lamera moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

President Stone acknowledged the donations and thanked them for their continued support.

Action Items -- Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes including the Public Comments made previously in this meeting. The Board will follow the process for Public Comments listed above.

11. Request to set and approve the scheduling of the Annual Organizational Meeting of the Board of Trustees of the River Delta Unified School District for Tuesday, December 13, 2022 with the Open Session beginning at 6:30 pm at the Rio Vista High School Theater – Katherine Wright, Superintendent
Member Riley moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)
12. Request to Approve the First Reading of the Updated or New Board Policies, Administrative Regulations or Exhibits Due to New Legislation or Mandated Language and Citations Revisions as of September 2022 and BP 4119.11/4219.11/4319.11 – Sexual Harassment and Fraternalization – Katherine Wright, Superintendent and Tammy Busch, Asst. Superintendent of Business Services
Member Mahoney moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)
13. Request to Approve the First and Final Reading of Board Policy/Administrative Regulation 5141.21 Administering Medication and Monitoring Health Conditions – Tracy Barbieri, Director of Special Education
Member Lamera moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)
14. Request to Reevaluate Exhibit 1330 Application for Use of School Facilities Permit and Fee Schedule – Tammy Busch, Asst. Superintendent of Business Services
Member Lamera moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)
15. Request to Approve and Adopt the 2021-2022 and 2022-2023 Tentative Agreement with the River Delta Unified Teacher's Association (RDUTA) and For All Non-Represented Employees – Tammy Busch, Asst. Superintendent of Business Services
Member Mahoney moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

16. River Delta Unified School District has entered into a Memorandum of Understanding (MOU) with California State Employees Association (CSEA) Chapter #319 for salaries and benefits for 2022-23. 10% on the salary schedule for 2022-23 and health benefit cap of \$1,500 per month - Tammy Busch, Asst. Superintendent of Business Services

Member Mahoney moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

17. Request to Approve the "Non-Represented" Classified Employee Salary Schedule (Before and After School Staff) for 2022-2023 and Retro-Active to July 1, 2022 – Tammy Busch, Asst. Superintendent of Business Services

Member Riley moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

18. Request to Approve the Adoption and Purchase of *Foundations of Restaurant Management and Culinary Arts Level 1 eBook*, Published by National Restaurant Association for our Culinary Arts I and II Classes at Rio Vista High School - Cost not to exceed \$1,961.52, Career Technical Education Incentive Grant (CTEIG) Funds – Nancy Vielhauer, Asst. Superintendent of Educational Services

Member Casillas moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

19. Request to Approve the Agreement with CAS Inspections, Inc. to Provide Division of the State Architect (DSA) Inspection Services for the Modular Classrooms at D. H. White Elementary School - Cost not to exceed \$35,200 Measure J Bond Funds – Tammy Busch, Asst. Superintendent of Business Services

Member Lamera moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

20. Request to Approve the Agreement with Wallace Kuhl & Associates to Provide Geotechnical Engineering Construction Testing Services for the D.H. White Elementary School's New Classrooms - Cost not to exceed \$14,950 Measure J Bond Funds – Tammy Busch, Asst. Superintendent of Business Services

Member Casillas moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

21. Request to Approve the Agreement with CAS Inspections, Inc. to Provide Division of the State Architect (DSA) Inspection Services for the New Fire Alarm System at Walnut Grove Elementary School - Cost not to exceed \$26,400 Measure K Bond Funds – Tammy Busch, Asst. Superintendent of Business Services

Member Casillas moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

22. Request the Approval to Award the Walnut Grove Window Replacement Project to the Lowest Responsive Bidder, August-Jayne Construction – Cost not to exceed \$285,000 Measure K Bond Funds - Tammy Busch, Asst. Superintendent of Business Services

Member Casillas moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

23. Request to Approve the Contract with HKIT Architects for Pre-planning of New Restrooms at Isleton Elementary School - Cost not to exceed \$15,000 Measure J Bond Funds - Tammy Busch, Asst. Superintendent of Business Services

Member Lamera moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

24. Request the Board to Award a Contract for the Site Improvements for New Modular Classrooms at D. H. White Elementary School to the Lowest, Responsible Bidder, Kerex Engineering, Inc. – Cost not to exceed \$383,000 Measure J Bond Funds - Tammy Busch, Asst. Superintendent of Business Services

Member Lamera moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

25. Request to Approve the Provisional Internship Permits as Authorized by the Commission on Teacher Credentialing for 2022-2023 School Year – Codi Agan, Director of Personnel

Member Lamera moved to approve, Member Jelly seconded. Motion carried 5 (Ayes: Mahoney, Riley, Lamera, Jelly, Stone): 0 (Nays): 1 (Absent: Apel): 1 (Abstention: Casillas)

26. Request to Approve the Short-Term Staff Permit (STSP) as Authorized by the Commission on Teacher Credentialing for 2022-2023 School Year – Codi Agan, Director of Personnel

Member Casillas moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

27. Request to Approve the Amended Employment Agreement, Section II: Salary, Part 1, for Katherine Wright, Superintendent - Board President Stone

Member Casillas moved to approve, Member Lamera seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

28. Re-Adjourn to continue Closed Session, if needed – Board President Stone reported that re-adjourning to Closed Session was not necessary.

29. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) – Board President Stone reported Closed Session was not necessary – no actions to report.

30. Adjournment: There being no further business before the Board, Board President Stone asked for a motion to adjourn.

Member Casillas moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Mahoney, Riley, Lamera, Casillas, Jelly, Stone): 0 (Nays): 1 (Absent: Apel)

The meeting was adjourned at 9:35 pm

Submitted:

Approved:

Katherine Wright, Superintendent and
Secretary to the Board of Trustees

Marilyn Riley, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder
End

RIVER DELTA UNIFIED SCHOOL DISTRICT
PERSONNEL TRANSACTION AND REPORT
DATE: December 13, 2022

ACTION - CERTIFICATED	NAME	POSITION	FTE	SITE/DEPT	EFFECTIVE DATE	VICE
New Hire - Interim Admin	Jane Cronin	Interim Vice Principal	1.00	D.H. White Elementary	11/11/2022	Samy D'Amico
Resignation	Sang Nguyen	Math Teacher	1.00	Clarksburg / Delta	Upon suitable replacement	
ACTION - CLASSIFIED	NAME	POSITION	FTE	SITE/DEPT	EFFECTIVE DATE	VICE
Resignation	Kamerin Hutson	Food Service Worker II	0.88	Walnut Grove Elementary	12/16/2022	
	Lorena Ibarra Silva	Food Service Worker I	0.26	Bates Elementary	12/16/2022	
	Lorena Ibarra Silva	Food Sevice Worker II	0.25	Bates Elemntary	12/16/2022	

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Tammy Busch, Asst. Superintendent of Business Services Item Number: 10.3

Type of item: (Action, Consent Action or Information Only): Consent

SUBJECT:

Approve Monthly Expenditure Summary

BACKGROUND:

The Staff prepares a report of expenditures for the preceding month.

STATUS:

PRESENTER:

Tammy Busch, Asst. Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Not Applicable

RECOMMENDATION:

That the Board approves the monthly expenditure summary report as submitted.

Time allocated: 2 minutes

Cutoff amount: \$1.00

Select vendors with 1099 flags: of any setting.

Select payments with 1099 flags: of any setting.

Input file: Unknown Updated:

Report prepared: Fri, Dec 02, 2022, 4:27 PM

1LL-C33L-6D7R DO SUPPLY	11/10/2022	23382183	PV-230328	27.01	N
1WQ7-HV3G-F1GY HR SUPPLIES	11/10/2022	23382183	PV-230328	748.83	N
1WYD-MQVN-PPLJ HR REFUND	11/10/2022	23382183	PV-230328	17.58-	N
IJQC-K9CM-NJIR Cleaning Supp.	11/29/2022	23384599	PO-230290	215.22	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012964 ASSOCIATED VALUATION SERVICES 1501 COFFEE ROAD SUITE N MODESTO, CA 95355 (209) 543-8245 N	1,347.02	7161 WITS INVENTORY	11/10/2022	23382182 PV-230329	1,347.02	N
014367 BANK OF AMERICA PO BOX 15796 WILMINGTON, DE 19886-5710 (0) - 0 N	17,990.67	DHS AG SUPPLIES DHS AG SUPPLIES K. CLARK HOTEL/CONF WIND RIVER SIGN WIND RIVER VINYL SIGNS IXL LIVE REGIST-RMS CANCELLED CONF CANCELLED CONF PROPERTY TAX PATIN AIRFARE PROPERTY TAX PROPERTY TAX K. AGAN CONF FASTRAK DHS BUS SPORTS PROPERTY TAX PARENT PROJECT CANCELLED CONF CANCELLED CONF CAFE GARBAGE DISPOSAL	11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022 11/15/2022	23382793 PO-230246 23382793 PO-230246 23382793 PO-230275 23382794 PO-230298 23382794 PO-230300 23382793 PO-230316 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382793 PV-230354 23382794 PV-230354 23382794 PV-230354 23382794 PV-230354 23382795 PV-230354	260.72 260.71 639.32 260.26 127.59 75.00 449.00- 449.00- 2,535.76 245.96 4,935.84 4,353.62 305.00 7.00 2,196.92 136.92 895.00 200.00- 200.00- 2,053.05	N N
015688 BARBIERI, TRACY 4044 ANDEDON CIRCLE SACRAMENTO, CA 95826 (0) - 0 N	130.00	OCT MILEAGE	11/10/2022	23382208 TC-230093	130.00	N
012586 BAY ALARM 60 BERRY DRIVE PACHECO, CA 94553 (209) 465-1986 N BALCO HOLDINGS	12,744.81	DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS DISTRICT WIDE CAMERAS/ALARMS	11/03/2022 11/03/2022 11/03/2022 11/03/2022 11/03/2022 11/03/2022 11/03/2022	23380738 PV-230316 23380738 PV-230316 23380738 PV-230316 23380738 PV-230316 23380738 PV-230316 23380738 PV-230316 23380738 PV-230316	342.01 3,195.39 2,847.49 1,021.36 331.48 482.90 903.79	N N N N N N N

RMS ALARM/MONITORING

11/10/2022 23382184 PV-230330

3,620.39 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
002104 BEL AIR P.O. BOX 15618 SACRAMENTO, CA 95852 (888) 208-8930	280.53	5000034 DHS AG SUPPLIES 5000034 DHS AG SUPPLIES 5000034 Office meeting suppl. 5000034 Office meeting suppl.	11/01/2022 11/01/2022 12/01/2022 12/01/2022	23380113 PO-230244 23380113 PO-230244 23385371 PO-230244 23385371 PO-230244	2.92 2.92 137.35 137.34	N N N N
015095 BRIOSO, TRINIDAD 9674 JAN MARIE WAY ELK GROVE, CA 95624 (209) 625-7663	76.62	OCTOBER MILEAGE	11/17/2022	23383458 TC-230095	76.62	N
015204 BROOKCREST WATER COMPANY 1908 D ST SACRAMENTO, CA 95811-1123 (916) 441-7261	182.80	136357/101414 BTS/MOKE WATER 102296 ASP WATER	11/17/2022 11/17/2022	23383436 PO-230049 23383436 PO-230049	78.50 104.30	N N
		N WATERCO OF CAL				
014663 BURKE WILLIAMS & SORENSEN LLP 444 SOUTH FLOWER ST #2400 LOS ANGELES, CA 90071-2953 (213) 236-0600	1,620.00	292491 ATTY FEES 293315 Atty Fees	11/10/2022 11/29/2022	23382185 PV-230331 23384609 PV-230368	510.00 1,110.00	Y Y
015255 BUSLOOP 2401 E. ORANGEBURG AVE SUITE 675-225 MODESTO, CA 95355 (510) 209-6691	1,950.00	10252022R RVHS CHARTER BUS	11/01/2022	23380120 PV-230307	1,950.00	N
012497 BUSWEST 21107 CHICO STREET CARSON, CA 90745 (209) 531-3928	330.86	65005 TRANS PARTS	11/03/2022	23380734 PO-230177	330.86	N
003681 CALIFORNIA AMERICAN WATER	1,483.62	ISLE WATER SERVICE	11/01/2022	23380108 PO-230053	313.23	N

P.O. BOX 7150
PASADENA, CA 91109-7150

ISLE WATER SERVICE

11/10/2022 23382158 PO-230053

1,170.39 N

(888) 237-1333

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003294 CALIFORNIA ASSOCIATION FFA P.O. BOX 460 GALT, CA 95632	300.00	104362 MFE/ALA LATE FEE 104362 MFE/ALA LATE FEE	11/08/2022 11/08/2022	23381655 PO-230337 23381655 PO-230337	150.00 150.00	N N
(209) 744-1600						N
012268 CALIFORNIA WASTE RECOVERY SYSTEMS 175 ENTERPRISE CT STE #A GALT, CA 95632-9047	1,306.29	ISLE WASTE SERVICE	11/10/2022	23382159 PO-230052	1,306.29	N
(209) 369-6887						N
014242 CAMACHO MECHANICAL 618 A AIRPORT RD RIO VISTA, CA 94571	247.20	8656 MAINT 8656 MAINT	11/10/2022 11/10/2022	23382186 PV-230332 23382186 PV-230332	47.20 200.00	Y Y
(209) 607-9807		Y DAVID CAMACHO				
015343 CAPITAL ENGEINEERING CNSLTS 11020 SUN CENTER DR. #100 RANCHO CORDOVA, CA 95670	1,400.00	82683 HVAC ASSESSMENT 82683 HVAC ASSESSMENT	11/03/2022 11/03/2022	23380729 PO-220755 23380731 PO-220755	1,064.00 336.00	N N
(0) - 0						N
013820 CAROLINA BIOLOGICAL SUPPLY CO. 2700 YORK ROAD BURLINGTON, NC 27215	40.01	51967977 RMS Supplies Shipping	11/29/2022 11/29/2022	23384596 PO-230353 23384596 PO-230353	24.56 15.45	N N
(800) 334-5551						N
013918 CENGAGE LEARNING 10650 TOEBBEN DRIVE INDEPENDENCE, KY 41051	1,508.27	79503929/79590833 ED SV 79503929/79590833 SHIPPING 79607459 ED SV Books 79607459 ED SV Books	11/10/2022 11/10/2022 11/29/2022 11/29/2022	23382154 PO-230310 23382154 PO-230310 23384610 PV-230369 23384610 PV-230369	1,123.84 85.75 25.20 273.48	N N N N
(800) 354-9706						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003380 CENTRAL VALLEY WASTE SERVICE INC P.O. BOX 78251 PHOENIX, AZ 85062-8251 (0) - 0 N	2,226.43	WG/BATES/MOKE WASTE SERV	11/10/2022	23382160 PO-230055	2,226.43	N
015732 CERVANTES, CLAUDIA PO BOX 562 ISLETON, CA 95641 (0) - 0 N	273.31	OCT MILEAGE	11/17/2022	23383459 TC-230096	273.31	N
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641 (916) 777-7770 N	411.05	92601 ISLETON SEWER	11/10/2022	23382161 PO-230015	411.05	N
000077 CITY OF RIO VISTA 1 MAIN STREET RIO VISTA, CA 94571 (0) - 0 N RIO VISTA FIRE	11,548.87	RIO VISTA WATER SERVICE RIO VISTA SEWER SERVICE	11/10/2022 11/10/2022	23382162 PO-230014 23382162 PO-230014	5,940.75 5,608.12	N N
015265 CLARK PEST CONTROL OF STOCKTON PO BOX 1480 LODI, CA 952411480 (800) 936-3339 N	630.00	31842597 RVHS CAFE 32276150 WG CAFE 32032642 CAFE	11/01/2022 11/03/2022 11/17/2022	23380129 PV-230315 23380745 PV-230323 23383456 PV-230366	125.00 380.00 125.00	N N N
014694 CLARK, KATE 3120 SHERIDAN WAY STOCKTON, CA 95219 (0) - 0 N	355.66	CONF REIMB	11/03/2022	23380746 TC-230084	355.66	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357 (704) 936-1722	2,800.96	10000475761 DIST WIDE NETWORK 10000475761 DIST WIDE NETWORK	11/10/2022 11/10/2022	23382187 PV-230333 23382187 PV-230333	10,801.31 8,000.35-	N N
000162 COUNTY OF SACRAMENTO ENVIRONMENTAL MANAGMENT DEPT 10590 ARMSTRONG AVENUE MATHER, CA 95655-4153 (916) 875-8484	4,745.00	AR0010671 STORM WATER PERMIT AR0004053 SMALL WATER PERMIT AR0005658 SMALL WATER PERMIT	11/10/2022 11/10/2022 11/10/2022	23382188 PV-230350 23382188 PV-230350 23382188 PV-230350	1,623.00 1,561.00 1,561.00	N N N
014147 CSF/CJSF CENTRAL OFFICE 28241 CROWN VALLEY PARKWAY SUITE F #201 LAGUNA NIGUEL, CA 92677 (800) 437-3347	115.00	Delta Annual Dues	12/01/2022	23385377 PV-230381	115.00	N
014601 CSNO 3511 DEL PASO RD. #160 PMB 230 SACRAMENTO, CA 95835 (916) 448-5752	150.00	9205/9204 Nurse Conf. Reg.	11/29/2022	23384611 PV-230370	150.00	N
015226 CULLIGAN OF NAPA VALLEY 1429 ILLINOIS STREET ST# 1 FAIRFILED, CA 94533 (707) 558-1000	258.85	844261 DO WATER 101708 RVHS WATER	11/10/2022 11/17/2022	23382163 PO-230036 23383437 PO-230036	181.40 77.45	N N
013876 DATAPATH PO BOX 94046 SEATTLE, WA 98124-9446 (888) 693-2827	16,222.53	158737 BACKUP STORAGE 158736 MONTHLY IT SERVICE 158736 MONTHLY IT SERVICE 158736 MONTHLY IT SERVICE 158737 MICROSOFT 365 158897 DHW Teacher computer	11/10/2022 11/10/2022 11/10/2022 11/10/2022 11/10/2022 11/29/2022	23382164 PO-230017 23382164 PO-230067 23382176 PO-230067 23382177 PO-230067 23382189 PV-230334 23384597 PO-230324	450.00 10,673.96 627.88 1,246.16 2,262.50 962.03	N N N N N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015238 DAVIS, GREG 41490 SOUTH RIVER ROAD COURTLAND, CA 95615 (0) - 0 N	178.74	Mileage Reimb	11/29/2022	23384624 TC-230106	178.74	N
013722 DE LAGE LANDEN PUBLIC FINANCE 1111 OLD EAGLE SCHOOL ROAD WAYNE, PA 19087 (800) 736-0220 N	2,468.27	78241946 First 5 Lease 78241933 Walnut Grove Lease 78285132 Bates Lease 78273726 Dist Office Lease 78260697 Dist Office Lease	11/29/2022 11/29/2022 11/29/2022 11/29/2022 11/29/2022	23384612 PV-230371 23384612 PV-230371 23384612 PV-230371 23384612 PV-230371 23384612 PV-230371	80.82 167.01 978.26 794.67 447.51	N N N N N
002819 DELTA CARE DEPT #0170 LOS ANGELES, CA 90084-0170 (0) - 0 N	75.50	Summer Health Premiums	11/29/2022	23384613 PV-230372	75.50	N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612 (916) 995-1335 N	304,797.00	OCTOBER TAX IN LIEU NOV 2022 TAX IN LIEU	11/01/2022 11/10/2022	23380121 PV-230308 23382190 PV-230335	143,250.00 161,547.00	N N
015684 DIVERSIFIED POWER CORPORATION 1285 STRATFORD AVE PMB-316 DIXON, CA 95620 (0) - 0 N	4,700.00	230206 BOND/WG PRKING LIGHTS	11/10/2022	23382179 PO-230206	4,700.00	N
012757 DIVISION OF STATE ARCHITECT 1102 Q STREET SUITE 5200 SACRAMENTO, CA 95811 (916) 445-8730 N	51,960.00	DSA 02-120635 RVHS DSA 02120684 DHS/CMS	11/03/2022 11/03/2022	23380730 PO-230317 23380732 PO-230318	25,980.00 25,980.00	N N
015248 DIXON SMARTSCHOOLHOUSE	2,262.50	1409 PROF SERV DEVLPR NEGOT	11/10/2022	23382181 PO-230064	2,262.50	N

4 VIA CACION
SAN CLEMENTE, CA 92673

(0) - 0 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000188 DOLK TRACTOR COMPANY 242 N. FRONT STREET RIO VISTA, CA 94571	422.72	546 MAINT SERV	11/10/2022	23382191 PV-230336	422.72	N
(0) - 0						N
010469 E.F. KLUDT & SONS INC P.O. BOX 166 LODI, CA 95241-0166	20,036.65	297523/297212 TRANS FUEL 297784 Fuel 298211 298278 Fuel 298559 298819 Fuel	11/01/2022 11/29/2022 11/29/2022 11/29/2022 11/29/2022 11/29/2022	23380109 PO-230103 23384600 PO-230103 23384600 PO-230103 23384600 PO-230103 23384600 PO-230103 23384600 PO-230103	8,471.23 3,305.50 3,244.60 1,986.86 1,336.07 1,692.39	N N N N N N
(0) - 0						N
015663 EAST BAY RESTAURANT SUPPLY 49 FOURTH STREET OAKLAND, CA 94607	6,269.29	S1993449 Bates Fridge S1993449 Delivery	12/01/2022 12/01/2022	23385368 PO-230209 23385368 PO-230209	6,144.29 125.00	N N
(510) 465-4300						N
015659 EDWARDS, STEVENS, AND TUCKER 333 UNIVERSITY AVE. #200 SACRAMENTO, CA 95825	3,510.50	4483/4537 ATTY FEES 4483/4537 ATTY FEES 4483/4537 ATTY FEES 4483/4537 ATTY FEES	11/10/2022 11/10/2022 11/10/2022 11/10/2022	23382192 PV-230351 23382192 PV-230351 23382192 PV-230351 23382192 PV-230351	295.00 177.00 3,009.00 29.50	Y Y Y Y
(916) 565-7697						Y
010042 EMIGH, JENNIFER 315 RANIER COURT RIO VISTA, CA 94571	717.38	OCT MILEAGE Oct./Nov Mileage	11/03/2022 11/29/2022	23380747 TC-230085 23384625 TC-230107	333.25 384.13	N N
(0) - 0						N
001498 EMPLOYMENT DEVELOPMENT DEPT P.O. BOX 2482 SACRAMENTO, CA 95812-2482	543.60	L1373994640 SEF EXP CHARGE	11/10/2022	23382193 PV-230337	543.60	N
(916) 653-5380						N
011104 EXCEL SCHOOL PHOTOGRAPHERS	500.00	1713 MAINT BADGES	11/03/2022	23380739 PV-230317	500.00	N

4219 S MARKET CT SUITE N
SACRAMENTO, CA 95834

(916) 565-1620

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013883 FREMOUW ENVIROMENTAL SERVICE 6940 TREMONT RD DIXON, CA 95620 (707) - 0 N	2,445.46	442913 Hazardous Waste DISP	11/29/2022	23384598 PO-230308	2,445.46	N
011339 FRONTIER COMMUNICATIONS CORPORATION THREE HIGH RIDGE PARK STAMFORD, CT 06905 (0) - 0 N	4,004.62	102021-8 RADIO RIO INTERNET DIST WIDE PHONES	11/03/2022 11/10/2022	23380740 PV-230318 23382165 PO-230016	51.49 3,953.13	N N
015734 GARCIA, BETTY P.O. BOX 113 ISLETON, CA 95641 (916) 717-5321 N	901.43	Stale Date 99516712 Replc	11/29/2022	23384626 TC-230108	901.43	N
003905 GASTON, JENNIFER 329 SACRAMENTO ST RIO VISTA, CA 94571 (0) - 0 N	167.38	CONF PER DIEM/REIMB	11/08/2022	23381656 TC-230092	167.38	N
015671 GEOLINKS CALIFORNIA INTERNET 251 CAMARILLO RANCH RD CAMARILLO, CA 93012 (0) - 0 N	69.70	BD0113439 BATES FIBER BD0113439 BATES FIBER	11/08/2022 11/08/2022	23381657 PV-230324 23381657 PV-230324	627.30- 697.00	N N
003354 GOPHER SPORT 2525 LEMOND ST SW OWATONNA, MN 55060-0998 (800) 533-0446 N THE PROPHET CO	374.76	196567 ISLE PLAYGRND EQUIP	11/17/2022	23383433 PO-230030	374.76	N

716002316	Cust. Supplies	11/29/2022	23384602	PO-230148	530.60	N
716406327	Cust Supplies	11/29/2022	23384602	PO-230148	10.27	N
715759320		11/29/2022	23384602	PO-230148	582.07	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014548 HUNTER, RENEE 10005 RIVER MIST WAY RANCHO CORDOVA, CA 95670	55.93	OCT MILEAGE	11/17/2022	23383461 TC-230099	55.93	N
(0) - 0						N
011917 INDOFF 11816 LACKLAND AVENUE ST. LOUIS, MO 63146-4206	1,803.20	3592155 SHIPPING/LABOR 3592155 TOSA DESK 3585074 Swivel Chair	11/17/2022 11/17/2022 12/01/2022	23383434 PO-230027 23383434 PO-230027 23385369 PO-230034	290.00 1,254.78 258.42	N N N
(707) 374-4037						N
015685 INSPIRE TO CREATE ENTERPRISES 1410 W. GUADALUPE RD. # 112 GILBERT, AZ 85233	410.54	57926 SP ED SUPPLIES 57926 SP ED SUPPLIES	11/10/2022 11/10/2022	23382155 PO-230330 23382155 PO-230330	26.60 383.94	N N
(0) - 0						N
014824 J & D WHOLESALE 2810 COWELL BLVD DAVIS, CA 95618	383.25	6302947/6302898/6302935 RVHS 6302947/6302898/6302935 RVHS	11/01/2022 11/01/2022	23380110 PO-230277 23380110 PO-230277	191.62 191.63	N N
(530) 747-2300						N
014869 JOSEPHS LAWNMOWER 1551 OAK PARK BLVD PLEASANT HILL, CA 94523	655.49	340814 MAINT GENERATOR	11/10/2022	23382194 PV-230340	655.49	N
(925) 935-7240						N
011311 LA RUE COMMUNICATIONS 521 E. MINER AVE STOCKTON, CA 95202	330.00	3519 UHF SERVICES	11/10/2022	23382168 PO-230122	330.00	7
(209) 463-1900		Y LA RUE, KNOX J				
000203 LAKESHORE LEARNING MATERIALS 2695 E DOMINGUEZ STREET	1,048.97	678899110422 ASP Supplies 678899110422 ASP Supply	12/01/2022 12/01/2022	23385362 PO-230342 23385362 PO-230342	131.78 917.19	N N

CARSON, CA 90895

(800) 424-4772

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015512 LEAF PO BOX 5066 HARTFORD, CT 06102-5066 (866) 219-7924	6,857.16	13877445 RMS LEASE 13859012 RVHS LEASE 13877446 ISLE LEASE 13877444 CAFE LEASES 13919901 DHS LEASE 13919900 DHW LEASE 13745932 RMS PRINT 13877444 CAFE PRINT 13982803 RVHS Lease	11/01/2022 11/01/2022 11/01/2022 11/01/2022 11/10/2022 11/10/2022 11/17/2022 11/17/2022 11/29/2022	23380122 PV-230309 23380122 PV-230309 23380122 PV-230309 23380130 PV-230309 23382195 PV-230338 23382195 PV-230338 23383446 PV-230355 23383457 PV-230355 23384614 PV-230373 23385378 PV-230382 23385378 PV-230382 23385382 PV-230382	600.91 1,231.21 459.55 162.71 1,000.40 698.92 94.94 162.71 1,307.87 459.55 600.91 77.48	N N N N Y Y N N N N N N
011868 LIRA'S WELDING SERVICE P.O. BOX 31 RIO VISTA, CA 94571 (0) - 0	560.00	12793 Basketball Hoop Repair	11/29/2022	23384615 PV-230374	560.00	Y
000548 LIRAS SUPERMARKET 609 HWY 12 RIO VISTA, CA 94571 (707) 374-5399	2,185.65	#135 ED SV/DHW SUPPLIES/BRD #135 ED SV/DHW SUPPLIES/BRD #135 ED SV/DHW SUPPLIES/BRD #133 RMS SUPPLIES #133 RDHS SUPPLIES #55 RVHS Supplies #55 RVHS Supplies	11/10/2022 11/10/2022 11/10/2022 11/17/2022 11/17/2022 11/29/2022 11/29/2022	23382196 PV-230339 23382196 PV-230339 23382196 PV-230339 23383439 PO-230137 23383447 PV-230356 23384603 PO-230042 23384603 PO-230042	70.36 1,894.76 8.69 115.23 34.09 31.26 31.26	N N N N N N N
015183 LOPEZ, LUIS PO BOX 237 HOOD, CA 95639 (0) - 0	100.93	OCT MILEAGE	11/03/2022	23380749 TC-230087	100.93	N
013206 LOWE'S 8369 POWER INN ROAD ELK GROVE, CA 95624-3464 (866) 232-7443	2,711.53	MAINT SUPPLIES RVHS AG SUPPLIES RVHS AG SUPPLIES RVHS SUPPLIES	11/17/2022 11/17/2022 11/17/2022 11/17/2022	23383440 PO-230109 23383440 PO-230278 23383440 PO-230278 23383448 PV-230357	783.59 844.25 844.26 239.43	N N N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014665 LOY MATTISON ENTERPRISES 7038 ALMOND HILL COURT ORANGEVALE, CA 95662 (0) - 0 Y	1,137.50	090122103122 ERATE CONSULTING	11/17/2022	23383441 PO-230061	1,137.50	Y
014144 MARTINEZ, SANDRA PO BOX 298 ISLETON, CA 95641 (0) - 0 N	253.62	SEPT/OCT MILEAGE	11/03/2022	23380750 TC-230088	253.62	N
015110 MAYNARD, NIKKA 4545 BEACON COURT RIO VISTA, CA 94571 (0) - 0 N	48.62	SEPT/OCT MILEAGE	11/03/2022	23380753 TC-230091	48.62	N
014107 MCCARTY, MELADEE 9217 VERVAINE WAY SACRAMENTO, CA 95829-8733 (209) 601-2940 Y	1,250.00	SP ED PROF SERV	11/03/2022	23380735 PO-230255	1,250.00	Y
011391 MCGRAW HILL SCHOOL DIVISION 2700 YGNACIO VALLEY ROAD SUITE 200 WALNUT CREEK, CA 94598 (925) 947-6000 N	488.31	125561569001 DIGITAL ELA BTS	11/03/2022	23380727 PO-230303	488.31	N
015270 MEDIWASTE PO BOX 6579 CORONA, CA 92878 (855) 449-6334 N	265.01	168310 MEDIWASTE DISPOSAL	11/10/2022	23382170 PO-230129	265.01	N
015731 MEEKER, TRUDY	18.31	NOV MILEAGE	11/17/2022	23383468 TC-230105	18.31	N

6 ESPERSON COURT
RIO VISTA, CA 94571

(925) 234-3339

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015145 MULLER SPORTS 8673 HODGE PLACE ORANGEVALE, CA 95662 (916) 347-2553	2,254.00	224/130 RVHS SPORTS OFFICIALS	11/03/2022	23380741 PV-230322	2,254.00	Y
		Y MONTY MULLER				
013794 NORTH DELTA WATER AGENCY 3050 BEACON BLVD STE #203 WEST SACRAMENTO, CA 95691 (916) 446-0197	316.56	2800 BENEFIT ASSESSMENT	11/10/2022	23382198 PV-230341	316.56	N
		N				
015696 NORTHERN CALIFORNIA PREPARATORY SCHOOL PO BOX 2761 ELK GROVE, CA 95759 (0) - 0	1,682.50	5047/5062 NPS FEES	11/03/2022	23380736 PO-230256	1,682.50	N
		N				
014454 OROZCO, PRITIKA 14216 SHOP STREET WALNUT GROVE, CA 95690 (916) 491-0657	533.00	OCT MILEAGE	11/17/2022	23383462 TC-230100	533.00	N
		N				
014465 PARKER & COVERT LAW OFFICE 17862 EAST SEVENTEENTH ST#204 EAST BUILDING TUSTIN, CA 92780 (714) 573-0900	18,420.00	75436 ATTY FEES 75436 ATTY FEES 75436 ATTY FEES 75517/75518 Atty Fees 75517/75518 Atty Fees 75517/75518 Atty Fees	11/01/2022 11/01/2022 11/01/2022 11/29/2022 11/29/2022 11/29/2022	23380123 PV-230310 23380131 PV-230310 23380132 PV-230310 23384616 PV-230375 23384616 PV-230375 23384623 PV-230375	4,745.00 2,100.00 900.00 1,600.00 5,950.00 3,125.00	Y Y Y Y Y Y
		Y PARKER & COVE				
013692 PATIN, ANGELA 633 MADERE STREET RIO VISTA, CA 94571 (707) 628-4406	86.87	OCT MILEAGE	11/17/2022	23383463 TC-230101	86.87	N
		N				

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013895 PEARSON CLINICAL ASSESSMENT ORDERING PO BOX 599700 SAN ANTONIO, TX 78259 (800) 627-7271	3.30	19914130 SP ED DIGITAL REPORT	11/10/2022	23382197 PV-230342	3.30	N
003270 PG&E 685 EMBARCADERO DRIVE SACRAMENTO, CA 95605 (0) - 0	101,716.19	DIST WIDE ELECT RADIO RIO ELECT Dist Wide Electricity	11/01/2022 11/10/2022 11/29/2022	23380111 PO-230037 23382199 PV-230343 23384604 PO-230037	55,750.07 28.22 45,937.90	N N N
013458 PITNEY BOWES INC 1 ELMCROFT ROAD STAMFORD, CT 06926-0700 (800) 228-1071	422.44	3105812922 Lease	12/01/2022	23385370 PO-230059	422.44	N
002526 PITNEY BOWES RESERVE ACCOUNT 1245 EAST BRICKYARD ROAD SUITE 250 SALT LAKE CITY, UT 84106-4278 (0) - 0	5,000.00	POSTAGE FOR MACHINE	11/01/2022	23380112 PO-230063	5,000.00	N
012857 PRISTINE REHAB CARE 706 N. DIAMOND BAR BLVD STE #B DIAMOND BAR, CA 91765 (317) 371-3866	16,233.60	8133 SPEECH THERAPIST	11/17/2022	23383442 PO-230281	16,233.60	7
012529 RGM KRAMER INC. 3230 MONUMENT WAY CONCORD, CA 94518 (0) - 0	15,297.80	8622 WG Fire Alarm 8624 Culin. Science room 8626 8627 CMS Services 8633 Mngm Services 8633 Mngm Servicing 8629 Roofing Proj.	12/01/2022 12/01/2022 12/01/2022 12/01/2022 12/01/2022 12/01/2022 12/01/2022	23385376 PO-220919 23385375 PO-230004 23385376 PO-230008 23385375 PO-230039 23385375 PO-230081 23385376 PO-230081 23385375 PO-230084	800.00 4,437.50 420.00 707.40 3,768.46 1,190.04 223.78	N N N N N N N

8629 Roofing Proj.	12/01/2022	23385376	PO-230084	63.12	N
8623 DHS/CMS ELEC Upgrade	12/01/2022	23385376	PO-230302	3,687.50	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014859 RIO VISTA BAKERY & CAFE 150 MAIN STREET RIO VISTA, CA 94571 (707) 374-3844	308.00	RVHS SUPPLIES	11/01/2022	23380114 PO-230045	308.00	N
014071 RIO VISTA BEACON PO BOX 726 BRENTWOOD, CA 94513 (925) 550-7811	180.00	9758 WIND RIVER AD	11/17/2022	23383435 PO-230354	180.00	N
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607 (0) - 0	2,927.67	RV WASTE SERVICE	11/10/2022	23382169 PO-230056	2,927.67	N
010048 RIVER DELTA REVOLVING FUND 445 MONTEZUMA ST RIO VISTA, CA 94571 (0) - 0	2,872.92	T. Byers Payroll Reim. 11/2022 T. Byers Payroll Reim. 11/2022 Lost Warrant A. Mogianesi Lost Warrant for D.Guptill Lost Warrant for D.Guptill	12/01/2022 12/01/2022 12/01/2022 12/01/2022 12/01/2022	23385379 PV-230383 23385379 PV-230383 23385379 PV-230384 23385379 PV-230385 23385379 PV-230385	1,001.09 390.85 360.16 560.41 560.41	N N N N N
014982 RIVERA-GARCIA, MARIA PO BOX 753 WALNUT GROVE, CA 95690 (916) 270-5670	137.12	OCT MILEAGE	11/03/2022	23380751 TC-230089	137.12	N
011167 ROCHESTER 100 INC 40 JEFFERSON RD ROCHESTER, NY 14623 (585) 475-0200	300.00	INVO32790	12/01/2022	23385363 PO-230139	300.00	N
014784 ROMAN, ANA 10 E 3RD ST	73.50	OCT MILEAGE	11/17/2022	23383464 TC-230102	73.50	N

ISLETON, CA 95641

(0) - 0 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013667 ROSE-WRIGHT, DENISE PO BOX 69 RIO VISTA, CA 94571 (0) - 0 N	26.38	REIMB SUPPLIES	11/10/2022	23382209 TC-230094	26.38	N
012796 ROSSI, MARCY 128 N SECOND STREET RIO VISTA, CA 94571 (0) - 0 N	108.05	RMS Pizza ELAC Meeting	11/29/2022	23384627 TC-230109	108.05	N
015003 ROUNDS, SEFIA 1000 VINTAGE DR OAKLEY, CA 94561 (0) - 0 N	57.63	RMS CONF MILEAGE	11/17/2022	23383465 TC-230103	57.63	N
015733 RUTGERS THE STATE UNIVERSITY ATTN: CARLY MCCRAE 3RD FLOOR 3 RUTGERS PLAZA NEW BRUNSWICK, NJ 08901 (848) 932-7565 N	900.00	CV-6312-0069-0074 AP CONF	11/17/2022	23383449 PV-230358	900.00	N
014433 RYLAND CONSULTING 8334 PARUS WAY GRANITE BAY, CA 95746 (916) 652-7165 N	1,487.50	3569 PROF SERV	11/17/2022	23383450 PV-230359	1,487.50	N
012894 S & S BEST SELLER P.O. BOX 513 COLCHESTER, CT 06415-0513 (800) 243-9232 N	2,450.45	IN101095407 DHW Exp.L Pgram	12/01/2022	23385364 PO-230343	2,450.45	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014403 SACRAMENTO CITY COLLEGE RODDA HALL, RH N 173 3835 FREEPORT BLVD SACRAMENTO, CA 95822 (916) 558-2321 N	750.00	2004874 A. ESPINOZA SCHLRSH	11/03/2022	23380725 PO-230348	750.00	N
000090 SACRAMENTO COUNTY UTILITIES 9700 GOETHE ROAD SUITE C SACRAMENTO, CA 95827 (0) - 0 N	86.75	MOKE SEWER WG/MOKE SEWER	11/03/2022 11/10/2022	23380742 PV-230319 23382200 PV-230344	18.67 68.08	Y N
015134 SAVVAS LEARNING COMPANY PO BOX 409496 ATLANTA, GA 30384-9496 (0) - 0 Y GATEWAY EDUCAT	12,855.97	4026858789 ED SV BOOKS 4026870133 SV Books	11/17/2022 12/01/2022	23383443 PO-230193 23385365 PO-230193	8,260.52 4,595.45	Y Y
003501 SCHOLASTIC INC 2931 EAST MCCARTY STREET JEFFERSON CITY, MO 65101 (800) 724-6527 N	565.79	M72R88596/M73209884 DHW SUPPLI	11/01/2022	23380124 PV-230311	565.79	N
003318 SCHOOL SPECIALTY INC W6316 DESIGN DRIVE GREENVILLE, WI 54942 (0) - 0 N	655.27	208131264908 DHS SUPPLIES 308104147286 DHS SUPPLIES 208130884151 RMS SUPPLIES	11/01/2022 11/01/2022 11/03/2022	23380115 PO-230247 23380115 PO-230247 23380726 PO-230198	219.78 375.48 60.01	N N N
000316 SCHOOLS INSURANCE AUTHORITY P.O. BOX 276710 SACRAMENTO, CA 95827-6710 (0) - 0 N	175.00	Misc 22-30 Islet. Event Ins.	11/29/2022	23384617 PV-230376	175.00	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013193 SCOE P.O. BOX 269003 10474 MATHER BLVD SACRAMENTO, CA 95826 (0) - 0 N	21,600.00	230982 TEACHER INDUCTION	11/17/2022	23383451 PV-230360	21,600.00	N
014444 SEQUOIA FLORAL 3245 SANTA ROSA AVENUE SANTA ROSA, CA 95407 (707) 525-0780 N	451.14	68210 FLORAL SUPPLIES 68210 FLORAL SUPPLIES	11/10/2022 11/10/2022	23382171 PO-230299 23382171 PO-230299	225.57 225.57	N N
015572 SERNA, CECILIA 12952 STATE HWY 160 WALNUT GROVE, CA 95690 (0) - 0 N	382.50	OCTOBER MILEAGE	11/17/2022	23383466 TC-230097	382.50	N
015220 SERVANIA, ROLLY PO BOX 9075 PITTSBURG, CA 94565 (925) 698-7098 N	82.68	OCT MILEAGE	11/03/2022	23380752 TC-230090	82.68	N
014860 SERVSAFE NATIONAL RESTAURANT ASSOC 233 S. WALKER DRIVE #3600 CHICAGO, IL 60606 (0) - 0 N	100.60	16N7737278 16N7737278 Manager Book	12/01/2022 12/01/2022	23385366 PO-230279 23385366 PO-230279	23.56 77.04	N N
012914 SEVER, AARON 1005 LINDA VISTA RIO VISTA, CA 94571 (0) - 0 N	45.69	Isle Supplies	11/29/2022	23384628 TC-230110	45.69	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014524 SHRED IT PO BOX 101007 PASADENA, CA 91189-1007	199.43	100306286 SHREDDING	11/10/2022	23382201 PV-230345	199.43	N
(0) - 0						N
000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710	4,559.41	Retirees & Board members	12/01/2022	23385380 PV-230386	51.46	N
		Retirees & Board members	12/01/2022	23385380 PV-230386	1,683.13	N
		Retirees & Board members	12/01/2022	23385380 PV-230386	2,824.82	N
(0) - 0						N
000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	980.56	NOVEMBER 2022 PREMIUMS	11/08/2022	23381658 PV-230325	634.48	N
		NOVEMBER 2022 PREMIUMS	11/08/2022	23381658 PV-230325	346.08	N
(0) - 0						N
000095 SMUD P.O. BOX 15555 SACRAMENTO, CA 95852	10,044.19	WG/BATES/TRANS ELECT	11/10/2022	23382172 PO-230038	9,838.61	N
		BATES ELECT	11/17/2022	23383444 PO-230038	87.98	N
		Bates Elect	12/01/2022	23385372 PO-230038	117.60	N
(0) - 0						N
012084 SODEXO INC & AFFILIATES PO BOX 360170 PITTSBURGH, PA 15251-6170	90,771.41	122008 PROF DEVL MNT FOOD	11/01/2022	23380125 PV-230312	1,293.61	N
			12/01/2022	23385381 PV-230387	9,747.07	N
			12/01/2022	23385381 PV-230387	9,391.80	N
			12/01/2022	23385381 PV-230387	15.36	N
			12/01/2022	23385381 PV-230387	35.20	N
			12/01/2022	23385381 PV-230387	39.71	N
			12/01/2022	23385383 PV-230387	12,367.34	N
			12/01/2022	23385383 PV-230387	3,601.78	N
			12/01/2022	23385383 PV-230387	61,483.10	N
(0) - 0						N
014069 STAPLES ADVANTAGE 500 STAPLES DRIVE FRAMINGHAM, MA 01702	7,921.01	3518227277 RMS SUPPLIES	11/01/2022	23380116 PO-230153	60.95	N
		3520204293 RMS SUPPLIES	11/01/2022	23380116 PO-230153	45.67	N
		3519888348 RMS SUPPLIES	11/01/2022	23380116 PO-230153	23.24	N
		3515069325 DHW SUPPLIES	11/01/2022	23380116 PO-230196	1,121.31	N
(0) - 0		N STAPLES CONTRA 3519956297 DHW SUPPLIES	11/01/2022	23380116 PO-230196	69.44	N

3517495541	DHW SUPPLIES	11/01/2022	23380116	PO-230196	61.20	N
3500691178	DHW SUPPLIES	11/01/2022	23380116	PO-230196	5.61	N
3515979717	DHW SUPPLIES	11/01/2022	23380116	PO-230196	92.80	N
3516185658	DHS SUPPLIES	11/01/2022	23380116	PO-230231	194.79	N
3519888347	DHS SUPPLIES	11/01/2022	23380116	PO-230231	166.96	N
3515585826	DHS SUPPLIES	11/01/2022	23380116	PO-230231	48.52	N
3519712058	DHS AG SUPPLIES	11/01/2022	23380116	PO-230245	367.29	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099

014069 STAPLES ADVANTA (Continued...)		3519712058 DHS AG SUPPLIES	11/01/2022	23380116 PO-230245	367.28	N
		3521163389 WIND RIVER SUPPLIES	11/01/2022	23380117 PO-230261	68.49	N
		3522645907 ED SV SUPPLIES	11/10/2022	23382173 PO-230024	57.75	N
		35158948848 ASP SUPPLIES	11/10/2022	23382156 PO-230140	644.81	N
		3521883802 ASP SUPPLIES	11/10/2022	23382173 PO-230205	10.75	N
		352116338 ASP SUPPLIES	11/10/2022	23382173 PO-230205	436.98	N
		3522329814 DHW SUPPLIES	11/10/2022	23382173 PO-230340	132.75	N
		3502089473 ASP SUPPLIES	11/10/2022	23382202 PV-230346	161.59	N
		3522329813 ISLE SUPPLIES	11/10/2022	23382202 PV-230346	607.67	N
		3522263285 HR REFUND	11/10/2022	23382202 PV-230346	69.54	N
		3522465019 BUS OFF SUPPLIES	11/10/2022	23382202 PV-230346	117.65	N
		3522645906 HR SUPPLIES	11/17/2022	23383452 PV-230361	79.45	N
		3521307332	11/29/2022	23384605 PO-230040	157.05	N
		3521307332 RVHS Supplies	11/29/2022	23384605 PO-230040	157.05	N
		3522645908 RMS Supplies	11/29/2022	23384605 PO-230153	115.45	N
		3523402760 RMS Supplies	11/29/2022	23384605 PO-230153	80.79	N
		3523576378 DHW Supplies	11/29/2022	23384605 PO-230196	97.97	N
		3522645909 DHW Supplies	11/29/2022	23384605 PO-230196	10.29	N
		3521883802 Bates Supplies	11/29/2022	23384605 PO-230205	10.75	N
		3521535848 HR Supplies	11/29/2022	23384618 PV-230377	56.27	N
		3521307328 HR Supplies	11/29/2022	23384618 PV-230377	962.10	N
		3520836242 HR Supplies	11/29/2022	23384618 PV-230377	342.62	N
		3521163388 Bates supplies	12/01/2022	23385373 PO-230205	436.98	N
		3522263287 Bates Supplies	12/01/2022	23385373 PO-230205	20.46	N
		3518720840 Isle Supplies	12/01/2022	23385373 PO-230216	329.61	N
		3522465020 DHW supplies	12/01/2022	23385373 PO-230340	148.29	N
		3522794445 DHW Supplies	12/01/2022	23385373 PO-230340	121.92	N

000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571 (707) 374-5567	67.60	#23100 Maint. Supplies	11/29/2022	23384606 PO-230094	67.60	N

014728 TEACHER SYNERGY TEACHERS PAY TEACHERS 75 REMITTANCE DRIVE DEPT 6759 CHICAGO, IL 60675-6759 (0) - 0	21,735.00	15824 Re-issue Lost Warrant	11/29/2022	23384619 PV-230378	21,735.00	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015212 THE HUMAN BEAN 1010 CA-12 RIO VISTA, CA 94571	225.00	DHW COFFEE W/ PRINCIPAL RVHS Coffe with parents	11/08/2022 12/01/2022	23381659 PV-230326 23385374 PO-230044	75.00 150.00	N N
(0) - 0						N
014873 TFX COMMUNICATIONS PO BOX 509013 SAN DIEGO, CA 92150-9013	3,018.19	LONG DISTANCE	11/10/2022	23382174 PO-230057	3,018.19	N
(877) 487-2877						N
012694 U.S. BANK 221 SOUTH FIGUEROA ST, STE 210 LM-CA-F2TC LOS ANGELES, CA 90012	11,024.34	OCT 22 GASB 75	11/29/2022	23384620 PV-230379	11,024.34	N
(0) - 0						N
015275 U.S. BANK CORPORATE BUSINESS CARD P.O. BOX 6335 FARGO, ND 58125-6335	2,518.36	PARKING STAFF LUNCH CPI LUNCH CPI LUNCH CPI LUNCH DINNER/MEETING CREDIT SUPPLIES LUNCH PARKING PARKING PARKING PARKING SUPPILES PARKING PARKING SUPPLIES SUPPLIES CPI LUNCH SUPPLIES	11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022	23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363 23383454 PV-230363	12.00 279.82 125.83 146.29 66.79 182.65 .19 48.90 10.97 12.00 12.00 12.00 12.00 28.96 20.00 12.00 38.76 116.44 242.20 1,138.94	N N
(800) 344-5696						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
001896 UNITED PARCEL SERVICE INC 55 GLENLAKE PARKWAY NE ATLANTA, GA 30328	272.04	DO SHIPPING DO SHIPPING DO SHIPPING	11/01/2022 11/03/2022 11/17/2022	23380126 PV-230313 23380743 PV-230320 23383453 PV-230362	79.43 62.81 129.80	N N N
(0) - 0						N
015729 VELOCITY TRUCK CENTERS PO BOX 101284 PASADENA, CA 91189-1284	183.53	210853301 TRANS SUPPLIES 210853301 TRANS SUPPLIES	11/10/2022 11/10/2022	23382203 PV-230347 23382203 PV-230347	30.00 153.53	N N
(0) - 0						N
015268 VERA ZAZUETA, MITZI PO BOX 267 ISLETON, CA 95641	36.18	OCT MILEAGE	11/17/2022	23383467 TC-230104	36.18	N
(707) 704-8819						N
013997 VERIZON WIRELESS ONE VERIZON PLACE ALPHARETTA, GA 30004	1,861.73	SP ED Cellular ASP Cellular Maint. Cellular Hot Spot Dist Wide Cellular	11/29/2022 11/29/2022 11/29/2022 11/29/2022 11/29/2022	23384607 PO-230035 23384607 PO-230035 23384607 PO-230035 23384607 PO-230035 23384607 PO-230035	15.64 62.56 93.84 40.01 1,649.68	7 7 7 7 7
() -		Y VERIZON WIRELE				
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251	1,727.98	DHS WASTE SERVICE	11/10/2022	23382175 PO-230054	1,727.98	N
(0) - 0						N
012247 WELLS FARGO BANK WF 8113 P.O. BOX 1450 MINNEAPOLIS, MN 55485-8113	750.00	2152651 PAYING AGENT FEE ADMIN	11/17/2022	23383445 PV-230364	750.00	N
(0) - 0						N
015228 WEST COAST BROADCAST SERV	80.00	RVH-010 KRVH CONSULTING	11/08/2022	23381660 PO-230312	80.00	Y

2006 G STREET
SACRAMENTO, CA 95811

(530) 554-0603

Y MICHAEL DASILV

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000490 WILCO SUPPLY 1973 DAVID ST SAN LEANDRO, CA 94577 (800) 745-5450 N	1,054.22	9967305 MAINT SUPPLIES	11/03/2022	23380728 PO-230114	1,054.22	N
014818 WILLDAN FINANCIAL SERVICES 27368 VIA INDUSTRIA, SUITE 200 TEMECULA, CA 92590 (951) 587-3500 N	2,902.50	010-52907 PROF SERV	11/10/2022	23382207 PV-230349	2,902.50	N
012528 WILLIAMS SCOTSMAN INC 901 SOUTH BOND ST. #600 BALTIMORE, MD 21231 (800) 782-1500 N	5,153.32	RMS MODULAR LEASE RVHS MODULAR LEASE DHW MODULAR LEASE	11/01/2022 11/01/2022 11/01/2022	23380118 PO-230088 23380118 PO-230088 23380118 PO-230088	2,576.66 1,288.33 1,288.33	N N N
014049 WILSON ARCHITECTURE INC 609 15TH STREET MODESTO, CA 95354 (0) - 0 N	5,847.50	20220939 WG WINDOW RPLCMNT 20220938 REPLCMNT PORTABLES	11/10/2022 11/10/2022	23382180 PO-230007 23382178 PO-230010	4,060.00 1,787.50	N N
014763 WINSOR LEARNING, INC. 3001 METRO DRIVE STE #480 BLOOMINGTON, MN 55425 (800) 321-7585 N	9,660.96	17304 SHIPPING 17304 SUNDAY SYSTEM READING INV17438 Installation Training	11/08/2022 11/08/2022 12/01/2022	23381661 PO-230335 23381661 PO-230335 23385367 PO-230335	518.00 5,642.96 3,500.00	N N N
014450 WIZIX 4777 BENNETT DRIVE SUITE D LIVERMORE, CA 94551 (916) 913-6191 N WIZIX TECHNOLO	2,600.60	301804 DO PRINT 301620 RVHS PRINT 302228 BATES PRINT 302549 DHS PRINT 302484 WG PRINT 302548 DHW PRINT 303332 RMS PRINTING 304794 DHW PRINT 305008 DO PRINT	11/01/2022 11/01/2022 11/01/2022 11/03/2022 11/03/2022 11/03/2022 11/08/2022 11/17/2022 11/17/2022	23380127 PV-230314 23380127 PV-230314 23380127 PV-230314 23380744 PV-230321 23380744 PV-230321 23380744 PV-230321 23381662 PV-230327 23383455 PV-230365 23383455 PV-230365	15.34 709.22 98.37 253.70 183.43 544.40 349.76 57.91 233.24	N N N N N N N N N

306357 Fist 5 Print
306906 Cafe Print

11/29/2022 23384621 PV-230380
11/29/2022 23384622 PV-230380

129.11 N
26.12 N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015735 WRIGHT, ARLENE 374 SILVER RIDGE DR RIO VISTA, CA 94571 (510) 676-3477	195.00	Trans DOT Exam Reimb	11/29/2022	23384629 TC-230111	195.00	N
000386 YOLO COUNTY ENVIRONMENTAL HEAL 292 W. BEAMER STREET WOODLAND, CA 95695 (530) 666-8646	2,953.00	116194/116199 WATER SYSTEM PMT 116194/116199 WATER SYSTEM PMT	11/10/2022 11/10/2022	23382204 PV-230352 23382204 PV-230352	1,711.00 1,242.00	N N
014984 YOLO COUNTY TAX COLLECTOR PO BOX 4400 WHITTIER, CA 90607 (866) 895-5027	105.00	DHS PROPERTY TAXES	11/10/2022	23382205 PV-230353	105.00	N
001439 YOLO SOLANO AIR QUALITY MANAGEMENT DISTRICT 1947 GALILCO CT. STE 103 DAVIS, CA 95616 (530) 757-3650	503.00	12090 SOURCE TEST	11/10/2022	23382206 PV-230348	503.00	N
District total:	927,813.28					
Report total:	927,813.28					

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Ken Gaston, Director of MOT

Item Number: 10.4

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Declare as Surplus, River Delta Unified School District Vehicles That are Non-operational and Deem Their Value as Listed:

1. Bus #08 - 1991 Thomas School Bus - \$500
2. Car #52 - 2003 Ford Taurus - \$500

BACKGROUND:

Items to be surplus requires the Board to declare them as surplus and deem a monetary value.

STATUS:

Both Bus #08 and Car #52 have high mileage and are non-operational. The cost of making them operational is greater than their values. Currently they are not being used by the District and have no intention on repairing them. The vehicles will be auctioned on www.GovDeals.com as per District agreement.

PRESENTER:

Ken Gaston, Director of Maintenance, Operation and Transportation

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Any funds received from the sale of the vehicles will be deposited into the General Funds for reallocation.

RECOMMENDATION:

That the Board declares the identified non-operational River Delta Unified School vehicles on the attached list as surplus and deem their value as listed.

Time allocated: 5 minutes

River Delta Unified School

Board Agenda Briefings

Vehicles for surplus:

YEAR	DESCRIPTION	MILEAGE	LICENSE NUMBER	VEHICLE ID NUMBER
2003	C #52 Ford Taurus	109,963	1246560	1FAFP52263G215739
1991	Bus #08 Thomas	387,872	E362429	1T7M4V937M1959933

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: _____

From: Victoria Turk, Principal

Item Number: 10.5

Type of item: Consent Action

SUBJECT:

Request for Approval the Out-of-State Travel for Rio Vista High School's American Field Service (AFS) Club for a Domestic Exchange to Visit Mattapoisett, MA from February 16-20, 2023.

BACKGROUND:

American Field Service Club of Rio Vista High School has traditionally participated yearly in a student-to-student exchange. All student attending must be academically eligible.

STATUS:

Out-of-state travel for staff and students requires Board of Trustees approval.

PRESENTER:

Victoria Turk, Principal

OTHER PEOPLE WHO MIGHT BE PRESENT:

Rio Vista High School teachers, Donnie Surla and Tim Higgs

COST AND FUNDING SOURCES:

The site will cover the cost of two (2) substitute teachers through discretionary funds.

RECOMMENDATION:

That the RDUSD Board of Trustees approves the out-of-state travel for Rio Vista High School's AFS students (Approx. 15) and two staff members to travel to Mattapoisett, MA from February 16-20, 2023.

Time allocated: 2 minutes

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Nancy Vielhauer, Assistant Superintendent of Ed Services Item Number: 10.6

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Purchase of (35) Updated Chromebooks and a Chromebook Charging Cart for the Teacher Pathway at Rio Vista High School.

BACKGROUND:

The Teacher Pathway courses use Chromebooks in their daily instruction. The newer model of Chromebooks have higher quality cameras enabling them to produce higher quality videos for their projects.

STATUS:

The Teacher Pathway would like to purchase new Chromebooks and a Chromebook charging cart to be used by students in both courses of the Teacher Pathway.

PRESENTER:

Nancy Vielhauer, Assistant Superintendent of Education Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

Funding source is the Specialized Secondary Programs (SSP) Grant. Cost not to exceed \$16,500.

RECOMMENDATION:

That the Board approves the purchase of (35) Chromebooks and a charging cart.

Time allocated: 2 minutes

QUOTE FOR

RVHS - Pathways Program

Prepared by:

Datapath

Ricky Maestas
 (209) 300-7333
 rmaestas@mydatapath.com

Prepared for:

River Delta USD



445 Montezuma St.
 Rio Vista, CA 94571
 Maryn Johnson
 (707) 374-1700
 MJohnson@rdsud.org

Quote Information:

Quote #: 020816

Version: 2
 Delivery Date: 11/21/2022
 Expiration Date: 12/05/2022

15.6 Inch Acer Chromebook option

	Price	Qty	Ext. Price
Acer Chromebook 315 CB315-4HT CB315-4HT-C72W 15.6" Touchscreen Chromebook - Full HD - 1920 x 1080 - Intel Celeron N5100 Quad-core (4 Core) 1.10 GHz - 4 GB Total RAM - 32 GB Flash Memory - Pure Silver - Chrome OS - Intel UHD Graphics - In-plane Switching (	\$355.52	35	\$12,443.20
Chrome License	\$35.16	35	\$1,230.60
California Electronic Waste Recycling Fee - Screen Between 15-35 Inch	\$5.00	35	\$175.00
Ergotron Zip40 Charging Cart - 3 Shelf - 255 lb Capacity - 4 Casters - 5" Caster Size - Steel - 30" Width x 26.1" Depth x 45.4" Height - Gray, White - For 40 Devices 	\$2,312.51	1	\$2,312.51
123 available as of 11/21			
Subtotal:			\$16,161.31

Quote Summary

	Amount
15.6 Inch Acer Chromebook option	\$16,161.31
Subtotal:	\$16,161.31
Shipping:	\$45.00
Estimated Tax:	\$1,198.90
Total:	\$17,405.21

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

By accepting this quote Customer is agreeing to the Datapath Terms of Service and Payment Terms:

- [Terms of Service](#)
- [Payment Terms](#)

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022,

Attachments X

From: Nancy Vielhauer, Assistant Superintendent of Educational Services Item Number: 10.7

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve the Purchase of (30) Chromebooks and a Charging Cart for the Culinary Arts Pathway at Rio Vista High School

BACKGROUND:

Rio Vista High School recently purchased new eBook curriculum. These Chromebooks will support the eBooks and be dedicated to the Culinary Arts Pathway.

STATUS:

Theses Chromebooks will support all four courses in the Culinary Arts Pathway. These Chromebooks are necessary to access the eBook curriculum.

PRESENTER:

Nancy Vielhauer, Assistant Superintendent of Educational Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

Career Technical Education Incentive Grant (CTEIG), Cost Not to Exceed \$16,142.

RECOMMENDATION:

That the Board approves the purchase of (30) Chromebooks and a charging cart for the Culinary Arts Pathway at Rio Vista High School

Time allocated: 2 minutes

QUOTE FOR



RDUSD - *RVHS* Chromebooks and Cart for Culinary Arts

Prepared by:
Datapath
 Ricky Maestas
 (209) 300-7333
 rmaestas@mydatapath.com

Prepared for:
River Delta USD
 445 Montezuma St.
 Rio Vista, CA 94571
 Jennifer Kitchens
 (707) 374-1700
 jkitchens@rdusd.org

Quote Information:
Quote #: 020878
 Version: 1
 Delivery Date: 11/21/2022
 Expiration Date: 11/26/2022

Products

	Price	Qty	Ext. Price
HP Chromebook 14 G7 14" Chromebook - HD - 1366 x 768 - Intel Celeron N4500 Dual-core (2 Core) - 8 GB Total RAM - 32 GB Flash Memory - Intel Chip - Chrome OS - Intel UHD Graphics - English Keyboard - 12.50 Hours Battery Run Time - IEEE 802.11ax Wireless LA 	\$416.29	30	\$12,488.70
California Electronic Waste Recycling Fee - Screen Less than 15 Inches	\$4.60	30	\$138.00
Ergotron Zip40 Charging Cart - 3 Shelf - 255 lb Capacity - 4 Casters - 5" Caster Size - Steel - 30" Width x 26.1" Depth x 45.4" Height - Gray, White - For 40 Devices 	\$2,312.51	1	\$2,312.51

Subtotal: \$14,939.21

Quote Summary

	Amount
Products	\$14,939.21
Subtotal:	\$14,939.21
Estimated Tax:	\$1,202.60
Total:	\$16,141.81

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

By accepting this quote Customer is agreeing to the Datapath Terms of Service and Payment Terms:

- [Terms of Service](#)
- [Payment Terms](#)

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: _____

From: Stacy Wallace, Principal Isleton Elementary

Item Number: 10.8

Type of item: (Action, Consent Action or Information Only): _____ Consent Action

SUBJECT:

Request to Approve the Isleton 6th Grade Students to Attend Sly Park's Science Camp February 6-10, 2023.

BACKGROUND:

Sly Park is offering it's 5 days 4-night stay at science camp. This educational opportunity is provided to our students through a partnership with the Sacramento County Office of Education. The students spend the week engaged in hands on learning opportunities in nature provided to them by credentialed science teachers. A few of the learning focuses and experiences include astronomy, forest ecosystems, daily hiking expeditions, as well as team building activities.

STATUS:

Overnight travel requires Board approval.

PRESENTER:

Stacy wallace, principal isleton elementary

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

The cost is \$255 per person not to exceed a total amount of \$8,000. The 6th grade has raised this amount through fundraising opportunities, and donations.

RECOMMENDATION:

That the Board approves the 6th grade students to have an overnight stay and attend the Sly Park Science Camp for the 2022-23 school year.

Time allocated: 3 minutes

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Codi Agan, Director of Personnel

Item Number: 10.9

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Annual Subscription of Teamtailor Recruitment ATS to Provide a District Branded Career Site for Recruitment to Attract, Nurture and Hire Employees in One Easy to Use Platform

BACKGROUND:

River Delta Unified School District needs a more efficient way to recruit new hires and attract applicants.

STATUS:

The River Delta Unified School District's current methods need to be modernized to meet current HR recruitment methods. It would be helpful for applicants to have a more user-friendly interface to apply for open positions versus the current platform of Edjoin. Teamtailor will provide a customized District career site, Access to popular job boards for open position posting, email campaigns, recruitment on the go, analytic reports, and many other applicant hiring processes.

PRESENTER:

Kathy Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

One year subscription to services including additional text capabilities \$9,350.

RECOMMENDATION:

That the Board approves the Purchase of the annual subscription with Teamtailor ATS.

Time allocated: 2 minutes



Price Quote

Date: 11-17-2022

Teamtailor AB
Östgötagatan 16
116 25 Stockholm
Sweden

Quotation for:
River Delta Unified School District

Product: Teamtailor Recruiting

Qty: 1

Price: 8750/year

Currency: USD

Amount: 8750 USD/year

Original Price: 9350 USD/year

Discount Amount: 600 USD (Equivalent to 10 000 SMS Credits)

Total: 8750 USD/year



Price Quote

Date: 11-17-2022
Teamtailor AB
Östgötagatan 16
116 25 Stockholm
Sweden

Quotation for:
River Delta Unified School District - SMS Package

Product: 10,000 SMS
Qty: 1
Price: 600/year
Currency: USD

Total: 600 USD/year

Teamtailor

Overview

About Teamtailor

Teamtailor was founded in 2013 as a way to disrupt the HR tech space by changing the way companies think about recruitment. We believe that great hiring is based on building relationships with candidates and creating a memorable candidate experience.

5,000+

Clients

170k+

Users

90+

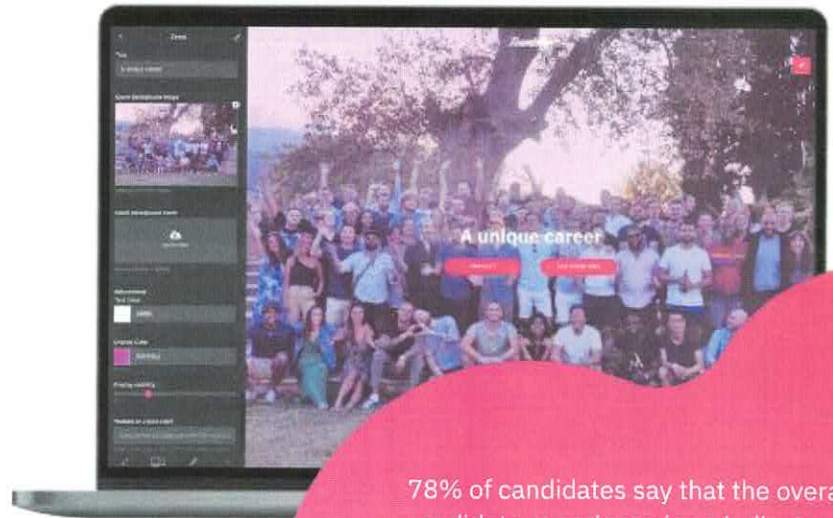
Countries



Candidate Experience

Nowadays, it takes more than a simple job posting to attract the right talent. Candidates are like customers and the experience they have applying to your company will be the deciding factor between taking the job or not.

Our ATS can help you attract, nurture and hire top talent in one easy to use and fully-featured platform.



78% of candidates say that the overall candidate experience is an indicator of how a company values its people.

Recruit Successfully

- **1,378** average job applications per hour
- **3 minute** average customer support response time
- **98%** average happiness rating
- Read [here](#) how Rockar reduced their time to hire by 60%



Trusted by over 5,000 companies

Marketing



Technology



Gaming



Automotive/Aviation



Retail



Don't take it from us

Yes, you're in good company

"We have seen a significant increase in both candidate experience and in the quality of our recruitments. Teamtailor has made us look good. What's not to like?"

Jacob Nilsson, Global HR Director,
Polypeptide Group

Teamtailor changes the way of recruiting to the better for all involved. It is a creative tool that is both fun, social, easy and inspiring to use."

Frida Björkman, Talent Manager,
Educations Media Group

"With Teamtailor we've increased both the quality and the pace of our recruitment processes and enabled our growth journey from 80 to 350 employees in just a couple of years."

Annie Berglund, Chief HR Officer,
Northmill



Applicant Tracking System

Attract. Hire. Manage.



Customisable recruiting funnel



Customisable job applications



Anonymous hiring functions



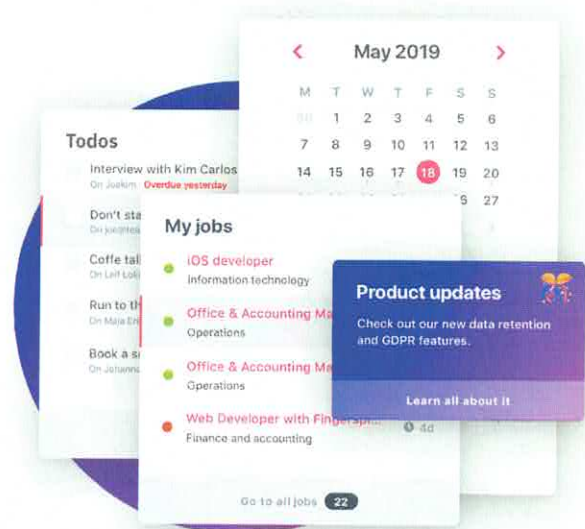
Bulk actions



Automated triggers



Personalised dashboard



Career site

Make the best first impression



Drag and drop blocks



Pre-built templates



Campaign pages



Built-in blog



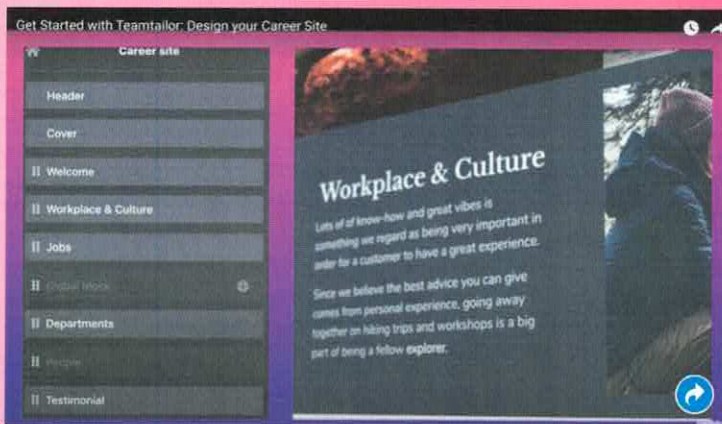
Social Media integration



No technical knowledge needed

Career site

Make the best first impression



[Click here to learn more](#)

Check out some of our clients' amazing career sites!

[Paradox Interactive](#)

[Oatly](#)

[Daniel Wellington](#)

[LADBible Group](#)

Career site

Make the best first impression

Candidate reach

-  Free and paid job boards
-  Social Media integrations
-  Email campaigns
-  SEO

Candidate relationship

-  Career site
-  Hiring teams
-  Candidate chat
-  Nurture campaigns





Compliance and security

-  GDPR Compliance & EEO Reporting
-  Candidate data & privacy
-  99.8% uptime
-  SSL and data encryption

Convert candidates

-  Interview self scheduling
-  Triggers for tasks
-  External recruiter access
-  Easy apply

Support and onboarding

-  Live chat support
-  Guided onboarding
-  Free webinars
-  Dedicated success manager

Analytics and reports

-  Audience and recruitment
-  Candidate experience
-  Team activities
-  Export of data

Recruit on the go

Mobile App

Easy communication

Send messages straight from your phone

Keep track of decisions

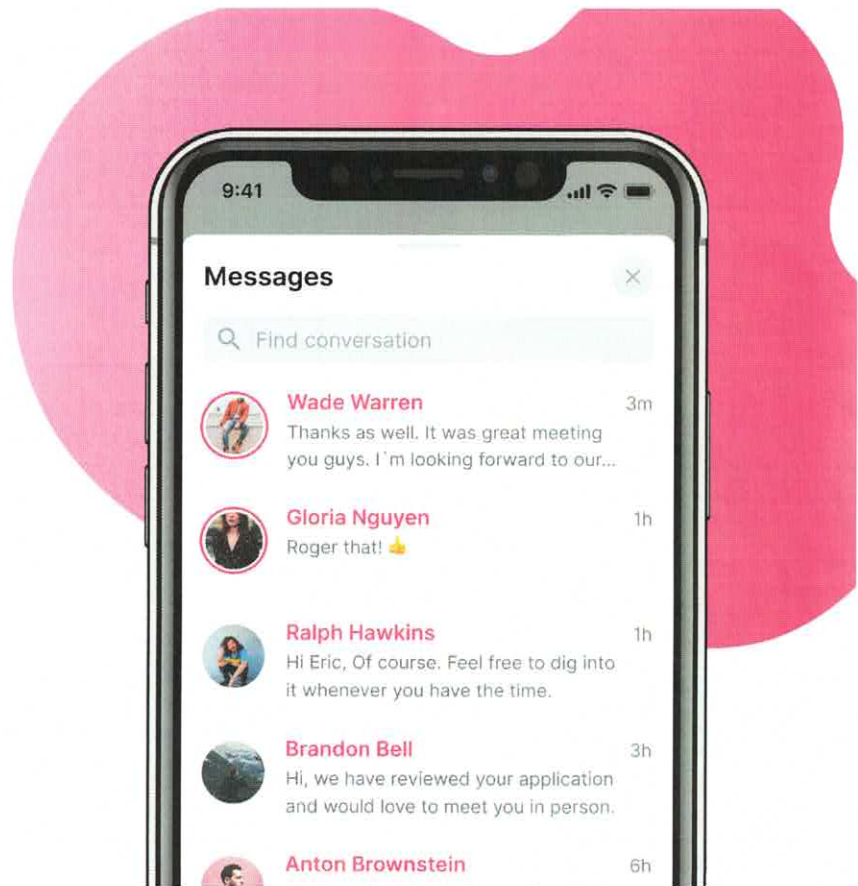
Add notes and collaborate with your team

Mention your colleagues

Tag your team and ask for feedback

Save time

See candidates' information in an instant



Integrations

Use Teamtailor with over 100 HR and recruitment tools

Codility_

bamboohr™

bob

verified First

DocuSign®

enboarder

What you might like to know

Frequently asked questions

How long will it take to go live?

On average, most companies take about 3 weeks to be fully ready to go live. However, we've seen cases where people take as little as 2-3 hours and as long as 2 months. We'll do everything we can to make sure you're ready to go live as soon as you want to!

What is the pricing structure after the first year?

Since we charge based on the number of employees, the pricing structure will be based on the size of your company at the time of renewal.

Why do we charge based on company size?

Teamtaylor offer the inclusion of all our features and unlimited users under one plan. Charging based on company size ensures that all companies, large or small, have access to the same experience.

Is Teamtailor GDPR compliant?

Yes, Teamtailor is fully GDPR compliant. Both users and candidates can request to have their data removed at any time.

Implementation & Onboarding

Your Customer Success Team

Customer Success Manager

- Your contact person at Teamtailor
- Oversees your implementation from onboarding to launch
- Coordinates to fulfil technical tasks and provide resources
- Consults on your platforms development based on product, customer and industry knowledge
- Guides new initiatives and provides product knowledge to make sure you utilise Teamtailor in the best possible way!

Customer Support

- Access directly in your platform through a chat
- All of your users have access to the chat support
 - Email support
 - Average response time is 2 minutes
 - Happiness rating of 98%
- Will support you on a daily basis with questions regarding the system

Technical Support

- Technical agents to provide product and technical expert help for initial and ongoing product support, through email
- Product specialists to assist enterprise solutions and group solutions. Also, special cases like, custom integrations, SSO, BI-connect, special setup

Implementation & Onboarding

Your Customer Success Team

Onboarding

- Validate strategy, success criteria and set up the project plan
- Identify training sessions and goals
- Define and configure usages flow
- Provide onboarding and training content



Soft Launch

We set up the basic features and must-haves for employer branding and recruitment before you will "go live".

And then continue the building of Teamtailor as you go.

This is usually good when you want to get "up & running" very fast and have limited internal resources

OR

Big Launch

We set up and prepare basic and advanced features for employer branding and recruitment before you will "go live".

This usually requires more internal resources and time spent to get "up & running" fast.

Pricing

This pricing is based on the size of your company and includes all features seen in this overview

Plus

- **GDPR + EEO Features**
- **No hidden fees**
- **Free onboarding**
- **Customer support**
- **100 free SMS credits**

\$9,350 USD/Year

Price proposed includes access to Teamtailor + unlimited features/users

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 10.10

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Revisions to Appendix A – Designated Positions of the Conflict-of-Interest Code for River Delta Unified School District

BACKGROUND:

It is required by Government Code Section 87300 et seq., that the district maintain an up-to-date Conflict of Interest Code which includes the identified/designated employees who are required to complete an annual report— which discloses certain investments, income, interests in real property and business position and who must disqualify themselves from making or participating in the making of financial decisions affecting those interests.

STATUS:

The purpose of the amendment to the Code is to update the list of those who must report due to change in position titles of the Chief Business Officer to Assistant Superintendent of Business Services and the Chief Educational Services Officer to Assistant Superintendent of Educational Services as of June 28, 2022. The amendment consists of revisions to titles of existing positions. On October 11, 2022 the Board initiated a 45-day comment period of the Notice of Intension to Amend the Conflict of Interest Code and, on October 12, 2022, an email was sent to all District employees with the same information of the District intent. The 45-day comment period was held from October 12, 2022 through November 25, 2022. No comment or concerns were received by either District employees or members of the public.

PRESENTER:

Katherine Wright, Superintendent

COST AND FUNDING SOURCES:

No Cost to the District to amend the Conflict of Interest Codes for River Delta USD.

RECOMMENDATION:

That the Board approves the revisions to the Conflict of Interest Code as submitted.

Time allocated: 5 minutes

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: October 11, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 9.1.3.1

Type of item: (Action, Consent Action or Information Only): Information Only

SUBJECT:

Request the Board to Hold a 45-day Comment Period of the Notice of Intention to Amend the Conflict of Interest Code of River Delta Unified School District.

BACKGROUND:

It is essential and legally-required for the conflict of interest code for River Delta Unified School District reflect the current structure of its organization. Part of the processes in amending the conflict of interest code is identifying the proper officials who should be filing statements of Economic Interests (Form 700) is to hold a 45-day public comment period, and to notify all employees of the 45-daycomment period.

STATUS:

Attached is a draft copy of the Notice of Intention to Amend the Conflict of Interest Code of the River Delta Unified School District. A comment period has been established commencing on October 12, 2022 and closing on November 25, 2022. Any interested person may submit written comments relating to the proposed amendment by submitting them no later than the November 25, 2022 deadline or at the conclusion of the Public Hearing, if requested, whichever comes later. A hearing must be requested no later than November 1, 2022.

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

None

RECOMMENDATION:

That the Board holds a 45-day comment period of the Notice of Intension to Amend the Conflict of Interest Code of River Delta Unified School District.

Time allocated: 3 minutes

**NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE
OF THE RIVER DELTA UNIFIED SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN that the River Delta Unified School District, pursuant to the authority vested in it by section 87306 of the Government Code, proposes amendment to its conflict of interest code. A comment period has been established commencing on October 12, 2022 and closing on November 25, 2022. All inquiries should be directed to the contact listed below.

The River Delta Unified School District Superintendent's Office proposes to amend its conflict of interest code to include employee positions that involve the making or participation in the making of decisions that may foreseeably have a material effect on any financial interest, as set forth in subdivision (a) of section 87302 of the Government Code. The amendment carries out the purposes of the law and no other alternative would do so and be less burdensome to affected persons.

Changes to the conflict of interest code include: Assistant Superintendent of Educational Services and Assistant Superintendent of Business Services have been added to the list of designated positions to file. Chief Educational Services Officer and Chief Business Officer have been deleted from the designated positions.

The proposed amendment and explanation of the reasons can be obtained from the agency's contact.

Any interested person may submit written comments relating to the proposed amendment by submitting them no later than November 25, 2022, or at the conclusion of the Public Hearing, if requested, whichever comes later. At this time, no Public Hearing is scheduled. A person may request a hearing no later than November 1, 2022.

The River Delta Unified School District Superintendent's Office has determined that the proposed amendments:

1. Impose no mandate on local agencies or school districts.
2. Impose no costs or savings on any state agency.
3. Impose no costs on any local agency or school district that are required to be reimbursed under Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.
4. Will not result in any nondiscretionary costs or savings to local agencies.
5. Will not result in any costs or savings in federal funding to the state.
6. Will not have any potential cost impact on private persons, businesses or small businesses.

All inquiries concerning this proposed amendment and any communication required by this notice should be directed to: Jennifer Gaston, Executive Assistant to the Superintendent
(707) 374-1711
jgaston@rdusd.org

CONFLICT OF INTEREST CODE FOR THE
RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT

The Political Reform Act (Government Code 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 CCR 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 CCR 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure categories shall constitute the conflict of interest code of the River Delta Joint Unified School District (“District”).

Individuals holding designated positions shall file their statements of economic interests with the District, which will make the statements available for public inspection and reproduction. (Government Code 81008.) All statements will be retained by the District.

CONFLICT OF INTEREST CODE FOR THE
RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT

APPENDIX A
Designated Positions

<u>Position</u>	<u>Disclosure Category</u>
Superintendent	1
Athletic Director	2
Chief Assistant Superintendent of Educational Services Officer	
2	
Coordinator, After School Program	2
Coordinator, First 5 Readiness Program	2
Coordinators, Secondary Education (VP)	2
Director, Accounting Dept.	2
Director, Personnel Dept.	2
Director, Special Education	2
Director, Maintenance, Operations & Transportation Dept.	2
Supervisor, Maintenance, Operations	2
Supervisor, Transportation	2
District Nurses	2
Executive Assistant to the Superintendent	2
School Principals	2
Consultants/New Positions	*

* Consultants/New Positions shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in this code subject to the following limitation:

The Superintendent may determine in writing that a particular consultant or new position, although a "designated position", is hired to perform a range of duties that are limited in scope and thus is not required to comply fully with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's or new position's duties and, based on that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Government Code 81008)

Public Officials Who Manage Public Investments:

The following positions are not covered by the conflict of interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for informational purposes only:

- Members of the Board of Trustees
- ~~Chief Assistant Superintendent of Business Services~~

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the final

CONFLICT OF INTEREST CODE FOR THE
RIVER DELTA JOINT UNIFIED SCHOOL DISTRICT

determination whether a position is covered by Government Code Section 87200.

APPENDIX B

Disclosure Categories

Category 1

Designated persons in this category must report:

- a. Interests in real property which are located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income, including receipt of gifts, loans, and travel payments, from sources which:
 - (1) Are engaged in the acquisition or disposal of real property within the district.
 - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or
 - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the district.

Category 2

Designated persons in this category must report investments or business positions or income, including receipt of gifts, loans, and travel payments, from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs; or,
- b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Nancy Vielhauer, Asst. Superintendent of Ed. Services

Item Number: 10.11

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Request to Approve the Purchase of Mystery Science for the 2022-2027 School Years at a Cost Not to Exceed \$19,137.

BACKGROUND:

Mystery Science is an educational website that provides a library of Next Generation Science Standards (NGSS) aligned science lessons. The lessons are anchored by entertaining, kid-friendly videos. Each lesson starts with a question to spark children's curiosity about science and ends with an offline activity. The web-based collection works on any device including Chromebooks.

STATUS:

We would like to purchase a 5-year district membership of Mystery Science for the Beyond the Bell After School Program.

PRESENTER:

Nancy Vielhauer, Assistant Superintendent of Educational Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Not to exceed \$19,137 from After School Program Funds

RECOMMENDATION:

That the Board Approve the Purchase of Mystery Science for the 2022-2027 School Years at a Cost Not to Exceed \$19,137.

Time allocated: 2 minutes

Quote #205812

Quote Issued: November 22, 2022 • Quote Expires: November 30, 2022

River Delta Unified School District Rio Vista, CA, US

5-Year District Membership for 2022-2027 with US \$10,848 discount

Membership is valid through June 30, 2027.

Includes access to all lessons for all teachers at River Delta Unified School District.

Ready to purchase?

Activate your membership immediately by submitting your purchase order or payment online:
<https://mysteryscience.com/order/60e63f>

Purchase orders submitted by mail are accepted but take longer to process.

Pricing Breakdown

District Membership 2022-2023

Membership period: July 1, 2022 - June 30, 2023

\$1,999 x 3 priced schools	\$5,997
\$800 Discount x 3 priced schools	- \$2,400
Total (USD)	\$3,597

District Membership 2023-2024

Membership period: July 1, 2023 - June 30, 2024

\$1,999 x 3 priced schools	\$5,997
\$704 Discount x 3 priced schools	- \$2,112
Total (USD)	\$3,885

District Membership 2024-2025

Membership period: July 1, 2024 - June 30, 2025

\$1,999 x 3 priced schools	\$5,997
\$704 Discount x 3 priced schools	- \$2,112
Total (USD)	\$3,885

District Membership 2025-2026

Membership period: July 1, 2025 - June 30, 2026

\$1,999 x 3 priced schools	\$5,997
\$704 Discount x 3 priced schools	- \$2,112
Total (USD)	\$3,885

District Membership 2026-2027

See a mistake?

To cancel this quote, visit:
<https://mysteryscience.com/order/60e63f>

Other questions? visit our help center at
<https://support.mysteryscience.com>

[Modify Cookie Settings](#)

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Accept All Cookies

Grand total (USD)

\$19,137

Total Discount of \$10,848

Multi-year memberships are contingent on advanced payment in full.

Terms of Service: By submitting a payment or purchase order, you are agreeing to the Mystery Science Terms of Service available at mysteryscience.com/terms, the terms and conditions of which are hereby expressly incorporated herein by reference.

If you need a W-9, you can view it at mysteryscience.com/w9. Note that our W-9 lists our office mailing address, but our remit address is the Atlanta address listed below.

Remit to

Note: all purchase orders can be submitted online
Mystery Science
c/o Discovery Education, Inc
PO Box 745873
Atlanta, GA 30374-5873

Contact

(650) 550-0670
Fax provided after
submitting PO #



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**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: _____

From: Katherine Wright, Superintendent

Item Number: 10.12

Type of item: (Action, Consent Action or Information Only): Consent Action

SUBJECT:

Donations

BACKGROUND:

Donations to Receive and Acknowledge:

Isleton Elementary School – 6th Grade Sly Park Educational Fieldtrip

New Image Salon - \$150

Rio Muffler - \$100

Warren E. Gomes Excavation, Inc. - \$510

Subway - \$510

Lucy's Restaurant - \$100

Stewart Industrial Supply, Inc. \$100

Lira's Supermarket - \$255

Ramos Oil - \$510

Lighthouse Restaurant - \$255

Gibson Manufacturing, Inc. - \$510

Isleton Elementary School – Pumpkins for all students

River Rats Septic and Plumbing - \$800

Isleton Elementary School – Holiday Gifts for all students

Alpha Foundation of Sacramento Toy Drive - Approx. \$2500-\$3000

STATUS:

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board acknowledge and approve the receipt of these donations

Time allocated: 3 minutes

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 11

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Under the provisions of Ed Code Sections 35143 and 50171, the Board is to conduct reorganizational duties including the setting and approving of their meeting schedule for the upcoming calendar year, 2023.

BACKGROUND:

Every year in December, the Board must complete their reorganizational duties (under the provisions of Ed Code 35143 and 50171) by setting and approving the schedule of Regular Board Meetings for next calendar year.

STATUS:

Attached is a draft of the Regular Board Meeting schedule for 2023.

The regularly scheduled meeting in February will be held on the third Tuesday of the month due to layoff deadlines. In June, there are two regularly scheduled meetings: one on the 2nd and 4th Tuesday due to Local Control and Accountability Plan and Budget Timelines. The December meeting is held on the Tuesday following the second Friday of December due to AB2449 becoming effective January 1, 2019.

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board completes their reorganizational duties by setting and approving their meeting schedule for the upcoming year, 2023.

Time allocated: 3 minutes



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
 Rio Vista, California 94571-1651
 (707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

RIVER DELTA UNIFIED SCHOOL DISTRICT SCHEDULE OF REGULAR BOARD MEETINGS

2023

AGENDA BRIEFINGS AND BACK-UP DOCUMENTS DUE (Thursdays – 4p.m.)	BOARD MEETING DATES Generally the 2 nd Tuesday except for February, June and December	LOCATION OF MEETINGS VARIOUS SITES Available to view via Zoom	GENERAL OPEN SESSION Will begin at 6:30 P.M. (unless noted or changed)
December 29	January 10	Rio Vista Theater	6:30 p.m.
February 9	*February 21	Isleton	6:30 p.m.
March 2	March 14	Walnut Grove	6:30 p.m.
March 30	April 11	Bates	6:30 p.m.
April 27	May 9	Clarksburg	6:30 p.m.
June 1	June 13	Walnut Grove	6:30 p.m.
June 15	*June 27	Rio Vista Theater	6:30 p.m.
NO	MEETING	JULY	2023
July 27	August 8	Isleton	6:30 p.m.
August 31	September 12	Walnut Grove	6:30 p.m.
September 28	October 10	Bates	6:30 p.m.
November 2	November 14	Clarksburg MS	6:30 p.m.
November 30	*December 12	Rio Vista Theater	6:30 p.m.

NOTE: * February's regularly scheduled meeting will be held on the third Tuesday of the month due to layoff deadlines, June will hold two meetings one on the 2nd and 4th Tuesday at 6:30pm due to LCAP and Budget Timelines. December's regularly scheduled meeting will be held the Tuesday following the second Friday due to AB2449 becoming effective January 1, 2019.

Board agenda briefings and backup documents are due to Mrs. Gaston in their electronic form by 4:00 p.m. on due date listed if they are to be included on the agenda for the upcoming regular scheduled Board Meeting. – Acceptable formats submitted by email: Board briefings must be submitted in Word and back up materials may be in a Microsoft Office program or pdf format, Faxed or hand delivered hard copies are not accepted.

Note: ► **Agenda items must be approved first by the site administrator.** You may have to attend a Cabinet meeting prior to the Board meeting for final approval for its inclusion (check with Mrs. Gaston).

Jennifer Gaston
 Executive Assistant to Superintendent Katherine Wright
 445 Montezuma Street, Rio Vista, CA 94571
 707-374-1711
jgaston@rdusd.org

Draft December 13, 2022

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Tammy Busch, Asst. Supt., Business Services

Item Number: 12.

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve Delta Elementary Charter School's Material Revision Petition for the term July 1, 2020 to June 30, 2027.

BACKGROUND:

Delta Elementary Charter School is expanded student enrollment to include Transitional Kindergarten (TK) as required by Ed Code 48000. Ed Code 47607.4 requires charter schools to submit a material revision when there are significant changes from the original approved petition. A Public hearing was held on November 8, 2022.

STATUS:

Delta Elementary Charter School has submitted a Material Revision for Boards approval.

PRESENTER:

Tammy Busch, Assistant Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Matt Taylor, Delta Elementary Charter School

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

The Board approves Delta Elementary Charter School Material Revision as submitted.

Time allocated: 5 minutes

Charter of Delta Elementary Charter School



**DELTA
ELEMENTARY**

CHARTER SCHOOL

Charter Petition for the term:

July 1, 2020 to June 30, 2025 Approved on November 12, 2019

Material Revision for the term July 1, 2020 through June 30, 2027

Submitted to the River Delta Unified School District Board on:

November 8, 2022 for Public Hearing

December 13, 2022 for Material Revision Approval

Delta Elementary Charter Accomplishments

Delta Elementary Charter (“DECS” or the “Charter School”) is proud to serve the children, staff and families of our community, which serves the Clarksburg and West Sacramento regions. The Charter School has grown from fewer than 100 students in 2007 to over 410 students in 2019. Our financial model is responsible and sustainable.

We strive to excel in three core areas: positive school culture, academic excellence and outstanding and unique instructional programs and partnerships.

At DECS we know that a positive school culture is foundational to student learning and therefore to our Charter school. Our 2018-19-climate survey indicated that 99% of our parents are pleased with our school culture and feel that we have set high academic standards for their children. We are committed to including our families in the decision-making processes, which are important to parents. Parents have, time and again, demonstrated their consistent commitment to Art and Music programs, which have grown and are producing students that excel in the arts as they move into the Clarksburg Middle School. Our Art Gallery Events and Music Programs have been a positive addition in this community and have contributed to partnerships with UC Davis, CSUS, Wellness Together, and local artists.

Delta Elementary Charter is committed to project-based learning and benefits greatly from connection between local agri-business and their deep connections with the curriculum. Our Learning Garden is an outdoor classroom that allows students to think critically and appreciate agriculture and local farming, and apply what they have learned. Students and staff greatly appreciate the Agriculture Leadership classes as well as the Future Farmers of America (“FFA”) chapter for dedicating their time and energy to teaching our students lessons from dairy to farming and harvesting. Our focus on agriculture has also led to positive partnerships to other professionals in the field. Our focus on student engagement in the garden has led to a partnership with biologists who are leading walks throughout the surrounding ecological environments.

Our staff is committed to implementation of the Common Core State Standards (“CCSS”) in English Language Arts (“ELA”) and mathematics, the Next Generation Science Standards (“NGSS”) the English Language Development (“ELD”) standards, the History-Social Science Framework, and other state standards (collectively “State Standards”), and has focused its staff development ensuring that students find academic success. DECS staff and parents know that student data drives the Charter School’s decision making, while the Charter School maintains the humanistic goal of knowing every child by name and ensuring each student finds increased levels of success. Our professional development has been geared to ensure that all staff receive the support and guidance needed for this critical transition.

Delta Elementary Charter is proud to be located within the River Delta Unified School District (“RDUSD” or the “District”) boundaries. DECS families understand the importance of this partnership, and we are seeing far greater numbers of our students transitioning to the Clarksburg Middle School. The capacity for staff cross-utilization is remarkable. The teachers and students in the high school Agriculture Program have been instrumental to our focus on local farming. The concept of a true K-12 partnership is becoming a reality that this school community greatly appreciates.

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AFFIRMATIONS AND DECLARATIONS

As the authorized petitioners, we, the River Charter Schools Board of Directors (the “Board” or “Board of Directors”), hereby certify that the information submitted in this petition for a California public charter school named Delta Elementary Charter, operated by River Charter Schools, and located within the boundaries of the River Delta Unified School District is true to the best of our knowledge and belief; we also certify that this petition does not constitute the conversion of a private school to the status of a public charter school; and further, we understand that if awarded a charter renewal, the Charter School will continue to follow any and all federal, state, and local laws and regulations that apply to the Charter School, including but not limited to:

- The Charter School shall meet all statewide standards and conduct the student assessments required, pursuant to Education Code Section 60605 and any other statewide standards authorized in statute, or student assessments applicable to students in non-charter public schools. [Ref. Education Code Section 47605(d)(1)]
- River Charter Schools declares that it shall be deemed the exclusive public school employer of the employees of the Charter School for purposes of the Educational Employment Relations Act. [Ref. Education Code Section 47605(c)(6)]
- The Charter School shall be nonsectarian in its programs, admissions policies, employment practices, and all other operations. [Ref. Education Code Section 47605(e)(1)]
- The Charter School shall not charge tuition. [Ref. Education Code Section 47605(e)(1)]
- The Charter School shall admit all students who wish to attend the Charter School unless the Charter School receives a greater number of applications than there are spaces for students, in which case it will hold a public random drawing process to determine admission. Except as required by Education Code Section 47605(e)(2), admission to the Charter School shall not be determined according to the place of residence of the student or that student’s parent or legal guardian within the State. Preference in the public random drawing shall be given as required by Education Code Section 47605(e)(2)(B)(i)-(iv). In the event of a drawing, the chartering authority shall make reasonable efforts to accommodate the growth of the Charter School in accordance with Education Code Section 47605(e)(2)(C). [Ref. Education Code Section 47605(e)(2)(A)-(C)]
- The Charter School shall not discriminate on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender expression, gender identity, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics). [Ref. Education Code Section 47605(e)(1)]
- The Charter School shall adhere to all provisions of federal law related to students with disabilities including, but not limited to, Section 504 of the Rehabilitation Act of 1973, Title

II of the Americans with Disabilities Act of 1990 and the Individuals with Disabilities Education Improvement Act of 2004.

- The Charter School shall meet all requirements for employment set forth in applicable provisions of law, including, but not limited to credentials, as necessary. [Ref. Title 5 California Code of Regulations Section 11967.5.1(f)(5)(C)]
- The Charter School shall ensure that teachers in the Charter School hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher's certificated assignment. These documents shall be maintained on file at the Charter School and are subject to periodic inspection by the District. The Charter School may use local assignment options authorized in statute and regulations for the purpose of legally assigning certificated teachers, in accordance with all of the requirements of the applicable statutes or regulations in the same manner as a governing board of a school district. The Charter School shall have authority to request an emergency permit or a waiver from the Commission on Teacher Credentialing for individuals in the same manner as a school district. Teachers employed by charter schools during the 2019–20 school year shall have until July 1, 2025, to obtain the certificate required for the teacher's certificated assignment. [Ref. Education Code Section 47605(1) and 47605.4(a)]
- The Charter School shall at all times maintain all necessary and appropriate insurance coverage.
- The Charter School shall, for each fiscal year, offer at a minimum, the number of minutes of instruction per grade level as required by Education Code Section 47612.5(a)(1)(A)-(D)
- If a pupil is expelled or leaves the charter school without graduating or completing the school year for any reason, the charter school shall notify the superintendent of the school district of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including report cards or a transcript of grades and health information. If the pupil is subsequently expelled or leaves the school district without graduating or completing the school year for any reason, the school district shall provide this information to the Charter School within 30 days if the Charter School demonstrates that the pupil had been enrolled in the Charter School. [Ref. Education Code Section 47605(e)(3)]
- The Charter School may encourage parental involvement, but shall notify the parents and guardians of applicant pupils and currently enrolled pupils that parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School. [Ref. Education Code Section 47605(n)]
- The Charter School shall adhere to each of the conditions in Education Code Section 47605(e)(4)(A)-(D), including: (A) not discouraging a student from enrolling or seeking to enroll in the Charter School for any reason; (B) not requesting a student's records or require a parent, guardian, or student to submit the student's records before enrollment; (C) not encouraging a student currently attending the Charter School to disenroll or transfer to

another school for any reason; and (D) providing a copy of the California Department of Education (“CDE”) notice regarding the requirements in Education Code Section 47605(e)(4)(A)-(D) to a parent/guardian or student if the student is 18 years of age or older: (i) when a parent/guardian or student inquires about enrollment, (ii) before conducting an enrollment lottery, or (iii) before disenrollment of a student. [Ref. Education Code Section 47605(e)(4)(A)-(D)]

- The Charter School shall maintain accurate and contemporaneous written records that document all pupil attendance and make these records available for audit and inspection. [Ref. Education Code Section 47612.5(a)(2)]
- The Charter School shall on a regular basis consult with its parents and teachers regarding the Charter School's education programs. [Ref. Education Code Section 47605(d)]
- The Charter School shall comply with any applicable jurisdictional limitations to the locations of its facilities. [Ref. Education Code Section 47605-47605.1]
- The Charter School shall comply with all laws establishing the minimum and maximum age for public school enrollment. [Ref. Education Code Section 47612(b) and 47610]
- The Charter School shall comply with all applicable portions of the Elementary and Secondary Education Act (“ESEA”), as reauthorized and amended by the Every Student Succeeds Act (“ESSA”).
- The Charter School shall comply with the Public Records Act.
- The Charter School shall comply with the Family Educational Rights and Privacy Act.
- The Charter School shall comply with the Ralph M. Brown Act.
- The Charter School shall comply with Government Code Section 1090, *et seq.*, as set forth in Education Code Section 47604.1.
- The Charter School shall comply with the Political Reform Act.
- The Charter School shall meet or exceed the legal required minimum of school days. [Ref. Title 5 California Code of Regulations Section 11960]

INTRODUCTION

Delta Elementary Charter is a site-based, traditional-calendar charter school serving students in Transitional Kindergarten (“TK”) through sixth grade. The Charter School provides a family oriented, community-based, intimate-learning environment that is devoted to the academic, social, linguistic, and personal success of each child. The Charter School has the primary objective of enabling its students to become self-motivated, competent, and lifelong learners.

GOALS FOR THE CHARTER SCHOOL

- Delta Elementary Charter will attack the ethnic and socioeconomic achievement gap to enable students to become self-motivated, competent, and lifelong learners who are prepared for a lifetime of opportunities and change.
- Delta Elementary Charter will continue to provide personal growth and development opportunities in the areas of: intellectual development, social development, physical and emotional health, technological knowledge and skills, service to the local community, creative talents in the creative and performing arts, and will continue to nurture a student-centered learning environment.
- Delta Elementary Charter shall provide a diverse, student-centered learning environment that focuses on student achievement on an individual basis so that every student can reach his/her optimum academic performance level.
- Delta Elementary Charter’s educational program is based on the State Standards within an educational experience that will also include technology, fine arts, athletics, and project-based learning to support the intellectual, social, physical, and emotional development of students in the 21st Century.
- Delta Elementary Charter integrates the components of local agribusiness into curriculum and technological innovation and mastery as part of the core academic program. Delta Elementary Charter will create local partnerships that value local businesses and farmers.
- Delta Elementary Charter will provide multiple opportunities for cross-cultural understandings.

CHARTER RENEWAL CRITERIA

Evidence of Meeting Charter Renewal Standards Pursuant to Education Code Section 47607(b) and the California Code of Regulations, Title 5, Section 11966.4(a)(1)

Charter petitions must satisfy at least three requirements to be renewed:

1. Education Code Section 47607(a)(3)(A) states: “The authority that granted the charter shall consider increases in pupil academic achievement for all groups of pupils served by the

charter school as the most important factor in determining whether to grant a charter renewal.”

Such increases are documented below.

AND

2. Education Code Section 52052(f) states: “For purposes of paragraphs (1) to (3), inclusive, of subdivision (b) of Section 47607, alternative measures that show increases in pupil academic achievement for all groups of pupils schoolwide and among numerically significant pupil subgroups shall be used.”

The alternative measures that show increases at the Charter School are documented below.

OR

3. Education Code Section 47607(b)(4) states: “The entity that granted the charter determines that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend, as well as the academic performance of the schools in the school district in which the charter school is located, taking into account the composition of the pupil population that is served at the charter school.”

This determination, which requires a comparison to other public schools, is documented below.

AND

4. Title 5, California Code of Regulations Section 11966.4(b)(1) states: “When considering a petition for renewal, the district board of education shall consider the past performance of the school's academics, finances, and operation in evaluating the likelihood of future success, along with future plans for improvement, if any.”

This requirement is met through the documentation presented in the charter renewal petition and appendices.

The following shall serve as documentation confirming that the Charter School meets the statutory criteria required for renewal as set forth in Education Code Sections 47607(a)(3)(A), 52052(f), and 47607(b)(4) (Also see Appendix A: Ed-Data CAASPP Reports):

Analysis of Delta Elementary Charter School Data (Education Code Section 52052(f))

Delta Elementary Charter School California Assessment of Student Performance and Progress (“CAASPP”) Scores, 2015-2018: Percentage of Students Meeting or Exceeding Standards

Demographic	Assessment	2015	2016	2017	2018
Schoolwide	ELA	43%	51%	51.84%	48.56%

	Math	38%	42%	43.68%	42.39%
White	ELA	51%	58%	57.02%	52.90%
	Math	42%	50%	50.88%	49.59%
Hispanic or Latino	ELA	30%	41%	42.16%	42.27%
	Math	30%	36%	34.31%	35.05%
Economically Disadvantaged	ELA	31%	31%	35.00%	30.55%
	Math	26%	25%	31.25%	27.78%
Students with Disabilities	ELA	8%	19%	23.33%	11.34%
	Math	16%	16%	20.00%	7.70%
English Learner	ELA	18%	17%	10.71%	17.39%
	Math	22%	16%	10.71%	17.39%

Analysis of Comparison Schools Data Elementary Charter School (Education Code Section 47607(b)(4))

Comparison Schools That Delta Elementary Charter School Students Would Otherwise Be Required to Attend

School	Schoolwide Assessment	2015	2016	2017	2018
Bates Elementary	ELA	37%	34%	37.93%	38.46%
	Math	27%	27%	25.29%	25.65%
Isleton Elementary	ELA	42%	57%	61.53%	67.40%
	Math	34%	46%	53.84%	57.61%
Bridgeway	ELA	63%	64%	65.37%	71.33%
	Math	52%	54%	51.16%	55.78%
Southport	ELA	39%	54%	52.06%	59.74%
	Math	31%	42%	37.50%	40.45%

Comparison Schools That Are Demographically Similar in the District

School	Schoolwide Assessment	2015	2016	2017	2018
Bates Elementary	ELA	37%	34%	37.93%	38.46%
	Math	27%	28%	25.29%	25.64%
D.H. White Elementary	ELA	44%	33%	30.99%	41.40%
	Math	36%	26%	31.58%	31.02%
Isleton Elementary	ELA	42%	57%	61.54%	67.40%
	Math	34%	46%	53.85%	57.61%
Walnut Grove Elementary	ELA	34%	44%	31.51%	50.62%
	Math	27%	35%	30.14%	35.80%

I. EDUCATIONAL PROGRAM

Governing Law: The educational program of the charter school, designed, among other things, to identify those whom the charter school is attempting to educate, what it means to be an “educated person” in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling pupils to become self-motivated, competent, and lifelong learners. —Education Code Section 47605(c)(5)(A)(i).

Governing Law: The annual goals for the charter school for all pupils and for each subgroup of pupils identified pursuant to Section 52052, to be achieved in the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels served, and specific annual actions to achieve those goals. A charter petition may identify additional school priorities, the goals for the school priorities, and the specific annual actions to achieve those goals. Education Code Section 47605(c)(5)(A)(ii).

MISSION

The Mission of River Charter Schools, a leading center of educational innovation, is to grow leaders and scholars, ignite a love of learning and equip each student with the knowledge, skills, character, and social-emotional well-being to thrive and contribute to an evolving and increasingly-connected world, through schools which:

- Promote belonging for all members of our collaborative school communities
- Transform teaching, learning, and operations in our continuing pursuit of excellence
- Are filled with teams of talented, well trained, adequately supported and caring staff
- Are connected with communities of volunteers, parents and businesspeople to empower students and teachers through partnerships and positive relationships
- Rely upon responsible fiscal planning.

The Mission of Delta Elementary Charter School in Clarksburg is to provide a family-oriented, community-based intimate learning environment that is devoted to the academic, social, linguistic, and personal success of each child.

VISION

The petitioners for the Charter School renewal seek to capitalize on one of the last true small communities in Yolo County and surrounding counties. They are committed to building a collaborative learning community of parents, teachers, community members, farmers and students, all dedicated toward the goal of increasing pupil achievement at Delta Elementary Charter, a special place to learn.

THE CHARTER SCHOOL’S STUDENT BODY

Delta Elementary Charter’s educational program has been developed to provide expanded educational choice and opportunities for families in Clarksburg and surrounding communities. The Charter School will strive to enroll a student body that is reflective of the general population residing

within the territorial jurisdiction of the District. The Charter School offers a school setting that reflects the community’s desire to have access to a rigorous academic program that includes visual and performing arts, technology, athletics, and agriculture. The Charter School will continue to focus on parent and community involvement, reach out to all stakeholders, and ensure that the educational needs of all students are being met.

The Charter School serves students whose families have an interest in and a commitment to the Charter School’s joint philosophy and vision.

The Charter School shall be nonsectarian in its admissions policies, employment practices, and all other operations. The Charter School shall not discriminate against any student on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender expression, gender identity, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics). The Founders believe that the personal attention and quality of the Charter School’s academic program can greatly benefit all students, regardless of their educational history.

Ethnicity	Percentage
African American	2.2%
American Indian/Alaskan Native	1.0%
Asian	0.7%
Filipino	0.5%
Latino or Hispanic	39.2%
Pacific Islander	0.2%
White	44.3%
Multiple or no Response	11.9%
Sub-Group	
Free and Reduced Price Meals participants	29.3%
English Learners	12.3%
Students with Disabilities	10.3%
Parent Educational Level	Data Not Publicly Available
Not a High School Graduate	3.8%
High School Graduate	18.8%
Some College	36.7%
College Graduate	25.3%
Graduate School	4.83%

Source: California Department of Education October 29, 2019

FACULTY/STAFF

All teachers will hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher’s certificated assignment, in accordance with Education Code

Section 47605(1). Teachers will be responsible for carrying out the Charter School’s educational program, teaching the core academic classes, overseeing students’ academic progress, and monitoring assessment.

All staff members (classified and certificated) will receive extensive training on goals and vision of the Charter School to ensure a strong commitment/fit.

ACADEMIC CALENDAR

The following represents an example of the Charter School’s school calendar.

Sample Calendar (For Reference only – specific dates will change annually)	
Summer Professional Development	August 1-6
First Day of Instruction	August 7
Veterans’ Day	November 11
Thanksgiving Break	November 25-29
Winter Recess	December 23-January 10
MLK Holiday	January 20
Presidents’ Day	February 10 and 17
Spring Recess	April 6 - 13
Memorial Day	May 25
Last Day of Instruction	June 5

Instructional Days: 180 scheduled, minimum, 175

Pupil Free professional development Days: minimum, 4

DAILY INSTRUCTIONAL MINUTES

Currently, the school day begins at 8:30 a.m. and concludes at 3:15 p.m. Each day will include a 35-minute lunch period and a 15-minute break. The times may be adjusted to align with District school schedules. The total number of offered daily instructional minutes under this schedule is 355 minutes for a total of 62,125 minutes per 175-day minimum school year, which exceeds the state requirement of instructional minutes for all grade levels offered at DECS pursuant to Education Code Section 47612.5(a).

AN “EDUCATED PERSON” IN THE 21ST CENTURY

The Charter School will endeavor to enable its students to receive educational experiences that will prepare them for high school, college, leadership, and life. The Charter School shall matriculate students with the skills and attributes that are critical for all 21st Century learners.

To be a well-educated person of the 21st Century, one needs

- To think creatively and critically, to have problem-solving skills, and to develop learning and reasoning skills to prepare for lifelong learning
- To be able to set short- and long-term goals
- To have a deep understanding of the humanities, sciences, and arts
- To be capable of using technology as a tool in the pursuit of continued learning
- To be an exceptional communicator in many forms of communication
- To possess the attributes of responsibility, citizenship, sociability, diligence, civility, integrity, and honesty

The attributes of an educated person in the 21st Century include:

- Literacy and appreciation of the arts, science, mathematics, and history
- Understanding the scientific and mathematical processes
- Ability to gather and organize information and critically assess data
- Ability to think critically, analytically, creatively, and logically
- Ability to communicate complex ideas
- Ability to work with people of various backgrounds

HOW LEARNING BEST OCCURS

Learning best occurs in a student-centered environment where the teachers involve and challenge the students with issues that the students regard as important and meaningful. The Charter School will provide:

- A safe and nurturing environment.
- An environment where diversity is celebrated: An educational environment that builds on student strengths through enrichment activities, independent research, problem solving, critical thinking, music, art, science, and technology.
- A community that treats all youth as gifted and talented by offering an accelerated and academically rich curriculum to all students.
- An educational experience that prepares pupils for successful learning opportunities and prepares them for successful college and/or careers.
- A haven where students can build sustained and caring relationships with their fellow students, teachers, and community members.
- An environment where all Charter School community members (students, teachers, parents, community volunteers, and administration) collaborate to achieve the Charter School vision by sharing the responsibility and decision making for curriculum, instructional strategies, and school organization.
- Thematic programs that support tiered instruction and activities that allow for multi-disciplinary learning coupled with alternative responses and solutions.

Learning will best occur when:

- Focus is placed on individual personalized learning, which can provide flexibility for the students to pursue their intellectual interests.

- Parents are actively involved as participants in support of their child’s education.
- Community volunteers are actively engaged in the education and development of youth in their community.
- Students, teachers, and parents understand the metrics for success and share high expectations for success.
- Students receive tiered instruction and are involved in activities that allow for alternative solutions.
- Teaching methodologies encourage students to think creatively and critically.
- Technology is integrated into the curriculum as a tool to help students achieve academic success.

SCHOOL WIDE BEHAVIOR

One of the foremost advances in schoolwide discipline is the emphasis on Positive Behavioral Interventions and Supports (“PBIS”) which includes proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. Instead of using a piecemeal approach of individual behavioral management plans, a continuum of positive behavior support for all students within the Charter School is implemented in areas including the classroom and non-classroom settings (such as hallways, buses, and restrooms). PBIS is an application of a behaviorally-based systems approach to enhance the capacity of schools, families, and communities to design effective environments that improve the link between research-validated practices and the environments in which teaching and learning occurs. Attention is focused on creating and sustaining Tier 1 supports (universal), Tier 2 supports (targeted group), and Tier 3 supports (individual) systems of support that improve lifestyle results (personal, health, social, family, work, recreation) for all children and youth by making targeted behaviors less effective, efficient, and relevant, and desired behavior more functional

METHODS OF INSTRUCTION

The Charter School shall provide a small learning environment and contribute to educational reform by providing Standards-based instruction. The Charter School intends to provide each student with powerful learning experiences that are differentiated to meet individual student needs. Mentoring of students by staff as well as fellow students at the Charter School will foster positive learning experiences, further develop the community, and diminish the need for remediation.

A combination of small- and large-group instruction will be used to deliver the curriculum with one-on-one help, including mentoring assistance for those who are in need of additional enrichment. The Founders believe that this approach to learning will provide powerful learning experiences for all students within the Charter School.

Delta Elementary Charter will work to:

- Create small communities of learning where stable, close, mutually respectful relationships with adults and peers are considered fundamental for intellectual development and personal growth; and

- Teach a core academic program that utilizes research-based instructional practices and promotes artistic, scientific, and mathematical literacy, as well as critical thinking and reasoning.

The following key elements, together, comprise the Charter School’s approach to instruction:

- State Standards-based instruction
- Project-based learning (“PBL”)
- High quality professional development
- Integration of technology
- Art and Music

The Charter School understands the importance of using research-based instructional practices to promote student achievement. In order to address how learning best occurs, faculty will be trained to: (1) design State Standards-based instruction (using the principles of backward design); (2) align appropriate assessments to the standards; and (3) implement project-based instructional activities that are aligned to standards and reflect research-based best practices, as detailed in the Buck Institute’s *Project Based Learning Handbook*. Teachers will also design instruction that incorporates strategies detailed in *Classroom Instruction That Works*, by Marzano, Pickering, and Pollock. The following provides a detailed description of the State Standards-based instructional design process that the Charter School follows.

The method, known as “backward design,” is an instructional design method with a strong research base currently being employed in reform efforts across the nation. Originally published in *Understanding by Design*, by Grant Wiggins and Jay McTighe, this process of instructional planning provides teachers with a method for aligning State Standards, assessment, and instruction. This process is one in which teachers start with the desired results (goals or State Standards) – and then derive the curriculum from the evidence of learning (performances) called for by the State Standard and the teaching needed to equip students to perform. There are three distinct stages of this process that the Charter School will use. The three stages are as follows:

Stage 1: Unpacking and Prioritizing State Standards:

Teachers and administrators will apply specific tools necessary to “unpack” and prioritize State Standards. This is a necessary prerequisite step to design effective assessments that are aligned to the State Standards. Specifically, teachers will:

- Understand the three steps of the backward design process (identifying desired results, designing and aligning assessments to those results, differentiating instruction to meet the needs of all learners).
- Apply a concrete process for analyzing standards which helps teachers internalize the State Standards as well as determine the following information:
 - Level of thinking (based on Bloom’s Taxonomy) required by students to reach mastery of the State standard (this will be tied to creating assessments).

- Percentage of questions from the Smarter Balanced Assessment Consortium that relate to each strand of the State Standards. Value added assessments to be utilized to measure student growth.
- Identification of State Standards that will serve as “anchors” upon which units can be based. Other State Standards are tied to these “anchor” standards within each unit designed by teachers (this will be tied to creating assessments for units as well as individual lessons within the unit).

Teachers in each of the content areas, including physical education and visual and performing arts, will use State Standards as part of this process.

Stage 2: Aligning Assessments (formative and summative) to State Standards

Teachers will design effective assessments that are aligned to State Standards and provide an accurate measure of a student’s ability to engage in the level of thinking that is required by each State Standard.

Specifically, teachers will:

- Use of Evaluation rubrics: goals and objectives to measure teachers’ effectiveness as related to student achievement
- Targets to be met to demonstrate progress (rubric scores)
- Insight Core Framework
- Identify four overarching assessment methods (selected response, constructed response, performance assessment, and personal communication) from which to choose when designing State Standards-based assessments (both formative and summative).
- Analyze State Standards to determine the “achievement target” embedded within each State Standard (achievement targets are the link between State Standards and assessment).
- Match an appropriate assessment method to each State Standard.
- Establish and articulate clear criteria for reaching proficient performance on State Standards.

Stage 3: Differentiating Instruction to Meet the Needs of All Learners

Teachers will design innovative instructional strategies by:

- Differentiating the content, process, and products delivered to students in order to provide equal access to State Standards-based education for all learners (including English Learners (“ELs”) and students with special needs)
- Writing effective State Standards-based lesson plans
- Exploring how all learners (including ELs and special needs students) vary in their readiness, interests, and learning profiles
- Using a repertoire of research-based instructional strategies proven to increase student achievement in a State Standards-based system (e.g., latest research from Marzano, Pickering, Pollock, Schmoker, Tomlinson, Buck Institute for Education (“BIE”), Insight Education Group)

- All coursework will involve a rich repertoire of instructional strategies, curriculum, and materials. Many of the sample instructional strategies listed below incorporate one or more of the nine research-based strategies proven to have a positive effect on student learning, as described in *Classroom Instruction That Works*.
- Sample instructional strategies will include:
 - Use of Insight Core Framework to measure lesson delivery effectiveness
 - Project-based learning and other ways of experiencing real-world problems
 - Collaborative investigations and demonstrations
 - Mini-lessons that address specific skills within the context of larger projects
 - Guidance and adequate time to self-reflect and self-assess
 - Democratic classrooms and school structure
 - Authentic assessments
 - Direct instruction
 - Research-based projects
 - Cooperative group work and projects
 - Interdisciplinary approaches to curriculum
 - Presentation of clearly defined “learning targets” for all students by all teachers
 - Rubric designed for self-assessment (Teacher Assessment System: (“TAS”))
 - Involvement of community members and educational partners in instructional presentations
 - Mentoring program
 - Peer study groups
 - Creation of learning experiences that promote understanding, interest, and excellence
 - Innovation and enhancement of current State Standards-based adopted programs

As a result of implementing and using this process, educational objectives become the criteria by which materials are selected, content is outlined, instructional procedures are developed, and tests and examinations are prepared. Teachers will use the process on a continual basis to evaluate the effectiveness of materials and instructional strategies used in their classrooms. Thus, the process will serve as the vehicle for ongoing conversations among grade levels and departments at the Charter School. Specifically, all teachers will be charged with the responsibility of meeting weekly, as a staff, to engage in lesson study and the examination of student work in order to critically examine lessons to determine their effectiveness.

As demonstrated by the sample interdisciplinary State Standards-based units found in the curricular section of this charter, the backward design process enables teachers to design and deliver comprehensive standards-based lessons in which multiple State Standards from across the content areas are effectively addressed and assessed.

PROJECT-BASED LEARNING

A key instructional approach to meeting a variety of student needs is standards-based project-based learning. State Standards-focused PBL is a “*systematic teaching method that engages students in learning knowledge and skills through an extended inquiry process structured around complex,*

authentic questions and carefully designed products and tasks.” Research shows that students engaged in PBL “*construct solutions, thus shifting the emphasis [from the product] toward the process of learning*” (Buck Institute for Education, 2004, <http://www.bie.org/>).

Project Based Learning is a teaching method in which students gain knowledge and skills by working for an extended period of time to investigate and respond to a complex question, problem, or challenge. Essential Elements of PBL include:

- Significant Content - At its core, the project is focused on teaching students important knowledge and skills, derived from State Standards and key concepts at the heart of academic subjects.
- 21st century competencies - Students build competencies valuable for today’s world, such as problem solving, critical thinking, collaboration, communication, and creativity/innovation, which are explicitly taught and assessed.
- In-Depth Inquiry - Students are engaged in an extended, rigorous process of asking questions, using resources, and developing answers.
- Driving Question - Project work is focused by an open-ended question that students understand and find intriguing, which captures their task or frames their exploration.
- Need to Know - Students see the need to gain knowledge, understand concepts, and apply skills in order to answer the Driving Question and create project products, beginning with an Entry Event that generates interest and curiosity.
- Voice and Choice - Students are allowed to make some choices about the products to be created, how they work, and how they use their time, guided by the teacher and depending on age level and PBL experience.
- Critique and Revision - The project includes processes for students to give and receive feedback on the quality of their work, leading them to make revisions or conduct further inquiry.
- Public Audience - Students present their work to other people, beyond their classmates and teacher.

Brain-based research conducted by Kotulak (1996) and Kuhl (1994) has shown that human beings learn most what is most meaningful to them. Conversely, new material for which there is no connection is discarded. If an emotional connection is made during learning, the material learned is reinforced. Furthermore, a recent review of research on project-based learning (Thomas, 2000) suggests that PBL is a teaching method that may be particularly well adapted to disadvantaged youth, such as the ones who will be served at Delta Elementary Charter. According to this research, PBL makes the content areas more relevant and meaningful to disaffected youth, while enhancing the *quality* of student learning and the development of self-directed learners. The same review also proves that PBL does enhance professionalism and collaboration among educators.

All project-based units will reflect the principles of backward design – the project content and processes will be framed by an essential question that is aligned to State Standards. Each project will be anchored by an enduring understanding standard or big idea that teachers have identified within the State Standards. Enduring understanding standards generally require high levels of critical thinking (analysis, synthesis, and evaluation on Bloom’s Taxonomy) and also require a performance

assessment to adequately assess student mastery of such standards. Therefore, project-based learning provides a successful vehicle through which students can demonstrate their mastery of big ideas that reside at the heart of State Standards. Along with the enduring understanding standard that anchors each project, teachers will identify State Standards that represent discrete skills or isolated pieces of knowledge that support the enduring understanding or big idea. Students will address these State Standards in relation to the big idea, which will enable students to see the connections between isolated facts or discrete skills and the big idea. This approach to curricular design and delivery is solidly grounded within the backward-design approach to curricular planning and provides for a meaningful comprehensive way in which to promote mastery of State Standards.

Students will continue to be assessed for their mastery of State Standards, as well as their ability to solve problems individually and in cooperative groups. Project design will continue to incorporate rigorous and complex problems that require students to understand the relationships between concepts from different disciplines. All projects will continue to culminate in a tangible product and often a public exhibition of the students' work. Furthermore, all projects will continue to reflect the "6 A's" of high quality PBL:

- Authenticity
- Academic rigor
- Applied learning
- Active exploration
- Adult relationships
- Assessment

HIGH-QUALITY PROFESSIONAL DEVELOPMENT

Although not explicitly a method of construction, a key component of the Charter School's approach is to continually work with our staff to ensure the teaching staff are constantly improving in their instructional delivery and content mastery. One of the most successful ways to accomplish this high-quality professional development ("PD") is to ensure that teachers and administration, work in a collaborative environment, with extensive opportunities for improvement and self-reflection. The educational program is designed to allow teachers the opportunity to work collaboratively throughout the entire educational process, from planning their lessons, daily instruction, as well as periods of reflection. The weekly calendar allows for grade level teams to work collaboratively as well as the entire staff to share best practices.

Professional Development will be focused on specific best practices around CCSS implementation.

PD will focus on the five core practices as outlined through the Insight Education Group research:

1. Know the discipline well
2. Prioritize evidence over opinion
3. Grow and Improve students' knowledge base
4. Assess progress towards mastery
5. Promote intellectual risk taking and persistence

INTEGRATION OF TECHNOLOGY

In order for our students to be successful in achieving our goal of all students being an “educated person” in the 21st century, technological mastery is paramount. The tools of technology will be an integral part of all students’ and adults’ lives and should be a key component of DECS student’s educational experience. DECS students will be able to know about and use numerous forms of technology to demonstrate what they know and utilize this technology to learn about the world around them. A key component of our educational program is the use of electronic assessments, including but not limited to Accelerated Reader, as well as computer adaptive formative and summative assessments that are aligned to State Standards.

CURRICULUM

State Standards- aligned curriculum will be used as a tool to ensure students are mastering content areas. Innovative curricular programs will be founded on the research-based approach described in *Understanding by Design* (backward design), and on innovations in project-based learning. By integrating backward design into PBL, teachers are empowered to use creative and authentic instructional methods, while ensuring the coverage of State Standards within the project context. The traditional backward-design process guides teachers through a three-step process: (1) internalization and prioritization of State Standards; (2) differentiated assessment methods aligned to anchor standards and identified learning targets; and (3) innovative, research-based instructional strategies clearly articulating student learning objectives. In a State Standards-based PBL model, the third step is a process of aligning State Standards and assessments to real-world learning applications that take the shape of meaningful, rigorous, and assessable projects.

At Delta Elementary Charter, students are expected to be engaged in the curriculum and learning objectives at all times. Teachers are expected to continuously communicate learning objectives to all students while formatively and summatively assessing for student mastery of all concepts and State Standards. Research clearly suggests that learning best occurs when students are actively engaged in their own learning. This requires that students are involved in conversations about learning objectives, instruction, and assessment.

As part of the curriculum design process, research-based instructional strategies for increasing student achievement will be embedded into the daily culture of the classroom. Teachers will be challenged to examine the three elements of effective pedagogy: instructional strategies, management techniques, and curricular design. Teachers will receive professional development around effective strategies that engage students to ensure active participation and growth in core curricular areas.

THE CORE CURRICULUM

Textbooks and materials will be used along with a variety of supplemental resources aligned to State Standards. The academic core curriculum will include reading and language arts, mathematics, history and social science, and science. “Anchor” standards will define for each subject and grade the most important knowledge that students must acquire and the skills that they must master. Other standards that represent discrete learning skills will be linked to the Anchor Standards (as demonstrated in the sample units above) in order to bring relevance to the standards that represent

isolated skills. Clustering State Standards in this way, prior to choosing curricular resources, will ensure that the Charter School's choice and use of curricular resources are aligned to State Standards. As described in the Common Core State Standards, in Mathematics, the Charter School's students will be able to apply the following:

Standards for Mathematical Practice

- Make sense of problems and persevere in solving them.
 - Find meaning in problems
 - Analyze, predict and plan solution pathways
 - Verify answers
 - Ask themselves the question: "Does this make sense?"
- Reason abstractly and quantitatively.
 - Make sense of quantities and their relationships in problems
 - Create coherent representations of problems
- Construct viable arguments and critique the reasoning of others.
 - Understand and use information to construct arguments
 - Make and explore the truth of conjectures
 - Justify conclusions and respond to arguments of others
- Model with mathematics.
 - Apply mathematics to problems in everyday life
 - Identify quantities in a practical situation
 - Interpret results in the context of the situation and reflect on whether the results make sense
- Use appropriate tools strategically.
 - Consider the available tools when solving problems
 - Are familiar with tools appropriate for their grade or course (pencil and paper, concrete models, ruler, protractor, calculator, spreadsheet, computer programs, digital content located on a website, and other technological tools)
- Be precise.
 - Communicate precisely to others
 - Use clear definitions, state the meaning of symbols and are careful about specifying units of measure and labeling axes
 - Calculate accurately and efficiently
- Look for and make use of structure.
 - Discern patterns and structures
 - Can step back for an overview and shift perspective
 - See complicated things as single objects or as being composed of several objects
- Look for and identify ways to create shortcuts when doing problems.

- When calculations are repeated, look for general methods, patterns and shortcuts
- Be able to evaluate whether an answer makes sense

In Mathematics, students will also be responsible for learning the content and the skills at each grade level of the State Standards. For example, an overview of the Kindergarten mathematics standards is included below.

Grade K Overview | Mathematics

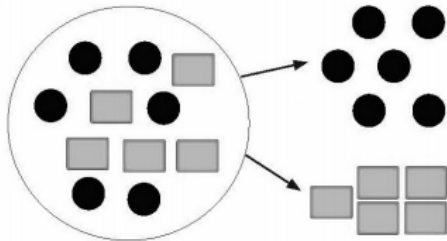
Kindergarten students learn to count to 100 and write numbers to 20. Attention is given to numbers 11-20 where emphasis is placed on tens and ones building a foundation for place value understanding. Beginning addition and subtraction starts in kindergarten. Students sort and classify groups of objects and identify basic shapes.

- Know number names and be able to count to 100
- Write numbers 0 – 20
- Learn about numbers 11-20, with tens and ones
- Count objects to tell the number of things in a group up to 20
- Compare numbers and groups



Which group has more? Which group has less?
Are these groups equal?

- Understand that addition is putting together groups and adding to groups
- Understand that subtraction is taking apart groups and taking from groups
- Fluently add and subtract within 5
- Understand concepts of time (morning, afternoon, evening, etc.)
- Know about the tools that measure time (clock, calendar, etc.)
- Sort objects into groups



Reading and Language Arts

Similarly, for English Language Arts, the Charter School students, will become proficient at all of the adopted Common Core State Standards for ELA.

History and Social Science

Students will understand and apply knowledge in the areas of history, geography, economics, civics, and government, as described in the History-Social Science Framework, to appreciate the interrelationships that exist within our complex 21st Century. They will develop the skills of a historian through research and the use of primary sources.

Science

Students will apply their knowledge of science in the three dimensions of the Next Generation Science Standards (Practices, Crosscutting Concepts, and Disciplinary Core Ideas). There will be a focus on involving deeper understanding and application of content than the often fact-driven State Standards previously adopted by California.

OTHER AREAS OF EMPHASIS IN CURRICULUM

In addition to the core curriculum, the Charter School will also emphasize several other curricular areas in its course of study, including (1) health, especially those elements cited in the State Standards; (2) physical education, as outlined in the *Physical Education Model Content Standards*; (3) visual and performing arts, as spelled out by grade level in the *Visual and Performing Arts Content Standards*; and (4) agricultural science. Although not necessarily designed as separate courses of study, agricultural sciences and language study will be incorporated throughout the curriculum.

UNIQUE ASPECTS OF THE CHARTER SCHOOL'S PROGRAM

Curricular decisions will be approved by the Charter School's Board of Directors. The Charter School's staff shall be encouraged to offer their expertise in selecting appropriate curricular materials.

The courses of study developed for the Charter School will be intellectually demanding, relevant, and taught through an interdisciplinary team-teaching approach. Based on current research on how students learn, this interdisciplinary team-based approach reinforces brain-based learning. It has been demonstrated that students are better able to retain information when curriculum is presented in an integrated setting rather than in isolation.

The Charter School's teachers are encouraged to use an interdisciplinary approach in a State Standards-based system with student-centered learning opportunities. This will be accomplished through the seamless integration of State Standards with project-based learning, as described above. In order to ensure the effective integration of these pedagogical approaches, all staff members shall have a variety of opportunities for professional development, including staff development to enhance

the Charter School's team-based approach to learning. Staff training shall be focused on the academic State Standards, best practices in teaching, and accountability for school-wide goals.

The Charter School will implement a comprehensive model of continuous school improvement, which includes staff professional development as well as personalized coaching to help teachers implement concepts in their classroom in a practical way that meets their needs. The Charter School will encourage teachers to identify the types of professional development that they need in order to fulfill the mission and vision of the Charter School.

Teachers and administrators have received onsite professional development from the McGraw Hill publishers of the State Standards- aligned curriculum. Additional training has been scheduled for the 2019-20 school year to ensure a strong understanding on content and delivery strategies, as well as, understanding the use of assessment tools to modify instruction as needed. Additional professional development will focus on topics that are relevant to the Charter School's mission, such as project-based learning.

Teachers will be encouraged to share with the staff and Charter School Board of Directors the areas where they feel a need for more support and professional development. Peer support teams and informal and/or formal interdisciplinary teams will promote the Charter School as a place for professional and personal growth for every staff member, as well as a place for learning for every student.

Technology will be available for all students as an integral part of the curriculum, staff members will be adequately trained in the use of computers and tablets and their application to curricular planning and development and for data retrieval and analysis.

The standard for high-quality student work will be enhanced and enabled by excellent teaching within a supportive school culture in which:

Teachers are expected to:

- Demonstrate annual progress on the Charter School's teacher/staff rubric
- Possess demonstrable professional competence; maintain emotional and physically safe learning environments.
- Implement State Standards-based education in all areas of the curriculum.
- Use curricular materials and assessment practices that are aligned with State Standards.
- Provide content and performance standards that are clear, including required academic performance levels, for all parents and students.
- Assign regular and relevant homework linked to content and performance standards.
- Establish the development of literacy as a high priority.
- Utilize support personnel, including parent and community volunteers.
- Facilitate student access to human services agencies and to other appropriate organizations.
- Encourage innovation and academic excellence.

Learning opportunities include the following:

- Students will be encouraged to collaborate and work effectively with other students in the TK-6 community.
- Students shall have opportunities to participate in a well-articulated physical fitness and athletics program that will promote lifelong fitness.
- Students shall have opportunities to participate in visual and performing arts programs.
- Students will develop individual goals for high school, post-high school, and career planning.

CHARTER SCHOOL ANNUAL GOALS AND ACTIONS TO ACHIEVE STATE PRIORITIES

Pursuant to Education Code Section 47605(c)(5)(A)(ii), the Charter School has developed annual goals to be achieved in the state priorities school wide and for all pupil subgroups, as described in Education Code Section 52060((, and specific annual actions to achieve those goals. The Charter School annually revises its goals during the process of adopting the Local Control and Accountability Plan (“LCAP”). The 2019-20 LCAP is included in this document in Appendix E, and the current LCAP is on file with the District.

PLANS FOR STUDENTS WHO ACHIEVE BELOW OR ABOVE GRADE LEVEL

It is the primary goal of the Charter School to have a student body meeting or exceeding State Standards on all achievement tests. Establishing a comprehensive intervention system is a critical component of a sound educational program. It is the intention of the Charter School to implement academic support structures for students and their identified needs. There are two particular groups of students who need strategically differentiated intervention/enrichment programs. First, students who do not meet their progression towards proficiency in English language arts, English language development, and mathematics, and need intervention programs. Second, students who are achieving above grade level will also benefit from enrichment programs, which will be a regular part of their daily curricular experience.

The Charter School promotes success for all students. The Charter School believes all students can achieve high results, regardless of their strengths, weaknesses, and life experiences, and therefore, should be offered opportunities to engage in a rigorous curriculum.

STUDENTS ACHIEVING ABOVE GRADE LEVEL EXPECTATIONS

Students who are achieving above grade level will be provided with opportunities to extend and expand on the State Standards. Teachers will engage students with open ended projects and allow students to work at their individual level to challenge and enhance their experience and produce the best work in accordance with their ability. The Charter School will also provide appropriate reading material to build student awareness and imagination. Understanding and comprehension of reading material will be assessed using the Accelerated Reading program and individual goals set to challenge the student. Students will be identified as achieving above grade level primarily through daily teacher interactions and daily assessments in the classroom. Extension activities through Project-Based Learning opportunities will be provided for accelerated learners.

STUDENTS ACHIEVING BELOW GRADE LEVEL EXPECTATIONS

Students who are not meeting grade level expectations will be provided additional interventions. In order to determine which students are operating below grade level, the Charter School will utilize several techniques. One of the primary ways of identifying these students is through the daily teacher interactions with the student. Teachers are offering daily assessments, checking for understanding regularly and providing students with ample opportunities to demonstrate their mastery of skills. In addition to the teacher identification of those students not meeting grade level expectations, the Charter School will employ a series of regular assessments, beginning early in the school year, to determine the student's performance level. These monthly assessments will be based on items derived from a State Standards item bank, which will provide the teacher with diagnostic information about each student's performance and identify those students in need of extra help. Finally, the Charter School will use the results of the state assessments when identifying those students in need of remediation. Above all, this is a data-driven process, where the teacher and administrator will work together in this identification.

The interventions provided to the students will focus on building and supporting basic reading, writing, and math skills for success in the regular grade level appropriate curriculum. Additionally, the interventions will provide opportunities for students to relearn concepts already presented to them. Students will be identified for intervention, based CAASPP data (students with an achievement result of "Standard Not Met"), diagnostic assessments to be administered by classroom teachers, and any other classroom-based assessment data relevant to student achievement.

STUDENT STUDY TEAM

The Charter School is committed to working with students who are performing below grade level by helping them achieve at expected levels and to those students who are performing above grade level and needing additional challenges. The Charter School will identify students who are performing below or above grade level expectations, or those students otherwise having behavioral issues, and use a Student Study Team ("SST") process to develop a plan to address their individual needs.

The Charter School Response to intervention ("RTI") is a multi-tiered service-delivery model. For students who are not progressing with Tier 1-2 interventions, Tier 3 interventions will be provided. Tier 1 interventions include targeted instruction and flexible grouping and ongoing assessments. Tier 2 interventions are monitored by the Learning Center Coordinator to ensure a more targeted support program. Assistance at tier 3 level may be more frequent, involve smaller group aide or additional time provided to complete tasks. Tier 3 may utilize specific materials or programs that focus on the targeted need. The Charter School's Learning Center Coordinator will monitor and ensure that Tier 3 interventions are provided and will be responsible to monitor progress. A mix of pullout and push in services will be utilized with the goal of fewer classroom pullouts or interruptions. The Learning Center Coordinator will be responsible for monitoring and working with the classroom teacher to ensure that appropriate interventions are being implemented.

An SST uses a systematic problem-solving approach to assist students with concerns that are interfering with success. The SST clarifies problems and concerns; develops strategies and organizes resources; provides a system for school accountability; and serves to assist and counsel the parent,

teacher, and student. An SST is a general education function. All students can benefit from an SST, including, but not limited to, those students achieving below or above grade level expectations and students who have experienced emotional trauma, or have behavioral or language challenges.

Anyone who has a concern for a student can refer that student to the SST for consideration. Anyone who is connected with that student can be included in the SST to provide information to share about the student's strengths, concerns, and strategies that have been used in the past. These people may include, but are not limited to, teachers, parents, counselors, doctors, administrators, social workers, and law enforcement personnel. The meeting is designed to bring out the best in the people involved.

The Charter School's 12 SST meeting steps shall include:

1. Team members introduce themselves and their roles.
2. The purpose and process of the meeting are stated.
3. A timekeeper is appointed.
4. Strengths are identified.
5. Concerns are discussed, clarified, and listed.
6. Pertinent information and currently deployed accommodations are identified.
7. Concerns are synthesized, with one or two chosen for focus.
8. Strategies to deal given concerns are brainstormed.
9. Team chooses best strategies to carry into action.
10. Individuals make commitments to actions.
11. Persons responsible and timelines for actions are recorded.
12. Follow-up date is set. 6-8 weeks

If the concerns continue to exist after an SST plan has been implemented, revisions to the plan may be discussed or, if necessary, a referral for special education or Section 504 assessment might be deemed necessary by the SST. The RCS Special Education team will be requested to assist in formal assessments to determine if district services are required.

PLAN FOR ENGLISH LEARNERS

The Charter School will meet all applicable legal requirements for English Learners, including long-term English Learners or English Learners at risk of becoming long-term English Learners, as they pertain to annual notification to parents, student identification, placement, program options, EL and core content instruction, teacher qualifications and training, reclassification to fluent English proficient status, monitoring and evaluating program effectiveness, and standardized testing requirements. The Charter School will implement policies to ensure proper placement, evaluation, and communication regarding ELs and the rights of students and parents. Teachers will create a plan that ensures that EL's needs are being met on a daily basis. The Charter School's goal is that each student will be reclassified within 5 years.

Home Language Survey

The Charter School will administer the home language survey upon a student's initial enrollment in the Charter School.

English Language Proficiency Assessment

All students who indicate that their home language is other than English will be tested with the English Language Proficiency Assessments for California (“ELPAC”). The ELPAC has four proficiency levels (Level 4: well developed; Level 3: moderately developed; Level 2: somewhat developed; and Level 1: minimally developed) and is aligned with the 2012 California ELD Standards.

The ELPAC consists of two separate assessments:

- Initial Assessment (“IA”)

The ELPAC IA is used to identify students as either an English Learner, or as fluent in English. The IA is administered only once during a student’s time in the California public school system based upon the results of the home language survey. The locally scored IA will be the official score. The IA is given to students in grades K–12 whose primary language is not English to determine their English proficiency status.

- Summative Assessment (“SA”)

ELs will take the SA every year until they are reclassified as fluent English proficient. The ELPAC SA is only given to students who have previously been identified as an EL based upon the IA results, in order to measure how well they are progressing with English development in each of the four domains. The results are used as one of four criteria to determine if the student is ready to be reclassified as fluent English proficient, to help inform proper educational placement, and to report progress for accountability.

Both the ELPAC SA and IA– assessments are administered in seven grade spans—K, 1, 2, 3–5, 6–8, 9–10, and 11–12. In kindergarten and grade 1, all domains are administered individually. In grades 2–12, the test is administered in groups, exclusive of speaking, which is administered individually.

Testing times will vary depending upon the grade level, domain, and individual student. Both the ELPAC IA and SA are given in two separate testing windows through the school year.

The IA testing window will be year-round (July 1–June 30). Any student whose primary language is other than English as determined by the home language survey and who has not previously been identified as an English Learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English language proficiency within 30 calendar days after the date of first enrollment in a California public school, or within 60 calendar days before the date of first enrollment, but not before July 1 of that school year.

The SA testing window will be a four-month window after January 1 (February 1–May 31). The English language proficiency of all currently enrolled English Learners shall be assessed by administering the test during the annual assessment window.

The Charter School will notify all parents of its responsibility for ELPAC testing and of ELPAC results within thirty days of receiving results from publisher. The ELPAC shall be used to fulfill the requirements under the Every Student Succeeds Act for annual English proficiency testing.

RECLASSIFICATION PROCEDURES

Reclassification procedures provide for multiple criteria in determining whether to classify a pupil as proficient in English, including, but not limited to, all of the following:

- Assessment of language proficiency, using an objective assessment instrument; this includes, but is not limited to, the ELPAC.
- The pupil's classroom teachers and any other certificated staff with direct responsibility for teaching or placement decisions of the pupil may evaluate the pupil's mastery of the curriculum.
- Parental opinion and consultation may be sought through a notice to parents or guardians. This includes language reclassification and placement, giving the parents an opportunity to participate, and encouragement of the participation of parents or guardians in the reclassification procedure including seeking their opinion and consultation during the reclassification process.
- A comparison of the pupil's performance in basic skills against an empirically established range of performance and basic skills. The comparison will be based on the performance of English proficient pupils of the same age that demonstrate to others that the pupil is sufficiently proficient in English to participate effectively in a curriculum designed for pupils of the same age whose native language is English.

STRATEGIES FOR ENGLISH LEARNERS

The instructional design model to be used by the Charter School places a heavy emphasis on differentiating instruction to meet the needs of English Learners based on their academic and language readiness. Through the well-defined professional development plan that accompanies this instructional design model, teachers will be trained on a variety of instructional strategies to be used specifically with English Learners. These strategies include, but are not limited to, the following techniques:

The Guided Language Acquisition Design. GLAD is a model of professional development in the area of language acquisition and literacy. The strategies and model promote English language acquisition, academic achievement and cross-cultural skills. GLAD is an instructional model that develops metacognitive use of high level, academic language and literacy. All teachers will be trained to utilize GLAD strategies, as it relies on teachers implementing specific strategies to enhance the learning environment.

Cooperative Learning. Robert E. Slavin (1995) has shown cooperative learning can be effective for students at all academic levels and learning styles. Other research indicates that cooperative learning can be an "effective vehicle for learning content and learning in a second language"

(Calderon, 2001; Cohen, Lotan, Scarloss, and Arellano, 1999; McGroarty, 1989, as cited in Calderon, 2001, p. 280). Cooperative learning involves student participation in small-group learning activities that promote positive interactions. As Cochran (1989) notes, "Cooperative learning makes sense for teachers who have limited English proficient pupils in their classes because all students are given frequent opportunities to speak and because a spirit of cooperation and friendship is fostered among classmates." Through a shared learning activity, students benefit from observing learning strategies used by their peers. EL students can benefit from face-to-face verbal interactions, which promote communication that is natural and meaningful (Johnson, Johnson & Holubec, 1994; Kagan, 1994). Calderon suggests that "cooperative learning is effective when students have an interesting well-structured task, such as a set of discussion questions around a story they just read, producing a cognitive map of the story, or inventing a puppet show to highlight character traits" (2001, p. 280).

Language Experience Approach (also known as dictated stories). This approach uses students' words to create a text that becomes material for a reading lesson (Carrasquillo & Rodriguez, 2002). Students describe orally a personal experience to a teacher or peer. The teacher or another student writes down the story, using the student's words verbatim. The teacher/student then reads the story back as it was written, while the student follows along. Then the student reads the story aloud or silently. Other follow-up activities can be done with this approach. In this way, students learn how their language is encoded as they watch it written down, building sight word knowledge and fluency as they use their own familiar language. This approach allows students to bring their personal experiences into the classroom—especially important for culturally diverse students (Peterson, Caverly, Nicholson, O'Neal, & Cusenbary, 2000).

Dialogue Journals (also known as interactive journals). This approach is a way for teachers to engage students in writing. Students write in a journal, and the teacher writes back regularly, responding to questions, asking questions, making comments, or introducing new topics. Here the teacher does not evaluate what is written, but models correct language and provides a nonthreatening opportunity for EL students to communicate in writing with someone proficient in English, and to receive some feedback (Peyton, 2000; Reid, 1997). Reid's literature review and her action research project show dialogue journaling with a teacher to be beneficial in improving spelling and fluency.

Academic Language Scaffolding. The term "scaffolding" is used to describe the step-by-step process of building students' abilities to complete tasks on their own (Gibbons, 2002). Academic language scaffolding draws on Cummins's research in cognitive academic language proficiency (Chamot & O'Malley, 1994; Cummins, 1981). Scaffolding actually consists of several linked strategies, including modeling academic language; contextualizing academic language using visuals, gestures, and demonstrations; and using hands-on learning activities that involve academic language. These strategies are a central part of sheltered instructional methods but can be used in any classroom context. (See Gibbons [2002] for specific scaffolding strategies.)

Native Language Support. Whenever possible, EL students should be provided with academic support in their native language (Thomas & Collier, 2002). Even in English-only classrooms, and even when an instructor is not fluent in a student's language, this can still be done in a number of ways. According to Lucas and Katz (1994), a student's native language serves several important functions: it gives students "access to academic content, to classroom activities, and to their own knowledge and experience." In addition, they found that it also "gave teachers a way to show their respect and value for students' languages and cultures; acted as a medium for social interaction and

establishment of rapport; fostered family involvement; and fostered students' development of, knowledge of, and pride in their native languages and cultures."

Monitoring and Evaluation of Program Effectiveness

The evaluation for the program effectiveness for ELs in the Charter School will include:

- Adhere to Charter School-adopted academic benchmarks by language proficiency level and years in program to determine annual progress.
- Monitoring of teacher qualifications and the use of appropriate instructional strategies based on program design.
- Monitoring of student identification and placement.
- Monitoring of parental program choice options.
- Monitoring of availability of adequate resources.
- Teachers will be evaluated yearly using the Insight Core Framework Rubric.

SERVING STUDENTS WITH DISABILITIES

Overview

The Charter School shall comply with all applicable state and federal laws in serving students with disabilities, including, but not limited to, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act ("ADA"), and the Individuals with Disabilities Education Improvement Act ("IDEA").

The Charter School shall be categorized as an independent local educational agency ("LEA") member of the El Dorado County Charter Special Education Local Plan Area ("SELPA") in conformity with Education Code Section 47641(a).

The Charter School shall comply with all state and federal laws related to the provision of special education instruction and related services and all of SELPA policies and procedures; and shall utilize appropriate SELPA forms.

The Charter School may request related services (e.g. Speech, Occupational Therapy, Adapted P.E., Nursing, and Transportation) from the SELPA, subject to SELPA approval and availability. The Charter School may also provide related services by hiring credentialed or licensed providers through private agencies or independent contractors.

The Charter School shall be solely responsible for its compliance with Section 504 of the Rehabilitation Act and the ADA. The facilities to be utilized by the school shall be accessible for all students with disabilities.

Section 504 of the Rehabilitation Act

The Charter School recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise be subjected to discrimination under any program of the Charter School. A student who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment, is eligible for protections under Section 504.

A 504 team will be assembled by the Principal or assigned administrator and shall include the parent/guardian, the student (where appropriate), and other qualified persons knowledgeable about the student, the meaning of the evaluation data, placement options, and accommodations. The 504 team will review the student's existing records, including academic, social, and behavioral records, and is responsible for making a determination as to whether an evaluation for 504 services is appropriate. If the student has already been evaluated under the IDEA but found ineligible for special education instruction or related services under the IDEA, those evaluations may be used to help determine eligibility under Section 504. The student evaluation shall be carried out by the 504 team that will evaluate the nature of the student's disability and the impact upon the student's education. This evaluation will include consideration of any behaviors that interfere with regular participation in the educational program and/or activities. The 504 team may also consider the following information in its evaluation:

- Tests and other evaluation materials that have been validated for the specific purpose for which they are used and are administered by trained personnel.
- Tests and other evaluation materials include those tailored to assess specific areas of educational need, not merely those which are designed to provide a single general intelligent quotient.
- Tests are selected and administered to ensure that when a test is administered to a student with impaired sensory, manual, or speaking skills, the test results accurately reflect the student's aptitude or achievement level, or whatever factor the test purports to measure, rather than reflecting the student's impaired sensory, manual, or speaking skills.

The final determination of whether the student will or will not be identified as a person with a disability is made by the 504 team in writing, and notice is given in writing to the parents or guardians of the student in their primary language along with the procedural safeguards available to them. If, during the evaluation, the 504 team obtains information indicating possible eligibility of the student for special education per the IDEA, a referral for assessment under the IDEA will be made by the 504 team.

If the student is found by the 504 team to have a disability under Section 504, the 504 team shall be responsible for determining what, if any, accommodations or services are needed to ensure that the student receives the free and appropriate public education ("FAPE"). In developing the 504 Plan, the 504 team shall consider all relevant information utilized during the evaluation of the student, drawing upon a variety of sources, including, but not limited to, assessments conducted by the school's professional staff.

The 504 Plan shall describe the Section 504 disability and any program accommodations, modifications, or services that may be necessary.

All 504 team participants, parents, guardians, teachers, and any other participants in the student's education, including substitutes and tutors, must have a copy of each student's 504 Plan. The site administrator will ensure that teachers include 504 Plans with lesson plans for short-term substitutes and that he or she review the 504 Plan with a long-term substitute. A copy of the 504 Plan shall be maintained in the student's file. Each student's 504 Plan will be reviewed at least once per year to determine the appropriateness of the Plan, needed modifications to the plan, and continued eligibility.

Services for Students Under the IDEA

The Charter School shall provide special education instruction and related services in accordance with the IDEA, Education Code requirements, and applicable policies and practices of the SELPA.

The Charter School shall provide services for special education students enrolled in the Charter School. The Charter School shall follow SELPA policies and procedures and shall utilize SELPA forms in seeking out and identifying and serving students who may qualify for special education programs and services and for responding to record requests and parent complaints, and maintaining the confidentiality of pupil records.

The Charter School agrees to promptly respond to all SELPA inquiries, to comply with reasonable SELPA directives, and to allow the SELPA access to Charter School students, staff, facilities, equipment and records as required by law.

Staffing

All special education services at the Charter School shall be delivered by individuals or agencies qualified to provide special education services as required by the California Education Code and the IDEA. Charter School staff shall participate in SELPA in-service training relating to special education.

The Charter School shall be responsible for the hiring, training, and employment of site staff necessary to provide special education services to its students, including, without limitation, special education teachers, paraprofessionals, and resource specialists. The Charter School shall ensure that all special education staff hired or contracted by the Charter School is qualified pursuant to SELPA policies, as well as meet all legal requirements. The Charter School shall be responsible for the hiring, training, and employment of itinerant staff necessary to provide special education services to Charter School students, including, without limitation, speech therapists, occupational therapists, behavioral therapists, and psychologists.

Notification and Coordination

The Charter School shall follow SELPA policies as they apply to all SELPA schools for responding to implementation of special education services. The Charter School shall adopt and implement policies relating to all special education issues and referrals.

Identification and Referral

The Charter School shall have the responsibility to identify, refer, and work cooperatively in locating Charter School students who have or may have exceptional needs that qualify them to receive special education services. The Charter School shall implement SELPA policies and procedures to ensure timely identification and referral of students who have, or may have, such exceptional needs. A pupil shall be referred for special education only after the resources of the regular education program have been considered, and where appropriate, utilized.

The Charter School shall follow SELPA child-find procedures to identify all students who may require assessment to consider special education eligibility and special education and related services in the case that general education interventions do not provide a free appropriate public education to the student in question.

Assessments

The term “assessments” shall have the same meaning as the term “evaluation” in the IDEA, as provided in Section 1414, Title 20 of the United States Code. The Charter School shall determine what assessments, if any, are necessary and arrange for such assessments for referred or eligible students in accordance with applicable law. The Charter School shall obtain parent/guardian consent to assess Charter School students.

IEP Meetings

The Charter School shall arrange and notice the necessary Individualized Education Program (“IEP”) meetings. IEP team membership shall be in compliance with state and federal law. The Charter School shall be responsible for having the following individuals in attendance at the IEP meetings: the Principal and/or the Charter School designated representative with appropriate administrative authority as required by the IDEA; the student’s special education teacher; the student’s general education teacher if the student is or may be in a regular education classroom; the student, if appropriate; and other Charter School representatives who are knowledgeable about the regular education program at the Charter School and/or about the student. The Charter School shall arrange for the attendance or participation of all other necessary staff that may include, but are not limited to, an appropriate administrator to comply with the requirements of the IDEA, a speech therapist, psychologist, resource specialist, and behavior specialist; and shall document the IEP meeting and provide notice of parental rights.

IEP Development

The Charter School understands that the decisions regarding eligibility, goals/objectives, program, services, placement, and exit from special education shall be the decision of the IEP team, pursuant to the IEP process. Programs, services and placements shall be provided to all eligible Charter School students in accordance with the policies, procedures and requirements of the SELPA and State and Federal law.

IEP Implementation

The Charter School shall be responsible for all school site implementation of the IEP. As part of this responsibility, the Charter School shall provide parents with timely reports on the student’s progress

as provided in the student's IEP at least as frequently as report cards are provided for the Charter School's non-special education students. The Charter School shall also provide all home-school coordination and information exchange. The Charter School shall also be responsible for providing all curriculum, classroom materials, classroom modifications, and assistive technology.

Interim and Initial Placements of New Charter School Students

The Charter School shall comply with Education Code Section 56325 with regard to students transferring into the Charter School within the academic school year. In accordance with Education Code Section 56325(a)(1), for students who enroll in the Charter School from another school district within the State, but outside of the SELPA with a current IEP within the same academic year, the Charter School shall provide the pupil with a free appropriate public education, including services comparable to those described in the previously approved IEP, in consultation with the parent, for a period not to exceed thirty (30) days, by which time the Charter School shall adopt the previously approved IEP or shall develop, adopt, and implement a new IEP that is consistent with federal and state law.

In accordance with Education Code Section 56325(a)(2), in the case of an individual with exceptional needs who has an IEP and transfers into the Charter School from a district operated program under the same special education local plan area of the Charter School within the same academic year, the Charter School shall continue, without delay, to provide services comparable to those described in the existing approved IEP, unless the parent and the Charter School agree to develop, adopt, and implement a new IEP that is consistent with federal and state law.

For students transferring to the Charter School with an IEP from outside of California during the same academic year, the Charter School shall provide the pupil with a free appropriate public education, including services comparable to those described in the previously approved IEP in consultation with the parents, until the Charter School conducts an assessment pursuant to paragraph (1) of subsection (a) of Section 1414 of Title 20 of the United States Code, if determined to be necessary by the Charter School, and develops a new IEP, if appropriate that is consistent with federal and state law.

Non-Public Placements/Non-Public Agencies

The Charter School shall be solely responsible for selecting, contracting with, and overseeing all non-public schools and non-public agencies used to serve special education students.

Non-discrimination

It is understood and agreed that all children shall have access to the Charter School and no student shall be denied admission nor counseled out of the Charter School due to the nature, extent, or severity of his/her disability or due to the student's request for, or actual need for, special education services.

Parent/Guardian Concerns and Complaints

The Charter School shall adopt policies for responding to parental concerns or complaints related to special education services. The Charter School shall receive any concerns raised by parents/guardians regarding related services and rights.

The Charter School's designated representative shall investigate as necessary, respond to, and address the parent/guardian concern or complaint.

Due Process Hearings

The Charter School may initiate a due process hearing or request for mediation with respect to a student enrolled in the Charter School if it determines such action is legally necessary or advisable. In the event that the parents/guardians file for a due process hearing, or request mediation, the Charter School shall defend the case.

SELPA Representation

The Charter School shall represent itself at all SELPA meetings.

Funding

The Charter School shall be subject to the allocation plan of the SELPA.

II. MEASURABLE PUPIL OUTCOMES AND

III. ASSESSMENT OF STUDENT PERFORMANCE

Governing Law: The measurable pupil outcomes identified for use by the charter school. “Pupil outcomes,” for purpose of this part, means the extent to which all pupils of the charter school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the charter school’s educational program. Pupil outcomes shall include outcomes that address increases in pupil academic achievement both schoolwide and for all pupil subgroups served by the charter school, as that term is defined in subdivision (a) of Section 52052. The pupil outcomes shall align with the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels served by the charter school.— Education Code Section 47605(c)(5)(B).

Governing Law: The method by which pupil progress in meeting those pupil outcomes is measured. To the extent practicable, the method for measuring pupil outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card. —Education Code Section 47605(c)(5)(C).

SCHOOLWIDE OUTCOMES / METHODS OF MEASUREMENT

The Charter School will measure school wide outcomes as required and referenced in its LCAP. In order to best serve our students and community, the Charter School will examine and refine its list of school-wide outcomes annually.

Subject Matter Specific Pupil Outcomes

The State Standards define for each subject and grade the most important knowledge that students must acquire and the skills that they must master. Appropriate grade-level mastery of core academic skills will include, but not be limited to, the following:

Reading and English Language Arts

Students will demonstrate strong reading, writing, speaking and language skills in multiple forms of expression (e.g., written, oral, multimedia, and performing arts) with communication skills appropriate to age, setting, and audience.

Mathematics

Students will develop abilities to reason logically and to understand and apply mathematical processes and concepts, including those within number sense and operations, functions and algebra, geometry and measurement, and statistics, data analysis, and probability appropriate to their skill levels.

History and Social Science

Students will understand and apply knowledge in the areas of history, geography, economics, civics, and government to appreciate the interrelationships that exist within our complex 21st Century. They will develop the skills of a historian through research and the use of primary sources.

Science

Students will successfully utilize scientific research and inquiry methods to understand and apply the major concepts underlying various branches of the sciences. They will develop the skills of a scientist through research and lab opportunities.

Other Areas of Emphasis

In addition to the core curriculum, as noted earlier in Section II of this charter, the Charter School will also emphasize several other curricular areas in the course of studies offered the students from Transitional Kindergarten through grade six. The areas include (1) health and nutrition; (2) physical education and athletics; (3) visual and performing arts; and (4) agricultural science.

OUTCOMES THAT ALIGN WITH STATE PRIORITIES

Pursuant to Education Code Section 47605(c)(5)(B), the Charter School's measurable student outcomes that align with the state priorities and the Charter School's goals and actions to achieve the state priorities, can be found in the Charter School's current LCAP. The 2019-20 LCAP is included in this document in Appendix E, and the current LCAP is on file with the District.

METHODS OF ASSESSMENT AND REPORTING OF DATA

The Charter School shall conduct the required pupil assessments pursuant to Education Code Section 60605 and any other pupil assessments applicable to pupils in non-charter public schools. The Charter School affirms that its methods for measuring pupil outcomes for the State Priorities, as described in its LCAP, shall be consistent with the way information is reported on a School Accountability Report Card as required by Education Code Section 47605(c)(5)(C).

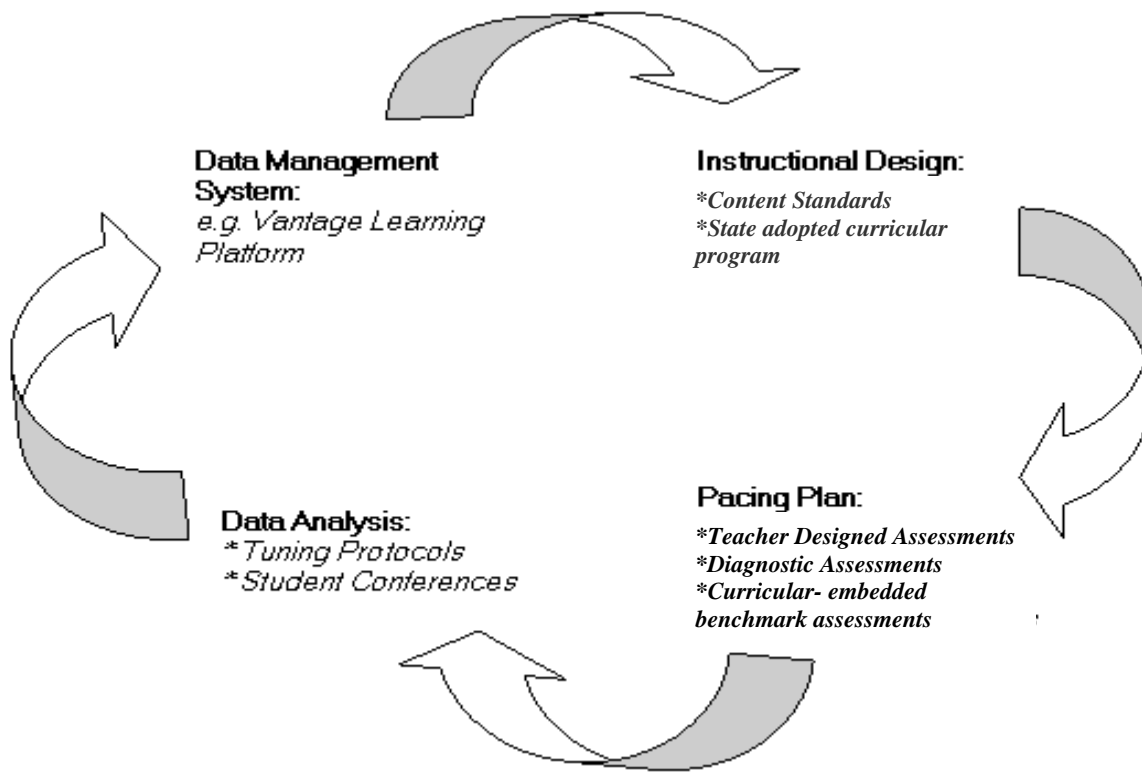
The Charter School is dedicated to documenting student achievement of the State standards each year through state-mandated assessments.

The Charter School will implement a cyclical feedback process to ensure that measurable pupil outcomes are used to inform and guide instruction. Teachers will be trained to work with State Standards and the chosen curricular program(s) to determine pupil outcomes. The Charter School has chosen a curricular program that includes curriculum referenced tests that are aligned to its sequence. These tests, along with other curricular-embedded, nationally normed assessments, and teacher-designed assessments, will be used to assess student mastery of the standards. The Charter School utilizes school-wide pacing plans for each grade level that identify when each State Standard is assessed during the course of the year.

The Charter School will compile and disaggregate assessment data (by student subgroup) and create a variety of instructive data reports. These reports will be used by teachers and other staff to

collectively analyze student performance and modify instruction as needed. Using this data staff will review student performance by subgroup and grade level. The Charter School will also employ a strategy of quarterly assessments in each grade. The results of these assessments will be aggregated and shared with the teachers, administrators to determine the best strategy for maximizing student performance. The Charter School staff, and its governing board, will examine the findings and plan to make appropriate adjustments to ensure the success of all students in the Charter School.

Teachers will meet weekly as an entire staff with the administration and the leadership team. During these weekly collaborative meetings, teachers will apply tuning protocols; use student data conferences and other data analysis processes to identify students’ academic strengths and weaknesses; and use that information to guide their instructional design. The Principal will monitor the use of data to drive instruction.



The data analysis process will also help the Charter School staff determine which students are in need of intervention (remedial instruction) or enrichment. Students in need of intervention services who are performing two or more levels below their actual grade level (as indicated by diagnostic assessments and/or curricular-embedded assessments) and those students who are not meeting State Standards in any subject area on the state mandated testing will receive interventions, as discussed above, including, but not limited to, instruction in one of the CDE-adopted reading and/or math intervention programs (e.g., *Read 180, McDougall Littell*).

Student progress shall be measured through varied and diverse methods, which include, unit tests, and standardized tests as well as through ongoing “authentic assessment” methods, such as demonstrations, performances, and exhibitions.

Students will also be measured in non-curricular areas, such as class attendance and discipline, to ensure that they are meeting their social responsibilities. The Charter School believes that students develop important life skills when they are held responsible for both performance and conduct.

The Charter School will centrally manage scores from assessments and other meaningful quantifiable data so that students' progress within particular subjects and across all subjects and areas of interest can be monitored. The Charter School will provide the students and teachers this progress data so that the Charter School staff, students, and parents can track individual student performance throughout the student's career at the Charter School.

Teachers and students shall be able to critically analyze student data, identify strengths and opportunity areas, develop individualized learning plans, and define goals for the students. Goals would be jointly set by teachers and students, and student progress will be tracked and discussed with both students and parents on a regular basis. Parent participation will be essential in setting up these individual student educational contracts and in managing the students as they successfully progress through their goals and objectives. This information will be used to identify areas of student, teacher, and program level improvement within the Charter School's program. The Charter School will encourage active participation by parents in their child's learning. The Charter School will provide extensive opportunities for parents to provide their time and assistance in the classroom and on school grounds. Additionally, the Charter School will work with parent groups established at the school to maximize the home to school connection.

Additional assistance will be offered to those students who need extra help in reaching their academic and personal goals. Examples include peer tutoring, parent or community volunteer assistance, after-school mentoring programs, and educating parents on how they can help at home.

State-Standards-based report cards will be utilized for both progress reports and end of term grading to communicate student performance with parents.

PERFORMANCE REPORTING

In the fall of each year, the Charter School will provide to the District Board of Education an annual performance report. This report will include the following information:

- Summary data showing student progress toward the goals and outcomes listed above
- A summary of major decisions and policies set forth by the Charter School's Board of Directors during the year
- Data on the parent involvement in the school's governance (and other facets of the school) and summary data from a yearly parent and student satisfaction survey
- Data regarding the number of staff working at the school and their qualifications
- A copy of the school's health and safety policies and any major changes to those policies during the year
- A comprehensive view of the Charter School's admissions practices during the year (This will include information regarding the numbers of students enrolled, children on waiting lists, and the students expelled and/or suspended.)

- Analyses of the effectiveness of the Charter School’s internal dispute mechanisms and information regarding the number and resolutions of disputes and complaints
- Results of a Parent/teacher satisfaction survey
- Any other information regarding the educational program and the administrative, legal, and governance operations of the Charter School relative to compliance with the terms of the charter generally

The Charter School and District’s Board of Education will jointly develop any additional content, evaluation criteria, timelines, and processes for the annual performance report. The Charter School will use the data in the performance report to assess and improve upon its educational programming, as deemed necessary.

The above-referenced annual performance report and the state mandated School Accountability Report Card and Local Control Accountability Plan (see below) will be submitted to the District within the timelines agreed upon by the District and the Charter School and made available to the public. The Charter School and District’s Board of Education has developed a visitation process to enable the District to gather information needed to validate the school’s performance and compliance with the terms of this charter. However, the Charter School agrees to and submits to the right of the District to make random visits and inspections in order to carry out its statutorily required oversight.

Pursuant to Education Code Section 47604.3, the Charter School shall promptly respond to all reasonable inquiries, including, but not limited to, inquiries regarding its financial records from the district, the Sacramento County Office of Education, and the State Superintendent of Public Instruction.

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Pursuant to Education Code Section 47606.5, the Charter School shall comply with all elements of the Local Control and Accountability Plan pursuant to regulations and a template adopted by the State Board of Education and reserves the right to establish additional and/or amend school-specific goals and corresponding assessments throughout the duration of the charter. The Charter School shall submit the LCAP to the District and the Sacramento County Superintendent of Schools annually on or before July 1 of each year as required by Education Code Section 47604.33.

The LCAP and any revisions necessary to implement the LCAP, including outcomes and methods of measurement listed below, shall not be considered a material revision to the charter, and shall be maintained by the Charter School at the school site.

IV. Governance Structure

Governing Law: The governance structure of the charter school, including, but not limited to, the process to be followed by the charter school to ensure parental involvement. —Education Code Section 47605(c)(5)(D).

NONPROFIT PUBLIC BENEFIT CORPORATION

The Charter School will be a directly funded independent charter school operated by River Charter Schools, a California nonprofit public benefit corporation, pursuant to California law.

The Charter School will operate autonomously from the District, with the exception of the supervisory oversight, as required by statute, and other contracted services, as negotiated between the District and the Charter School. Pursuant to California Education Code Section 47604(d), River Delta Unified School District shall not be liable for the debts and obligations of Delta Elementary Charter, operated by a California nonprofit public benefit corporation, or for claims arising from the performance of acts, errors, or omissions by the Charter School as long as the District has complied with all oversight responsibilities required by law.

Attached, as Appendix B, are the Articles of Incorporation, the Bylaws, and the Conflict of Interest Code of River Charter Schools.

River Charter Schools is a non-profit public benefit corporation that has created a non-profit public benefit supporting organization, Leaders & Scholars, Inc., whose purpose is to operate “exclusively for the benefit of, to perform the functions of, or to carry out the purposes of” River Charter Schools. Further, according to its Bylaws (attached as Appendix F), it is “to direct attention and effort toward providing funding to support the educational purposes of River Charter Schools and the development of other charter schools that may later be formed.” No part of the net earnings, properties, or assets of the corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any director or officer of the corporation. All the board members of Leaders & Scholars, Inc. are appointed by the Board of River Charter Schools and none of the Board members receive compensation.

Leaders & Scholars, Inc. has created Leaders & Scholars, LLC “L&S LLC” and Leaders & Scholars Two, LLC “L&S Two”(see Appendix F for their Operating Agreements) to further its charitable and exempt activities and all property owned by the Companies are irrevocably dedicated to charitable purposes. In keeping with their Operating Agreements, if L&S LLC or L&S Two is dissolved for any reason, all of their assets after paying lawful debts will be distributed to the Sole Member (Leaders & Scholars, Inc.) an organization organized and operated exclusively for charitable purposes and which has established its tax-exempt status under section 501(c)(3) of the Internal Revenue Code. In accordance with Generally Accepted Accounting Principles (“GAAP”), the financial statements of both RCS charter schools are consolidated together in the River Charter Schools’ audit and financial statements. The audited statements provided to the District always have contained, and will continue to contain, both a profit and loss statement and a balance sheet that shows DECS broken out from all other RCS entities. All State required submittals: (1) annual budget; (2) interim budgets; (3) unaudited actual for DECS shall be submitted separately to the

District to enable it to conduct its required oversight. In accordance with GAAP, the financial statements of both Leaders & Scholars, Inc., L&S LLC and L&S Two are consolidated together in River Charter Schools' audit and financial statements. L&S Two holds title to DECS' modular buildings located at 36230 N. School St., Clarksburg, CA which it acquired from DECS at the net book value of those buildings. Payment was in the form of paying off DECS' two bank loans and establishing a fully amortized note payable with DES for the balance. L&S Two leases the buildings to DECS. (See Facilities section of charter for more information.)

BOARD OF DIRECTORS

Delta Elementary Charter is governed by the Board of Directors of River Charter Schools, in accordance with its adopted corporate bylaws, which are consistent with the terms of this charter. The current charter bylaws can be found in Appendix B.

Board's Duties

The Board of Directors of River Charter Schools will meet regularly, at least once a month and in accordance with the Ralph M. Brown Act and Education Code Section 47604.1(c). The Board of Directors is fully responsible for the operation and fiscal affairs of the Charter School, including, but not limited to, the following:

- Hire, supervise, evaluate, discipline, and dismiss the Superintendent of the Charter School:
- Hire, promote, discipline, and dismiss all employees of the charter school after consideration of a recommendation by the Superintendent.
- Approve all contractual agreements.
- Approve and monitor the implementation of general policies of the Charter School. These will include effective human resource policies for career growth and compensation of the staff.
- Approve and monitor the Charter School's annual budget and budget revisions.
- Act as a fiscal agent. This includes the receipt of funds for the operation of the Charter School in accordance with charter school laws and the receipt of grants and donations consistent with the mission of the Charter School.
- Contract with an external independent auditor to produce an annual financial audit according to generally accepted accounting practices.
- Establish operational committees, as needed.
- Regularly measure progress of both student and staff performance.
- Involve parents and the community in school-related programs.
- Execute all applicable responsibilities provided for in the California Corporations Code.
- Engage in strategic planning.
- Approve the school calendar and schedule of Board meetings.
- Review requests for out-of-state or overnight field trips.
- Participate in the dispute resolution procedure and complaint procedures, when necessary.
- Approve charter amendments, as necessary, and submit material revisions, as necessary, for the District's consideration.
- Approve annual fiscal audit.
- Appoint an administrative panel or act as a hearing body and take action on recommended student expulsions.

The Board may initiate and carry on any program or activity or may otherwise act in a manner which is not in conflict with or inconsistent with or preempted by any law and which is not in conflict with the purposes for which schools are established. The Charter School shall comply with the Ralph M. Brown Act.

The Charter School has adopted a Conflict of Interest Code that complies with the Political Reform Act, Government Code Section 1090, et seq., as set forth in Education Code Section 47604.1, Corporations Code Conflicts of Interest rules, and any charter school specific conflicts of interest regulations. The Conflict of Interest Code” is included in Appendix B.

The Board may execute any powers delegated by law to it and shall discharge any duty imposed by law upon it and may delegate to an employee of the Charter School any of those duties with the exception of budget approval or revision, approval of the fiscal audit, and the adoption of Board policies. The Board, however, retains ultimate responsibility over the performance of those powers or duties. Such delegation will:

- Be in writing.
- Specify the entity designated.
- Describe in specific terms the authority of the Board of Directors being delegated, any conditions on the delegated authority or its exercise, and the beginning and ending dates of the delegation.
- Require an affirmative vote of a majority of Board members.

The River Charter Schools’ Board of Directors will attend in-service sessions for the purposes of training Board members on their responsibilities, with topics to include, at a minimum, conflicts of interest and the Ralph M. Brown Act.

The Charter School agrees to maintain a list of Board Members on its website and provide information regarding the relevant qualifications of all persons serving on the Charter School board upon request of the charter authorizer.

CENTRAL OFFICE

Central Office” (“Home Office” in audit documents) is not a physical location but, rather, a classification of personnel and expenditures that are incurred by RCS for the benefit of both charter schools. These expenditures are allocated to the two charter schools based primarily on proportional Average Daily Attendance. Staff positions and benefits classified as Home Office are: Superintendent; Chief Business Officer; Special Education Director; HR Director; Manager of Fiscal Compliance; Budget/Financial Analyst; Data Analyst; and Payroll, Human Resources.. Expenditures classified as Home Office include audit fees, legal expense, payroll processing, and bank fees (legal and other direct costs attributable to one school are charged directly to the appropriate charter school). The Home Office may from time to time have a physical location for one or more of its staff.

SUPERINTENDENT

The Superintendent shall be the Chief Executive Officer of the Charter School. He/she is responsible for the effective operation of the Charter School; general administration of all instructional, business or other operations of the Charter School (in coordination with the Charter School's Chief Business Officer); and for advising and making recommendations to the Board with respect to such activities. He/she shall perform all the duties and accept all of the responsibilities required by a Superintendent as prescribed by the Board.

Primary Activities:

- Keep the Board informed of the condition of the Charter School's educational system; assure effective communication between Board and the staff of the Charter School. Relay all communications by the Board regarding personnel to District employees and receive from all school personnel any communications directed to the Board.
- In consultation with the President of the Board, prepare the agenda for Board meetings.
- Prepare and submit recommendations to the Board relative to all matters requiring board action, placing before the Board such necessary and helpful facts, information, and reports as are needed to insure the making of informed decisions.
- Develop and recommend to the Board objectives of the educational system; see to the development of internal objectives which support those of the Board.
- Develop and recommend to the Board long range plans consistent with population trends, cultural needs, and the appropriate use of school facilities and see to the development of long-range plans which are consistent with Board objectives. To be consistent with Local Control and Accountability Plan.
- See to the execution of all decisions of the Board.
- See that sound plans of organization, educational programs and services are developed and maintained for the Board.
- Work with Charter School's CBO to maintain adequate records for the Charter School, including a system of financial accounts, business and property records, personnel records.
- See that appropriate in-service training is conducted as are necessary to carry out the educational programs of the Charter School.
- Recommend to the Board all appointments, discipline or termination of employment of teaching and non-teaching personnel of the Charter School.
- See to the development throughout the Charter School of high standards of performance in educational achievement, use of and development of personnel, public responsibility, and operating efficiency.
- See that effective relations with RDUSD are maintained at the Superintendent and District level. See that relations with the Clarksburg Middle School ("CMS")/Delta High School ("DHS") staff and Principal focus on retaining students in the Clarksburg school system: i.e. DECS to CMS/DHS.
- Establish and maintain liaison with community groups that are interested or involved in the educational programs of the Charter School community.
- Establish and maintain liaison with California Charter Schools Association, County Office of Education, the California Department of Education, Legislature, colleges and universities.
- Directly oversee the work of central office personnel.

- Hold regular meetings with site administrator, Coordinators and Directors to discuss educational problems facing the Charter School.
- Work extensively with CBO on budgets to ensure alignment with Charter School goals.
- Work with CBO on relationships with advisors, consultants, auditors, architects, attorneys and contractors.
- Represent the Charter School before the public, and maintain, through cooperative leadership such a program of public relations as may keep the public informed as to the activities, needs and successes of the Charter School.
- Receive all complaints, comments, concerns and criticisms regarding the operation of the Charter School from the public, employees, students and Board members.
- Approve all major contracts; assist Charter School's CBO in the development of the annual budget to ensure financial success.
- Complete annual Charter School review process.

PRINCIPAL

The Principal reports directly to the Superintendent, and he or she is responsible for the orderly operation of the Charter School and the supervision of all employees in the Charter School. The Principal will be the leader of the Charter School. The Principal will ensure that the curriculum is implemented in order to maximize student learning experiences.

The Principal is assigned to perform assigned tasks directed from the Superintendent and is required to undertake some or all of the tasks detailed below. These tasks may include, but are not limited to, the following:

- Ensure that the Charter School enacts its mission.
- Supervise and evaluate teachers and staff.
- Communicate and report to the Superintendent.
- Oversee Charter School finances to ensure financial stability.
- Participate in and develop professional development workshops, as needed.
- Serve or appoint a designee to serve on any committees of the Charter School.
- Interview and recommend employee hiring, promotion, discipline, and/or dismissal.
- Ensure compliance with all applicable state and federal laws and help secure local grants.
- Communicate with parents, recruit new families and students, and assure families of academic growth.
- Take responsible steps to secure full and regular attendance at Charter School of the students enrolled in accordance with policies established by the Board of Directors.
- Complete and submit required documents, as requested or required by the charter and/or District Superintendent or River Charter Schools' Board of Directors.
- Identify the staffing needs of the Charter School and offer staff development, as needed.
- Maintain up-to-date financial records.
- Ensure that appropriate evaluation techniques are used for both students and staff.
- Establish and maintain a system to handle organizational tasks, such as student records, teacher records, teacher credentialing information, contemporaneous attendance logs, purchasing, budgets, and timetables.
- Hire qualified substitute teachers, as needed.
- Ensure the security of the Charter School buildings.

- Promote and publish the Charter School program in the community and promote positive public relations and interact effectively with media.
- Encourage and support teachers on ongoing professional development.
- Attend meetings with the Charter School’s Chief Business Officer on fiscal oversight issues once monthly or as otherwise agreed upon.
- Provide all necessary financial reports, as required for proper reporting of average daily attendance (“ADA”).
- Develop the Charter School’s annual school accountability report card.
- Manage student discipline, as necessary, and participate in the suspension and expulsion process.
- Participate in special education meetings, as necessary.

The above duties, with the exception of personnel matters, may be delegated or contracted, as approved by the Board of Directors, to a business administrator of the Charter School or other employee, a parent volunteer (only in accordance with student and teacher confidentiality rights), or to a third-party provider.

ENGLISH LEARNER ADVISORY COMMITTEE

The Charter School will maintain an English Learner Advisory Committee (“ELAC”). The ELAC shall be comprised of parents, staff, and community members specifically designated to advise the Charter School on English Learner program services. The Charter School will work with parents of both English Learners and English speaking students in developing and adopting parent involvement strategies and policies.

SCHOOL SITE COUNCIL

The Charter School will maintain a School Site Council (“SSC”). The SSC is an advisory committee that works together to support the Charter School’s growth as a united and innovative Charter School community. The membership of the SSC represents all major stakeholders in order to provide a forum for stakeholder voice and input on Charter School development as it relates to building community, accomplishing goals, and reaching the mission of the Charter School.

PARENT INVOLVEMENT

Parent Teacher Club

The Charter School will maintain a Parent Teacher Club to be responsible for parent involvement in Charter School activities, fundraising, and advising the Charter School Board of Directors on any and all matters related to the strengthening of the Charter School community.

Parent Volunteer Opportunities

In addition to parent/guardian participants on the Board and parent participation on the Parent Teacher Club, parents will be strongly encouraged to contribute 30 hours per family per academic year to the Charter School. The Principal shall maintain a comprehensive list of volunteer opportunities, including, but not limited to, the following: volunteering in the classroom/school

(including at-home assistance); tutoring; attending parent-teacher conferences; attending meetings of the River Charter Schools' Board of Directors (as member or observer), ELAC or SSC, or any applicable parent group functions; participating in the planning of, or attendance at, fundraising or academic/arts events; or taking part in other activities upon approval by the Principal. No child will be excluded from the Charter School or school activities due to the failure of his or her parent or legal guardian to fulfill the encouraged 30 hours of participation. Parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School.

ORGANIZATIONAL CHART

See Appendix C for the RCS organizational chart.

V. QUALIFICATIONS OF SCHOOL EMPLOYEES

Governing Law: The qualifications to be met by individuals to be employed by the charter school. —Education Code Section 47605(c)(5)(E).

For all administrative, instructional, instructional support, and noninstructional support positions, the Charter School shall recruit professional, effective, and qualified personnel who believe in the vision of the Charter School and are in touch with the needs of the community. The Charter School shall be nonsectarian in its employment practices and all other operations. The Charter School shall not discriminate on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender expression, gender identity, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics).

All employees should possess the personal characteristics, knowledge, and relevant experiences to meet the responsibilities and qualifications identified in their posted job description, as determined by the Charter School.

Employees and contractors of the the Charter School are required to submit to a criminal background check and to furnish a criminal record summary as required by Education Code Sections 44237 and 45125.1.

Prior to commencing employment with the Charter School, all employees shall be fingerprinted and receive a background clearance in accordance with Education Code Section 44237.

The following are a list of key personnel to be employed by the Charter School, along with corresponding qualifications:

Administrators' Qualifications

The Charter School seeks candidates who possess strong leadership skills; the ability to understand and implement the educational vision of the Charter School; and a desire to facilitate communication and effective participation among teachers, students, staff, the Board, and the community at large. The Charter School administrators shall possess the following minimum qualifications:

- Valid teaching credential
- Valid Administrative Services Credential (or Pupil Services Credential) preferred
- Minimum of five years of teaching experience
- Master's Degree or equivalent

Teachers' Qualifications

The Charter School shall seek teachers who are committed to education and the mission and vision of the Charter School and who are in touch with the needs of the community. Teachers are expected to exhibit critical-thinking and communication skills, effective teaching strategies, subject-matter

expertise, and a willingness to work collaboratively and take responsibility and exercise leadership for the Charter School as a whole.

The Charter School shall comply with Education Code Section 47605(l), which states:

Teachers in charter schools shall hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher's certificated assignment. These documents shall be maintained on file at the charter school and are subject to periodic inspection by the chartering authority. A governing body of a direct-funded charter school may use local assignment options authorized in statute and regulations for the purpose of legally assigning certificated teachers, in accordance with all of the requirements of the applicable statutes or regulations in the same manner as a governing board of a school district. A charter school shall have authority to request an emergency permit or a waiver from the Commission on Teacher Credentialing for individuals in the same manner as a school district.

Teachers will be CLAD certified or will hold a similar certificate issued by the Commission on Teacher Credentialing.

Non-certificated Staff

The Charter School shall seek non-certificated candidates who embrace the vision of the Charter School and are flexible and able to work collaboratively with administrators, students, faculty, staff, and parents. Non-certificated staff candidates must possess adequate professional training and/or experience.

Non-certificated staff members, who may include business service providers, a custodian, a school secretary, and a bus driver, must exhibit the following minimum qualifications¹:

- Adequate professional training and/or experience
- Any and all licenses or certifications necessary to perform the responsibilities of the position
- Positive references

Classroom Aides

The Charter School may hire well qualified paraprofessional classroom aides to further support students and teachers. The Charter School recognizes the importance of trained aides in the classroom to help the teacher in the instruction of students; therefore, aides must possess the following qualifications:

- Candidate must hold a high school diploma.
- Candidate must have completed a minimum of two years of post-secondary study (defined as 48 semester units or greater) or hold a minimum of an AA degree - to include coursework that shall prepare the paraprofessional candidate for demonstration of working knowledge of and the ability to assist in instructing in the areas of reading, writing, and math, or in "school

¹ In the alternative, the Charter School may contract for any or all of these services.

readiness." In lieu of this, the candidate may have job experience in the same or similar position or have a skillset that is needed such as being bilingual.

Staff Selection Procedures

The Charter School shall not discriminate on the basis of any characteristic described in Education Code Section 220.

When a vacancy occurs, the Principal shall establish an ad hoc hiring committee, which shall:

- Announce openings.
- Recruit applicants; request resumes.
- Interview and select candidates.
- Teacher candidates will provide 1-2 demonstration lessons prior to final panel interview

VI. HEALTH AND SAFETY PROCEDURES

Governing Law: The procedures that the charter school will follow to ensure the health and safety of pupils and staff. These procedures shall require all of the following:

- (i) That each employee of the charter school furnish the charter school with a criminal record summary, as described in Section 44237.*
- (ii) The development of a school safety plan, which shall include the safety topics listed in subparagraphs (A) to (J), inclusive, of paragraph (2) of subdivision (a) of Section 32282 and procedures for conducting tactical responses to criminal incidents.*
- (iii) That the school safety plan be reviewed and updated by March 1 of every year by the charter school.*

—Education Code Section 47605(c)(5)(F).

In order to provide safety for all students and staff, the Charter School has adopted and implemented full health and safety procedures and risk management policies for the Charter School site.

The following is a summary of the health and safety policies of the Charter School:

Procedures for Background Checks

Employees and contractors of the Charter School will be required to submit to a criminal background check and furnish a criminal record summary, as required by Education Code Sections 44237 and 45125.1. Applicants for employment must submit two sets of fingerprints to the California Department of Justice for the purpose of obtaining a criminal record summary. The Charter School shall not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law, pursuant to Education Code Sections 44830.1 and 45122.1. The Principal of the Charter School shall monitor compliance with this policy and report to the Board of Directors on a regular basis. The Board President shall monitor the fingerprinting and background clearance of the Principal. Volunteers who will volunteer outside of the direct supervision of a credentialed employee shall be fingerprinted and receive background clearance prior to volunteering without the direct supervision of a credentialed employee.

Role of Staff as Mandated Child Abuse Reporters

All employees will be mandated child abuse reporters and will follow all applicable reporting laws. The Charter School shall provide mandated reporter training to all employees annually in accordance with Education Code Section 44691.

Tuberculosis Risk Assessment and Examination

Employees, and volunteers who have frequent or prolonged contact with students, will be assessed and examined (if necessary) for tuberculosis prior to commencing employment and working with students, , and for employees at least once each four years thereafter, as required by Education Code Section 49406.

Immunizations

All enrolled students who receive classroom-based instruction will be required to provide records documenting immunizations, as is required at public schools pursuant to Health and Safety Code Sections 120325-120375 and Title 17, California Code of Regulations, Sections 6000-6075.

Medications in School

The Charter School will adhere to Education Code Section 49423 regarding administration of medications in school. The Charter School has adopted a Medication Administration Policy attached as Appendix I. The Charter School will adhere to Education Code Section 49414 regarding epinephrine auto-injectors and training for staff members.

Vision, Hearing, and Scoliosis Screening

Students will be screened for vision, hearing, and scoliosis. The Charter School will adhere to Education Code Section 49450 *et seq.*, as applicable to the grade levels served by the school.

Diabetes

The Charter School shall make the type 1 diabetes informational materials accessible to the parent or guardian of a pupil when the pupil is first enrolled in elementary school.

Suicide Prevention Policy

The Charter School shall maintain a policy on student suicide prevention in accordance with Education Code Section 215. The Charter School shall review, at minimum every fifth year, its policy on pupil suicide prevention and, if necessary, update its policy.

Prevention of Human Trafficking

The Charter School shall identify and implement the most appropriate methods of informing parents and guardians of students in grades 6 of human trafficking prevention resources.

Menstrual Products

The Charter School shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom. The Charter School shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section. This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.

Emergency Preparedness

The Charter School shall adhere to an *Emergency Preparedness Handbook*, drafted specifically to the needs of the facility in conjunction with law enforcement and the Fire Marshall. This handbook shall include, but not be limited to, the following responses: fire, flood, earthquake, terrorist threats, and hostage situations.

Staff shall receive training in emergency response, including appropriate "first responder" training or its equivalent.

Bloodborne Pathogens

The Charter School shall meet state and federal standards for dealing with bloodborne pathogens and other potentially infectious materials in the workplace. The Board shall establish a written infectious control plan designed to protect employees and students from possible infection due to contact with bloodborne viruses, including human immunodeficiency virus ("HIV") and hepatitis B virus "(HBV").

Whenever exposed to blood or other bodily fluids through injury or accident, students and staff should follow the latest medical protocol for disinfecting procedures.

Drug-, Alcohol-, and Smoke-Free Environment

The Charter School shall function as a drug-, alcohol-, and tobacco-free workplace.

Facility Safety

The Charter School shall comply with Education Code Section 47610 by either utilizing facilities that are compliant with the Field Act or facilities that are compliant with the California Building Standards Code. The Charter School agrees to test sprinkler systems, fire extinguishers, and fire alarms annually at its facilities to ensure that they are maintained in an operable condition at all times. The Charter School shall conduct fire drills as required under Education Code Section 32001.

Comprehensive Anti-Discrimination and Harassment Policies and Procedures

The Charter School is committed to providing a school that is free from discrimination and sexual harassment, as well as any harassment based upon the actual or perceived characteristics of race, religion, creed, color, gender, gender identity, gender expression, nationality, national origin, ancestry, ethnic group identification, genetic information, age, medical condition, marital status, sexual orientation, sex and pregnancy, physical or mental disability, childbirth or related medical conditions, military and veteran status, denial of family and medical care leave, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state, local law, ordinance or regulation. The Charter School has a comprehensive policy to prevent and immediately remediate any concerns about discrimination or harassment at the Charter School (including employee to employee, employee to student, and student to employee misconduct). Misconduct of this nature is very serious and will be addressed in accordance with the Charter School's discrimination and harassment policies.

A copy of the policy shall be provided as part of any orientation program conducted for new and continuing pupils at the beginning of each quarter, semester, or summer session, as applicable, and to each faculty member, all members of the administrative staff, and all members of the support staff at the beginning of the first quarter or semester of the school year, or at the time that there is a new employee hired.

Nutritionally Adequate Free or Reduced Price Meal

The Charter School shall provide each needy student, as defined in Education Code Section 49552, with one nutritionally adequate free or reduced-price meal, as defined in Education Code Section 49553(a), during each school day.

The Charter School shall provide two school meals free of charge during each school day to any pupil who requests a meal without consideration of the pupil's eligibility for a federally funded free or reduced-price meal, with a maximum of one free meal for each meal service period. The meals provided under this paragraph shall be nutritionally adequate meals that qualify for federal reimbursement.

School Safety Plan

The Charter School shall adopt a School Safety Plan, to be reviewed and updated by March 1 of every year, which shall include identifying appropriate strategies and programs that will provide or maintain a high level of school safety and address the Charter School's procedures for complying with applicable laws related to school safety, including the development of all of the following pursuant to Education Code Section 32282(a)(2)(A)-(J):

- child abuse reporting procedures
- routine and emergency disaster procedures
- policies for students who committed an act under Section 48915 and other Charter School-designated serious acts leading to suspension, expulsion, or mandatory expulsion recommendations
- procedures to notify teachers of dangerous students pursuant to Education Code Section 49079
- a discrimination and harassment policy consistent with Education Code Section 200
- provisions of any schoolwide dress code that prohibits students from wearing "gang-related apparel," if applicable
- procedures for safe ingress and egress of pupils, parents, and employees to and from the Charter School
- a safe and orderly environment conducive to learning
- the rules and procedures on school discipline adopted pursuant to Education Code Sections 35291, 35291.5, 47605, and 47605.6
- procedures for conducting tactical responses to criminal incidents

Bullying Prevention

The Charter School shall adopt procedures for preventing acts of bullying, including cyberbullying. The Charter School shall annually make available the online training module developed by the CDE pursuant to Education Code Section 32283.5(a) to certificated schoolsite employees and all other schoolsite employees who have regular interaction with children.

Athletic Programs

The Charter School shall comply with all applicable laws related to health and safety policies and procedures surrounding athletic programs at charter schools, including but not limited to providing information to athletes regarding sudden cardiac arrest and annually providing each athlete an Opioid Factsheet for Patients.

VII. STUDENT POPULATION BALANCE

Governing Law: The means by which the charter school will achieve a balance of racial and ethnic pupils, special education pupils, and English learner pupils, including redesignated fluent English proficient pupils, as defined by the evaluation rubrics in Section 52064.5, that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted. —Education Code Section 47605(c)(5)(G).

The Charter School shall strive, through recruitment and admissions practices, to achieve a racial and ethnic, special education, and English Learner balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the River Delta Unified School District.

The Charter School will implement an outreach plan that includes, but is not limited to, the following elements or strategies, which focus on achieving and maintaining a racial and ethnic, special education, and English Learner balance among students that is reflective of the general population residing within the territorial jurisdiction of the River Delta Unified School District:

- An enrollment process that is scheduled and adopted to include a timeline that allows for a broad-based application process.
- The development and distribution of promotional and informational material that reaches out to all of the various racial and ethnic, special education, and English Learner groups represented in the territorial jurisdiction of the River Delta Unified School District, including Spanish language materials.

The outreach plan will be reviewed and updated annually based upon the success and/or failures of the prior year.

VIII. STUDENT ADMISSION POLICIES AND PROCEDURES

Governing Law: Admission policies and procedures, consistent with [Education Code Section 47605] subdivision (e). —*Education Code Section 47605(c)(5)(H)*.

Charter schools are schools of choice. The Charter School shall admit all pupils who wish to attend the Charter School subject only to capacity. No test or assessment shall be administered to students prior to acceptance and enrollment in the Charter School. The Charter School will comply with all laws establishing minimum and maximum age for public school attendance in charter schools. Admission, except in the case of a random public lottery, shall not be determined according to the place of residence of the pupil, or of his or her parent or guardian, within this state. In accordance with Education Code Sections 49011 and 47605(e)(2)(B)(iv), admission preferences shall not require mandatory parental volunteer hours as a criterion for admission or continued enrollment.

The Charter School shall be nonsectarian in its admission policies, employment practices, and all other operations, shall not charge tuition, and shall not discriminate against any pupil on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender expression, gender identity, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics).

In accordance with Education Code Section 47605(e)(4)(A), the Charter School shall not discourage a pupil from enrolling or seeking to enroll in the charter school for any reason, including, but not limited to, academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), including pupils with disabilities, academically low-achieving pupils, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth, or pupils based on nationality, race, ethnicity, or sexual orientation. Similarly, in accordance with Section 47605(e)(4)(C), the Charter School shall not encourage a pupil currently attending the Charter School to disenroll from the Charter School or transfer to another school for any reason, including, but not limited to the academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), as listed above.

Pursuant to Education Code Section 47605(e)(4)(D), the Charter School shall post a notice developed by the CDE on the Charter School website, outlining the requirements of Section 47605(e)(4), and make this notice available to parents.

The Charter School shall require students who wish to attend the Charter School to complete an application form. After admission, students will be required to submit an enrollment packet, which shall include the following:

- Completion of a student enrollment form
- Proof of immunizations
- Home language survey

- Completion of “Emergency Medical Information Form”
- Proof of minimum age requirements
- Release of records²

PUBLIC RANDOM DRAWING

Applications will be accepted during a publicly advertised open enrollment period each spring for enrollment in the following school year. Following the open enrollment period each year, applications shall be counted to determine whether any grade level has received more applications than availability. In the event that this happens, the Charter School will hold a public random drawing to determine enrollment for the impacted grade levels, with the exception of existing students who are guaranteed enrollment in the following school year. Currently enrolled students at the Charter School who will be moving up into the next grade level will be automatically re-enrolled for the following year. Each returning student will be required to return an “intent to return” form.

Admission preferences in the case of a public random drawing will be given to the following students in the following order:

Priority 1: Students who reside in the former Clarksburg Elementary School attendance area.

Priority 2: Siblings of students who attended DECS during its first two inaugural years: 2007-2008 and 2008-2009.

Priority 3: Children of DECS Employees, Board of Directors, and Founding Members. (Not to exceed 15% of total population. “Founding Members” shall be defined in accordance with adopted policy of the Board of Directors.)

Priority 4: Siblings of students who currently attend DECS for 30 school days.

Priority 5: Students who are currently enrolled in, and students who reside in the attendance area of, Bates Elementary School, where the Delta Elementary Charter School site is physically located and which has more than 55% of its student enrollment eligible for free and reduced price meals, in accordance with Education Code Section 47614.5.

Priority 6: Residents of the River Delta Unified School District attendance area.

Priority 7: Siblings of students attending Clarksburg Middle School or Delta High School.

Priority 8: All students on the “wait list” from the previous year.

Priority 9: All other out-of-District applicants.

² The Charter School shall not request a pupil’s records or require a parent, guardian, or pupil to submit the pupil’s records to the Charter School before enrollment.

The Charter School and the District agree to adhere to the requirements related to admission preferences as set forth in Education Code Section 47605(e)(2)(B)(i)-(iv).

The Board of Directors will take all necessary efforts to ensure lottery procedures are fairly executed. Lottery spaces are pulled in order of grade level by the designated lottery official (appointed by the Superintendent). Separate lotteries shall be conducted for each grade in which there are fewer vacancies than pupils interested in attending. All lotteries shall take place on the same day in a single location. Lotteries will be conducted in ascending order beginning with the lowest applicable grade level. There is no weighted priority assigned to the preference categories; rather, within each grade level, students will be drawn from pools beginning with all applicants who qualify for the first preference category, and shall continue with that preference category until all vacancies within that grade level have been filled. If there are more students in a preference category than there are spaces available, a random drawing will be held from within that preference category until all available spaces are filled. If all students from the preference category have been selected and there are remaining spaces available in that grade level, students from the second preference category will be drawn in the lottery, and the drawing shall continue until all spaces are filled and preference categories are exhausted in the order provided above.

Once a grade level is filled to capacity, applications will continue to be drawn for positions on a waiting list. This waiting list will allow students the option of enrollment in the case of an opening during the school year. In no circumstance will a waiting list carry over to the following school year.

Public random drawing rules, deadlines, dates and times will be communicated in the application form and on the Charter School's website. Public notice for the date and time of the public random drawing will also be posted once the application deadline has passed. The Charter School will also inform parents of all applicants and all interested parties of the rules to be followed during the public random drawing process via mail or email prior to the lottery date.

SCHOOL ORIENTATION AND PARENT CONTRACT

Interested parents of prospective students are strongly encouraged to visit the DECS to learn more about the Charter School's goals and philosophy. Once a student has been enrolled in the Charter School, a parent and /or guardian will be encouraged to sign a nonbinding Parent Contract, which is a voluntary agreement among families, the Charter School, and the student. The provisions of the Parent Contract are described further below:

1. Work with staff to provide an optimal learning environment at home and school.
2. Strive to contribute a minimum of 30 hours per school year in a volunteer capacity.

The intent of the Parent Contract is to create a strong relationship between families of the Charter School's students and Charter School personnel. Parents of students enrolled in the Charter School will be encouraged to consider the benefits of strong parental support to their children's education. Opportunities to meet the commitments of the Parent Contract will be flexible in order to provide for varying parental schedules and needs. Although the fulfillment of the Parent Contract is highly recommended, children whose parents are unable to complete the agreement will not be excluded

from the Charter School program or activities, nor will Charter School personnel penalize them in any way.

IX. INDEPENDENT FINANCIAL AUDITS

Governing Law: The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the chartering authority. — California Education Code Section 47605(c)(5)(I).

An annual independent fiscal audit of the books and records of the Charter School will be conducted, as required by Education Code Sections 47605(c)(5)(I) and 47605(m). The books and records of the Charter School will be kept in accordance with generally accepted accounting principles, and as required by applicable law, the audit will employ generally accepted accounting principles. The audit shall be conducted in accordance with applicable provisions within the California Code of Regulations governing audits of charter schools, as published in the K-12 Audit Guide issued by the State Controller's Office.

An audit committee will select an independent auditor through a request for proposal format. The auditor will have, at a minimum, a CPA and educational institution audit experience and be approved by the State Controller on its published list of educational audit providers. To the extent required under applicable federal law, the audit's scope will be expanded to include items and processes specified in applicable Office of Management and Budget Circulars.

The annual audits will be completed and forwarded to the District, the Sacramento County Superintendent of Schools, the State Controller, and to the CDE by December 15th of each year. The Principal, along with the audit committee, will review any audit exceptions or deficiencies and report to the Charter School Board of Directors with recommendations on how to resolve them. The Board will submit a report to the District describing how the exceptions and deficiencies have been or will be resolved to the satisfaction of the District, along with an anticipated timeline for doing so. Any disputes regarding the resolution of audit exceptions and deficiencies will be referred to the dispute resolution process referenced in this Charter. Audit appeals or requests for summary review shall be submitted to the Education Audit Appeals Panel ("EAAP") in accordance with applicable law.

The independent fiscal audit of the Charter School is public record to be provided to the public upon request.

X. SUSPENSION AND EXPULSION PROCEDURES

Governing Law: The procedures by which pupils can be suspended or expelled from the charter school for disciplinary reasons or otherwise involuntarily removed from the charter school for any reason. These procedures, at a minimum, shall include an explanation of how the charter school will comply with federal and state constitutional procedural and substantive due process requirements that is consistent with all of the following:

(i) For suspensions of fewer than 10 days, provide oral or written notice of the charges against the pupil and, if the pupil denies the charges, an explanation of the evidence that supports the charges and an opportunity for the pupil to present the pupil's side of the story.

(ii) For suspensions of 10 days or more and all other expulsions for disciplinary reasons, both of the following:

(I) Provide timely, written notice of the charges against the pupil and an explanation of the pupil's basic rights.

(II) Provide a hearing adjudicated by a neutral officer within a reasonable number of days at which the pupil has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the pupil has the right to bring legal counsel or an advocate.

(iii) Contain a clear statement that no pupil shall be involuntarily removed by the charter school for any reason unless the parent or guardian of the pupil has been provided written notice of intent to remove the pupil no less than five school days before the effective date of the action. The written notice shall be in the native language of the pupil or the pupil's parent or guardian or, if the pupil is a foster child or youth or a homeless child or youth, the pupil's educational rights holder, and shall inform the pupil, the pupil's parent or guardian, or the pupil's educational rights holder of the right to initiate the procedures specified in clause (ii) before the effective date of the action. If the pupil's parent, guardian, or educational rights holder initiates the procedures specified in clause (ii), the pupil shall remain enrolled and shall not be removed until the charter school issues a final decision. For purposes of this clause, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions specified in clauses (i) and (ii). — Education Code Section 47605(c)(5)(J).

POLICY

This Pupil Suspension and Expulsion Policy has been established in order to promote learning and protect the safety and well-being of all students at the Charter School. In creating this policy, the Charter School has reviewed Education Code Section 48900 *et seq.* which describes the non-charter schools' list of offenses and procedures to establish its list of offenses and procedures for suspensions and expulsions. The language that follows closely mirrors the language of Education Code Section 48900 *et seq.* The Charter School is committed to annual review of policies and procedures surrounding suspensions and expulsions and, as necessary, modification of the lists of offenses for which students are subject to suspension or expulsion.

When the policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction. This policy shall serve as the Charter School's policy and procedures for student suspension and expulsion and it may be amended from time to time without the need to amend the charter so long as the amendments comport with legal requirements. Charter School staff shall

enforce disciplinary rules and procedures fairly and consistently among all students. This policy and its procedures will be printed and distributed as part of the Student Handbook and will clearly describe discipline expectations.

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of the policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property.

The Charter School administration shall ensure that students and their parents/guardians are notified in writing upon enrollment of all discipline and involuntary disenrollment policies and procedures. The notice shall state that this policy and procedures are available on request at the Principal's office.

Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

A student identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities Education Improvement Act of 2004 ("IDEA") or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 ("Section 504") is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to general education students except when federal and state law mandates additional or different procedures. The Charter School will follow all applicable federal and state laws including but not limited to the California Education Code, when imposing any form of discipline on a student identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability or who is otherwise qualified for such services or protections in according due process to such students.

No student shall be involuntarily removed by the Charter School for any reason unless the parent or guardian of the student has been provided written notice of intent to remove the student no less than five schooldays before the effective date of the action. The written notice shall be in the native language of the student or the student's parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student's educational rights holder, and shall inform him or her of the basis for which the pupil is being involuntarily removed and his or her right to request a hearing to challenge the involuntary removal. If a parent, guardian, or educational rights holder requests a hearing, the Charter School shall utilize the same hearing procedures specified below for expulsions, before the effective date of the action to involuntarily remove the student. If the student's parent, guardian, or educational rights holder requests a hearing, the student shall remain enrolled and shall not be removed until the Charter School issues a final decision. As used herein, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include removals for misconduct which may be grounds for suspension or expulsion as enumerated below.

GROUNDINGS FOR SUSPENSION AND EXPULSION OF STUDENTS

A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance occurring at any time including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the

school campus; d) during, going to, or coming from a school-sponsored activity.

ENUMERATED OFFENSES

1. Discretionary Suspension Offenses. Students may be suspended for any of the following acts when it is determined the pupil:
 - 1) Caused, attempted to cause, or threatened to cause physical injury to another person.
 - 2) Willfully used force or violence upon the person of another, except self-defense.
 - 3) Unlawfully possessed, used or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind.
 - 4) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
 - 5) Committed or attempted to commit robbery or extortion.
 - 6) Caused or attempted to cause damage to school property or private property which includes but is not limited to, electronic files and databases.
 - 7) Stole or attempted to steal school property or private property which includes but is not limited to, electronic files and databases.
 - 8) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
 - 9) Committed an obscene act or engaged in habitual profanity or vulgarity.
 - 10) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
 - 11) Knowingly received stolen school property or private property which includes but is not limited to, electronic files and databases.
 - 12) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

- 13) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- 14) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- 15) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
- 16) Made terroristic threats against school officials and/or school property which includes but is not limited to, electronic files and databases. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school property which includes but is not limited to, electronic files and databases., or the personal property of the person threatened or his or her immediate family.
- 17) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 18) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 19) Intentionally harassed, threatened or intimidated school personnel or volunteers and/or a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading the rights of either school personnel or volunteers and/or student(s) by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 20) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.

21) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student’s or those students’ person or property.
 2. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
 3. Causing a reasonable student to experience substantial interference with his or her academic performance.
 4. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
- b. “Electronic Act” means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
- c. A message, text, sound, video, or image.
- d. A post on a social network Internet Web site including, but not limited to:
- i. Posting to or creating a burn page. A “burn page” means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - ii. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - iii. Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
- e. An act of cyber sexual bullying.
- i. For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (i) to (iv), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit

photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

- ii. For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

- f. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

22) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1)(a)-(b).

23) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Principal or designee’s concurrence.

2. Non-Discretionary Suspension Offenses: Students must be suspended and recommended for expulsion for any of the following acts when it is determined the pupil:

- a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Principal or designee’s concurrence.
- b) Brandishing a knife at another person.
- c) Unlawfully selling a controlled substance listed in Health and Safety Code Section 11053, et seq.
- d) Committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900(n)

3. Discretionary Expellable Offenses: Students may be recommended for expulsion for any of the following acts when it is determined the pupil:

- 1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- 2) Willfully used force or violence upon the person of another, except self-defense.
- 3) Unlawfully possessed, used, or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.

- 4) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
- 5) Committed or attempted to commit robbery or extortion.
- 6) Caused or attempted to cause damage to school property or private property which includes but is not limited to, electronic files and databases.
- 7) Stole or attempted to steal school property or private property which includes but is not limited to, electronic files and databases.
- 8) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
- 9) Committed an obscene act or engaged in habitual profanity or vulgarity.
- 10) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
- 11) Knowingly received stolen school property or private property which includes but is not limited to, electronic files and databases.
- 12) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- 13) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- 14) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- 15) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
- 16) Made terroristic threats against school officials and/or school property which includes but is not limited to, electronic files and databases. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property

damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.

- 17) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 18) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 19) Intentionally harassed, threatened or intimidated school personnel or volunteers and/or a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading the rights of either school personnel or volunteers and/or student(s) by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
- 20) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
 - a. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 1. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
 2. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
 3. Causing a reasonable student to experience substantial interference with his or her academic performance.

4. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
- b. “Electronic Act” means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - c. A message, text, sound, video, or image.
 - d. A post on a social network Internet Web site including, but not limited to:
 - i. Posting to or creating a burn page. A “burn page” means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - ii. Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - iii. Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - e. An act of cyber sexual bullying.
 - i. For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (i) to (iv), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - ii. For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
 - f. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

21) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered

great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (3)(a)-(b).

- 22) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Principal or designee's concurrence.
4. Non-Discretionary Expellable Offenses: Students must be recommended for expulsion for any of the following acts when it is determined pursuant to the procedures below that the pupil:
- a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Principal or designee's concurrence.
 - b) Brandishing a knife at another person.
 - c) Unlawfully selling a controlled substance listed in Health and Safety Code Section 11053, et seq.
 - d) Committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900(n)
 - e) If it is determined by the Administrative Panel and/or Board of Directors that a student has brought a fire arm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or dangerous device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994. In such instances, the pupil shall be provided due process rights of notice and a hearing as required in this policy.

The term "firearm" means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.

The term "destructive device" means (A) any explosive, incendiary, or poison gas, including but not limited to: (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses.

SUSPENSION PROCEDURE

Suspensions shall be initiated according to the following procedures:

1. Conference

Suspension shall be preceded, if possible, by a conference conducted by the Principal or the Principal's designee with the student and his or her parent and, whenever practical, the teacher, supervisor or Charter School employee who referred the student to the Principal or designee.

The conference may be omitted if the Principal or designee determines that an emergency situation exists. An “emergency situation” involves a clear and present danger to the lives, safety or health of students or Charter School personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student’s right to return to school for the purpose of a conference.

At the conference, the pupil shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense, in accordance with Education Code Section 47605(c)(5)(J)(i). This conference shall be held within two (2) school days, unless the pupil waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization. No penalties may be imposed on a pupil for failure of the pupil’s parent or guardian to attend a conference with Charter School officials. Reinstatement of the suspended pupil shall not be contingent upon attendance by the pupil’s parent or guardian at the conference.

2. Notice to Parents/Guardians

At the time of the suspension, an administrator or designee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense committed by the student. In addition, the notice may also state the date and time when the student may return to school. If Charter School officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may request that the parent/guardian respond to such requests without delay.

3. Suspension Time Limits/Recommendation for Expulsion

Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. Upon a recommendation of expulsion by the Principal or Principal’s designee, the pupil and the pupil’s guardian or representative will be invited to a conference to determine if the suspension for the pupil should be extended pending an expulsion hearing. In such instances when the Charter School has determined a suspension period shall be extended, such extension shall be made only after a conference is held with the pupil or the pupil’s parents, unless the pupil and the pupil’s parents fail to attend the conference.

This determination will be made by the Principal or designee upon either of the following: 1) the pupil’s presence will be disruptive to the education process; or 2) the pupil poses a threat or danger to others. Upon either determination, the pupil’s suspension will be extended pending the results of an expulsion hearing.

4. Homework Assignments During Suspension

In accordance with Education Code Section 47606.2(a), upon the request of a parent, a legal guardian or other person holding the right to make education decisions for the student, or the affected student, a teacher shall provide to a student in any of grades 1 to 12, inclusive, who has been suspended from school for two (2) or more school days, the homework that the student

would otherwise have been assigned.

In accordance with Education Code Section 47606.2(b), if a homework assignment that is requested pursuant to Section 47606.2(a) and turned into the teacher by the student either upon the student's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation of the student's overall grade in the class.

AUTHORITY TO EXPEL

As required by Education Code Section 47605(c)(5)(J)(ii), students recommended for expulsion are entitled to a hearing adjudicated by a neutral officer to determine whether the student should be expelled. The procedures herein provide for such a hearing and the notice of said hearing, as required by law.

A student may be expelled either by the neutral and impartial Charter School Board following a hearing before it or by the Charter School Board upon the recommendation of a neutral and impartial Administrative Panel to be assigned by the Board as needed. The Administrative Panel shall consist of at least three members who are certificated and neither a teacher of the pupil or a Board member of the Charter School's governing board. Each entity shall be presided over by a designated neutral hearing chairperson. The Administrative Panel may recommend expulsion of any student found to have committed an expellable offense, and the Board of Directors shall make the final determination.

EXPULSION PROCEDURES

Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. Unless postponed for good cause, the hearing shall be held within thirty (30) school days after the Principal or designee determines that the pupil has committed an expellable offense.

In the event an Administrative Panel hears the case, it will make a recommendation to the Board for a final decision whether to expel. The hearing shall be held in closed session (complying with all pupil confidentiality rules under FERPA) unless the pupil makes a written request for a public hearing in open session three (3) days prior to the date of the scheduled hearing.

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the pupil. The notice shall include:

1. The date and place of the expulsion hearing.
2. A statement of the specific facts, charges and offenses upon which the proposed expulsion is based.
3. A copy of the Charter School's disciplinary rules that relate to the alleged violation.
4. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the Charter School to any other school district or school to which the student seeks enrollment.

5. The opportunity for the student and/or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor.
6. The right to inspect and obtain copies of all documents to be used at the hearing.
7. The opportunity to confront and question all witnesses who testify at the hearing.
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.

SPECIAL PROCEDURES FOR EXPULSION HEARINGS INVOLVING SEXUAL ASSAULT OR BATTERY OFFENSES

The Charter School may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Charter School or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the pupil.

1. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of his/her right to (a) receive five days notice of his/her scheduled testimony, (b) have up to two (2) adult support persons of his/her choosing present in the hearing at the time he/she testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
2. The Charter School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
3. At the discretion of the entity conducting the expulsion hearing, the complaining witness shall be allowed periods of relief from examination and cross-examination during which he or she may leave the hearing room.
4. The entity conducting the expulsion hearing may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
5. The entity conducting the expulsion hearing may also limit time for taking the testimony of the complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours.
6. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the entity presiding over the hearing from removing a support person whom the presiding entity finds is disrupting the hearing. The entity conducting the hearing may permit any one of the support persons for the complaining witness to accompany him or her to the witness stand.
7. If one or both of the support persons is also a witness, the Charter School must present evidence that the witness' presence is both desired by the witness and will be helpful to the Charter School. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness

would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising his or her discretion to remove a person from the hearing whom he or she believes is prompting, swaying, or influencing the witness.

8. The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.
9. Especially for charges involving sexual assault or battery, if the hearing is to be conducted in public at the request of the pupil being expelled, the complaining witness shall have the right to have his/her testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are no alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing room by means of closed-circuit television.
10. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the entity conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstance can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.

RECORD OF HEARING

A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.

PRESENTATION OF EVIDENCE

While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense. Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay. Sworn declarations may be admitted as testimony from witnesses of whom the Board or Administrative Panel determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

If, due to a written request by the expelled pupil, the hearing is held at a public meeting, and the charge is committing or attempting to commit a sexual assault or committing a sexual battery as

defined in Education Code Section 48900, a complaining witness shall have the right to have his or her testimony heard in a session closed to the public.

The decision of the Administrative Panel shall be in the form of written findings of fact and a written recommendation to the Board who will make a final determination regarding the expulsion. The final decision by the Board shall be made within ten (10) school days following the conclusion of the hearing. The decision of the Board is final.

If the Administrative Panel decides not to recommend expulsion, the pupil shall immediately be returned to his/her educational program.

WRITTEN NOTICE TO EXPEL

The Principal or designee, following a decision of the Board to expel, shall send written notice of the decision to expel, including the Board's adopted findings of fact, to the student or parent/guardian. This notice shall also include the following: (a) Notice of the specific offense committed by the student; and (b) Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the Charter School.

The Principal or designee shall send a copy of the written notice of the decision to expel to the authorizer. This notice shall include the following: (a) The student's name; and (b) The specific expellable offense committed by the student.

DISCIPLINARY RECORDS

The Charter School shall maintain records of all student suspensions and expulsions at the Charter School. Such records shall be made available to the authorizer upon request.

NO RIGHT TO APPEAL

The pupil shall have no right of appeal from expulsion from the Charter School as the Charter School Board's decision to expel shall be final.

EXPELLED PUPILS/ALTERNATIVE EDUCATION

Parents/guardians of pupils who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence. The Charter School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.

REHABILITATION PLANS

Students who are expelled from the Charter School shall be given a rehabilitation plan upon expulsion as developed by the Board at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. The rehabilitation plan should include a date not later than one year from the date of expulsion when the

pupil may reapply to the Charter School for readmission.

READMISSION

The decision to readmit a pupil or to admit a previously expelled pupil from another school district or charter school shall be in the sole discretion of the Board following a meeting with the Principal or designee and the pupil and parent/guardian or representative to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The Principal or designee shall make a recommendation to the Board following the meeting regarding his or her determination. The Board shall then make a final decision regarding readmission during the closed session of a public meeting, reporting out any action taken during closed session consistent with the requirements of the Brown Act. The pupil's readmission is also contingent upon the Charter School's capacity at the time the student seeks readmission.

NOTICE TO TEACHERS

The Charter School shall notify teachers of each pupil who has engaged in or is reasonably suspected to have engaged in any of the acts listed in Education Code Section 49079 and the corresponding enumerated offenses set forth above.

SPECIAL PROCEDURES FOR THE CONSIDERATION OF SUSPENSION AND EXPULSION OR INVOLUNTARY REMOVAL OF STUDENTS WITH DISABILITIES

1. Notification of SELPA

The Charter School shall immediately notify the SELPA and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student who the Charter School or SELPA would be deemed to have knowledge that the student had a disability.

2. Services During Suspension

Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting (which could constitute a change of placement and the student's IEP would reflect this change), and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be provided in an interim alternative educational setting.

3. Procedural Safeguards/Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the Charter School, the parent, and relevant members of the IEP/504 Team shall review all

relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parents to determine:

- a) If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- b) If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.

If the Charter School, the parent, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:

- a) Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the Charter School had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement;
- b) If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and
- c) Return the child to the placement from which the child was removed, unless the parent and the Charter School agree to a change of placement as part of the modification of the behavioral intervention plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a direct result of the failure to implement the IEP/504 Plan, then the Charter School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.

4. Due Process Appeals

The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent or the Charter School, the student shall remain in the

interim alternative educational setting pending the decision of the hearing officer in accordance with state and federal law, including 20 USC Section 1415(k), until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, unless the parent and the Charter School agree otherwise.

In accordance with 20 U.S.C. Section 1415(k)(3), if a parent/guardian disagrees with any decision regarding placement, or the manifestation determination, or if the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, the parent/guardian or Charter School may request a hearing.

In such an appeal, a hearing officer may: (1) return a child with a disability to the placement from which the child was removed; or (2) order a change in placement of a child with a disability to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining the current placement of such child is substantially likely to result in injury to the child or to others.

5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

The Principal or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:

- a) Carries or possesses a weapon, as defined in 18 U.S.C. Section 930, to or at school, on school premises, or to or at a school function;
- b) Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or
- c) Has inflicted serious bodily injury, as defined by 20 U.S.C. Section 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.

6. Interim Alternative Educational Setting

The student's interim alternative educational setting shall be determined by the student's IEP/504 Team.

7. Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEIA and who has violated the Charter School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was disabled before the behavior occurred.

The Charter School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:

- a) The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to Charter School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.
- b) The parent has requested an evaluation of the child.
- c) The child's teacher, or other Charter School personnel, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to the director of special education or to other Charter School supervisory personnel.

If the Charter School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEIA-eligible children with disabilities, including the right to stay-put.

If the Charter School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The Charter School shall conduct an expedited evaluation if requested by the parents; however the student shall remain in the education placement determined by the Charter School pending the results of the evaluation.

The Charter School shall not be deemed to have knowledge that the student had a disability if the parent has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

XI. RETIREMENT BENEFITS

Governing Law: The manner by which staff members of the charter schools will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security. —Education Code Section 47605(c)(5)(K).

Eligible employees in the Charter School will participate in the State Teachers' Retirement System ("STRS"). STRS participants are exempt from Social Security participation. All staff not participating in STRS will participate in Social Security, and all eligible staff working 30 hours per week or more will be enrolled in the Public Employees' Retirement System ("PERS") after 1,000 hours of employment following PERS regulations, if not already enrolled at the time of hire. The Charter School may elect to (a) file STRS and PERS reporting directly with Sacramento County Office of Education, or (b) ask the District to forward any required payroll deductions and related reporting data to STRS and PERS, as required by Education Code Section 47611.3. In the case of (b) above, the District may charge the Charter School its actual costs for the provision of such services. The Charter School reserves the right explore additional opportunities to offer to teachers and staff alternative retirement programs.

XII. ATTENDANCE ALTERNATIVES

Governing Law: The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools. —Education Code Section 47605(c)(5)(L).

No student may be required to attend the Charter School. Students who reside within the District who choose not to attend the Charter School may attend schools within the District according to District policy or in another school district or school within the District through the District's intra- and inter-district transfer policies. Parents and guardians of each student enrolled in the Charter School will be informed on admissions forms that the students have no right to admission in a particular school of a local education agency as a consequence of enrollment in the Charter School, except to the extent that such a right is extended by the local educational agency.

XIII. RETURN RIGHTS OF SCHOOL DISTRICT EMPLOYEES

Governing Law: The rights of an employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school. –Education Code Section 47605(c)(5)(M).

No public school district employee shall be required to work at the Charter School. Employees of the District who choose to leave the employment of the District to work at the Charter School will have no automatic rights of return to the District after employment by the Charter School unless specifically granted by the District through a leave of absence or other agreement. Charter School employees shall have any right upon leaving the District to work in the Charter School that the District may specify, any rights of return to employment in a school district after employment in the Charter School that the District may specify, and any other rights upon leaving employment to work in the Charter School that the District determines to be reasonable and not in conflict with any law.

Accrued sick leave, but not vacation leave, earned at another school district shall be transferable to the Charter School. Employment by the Charter School provides no rights of employment at any other entity, including any rights in the case of closure of the Charter School.

XIV. RESOLUTION OF DISPUTES

Governing Law: The procedures to be followed by the charter school and the chartering authority to resolve disputes relating to provisions of the charter. —Education Code Section 47605(c)(5)(N).

The Charter School recognizes that it cannot bind the District to a dispute resolution procedure to which the District does not agree. The policy below is intended as a starting point for a discussion of dispute resolution procedures. The Charter School is willing to consider changes to the process outlined below as suggested by the District.

The Charter School and the District will be encouraged to attempt to resolve any disputes amicably and reasonably without resorting to formal procedures.

In the event of a dispute between the Charter School and the District, the Charter School staff, employees, and Board members of River Charter Schools and District agree to first frame the issue in written format (“dispute statement”) and refer the issue to the District Superintendent and the Superintendent of the Charter School. In the event that the District Board of Trustees believes that the dispute relates to an issue that could lead to revocation of the charter in accordance with Education Code Section 47607, the Charter School requests that this shall be noted in the written dispute statement, but recognizes that it cannot require the District to do so. However, participation in the dispute resolution procedures outlined in this section shall not be interpreted to impede or as a prerequisite to the District’s ability to proceed with revocation in accordance with Education Code Section 47607 and its implementing regulations.

The Superintendent of the Charter School and District Superintendent shall informally meet and confer in a timely fashion to attempt to resolve the dispute not later than five business days from receipt of the dispute statement. In the event that this informal meeting fails to resolve the dispute, both parties shall identify two Board members from their respective boards who shall jointly meet with the District’s Superintendent and the Superintendent of the Charter School and attempt to resolve the dispute within 15 business days from receipt of the dispute statement.

If this joint meeting fails to resolve the dispute, the District Superintendent and the Superintendent of the Charter School shall meet to jointly identify a neutral third-party mediator to engage the parties in a mediation session designed to facilitate resolution of the dispute. The format of the mediation session shall be developed jointly by the District Superintendent and the Superintendent of the Charter School. Mediation shall be held within 60 business days of receipt of the dispute statement. The costs of the mediator shall be split equally between the District and the Charter School. If mediation does not resolve the dispute, either party may pursue any other remedy available under the law. All timelines in this section may be revised upon mutual written agreement of the District and the Charter School.

Internal Disputes

The Charter School shall have an internal dispute resolution process to be used for all internal disputes related to the Charter School’s operations. The Charter School shall also maintain a Uniform Complaint Policy and Procedures as required by state law. Parents, students, Board

members, volunteers, and staff at the Charter School are provided with a copy of the Charter School's policies and internal dispute resolution process. The District shall promptly refer all disputes not related to a possible violation of the charter or law to the Charter School.

XV. SCHOOL CLOSURE PROCEDURES

Governing Law: The procedures to be used if the charter school closes. The procedures shall ensure a final audit of the charter school to determine the disposition of all assets and liabilities of the charter school, including plans for disposing of any net assets and for the maintenance and transfer of pupil records. —Education Code Section 47605(c)(5)(O).

The following procedures shall apply in the event that the Charter School closes. The following procedures apply regardless of the reason for closure.

Closure of the Charter School will be documented by official action of the Board of Directors. The action will identify the reason for closure. The official action will also identify an entity and person or persons responsible for closure-related activities.

The Charter School will promptly notify parents and students of the Charter School, the District, the Sacramento County Office of Education, the Charter School's SELPA, the retirement systems in which the Charter School's employees participate (e.g., Public Employees' Retirement System, State Teachers' Retirement System, and federal social security), and the California Department of Education of the closure as well as the effective date of the closure. This notice will also include the name(s) of and contact information for the person(s) to whom reasonable inquiries may be made regarding the closure; the pupils' school districts of residence; and the manner in which parents/guardians may obtain copies of pupil records, including specific information on completed courses and credits that meet graduation requirements.

The Board will ensure that the notification to the parents and students of the Charter School of the closure provides information to assist parents and students in locating suitable alternative programs. This notice will be provided promptly following the Board's decision to close the Charter School.

The Board will also develop a list of pupils in each grade level and the classes they have completed, together with information on the pupils' districts of residence, which it will provide to the entity responsible for closure-related activities.

As applicable, the Charter School will provide parents, students and the District with copies of all appropriate student records and will otherwise assist students in transferring to their next school. All transfers of student records will be made in compliance with the Family Educational Rights and Privacy Act ("FERPA") 20 U.S.C. § 1232g. The Charter School will ask the District to store original records of Charter School students. All student records of the Charter School shall be transferred to the District upon Charter School closure. If the District will not or cannot store the records, the Charter School shall work with the County Office of Education to determine a suitable alternative location for storage.

All state assessment results, special education records, and personnel records will be transferred to and maintained by the entity responsible for closure-related activities in accordance with applicable law.

As soon as reasonably practical, the Charter School will prepare final financial records. The Charter School will also have an independent audit completed within six months after closure. The Charter School will pay for the final audit. The audit will be prepared by a qualified Certified Public Accountant selected by the Charter School and will be provided to the District promptly upon its completion. The final audit will include an accounting of all financial assets, including cash and accounts receivable and an inventory of property, equipment, and other items of material value, an accounting of the liabilities, including accounts payable and any reduction in apportionments as a result of audit findings or other investigations, loans, and unpaid staff compensation, and an assessment of the disposition of any restricted funds received by or due to the Charter School.

The Charter School will complete and file any annual reports required pursuant to Education Code section 47604.33.

On closure of the Charter School, all assets of the Charter School, including but not limited to all leaseholds, personal property, intellectual property and all ADA apportionments and other revenues generated by students attending the Charter School, remain the sole property of the nonprofit public benefit corporation. Upon the dissolution of the non-profit public benefit, all net assets shall be distributed to another public school that satisfies the requirements of paragraphs (a) through (e) of section III.A of Notice 2015-07 issued by the Internal Revenue Service and the Treasury Department entitled “Relief for Certain Participants in § 414(d) Plans” or any final regulations implementing 26 U.S.C. § 414(d) or to a State, political subdivision of a State, or agency or instrumentality thereof. Any assets acquired from the District or District property will be promptly returned upon Charter School closure to the District. The distribution shall include return of any grant funds and restricted categorical funds to their source in accordance with the terms of the grant or state and federal law, as appropriate, which may include submission of final expenditure reports for entitlement grants and the filing of any required Final Expenditure Reports and Final Performance Reports, as well as the return of any donated materials and property in accordance with any conditions established when the donation of such materials or property was accepted.

On closure, the Charter School shall remain solely responsible for all liabilities arising from the operation of the Charter School.

As the Charter School is operated as or by a non-profit public benefit corporation, should the corporation dissolve with the closure of the Charter School, the Board will follow the procedures set forth in the California Corporations Code for the dissolution of a non-profit public benefit corporation and file all necessary filings with the appropriate state and federal agencies.

As specified by the Budget in Appendix D, the Charter School will utilize the reserve fund to undertake any expenses associated with the closure procedures identified above.

XVI. REPORTING AND ACCOUNTABILITY

BUDGETS AND FISCAL REPORTS

Governing Law: The petitioner or petitioners also shall be required to provide financial statements that include a proposed first-year operational budget, including startup costs, and cash flow and financial projections for the first three years of operation. —Education Code Section 47605(h).

Attached, as Appendix D, please find the following documents:

- A projected 2020-21 budget
- Financial projections and cash flow for the next three years of operations.
- Budget narrative and assumptions

These documents are based upon the best data available to the petitioners at this time.

The Charter School shall provide reports to the District in accordance with Education Code Section 47604.33, as follows, and shall provide additional fiscal reports as requested by the District:

1. By July 1, a preliminary budget for the current fiscal year.
2. By July 1, a local control and accountability plan and an annual update to the local control and accountability plan required pursuant to Education Code Section 47606.5.
3. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. Additionally, on December 15, a copy of the Charter School's annual independent financial audit report for the preceding fiscal year shall be delivered to the District, State Controller, State Department of Education, and County Superintendent of Schools.
4. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31.
5. By September 15, a final unaudited actuals report from the full prior year. The report submitted to the District shall include an annual statement of all the Charter School's receipts and expenditures for the preceding fiscal year.

The Charter School shall provide reporting to the District as required by law and as requested by the District including, but not limited to, the following: California Basic Educational Data System ("CBEDS"), actual Average Daily Attendance reports, all financial reports required by Education Code Sections 47604.33 and 47605(m), the School Accountability Report Card ("SARC"), and the LCAP.

The Charter School agrees to and submits to the right of the District to make random visits and inspections in order to carry out its statutorily required oversight in accordance with Education Code Sections 47604.32 and 47607.

Pursuant to Education Code Section 47604.3, the Charter School shall promptly respond to all reasonable inquiries including, but not limited to, inquiries regarding its financial records from the District.

INSURANCE COVERAGE

The Charter School shall acquire and finance general liability, workers' compensation, and other necessary insurance of the types and in the amounts required for an enterprise of similar purposes and circumstance. Coverage amounts will be based on recommendations provided by the District and the Charter School's insurer. The District Board of Education shall be named as an additional insured on all policies of the Charter School.

ADMINISTRATIVE SERVICES

Governing Law: The manner in which administrative services of the charter school are to be provided. —Education Code Section 47605(h).

The Principal will assume the lead responsibility for administering the Charter School under the policies adopted by the Charter School's Board of Directors. The Charter School will provide internally or procure through a third-party contract most of its own administrative services, including, but not limited to, financial management, human resources, payroll, and attendance accounting.

Should the District be interested in offering certain services to the Charter School for a fee from the District, the Charter School shall consider the possibility of purchasing some of these or other services from the District. The specific terms and cost for these services will be the subject of a separate memorandum of understanding between the Charter School and the District and subject to District availability.

Pursuant to California law, the District will be required to provide oversight and performance monitoring services, including monitoring school and student performance data, reviewing the school's audit reports, performing annual site visits, engaging in any necessary dispute resolution processes, and considering charter amendment and renewal requests. In accordance with Education Code Section 47613(a), the District may charge for the actual costs of supervisory oversight of the Charter School not to exceed one percent (1%) of the revenue of the Charter School. If the Charter School receives substantially rent-free facilities from the District, the District may charge the actual costs up to three percent (3%) of the revenue of the Charter School pursuant to Education Code Section 47613(b). Pursuant to Education Code Section 47613(f), "revenue of the charter school" means the amount received in the current fiscal year from the local control funding formula calculated pursuant to Education Code Section 42238.02, as implemented by Education Code Section 42238.03.

FACILITIES

Governing Law: The facilities to be utilized by the charter school. The description of the facilities to be used by the charter school shall specify where the charter school intends to locate. — Education Code Section 47605(h)

The Charter School’s address is 36230 N. School St., Clarksburg, CA 95612. At this address, the Charter School has 17 modular classroom buildings. The Charter School also operates its TK program at Clarksburg Community Church, 52910 Netherlands Ave, Clarksburg, CA 95612.

The Charter School receives facilities funding from the Charter School Facilities Grant Program lease reimbursement program, which is administered by the California School Finance Authority (“CSFA”). CSFA permits lease reimbursements to the Charter School through its supporting corporation, Leaders & Scholars, Inc., and the LLCs, L&S Two and L&S LLC as described in Section IV.A, above. Accordingly, River Charter Schools set up the supporting corporation and LLCs to match the requirements of CSFA’s Regulations and, in particular, the California Code of Regulations, Title 4, Section 10170.14(a)(3)(B). This regulation allows the supporting LLC to pay for all the buildings/property and then lease them to the Charter School.

In the case of Delta Elementary Charter School, all its buildings are owned by L&S Two and are leased to DECS for approximately 83% of their fair market value (based on a current appraisal) or \$10.9K per building per year for a total monthly payment from DECS to L&S Two of \$12,750. As noted in Section IV.A. above, L&S Two has paid off both of DECS’ bank loans and has originated in favor of DECS a fully amortized 15 year interest bearing (5%) note to pay DECS the balance of the net book value of the buildings it purchased.

DECS will continue to seek reimbursement from CSFA for the lease payments for the School St. facility, and the lease payments to Clarksburg Community Church along with many other qualifying facilities expenses under the Charter School Facilities Grant Program (SB740).

If DECS is placed on the CDE’s Williams Monitoring list, DECS will comply with the County Superintendent’s visits to its facilities under Education Code 17592.72.

TRANSPORTATION

The Charter school will provide bussing for a limited number of students residing in the Washington Unified School District boundaries. The Charter school will continue to work with RDUSD on bussing for in-district students.

FOOD SERVICES

The Charter School will enter into a contract for food services with either the District’s chosen vendor or into another contract.

XVII. Potential Civil Liability Effects

Governing Law: Potential civil liability effects, if any, upon the charter school and upon the school district. — California Education Code Section 47605(h).

The Charter School shall be operated by a California nonprofit public benefit corporation. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code and California Revenue and Taxation Code Section 23701(d).

Pursuant to Education Code Section 47604(d), an entity that grants a charter to a charter school operated by or as a nonprofit public benefit corporation shall not be liable for the debts or obligations of the Charter School or for claims arising from the performance of acts, errors, or omissions by the Charter School if the authority has complied with all oversight responsibilities required by law. The Charter School shall work diligently to assist the District in meeting any and all oversight obligations under the law, including monthly meetings, reporting, or other District requested protocol to ensure that the District shall not be liable for the operation of the Charter School.

Further, the Charter School and the District shall enter into a memorandum of understanding which shall provide for indemnification of the District by the Charter School. Insurance amounts will be determined by recommendations of the insurance company for schools of similar size, location, and type of program. The District shall be named an additional insured on the general liability insurance of the Charter School.

The corporate bylaws of River Charter Schools shall provide for indemnification of the Charter School's Board of Directors, officers, agents, and employees; and the Charter School will purchase general liability insurance, directors and officers insurance, and fidelity bonding to secure against financial risks.

As stated above, insurance amounts will be determined by recommendation of the District and the Charter School's insurance company for schools of similar size, location, and student population. The District shall be named an additional insured on the general liability insurance of the Charter School.

The Charter School will institute appropriate risk management practices as discussed herein, including screening of employees, establishing codes of conduct for students, and dispute resolution.

XVIII. CONCLUSION

By approving this charter renewal, River Delta Unified School District will be fulfilling the intent of the Charter Schools Act of 1992 to improve pupil learning; increase learning opportunities for all pupils, with special emphasis on expanded learning opportunities for all pupils who are identified as academically low achieving; create new professional opportunities for teachers; and provide parents and pupils with expanded choices in education and following the directive of law to encourage the creation of charter schools. The petitioners are eager to work independently, yet cooperatively, with the District to raise the bar for what a charter school can and should be. To this end, the petitioners pledge to work cooperatively with the District to answer any concerns over this document and to present the District with the strongest possible proposal requesting a five-year term to begin July 1, 2020, Renewal of the charter shall be governed by the standards and criteria in Education Code Sections 47605 and 47607, as applicable. Consistent with the terms of approval, the term of this charter is five years, from July 1, 2020 to June 30, 2025, extended by operation of law (Education Code Section 47607.4) to June 30, 2027.

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**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Tammy Busch, Asst. Supt., Business Services

Item Number: 13

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Approve Memorandum of Understanding (MOU) between River Charter Schools (RCS) and River Delta Unified School District (RDUSD) for Delta Elementary Charter School (DECS) from January 1, 2023 to June 30, 2027 to Provide Clarification on the District's Oversight Obligations and Responsibilities of the Charter.

BACKGROUND:

The MOU is for oversight and operations between RSUSD and charter that outlines legal relationship, oversight relationship and other items not identified in the charter petition. The last signed MOU between RDUSD and Charter was in 2018.

STATUS:

The District and Charter have agreed upon the language in the attached MOU and will be valid from January 1, 2023 through the expiration of the approved Material Revision June 30, 2027. If approved today's date will be inserted as the approval date of the District in the Recitals: (D) of the MOU and RCS board meeting approval date will be inserted in the same section for the Charter School.

PRESENTER:

Tammy Busch, Assistant Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Matt Taylor, Delta Elementary Charter School

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

That the Board approves Memorandum of Understanding (MOU) between River Charter Schools (RCS) and River Delta Unified School District (RDUSD) for Delta Elementary Charter School (DECS) from January 1, 2023 to June 30, 2027.

Time allocated: 5 minutes

**MEMORANDUM OF UNDERSTANDING REGARDING CHARTER SCHOOL OVERSIGHT
AND OPERATIONS BY AND BETWEEN RIVER DELTA UNIFIED SCHOOL DISTRICT
AND RIVER CHARTER SCHOOLS/DELTA ELEMENTARY CHARTER SCHOOL**

This Memorandum of Understanding ("Agreement") is executed between the River Delta Unified School District ("District") and River Charter Schools, a California nonprofit public benefit corporation operating Delta Elementary Charter School (collectively "Charter School"), operating under the District's oversight.

I. RECITALS:

- A. The River Delta Unified School District is a school district existing under the laws of the State of California.
- B. River Charter Schools is a nonprofit public benefit corporation that operates multiple charter schools, including Delta Elementary Charter School, which is to be operated in accordance with state and federal laws and under the oversight of the District. River Charter Schools shall be responsible for, and have all rights and benefits attributable to, the Charter School as further outlined herein, and where this Agreement obligates Delta Elementary Charter School to a particular course of action, the River Charter Schools corporation is coextensively required to fulfill such obligation.
- C. The District is the chartering authority of the Charter School. On or about November 12, 2019, the District approved a five (5) year renewal charter term from July 1, 2020 to June 30, 2025 ("Term"). Pursuant to Education Code Section 47607.4, the term of the current charter is extended two (2) years, to June 30, 2027. This Agreement is intended to outline the agreement of the Charter School and the District governing their respective fiscal and administrative responsibilities, their legal relationships and operation of Charter School.
- D. Written modifications of this Agreement may be made by mutual agreement as set forth in Section II(A)(2) below. This Agreement was approved by the Board of Trustees of the District on [DATE] and by the Governing Board of the Charter School on [DATE] and shall be effective upon execution until terminated in accordance with this Agreement.
- E. The terms of this Agreement are intended by both parties to become part of the conditions, standards and procedures set forth in the Charter document ("Charter"). The parties agree that this Agreement is consistent with the approved Charter, as approved by the District Board of Trustees on November 12, 2019. If the parties discover any terms of this Agreement that conflict with the terms of the Charter, this Agreement shall control the handling or resolution of the particular issue in question. To the extent that this Agreement is inconsistent with any of the terms of the Charter, both parties shall meet to amend the Agreement to reach consistency, if the inconsistency is material to the terms of the Charter. If the parties do not reach agreement regarding the consistency, the parties agree to follow the procedures for dispute resolution as stated in the Charter.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and

agreements herein set forth, the Charter School and the District do hereby agree as follows:

II. AGREEMENTS

A. Term

1. Along with the Charter, this Agreement will govern the relationship between the District and the Charter School regarding the operation of Charter School and the relationship of the District, River Charter Schools and Delta Elementary Charter School.
2. Any modification of this Agreement must be in writing, executed by duly authorized representatives of both the District and the Charter School, ratified by their respective Boards, and must indicate intent to modify or amend this Agreement.
3. The duly authorized representative of the Charter School is the Superintendent or any designee thereof.
4. In order to ensure consistency in communications, all communication regarding any aspect of the operation of Charter School shall be initiated by the designated representative of Charter School with the Superintendent of the District, unless the Superintendent delegates this function to another employee of the District.
5. The term of this Agreement shall be coterminous with the operation of the Charter, including the current term and any renewal terms. This Agreement shall be effective upon Board approval of the Parties' respective governing boards and will remain in place until terminated in accordance with this Agreement. This entire Agreement is subject to approval by the respective governing boards of the District and Charter School.
6. This Agreement shall terminate automatically upon closure of Charter School for any reason, except as may be specified otherwise herein. "Closure" means that all legally required closure processes are completed, including completion of a final audit as required by law, and exhaustion of any nonjudicial, administrative appeal remedies under Education Code section 47605 or 47607.
7. A material failure to meet and comply with the terms of the Agreement may constitute a material violation of the conditions, standards, or procedures set forth in the Charter within the meaning of Education Code section 47607(f)(1). Should the Charter School materially fail to meet and comply with the terms of the Agreement after thirty (30) days' written notice from the District, the parties shall immediately meet and confer to identify specific remedies that the District may implement in response to the Charter School's failure to meet and comply with the terms of the Agreement. If the Charter School does not comply within thirty (30) days of identification of remedies, the District may pursue any statutory remedies.

B. State Funding under Local Control Funding Formula

1. The Charter School will be funded in accordance with the Local Control Funding Formula ("LCFF"). Charter School will receive base funding and may receive supplemental and concentration grants. Charter School will be responsible for providing the California Department of Education ("CDE") with all data required for funding and will comply with all laws and regulations as developed by the Legislature and State Board of Education ("SBE") to implement LCFF. All information provided by Charter School shall be truthful and accurate.
2. LCFF includes accountability requirements. Charter School was required to develop, adopt, and annually update a three-year Local Control and Accountability Plan ("LCAP"), in conformity with Education Code section 52060 et seq. and its implementing regulations, beginning on July 1, 2015, using the SBE template approved for this purpose, with an annual update to be adopted each July 1 thereafter, in accordance with Education Code section 47606.5, and an LCFF budget overview for parents required pursuant to Education Code section 52064.1 by July 1.
3. Charter School shall comply with the requirements of Education Code Section 47606.5 in developing its LCAP.
4. Charter School shall comply with all accountability measures including the LCAP evaluation rubrics as may be revised by SBE from time to time, as well as the following:
 - a. SBE regulations including but not limited to all requirements "to increase and improve" services for unduplicated pupils.
 - b. Obtain parent and public input in developing, revising, and updating LCAPs as required by applicable law.
 - c. Submit the LCAP to the District simultaneously with the submittal to county
 - d. Cooperate and comply with the County Superintendent of Schools if the Charter School meets the requirements to obtain technical assistance under Education Code section 47607.3.
 - e. Charter School shall ensure that all LCFF funds are spent in accordance with the requirements of the law.
5. Lottery funds – the Charter School will be funded directly from the State for its share of these funds. A portion of Lottery Funds must be spent on instruction, as dictated by the State.
6. Charter School may be eligible for Federal funding including, but not limited to: Title I, II, III, IV, V, VI, and VII, based on the qualification of Charter School's students for such funding.
7. Charter School shall elect to receive funding from the State directly, pursuant to Education Code section 47651. Should the Sacramento County Office of Education or other agency distribute such funds to the District rather than to the Charter School, District shall have no liability whatsoever for failure of the Charter School to timely receive its funding. However, District will make best efforts to ensure Charter School receives such funding in a timely manner.

8. Charter School may receive funding from new or one-time funding sources available to schools or school districts provided by the State of California to the extent that Charter School and its students generate such entitlements. Additionally, Charter School may apply for private grants.
9. Grants written by and obtained by Charter School will come directly to Charter School and not go through the District or be subtracted from the resources the District would otherwise have allocated to Charter School.
10. If the District applies for additional sources of funding in the form of grants or similar funding at the written request of and for the benefit of Charter School, which it may do in its sole discretion, the District will receive a percentage of the funds to be allocated to Charter School. The District will charge the maximum indirect costs as allowed under law or as specified by the specific funding source. Funds shall be allocated to Charter School on a prorated basis based on the formula that generates the funds. For example, if funds are generated on a per eligible student basis, they shall be allocated to Charter School on a per eligible student basis minus the administration fee (i.e., indirect cost fee) charged by the District.
11. Charter School shall cooperate fully with the District in any applications made by the District at the request of and for the benefit of Charter School, though in no case shall the District be required to make any such applications.
12. Charter School agrees to comply with all applicable laws and regulations related to receipt and expenditures of such funds.
13. The District shall transfer to Charter School funding in lieu of property taxes in monthly installments on or before the fifteenth (15th) of each month pursuant to Education Code section 47635, unless the District does not receive such revenue.
14. Charter School agrees that all loans or other financial commitments by Charter School for or on behalf of Charter School shall be the sole responsibility of Charter School and the District shall have no obligation for repayment. Charter School shall ensure that all vendors, creditors, etc., are notified in writing that the Charter School is independent of the District and the District has no responsibility for debts or obligations of the Charter School. (See Section II.C.2.)
15. Charter School agrees that all revenue obtained by Charter School shall only be used to provide educational services and support consistent with its Charter, in addition to providing educational services and support consistent with the Charter. All expenditures shall be in accordance with applicable law.

C. Legal Relationship

1. The Parties recognize that the Charter School is a separate legal entity

Commented [JAR1]: I think this is intended to mean, "Each year, the District will transfer in lieu monthly." I'm ok with the deletion - we can see what they say.

from the District, and that the Charter School operates under the supervisory oversight of the District. River Charter Schools shall maintain its status in good standing with the Internal Revenue Service, the State of California, and shall operate in compliance with its Bylaws and the Charter, and shall further ensure that the Delta Elementary Charter School, to the extent it is a legal entity separate from the River Charter Schools, operates in compliance with all applicable laws. Any failure by the Charter School to operate in compliance with applicable laws may be deemed a material violation of the Charter.

2. The Charter School Governing Board and Superintendent shall be wholly and independently responsible for Charter School's operations and shall manage its operations efficiently and economically within the constraints of Charter School's Charter and its annual budget. The District shall not be liable for the debts or obligations of the Charter School, for claims arising from the debts or obligations of the Charter School or for claims arising from the performance of acts, errors, or omissions the Charter School without regard to whether the District has complied with all oversight responsibilities required by law, including, but not limited to those required by Education Code Sections 47604.32 and 47605(m). The Charter School agrees to indemnify the District against any such claims as set forth in the Charter and this Section without regard to the extent the District has performed the oversight responsibilities described in Education Code Sections 47604.32 and 47605(m), except those claims resulting from the negligent, grossly negligent, reckless or intentional acts or failures to act by District and/or District personnel. This indemnification shall survive termination of this Agreement.

Subject to the above, it is agreed that it is the parties' intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with Charter School. The Charter School shall not enter into a contract or agreement to be managed or operated by any other nonprofit benefit corporation (or any other corporation or entity) without the submission of a request for material revision to its charter and the express written prior approval of the District.

Charter School shall not have the authority to enter into a contract that would bind the District, nor to extend the credit of the District to any third person or party. Charter School shall clearly indicate in writing to vendors and other entities and individuals outside the District with which or with whom Charter School enters into an agreement or contract that the obligations of Charter School under such agreement or contract are solely the responsibility of Charter School and are not the responsibility of the District.

Charter School shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless the District, its officers, directors, employees, attorneys, agents, representatives, volunteers, successors and assigns (collectively hereinafter "District" and "District Personnel") from and against any and all actions, suits, claims, demands, losses, costs, penalties, obligations, errors, omissions, or liabilities, including

legal costs, attorney's fees, and expert witness fees, whether or not suit is actually filed, and/or any judgment rendered against District and/or District Personnel, that may be asserted or claimed by any person, firm or entity arising out of, or in connection with, Charter School's performance under this Agreement or the Charter, the condition or use of its facilities, or any acts, errors, negligence, omissions or intentional acts by Charter School, its Governing Board, administrators, employees, agents, representatives, volunteers, successors and assigns. This indemnity and hold harmless provision shall exclude actions brought by third persons against the District arising out of any negligent, grossly negligent, reckless or intentional acts or failures to act of the District and/or District Personnel or solely out of any acts or omissions of the District and/or District Personnel that are not otherwise related to or connected with Charter School and/or its Personnel. This indemnification clause shall survive termination of this Agreement.

3. Consistent with Education Code section 47604.1, Charter School will comply with all applicable state and federal laws, including, without limitation, the Ralph M. Brown Act (Gov. Code, § 54950 et seq.), the California Public Records Act (Gov. Code, § 6250 et seq.), the Political Reform Act (Gov. Code, § 87100) and Government Code 1090 et seq., as set forth in Education Code 47604.1. The parties agree to abide by decisions of the California Court of Appeal, California Supreme Court, and any other state administrative agency with jurisdiction to interpret and enforce conflict of interest laws, to the extent such bodies issue decisions on the application of conflict of interest laws to California charter schools. Charter School shall also comply with all applicable federal and state laws concerning the maintenance and disclosure of student records, including, without limitation, the Family Educational Rights and Privacy Act of 1974 (20 U.S.C.A. §1232g), all applicable state and federal laws and regulations concerning the improvement of student achievement, the Every Student Succeeds Act (ESSA), and agrees to take appropriate remedial action if notified by the District, State of California, and/or Office for Civil Rights or other federal or state administrative agency charged with enforcement of these laws, of a violation of any of the foregoing.
4. Any formal, written complaints or concerns (including complaints filed with OCR, CDE, EEOC, or FEHA) received by the District about any aspect of the operation of Charter School or about Charter School shall be forwarded by the District to Charter School. District may request that Charter School inform the District of how such concerns or complaints are being addressed, and Charter School shall provide such information. Charter School shall handle its own uniform complaints pursuant to a Uniform Complaint Procedure adopted in accordance with California Code of Regulations, Title 5, Sections 4600 et seq. This section does not apply to complaints regarding special education when the Charter School is operating as a school of the District for purposes of special education, which are covered in Section II(E) of the Agreement, herein.

D. Oversight Relationship

1. Oversight Obligations: District oversight obligations include, but are not limited to, the following:
 - a. Monitoring the Charter School's academic performance, pupil outcomes, pupil growth by all subgroups, and efforts to pursue and meet pupil outcomes, including but not limited to the goals set forth in the Charter School's Local Control and Accountability Plan.
 - b. Providing in writing to the Charter School no later than July 1 each year a Monitoring and Reporting Schedule.
 - c. Review and revision of this Agreement and any subsequent agreements to clarify and interpret the Charter and amendments to the Charter and the relationship between Charter School and the District.
 - d. Monitoring performance and compliance with the Charter and with applicable laws, including, without limitation, by way of the following:
 - Identifying at least one staff member as a contact person for the Charter School;
 - Visiting Charter School at least once per year;
 - Ensuring that Charter School submits the reports and documents identified in subsection (D)(1)(h) below;
 - Monitoring the fiscal condition of Charter School;
 - Notifying the State of California upon the occurrence of any of the events described in Education Code section 47604.32 (a)(5).

Charter School shall promptly respond to all reasonable inquiries of the District, including, but not limited to, inquiries regarding its financial records.

 - e. Any process conducted in compliance with Education Code section 47607 related to the issuance of a Notice of Violation or other corrective notice related to Charter School's operations, including document requests, hearings, notices, and investigations, and monitoring efforts to remedy operational problems identified by the District.
 - f. Data required to be submitted pursuant to this Section shall be submitted in electronic form if requested by the District.
 - g. Charter School shall comply with Generally Accepted Accounting Principles (GAAP) applicable to public school finance and fiscal management. Charter School shall maintain a minimum reserve for economic uncertainties (designated fund balance) in an amount as follows: 3% of year end expenditures of Charter School in Year 1 of this agreement; 3% in Year 2 of this agreement; and 5% in Year 3 of this agreement and thereafter.

- h. Pursuant to Education Code section 47604.3, the District has the right to make, and Charter School is obligated to respond, to reasonable requests for information. The Charter School shall promptly respond to requests for information, including but not limited in the areas set forth below. The following provisions are not intended to be exclusive.

For purposes of fiscal oversight and monitoring by the District, the District requires Charter School to provide information and documentation related to its operations. Charter School shall provide all information and documentation in the form and at the times specified by the District. Whether included in the Report or not, Charter School shall provide the District with a copy of the following documents, data and reports, in the form and at the times specified.

(A) Student Data

Charter School shall submit student enrollment projections within the budget report to the District by June 15 of the preceding school year each year. Any additional student data information with respect to Charter School shall be provided to the District within ten (10) business days of request by District personnel.

Charter School shall maintain contemporaneous written records of enrollment and ADA and make these records available to the District for inspection and audit upon request. Charter School shall provide copies upon request of the P-1, P-2, and annual state attendance reports to the District on or before each report's deadline submission date. The District shall ensure that attendance reports in the Principal Apportionment Data Collection are delivered to the state timely. Copies of amended state attendance reports, if any, shall be provided to the District within 3 weeks of discovery of the need for making such an amendment. Charter School shall be responsible for reporting all necessary information for the California Basic Educational Data System (CBEDS) and the California Longitudinal Pupil Achievement Data System (CALPADS) to the CDE. Such reports must be generated using the Attendance Reporting software as applicable to charter schools.

Charter School's student discipline policies shall be provided to the District annually, by September 1 of each year, and as updated; all updates shall be specifically identified for ease of reference and review. Charter School shall provide written notice to the District of each District resident student that leaves the Charter School at any time without completing the school year, including when the student has ceased attending the Charter School for disciplinary reasons and any other involuntary disenrollment for any reason. If a pupil is expelled or leaves the charter school without graduating or completing the school year for any reason, the charter school shall notify the superintendent

of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including report cards or a transcript of grades, and health information.

(B) Personnel Data/Credential Data

Staffing data shall be available to the District on an annual basis and prior to commencement of each school year. Teacher credentials, clearances, and permits shall be maintained on file at the Charter School and shall be subject to periodic inspection by the District with a 10-day advance notice. The Charter School will maintain on file, and available for inspection, evidence that criminal background checks were conducted and all employees were cleared prior to employment. The Charter School will provide to the District written assurances of compliance with Education Code section 44237 at the commencement of each school year and not later than September 15.

Charter School shall report employment status changes for credentialed employees based on allegations of misconduct to the Commission on Teacher Credentialing ("CTC") within 30 days pursuant to Education Code sections 44030.5. Nothing in this provision shall deter the Charter School from voluntarily submitting reports to the CTC before the occurrence of a change in employment status.

Commented [JAR2]: Argument here is that this is confidential employment info, and no law requires we provide it to the District.

(C) Budget/Financial Data

Budget Data:

A preliminary budget that has been approved by the Charter School governing board shall be provided to the District on or before July 1 of each year. All key budget variables, including revenue, expenditure, debt, cashflow, multi-year projections, beginning and ending balance variables shall be defined.

Copies of budget revisions shall be provided to the District within two weeks of revision, upon approval by Charter School Governing Board.

A copy of any revisions to Charter School budget guidelines, policies, and internal controls shall be provided to the District within four weeks of adoption of revisions, followed by annual updates. Updates shall be specifically noted for ease of reference and review.

Commented [JJR3]: What system does RCS use instead? To avoid pushback on this edit, recommend that we identify what accounting code system is used by the Charter School.

Cash Flow Data/Long-term Debt:

Financial Data

Bank account reconciliations for Charter School will be the responsibility of Charter School.

Charter School shall submit reports to District in accordance with Education Code Section 47604.33 as follows:

Preliminary budget on or before July 1
Annual LCAP update and LCFF budget overview for parents on or before July 1
First interim financial report on or before December 15
Second interim financial report on or before March 15
Final unaudited report for the full prior year on or before September 15

The First Interim Financial Report shall reflect changes through October 31; the Second Interim Financial Report shall reflect changes through January 31.

Financial Audit:

The Charter School shall perform a financial audit annually as required by Education Code section 47605(c)(5)(I). The Charter School shall provide a copy of Charter School's Audited Financial Report to the District, the Sacramento County Superintendent of Schools, the State Controller, and the California Department of Education by December 15 of each year, unless this deadline is changed by applicable law. The Charter School's Superintendent will review any audit exceptions or deficiencies and report to the Charter School Governing Board with recommendations on how to resolve them. The Charter School will submit a report to the District describing how the exceptions and deficiencies have been or will be resolved to the satisfaction of the District along with an anticipated timeline for the same. Any disputes regarding the resolution of audit exceptions and deficiencies will be resolved through the process described in the Charter.

Charter School shall, upon request by the District, present a report to the District's Board of Trustees on its fiscal solvency. This presentation shall be made at an agenda meeting of the Board of Trustees and the report shall include review of the Charter School's ADA, revenue, expenditures, debt, audit findings, and compliance with applicable revenue-based programs and grants.

(D) Governance Data/Meeting Information

The Charter School shall ensure that its Board meetings are accessible to all of its parent community and other constituents by ensuring that a two-way teleconference is available at each of the Charter School sites operated by River Charter Schools., in accordance with the requirements of Education Code Section 47604.1(c), and posting this location on its agenda. Copies of meeting agendas for meetings of the Charter School Governing Board shall be posted at the Charter School facility and on its website at the time they are distributed to the public pursuant to

the Brown Act. The Charter School shall provide the District with notice of all meetings by posting agendas on the Charter School's website.

Copies of approved minutes will be maintained by Charter School and made available upon request. Minutes shall be approved at a subsequent meeting of the Charter School Governing Board and copies of meeting minutes shall be available at the Charter School facility within 5 days after their approval. Copies of approved minutes will be maintained by Charter School and made available on the Charter School website within 5 days of approval.

Charter School shall establish an annual calendar listing the dates of its regular meetings and identify the locations of those meetings so that members of the public are able to attend the meeting in person, or as permitted by law, if desired, which will be held in compliance with the Brown Act. Regardless of specific location, Charter School will ensure that all meetings are accessible to the public and may be attended in person, or as permitted by law, if desired. In addition, for any meeting, Charter School may provide an accessible videoconference location within the boundaries of the District for every meeting. Notice of the videoconference location, if any, shall be included on all meeting agendas, and each videoconference location shall allow for public comment from the video conference location.

The Charter School shall annually (on or before August 1 of each year) send to the District a list of its directors and officers, including addresses and phone numbers. The Charter School shall notify the District in writing to the District Superintendent or designee within 30 days of any change in the composition of these directors and/or officers by sending written notification the District's Assistant Superintendent of Educational Services.

(E) Personnel Policies

A copy of any updates to Charter School personnel and payroll policies shall be provided upon commencement of the first year of this agreement and annually thereafter by the District's annual visit to the Charter School.

(F) Risk Management Data

The Charter School shall establish and institute risk management policies and practices to address reasonably foreseeable occurrences. Copies of all policies of insurance and memoranda of coverage shall be provided by the Charter School to the District annually no later than July 1st. The District shall be named as an additional insured. Should insurance expire or lapse for any reason, the Charter School shall immediately inform District, and Charter School shall not operate unless and until full coverage as set forth in Section II (H) is reinstated. The District

reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Agreement at any time.

A copy of the Charter School School Safety Plan will be maintained by the Charter School and shall be provided (including updates) to the District no later than July 1 in pdf format to the District Superintendent, or designee, by electronic mail.

(G) Programmatic/Performance Audit

The Charter School shall prepare an annual performance review and present the review to the District Board of Trustees at a public meeting of the Board on or about October 1 each year, the specific date to be mutually agreed between District and Charter School. The performance review report shall include all information necessary to demonstrate that Charter School is meeting the applicable accountability standards and legal requirements as defined by the State of California, the Charter, and this Agreement, and operating in a legally compliant and fiscally responsible manner for the then current school year. The performance review report shall also include, among other things: a discussion of the educational program being delivered at the Charter School; an analysis of whether student performance is meeting the goals specified in the Charter using data displayed on a school-wide basis and disaggregated by major racial and ethnic categories, socio-economic status, English learner status, and/or disability; an overview of Charter School's admissions practices during the year and data regarding the numbers of students enrolled and the number on waiting lists; student data regarding student discipline, expulsion and any disenrollment including the basis for any disenrollment; analysis of the effectiveness of Charter School's internal and external dispute mechanisms and data on the number and resolution of written disputes and complaints; as well as any updates on the Charter School's operations.

(H) Instructional Materials

A list of core instructional materials by grade and content will be maintained by the Charter School and shall be made available to the District within five (5) business days of receipt of a written request from the District. Charter School shall provide such other documents, data and reports as may be reasonably requested or required by the District.

2. Oversight Fees: Charter School shall pay the District one percent (1%) of Charter School revenues to cover the actual cost of oversight. "Charter School revenue" means the funding as set forth in Education Code section 47613(f) or as modified by the Legislature. The District reserves the right to charge a pro rata share for Charter School's use of District facilities, in its discretion to the extent allowable by

applicable law for facilities not included in the Facilities Use and Ground Lease.

3. Payment Schedule: Charter School shall pay any and all sums owing to the District under this Agreement, including but not limited to the oversight fee set forth in subsection 2 above, in quarterly installments due, respectively, on the first day of August, October, June and April. The prior year amounts shall serve as the estimate, with actual amounts to be reconciled on the last payment of the fiscal year. The District shall invoice the Charter School for fees due not less than thirty (30) calendar days prior to the payment due dates. In the event that the Charter School does not pay within five (5) business days following the payment due date, the District shall notify the Charter School of its intent to offset and deduct any such fees from the District in-lieu property tax revenue next payable to the Charter School, and provide the Charter School at least three (3) business days to provide payment, after which the District will have the right to unilaterally deduct such sum from the in-lieu payments.

4. Administrative Services: The Charter School has the obligation to provide all administrative services necessary to operate Charter School. Charter School may provide these services directly or may contract with a third party to provide services, including the District. If Charter School purchases services from a third party other than the District it shall provide the District, upon request, access to all information regarding Charter School maintained by the third party service provider. Should Charter School desire to purchase administrative or business services from the District, Charter School shall request administrative services in writing. If the Charter School requests administrative services from the District in writing, the Parties shall execute an administrative services contract delineating their agreement. Any such contract is incorporated by reference herein and shall govern the Parties' entire relationship with respect to the District's provision of administrative services.

In the event that the Charter School contracts with the District for any service, it shall be obligated to pay for and utilize those services for the entire fiscal year for which such services are contracted. Any contract between the District and Charter School for these services shall be for one year only and shall be finalized before February 1 prior to the fiscal year for which services will be used.

5. Technical Assistance/Failure to Improve Academic Outcomes: Charter School agrees that if one or more pupil subgroups fail to meet the criteria as set forth in Education Code section 47607.3 in two or more years, it shall accept technical assistance as requested by the County Superintendent of Schools in the manner set forth in that statute.

E. Special Education and Student Issues

1. Charter School will assume the status of a local educational agency as a member of a special education local plan area (SELPA) under Education Code section 47641(a). Charter School will be exclusively responsible for providing

its students services in compliance with the Individuals with Disabilities Education Act and Education Code during the term of this agreement, including but not limited to the following:

- a. Identifying and referring students who have or may have exceptional needs that qualify them to receive services under the Individuals with Disabilities Education Act (IDEA).
 - b. Obtaining the cumulative files, prior and/or current Individualized Education Program (IEP) and other special education information on any student enrolling from another school.
 - c. Providing appropriate and timely interim placements for students who are new to the Charter School and who have IEPs.
 - d. Participating in the evaluation and assessment processes to make certain that the appropriate services and placements are provided on an individualized basis for every child with a disability.
 - e. Leading development of IEPs, case management of all IEPs, communicate plan for modifications and/or accommodations, work with teachers and stakeholders to implement student's IEPs.
 - f. Developing, maintaining and implementing policies and procedures to ensure that parents/guardians are fully informed of their rights to a mediation conference, request a due process hearing, file a compliance complaint, or initiate a civil action.
 - g. Hiring, supervising, evaluating and managing all employees delivering special education and related services to students.
 - h. Notifying and cooperating fully with the District, in its capacity as charter authorizer, in the processing of hearings and complaints, as well as any problems encountered by the student while in the placement.
 - i. Following all requirements imposed by State and Federal law in any disciplinary proceedings involving a student with a disability.
 - j. If legal representation is required, the Charter School shall be responsible for all legal costs, including but not limited to the cost of the attorney.
 - k. Charter School shall bear sole and exclusive responsibility for complying with all SELPA procedures and policies.
2. Referral: Charter School staff shall be trained as needed to identify students who may have exceptional needs and a Student Study Team will determine whether alternative interventions in the regular school setting will appropriately serve the needs of the student. Charter School shall make any necessary referrals of students who are believed to be eligible for special education and related services. Charter School shall notify the District of any referrals.

3. Student Study Team: Charter School agrees to implement a Student Study Team, a regular education function, to monitor and guide referrals for Section 504 Services.
4. Placement The IEP team shall have primary responsibility for determining the most appropriate placements and services for students with exceptional needs in accord with applicable laws. All services shall be delivered in the least restrictive environment and shall be consistent with Charter School's instructional philosophy, mission, charter and program, but only to the extent consistent and in compliance with the requirements of applicable law.

F. Section 504 of the Rehabilitation Act of 1973

1. Charter School shall be solely responsible for its compliance with Section 504 of the Rehabilitation Act of 1973 ("Section 504"). Charter School recognizes its sole legal responsibility to ensure that no qualified person with a disability shall, on the basis of the disability, be excluded from participation, be denied the benefits of, or otherwise be subjected to discrimination under any program of Charter School. Any student who has an objectively identified disability which substantially limits a major life activity such as learning is eligible for accommodation by Charter School
2. Charter School shall adopt a Section 504 policy, procedure and forms.
3. By September 1 of each year, Charter School shall designate a Charter School employee responsible for Section 504 compliance and notify the District's Director of Special Education in writing of the responsible individual. The designated Charter School employee shall notify the District's Director of Special Education anytime a student eligible under Section 504 withdraws from Charter School, including notice of the school in which the student enrolled in following withdrawal from Charter School and the student's district of residence.
4. In the case of pending student discipline of an eligible student who receives Section 504 accommodations, Charter School will ensure that it follows procedures to comply with the mandates of State and Federal laws for considering disciplinary action against disabled students. Prior to recommending expulsion of a Section 504 student, Charter School will convene a review committee to determine whether the student's misconduct was a manifestation of his or her disability, whether the student was appropriately placed and receiving the appropriate services at the time of the misconduct, and/or whether behavior intervention strategies were in effect and consistent with the student's Section 504 plan. Charter School may proceed with an expulsion only if it is determined that the student's misconduct was not a manifestation of his/her disability, that the student was appropriately placed and was receiving appropriate services at the time of the misconduct, and that the behavior intervention strategies were in effect and consistent with the student's Section 504 plan. Charter School acknowledges and understands that it shall be solely responsible for such compliance.

G. Student Application/Registration/Records/Withdrawal

1. Charter School shall use a Records Request form to request pupil records from the prior school of attendance for all students who are admitted to enroll in Charter School. Charter School shall not seek any information from prospective students, such as disabilities, IEP or 504 Plans, or special services, as part of the application process to the Charter School.
2. Student Withdrawal from Charter School. If a pupil is expelled or leaves the Charter School without graduating or completing the school year for any reason, the Charter School shall notify the superintendent of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district a copy of the cumulative record of the pupil, including a transcript of grades or report card and health information.
3. No student may be suspended for more than ten (10) days or involuntarily disenrolled or dismissed from the Charter School without compliance with the Charter School Suspension/Expulsion policy, the Charter School's attendance and truancy policies, and Education Code section 47605(c)(5)(J)(i)-(iv).

H. Insurance

Charter School will obtain its own insurance coverage to cover the operations of Charter School and shall supply the District certificates of insurance, and amendatory endorsements, with proof of insurance of at least the types and amounts recommended by the District's insurer based upon the standard coverage for a school of similar size and location, as initially outlined below, which may change annually based on, among other factors, size and location of Charter School subject to District agreement to such change. It is understood that the Charter School is a separate entity from the District and the Charter School is afforded no coverage under any District policy. The District shall be an additional insured on all Charter School policies, and Charter School insurance is to be primary and any insurance maintained by the District, its officers, officials, employees, or volunteers shall be in excess of the Charter School's insurance and shall not contribute to such coverage(s).

To the extent necessary to effectuate continuing coverage of the District under Charter School policies, the provisions of this Section II(H) shall survive the termination of this Agreement.

1. The Charter School, at its expense, shall procure and maintain throughout the term of this Agreement General Liability insurance with a minimum per occurrence limit of \$1,000,000, with a \$2,000,000 aggregate with additional umbrella of \$10,000,000 and the deductible/self-insurance retention shall not exceed \$10,000. Such minimum limits of policies shall in no event limit the liability of the Charter School hereunder. Insurance shall include coverage for claims against the Charter School, its elected or appointed officials, employees, agents, volunteers and students (interns while acting on behalf of the Charter School) arising out of errors and omissions, abuse and molestation, and employment practices liability. Except for errors and omissions, and employment practices liability coverage, the policy

or policies shall name as additional insured, by way of separate endorsement, the District, its elected or appointed officials, employees, agents and volunteers. The policy or policies shall provide that this insurance shall be primary with respect to any liability or claimed liability arising out of the performance or activities by the Charter School under this Agreement or the Charter School's use of the Premises, and that any insurance procured by the District, its elected or appointed officials, employees, agents and volunteers shall be excess and shall not be called upon to contribute until the limits of the insurance provided hereunder shall be exhausted.

2. Charter School shall maintain automobile liability insurance, including non-owned and hired coverage with a minimum per accident limit of \$1,000,000, with an additional umbrella of \$10,000,000, for any injuries to persons (including death therefrom) and property damage in connection with the Charter School's activities under this Agreement.
3. Charter School is to procure and maintain, for the duration of this Agreement, Workers' Compensation insurance against claims for injuries to the Charter School's employees in accordance with such insurance as required by the State of California Labor Code and Employers Liability coverage.
4. The Charter School is to procure and maintain, for the duration of this Agreement, Professional Liability (Errors and Omissions) Insurance (including employment practices coverage) with limits not less than One Million Dollars (\$1,000,000) each occurrence.
5. If any policies are written on a claims-made form, Charter School agrees to maintain such insurance continuously in force for three years following termination or revocation of the Charter or extend the period for reporting claims for three years following the termination or revocation of the Charter to the effect that occurrences which take place during this shall be insured.
6. District is not responsible for real or personal property losses suffered by the Charter School, its elected or appointed officials, employees, agents, volunteers or students. Charter School shall be solely responsible for obtaining adequate property insurance for Charter School's personal property, building improvements and any real property/buildings owned by the Charter School.
7. The Charter School must have adopted administrative rules and regulations in regards to risk management and safety, including Board Policies, Administrative Regulations, and provisions in its employee and parent handbooks that are targeted towards risk management and safety.
8. The Charter School must adhere to Charter School's insurance carrier's established claim reporting guidelines, especially as they relate to timeliness and completeness of reporting, and providing assistance requested by the carrier or its representative in the investigation and defense of a claim.

9. The Charter School must follow established guidelines in regards to obtaining appropriate certificates of insurance, additional insured endorsements and hold harmless and indemnification agreements.
10. The District shall retain the ability to conduct inspections of its facilities and equipment pursuant to established risk management guidelines. Defective or dangerous conditions discovered through these inspections must be promptly corrected at its own expense. The Charter School shall complete safety inspections pursuant to its school safety plan.
11. The Charter School shall obtain parent or legal guardian permission for voluntary field trips, excursions or extracurricular activities. An Assumption of Risk Form shall be signed by all parents/legal guardians of student participants and the release shall include acknowledgment that such trips, excursions or extracurricular activities are not affiliated with the District. Student participants twelve years of age or older shall also sign the Assumption of the Risk Form.
12. Charter School employees and parent volunteers must provide proof of automobile liability insurance coverage and a valid driver's license prior to driving on Charter School business or activities. Drivers must be at least 21 years old. Only participants in the activity shall ride in the vehicle while it is being driven on school business.
13. All extracurricular athletic activities or student body groups involving off-campus activities shall require an assumption of risk form to be signed by the participant and parent/legal guardian. Such forms and release shall include acknowledgment that such trips, excursions or extracurricular activities are not affiliated with the District.
14. The Charter School shall follow established guidelines applicable to charter schools and consistent with the Charter School's charter, employment agreements, and personnel policies in regards to termination of employees, handling sexual harassment complaints and conducting business in a nondiscriminatory manner and must comply with applicable local, state and federal laws and regulations.
15. If Charter School decides to use the services of independent contractors rather than hiring employees, the Charter School shall be responsible for properly risk managing those activities, including but not limited to compliance with the requirements set forth in Education Code sections 44237, 44830.1 and 45125.1. The Charter School shall also assume all responsibility for any taxes and penalties, which may be assessed against Charter School by the Internal Revenue Service.
16. The Charter School shall agree to provide appropriate safety training to students in classes involving the handling of hazardous materials. Such training shall include, as a minimum, students' understanding of a material safety data sheet and how to interpret it, and instruction on the proper handling of the hazardous materials in the classroom to avoid exposures.
17. Fidelity Bond coverage shall be maintained by the Charter School to

cover all Charter School employees who handle, process, or otherwise have responsibility for Charter School funds, supplies, equipment and/or other assets. Minimum amount of coverage shall be \$100,000 per occurrence, with no self-insured retention. The bond/policy deductible shall not exceed \$5,000.

I. Human Resources Management

1. All staff working at the Charter School are employees of the Charter School. The Charter School shall have sole responsibility for employment, management, salary, benefits, dismissal and discipline of its employees. Nothing in this section shall restrict Charter School's ability to hire temporary employees or independent contractors as necessary in accordance with the law.
2. Charter School will be considered the exclusive public school employer for purposes of the Educational Employment Relations Act.
3. Charter School agrees to comply with applicable federal statutory and regulatory requirements for teachers and paraprofessionals used for instructional support as set forth in ESSA.
4. Charter School shall be responsible for ensuring compliance with all applicable fingerprinting and criminal background investigation requirements, including but not limited to the requirements set forth in Education Code sections 44237, 44830.1 and 45125.1. No individual may begin employment or be in contact with students without full clearance from the Department of Justice.

J. Transportation

Charter School represents and warrants that the Charter School may undertake to provide transportation to pupils enrolled in the Charter School, unless otherwise required by law. The Charter School stipulates and agrees that the District is not required to provide transportation to any pupil enrolled in the Charter School nor is otherwise responsible for paying any costs in connection with transporting Charter School students. Notwithstanding the preceding sentence, and without creating any additional obligation on the part of the District, the District shall permit Charter School pupils, who reside within the District, to ride District school buses, to and from the Charter School, on the District determined bus routes, and subject to the same rules, regulations and conditions of ridership as are applicable to District enrolled pupils. However, District students shall have priority over Charter School students in the use of District transportation services. In consideration for such transportation services, the Charter School shall pay to the District a transportation general fund encroachment fee for each Charter School pupil transported. The fee shall be computed by dividing the District's total transportation general fund encroachment in the preceding school year (defined as total general fund transportation expenses minus deficated pupil transportation funding) by the number of pupils transported, including Charter

School pupils transported, in that school year, which shall result in the per-pupil transportation fee.

K. Nutritional Services

Charter School shall participate in the District's universal meal program with respect to providing meal services to Charter School students. The Charter School shall complete all forms, as required by the District to ensure compliance with federal and state guidelines related to the universal meal program. The Charter School and the District will annually review procedures and bell schedules for meal service.

L. Educational Program

1. Subject to District oversight and compliance with its Charter and applicable state and federal law, including, without limitation, ESSA, IDEA, state law on the education of students with disabilities, and Section 504, Charter School is autonomous for the purposes of, among other things, deciding Charter School's educational program with the understanding that the educational program shall comply with the Charter.
2. Charter School's calendar shall be submitted annually on or before July 1 to the District for review and verification of compliance with instructional day and minutes requirements. Updates to the calendar shall be provided to the District within 10 days of any changes.
3. It is understood that Charter School shall meet or pursue the adequate applicable accountability provisions under state and federal law.

- M. Facilities. Charter School shall comply with Education Code Section 47610 by either utilizing facilities that are compliant with the Field Act or facilities that are compliant with the California Building Code. The facilities shall meet the requirements of the Americans with Disabilities Act and shall be approved by the local fire marshal for the use intended. Charter School agrees to test sprinkler systems, fire extinguishers, and fire alarms (as applicable) annually at its facilities to ensure that they are maintained in an operable condition at all times. Charter School shall conduct fire drills regularly and shall maintain records of such drills. Charter School must be located within the District's boundaries and may not establish an additional site or facility without seeking material revision of its Charter document from the District's Board.

Charter School shall take all steps necessary to ensure safe operation of its school site, including but not limited to ensuring the safety of students during drop-off and pick-up times; monitoring traffic around campus and taking all necessary steps to reduce congestion and ensure safety; and implementing practices and procedures to monitor entry into the site by third-party non-students and non-employees.

Whenever the Charter School is utilizing District facilities, Charter School understands and acknowledges that a separate facilities use agreement is required. If the parties have a facilities use agreement in place, that shall govern over any contrary provisions of this section.

- N. Renewal. The parties recognize that Charter School will be required to meet the requirements of law as a condition for renewal. If Charter School intends to apply for a renewal of its charter, it must submit its petition no later than October 1 prior to the end of its current term, unless parties mutually agree in writing to an alternate deadline. The petition must satisfy all legal criteria in order to be renewed.
- O. Response to Requests. Pursuant to Education Code section 47604.3, Charter School shall respond promptly to all reasonable written requests of the District. As a nonprofit public benefit corporation operating publicly funded charter schools, Charter School agrees that its records shall be open to public inspection pursuant to the terms of the California Public Records Act.
- P. Designees. Any notice, documentation, and/or information required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and personally delivered or either deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service or facsimile transmission, addressed as follows:
- If to the District:
Katherine Wright, Superintendent
River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571-1651
- If to Charter:
Matt Taylor, Superintendent
River Charter Schools
PO Box 303
Clarksburg, CA 95612
- Q. Legal Counsel. Charter School shall retain the right to use its own legal counsel and will be responsible for procuring such counsel and associated costs.
- R. Enrollment of Expelled Students. Neither Charter School nor the District shall be obligated to accept enrollment of any student who has been expelled from the other entity during the term of the expulsion except as may be required by federal or state law.
- S. Provision of Documents. With both parties understanding that some state, federal and county documents directed toward Charter School may be mailed to the District, the District agrees to pass on such documents and forms to Charter School in a timely manner, so it may complete its legal obligations. Charter School has full responsibility for the forms and documents it receives directly and those which it must access on the internet on its own.
- T. Non-Assignment. Neither party shall assign its rights, duties or privileges under this Agreement, nor shall either party attempt to confer any of its rights, duties or privileges under this Agreement on any third party, without the written consent of the other party. The replacement of Charter School with any

other nonprofit corporation or other operating body or governance structure shall be treated as a material revision of the Charter, subject to the review and approval of the District pursuant to applicable provisions of the Education Code.

- U. Severability. If any provision or any part of this Agreement is for any reason held to be invalid or unenforceable or contrary to public policy, law or statute and/or ordinance, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.
- V. Reimbursement of Mandated Costs. Charter School shall seek reimbursements of its mandated costs, if any, directly from the State.
- V. Jurisdiction. The parties agree that for all legal action the appropriate jurisdiction is the County of Sacramento, State of California.

This document represents the full and final agreement between Charter School and the District. Any modifications of this Agreement must be in writing and executed by the duly authorized representatives of both parties specifically indicating the intent of the parties to modify this Agreement under Section II(A)(2).

Name : _____
KATHERINE WRIGHT, SUPERINTENDENT
RIVER DELTA UNIFIED SCHOOL DISTRICT

Name: _____
MATT TAYLOR,
SUPERINTENDENT, DELTA
ELEMENTARY CHARTER SCHOOL

Date: _____

Date: _____

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 14

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to “Sunshine” the River Delta Unified School District Initial Negotiation Proposals to California School Employees’ Association (CSEA) Delta Chapter #319 for 2022-2023

BACKGROUND:

Under the California Educational Employment Relations Act (EERA) the District must participate in “Good Faith” bargaining with California School Employees’ Association (CSEA) Delta Chapter #319. The law states that District must present its proposals to the public and be “sunshined” by the Board before the bargaining process can begin.

STATUS:

The District and CSEA have entered into a MOU for 2022-23 which settles Salary and Health and Welfare Benefits for FY 2022-23. CSEA bargaining members voted on October 10, 2022 to approve MOU. Salary disclosure has been submitted to Sacramento County Office of Education (SCOE). SCOE approved the salary disclosure on 10/31/2022. The Board of Trustees approved the salary and Benefits for FY2022-2023 at its November 8, 2022 meeting.

The District proposes to discuss the following Articles:

Article 6: Hours and Overtime

PRESENTER:

Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

CSEA Chapter #319 members

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

That the Board “Sunshines” the River Delta Unified School District Negotiation Proposals with California School Employees’ Association (CSEA) Delta Chapter #319 for 2022-2023

Time allocated: 4 minutes

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 15

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve the Second and Final Reading of the Updated or New Board Policies, Administrative Regulations or Exhibits Due to New Legislation or Mandated Language and Citations Revisions as of September 2022 and BP 4119.11/4219.11/4319.11 – Sexual Harassment and Fraternization

BACKGROUND:

Changes in legislation and amendments to laws lead to necessary/mandated changes in District Board Policies, Administrative Regulations and Exhibits.

STATUS:

Attached are Board Policies, Administrative Regulations and Exhibits which have been affected by changes in law effective prior to September 2022 which were approved for first reading at the November 8, 2022 Board meeting.

These Board Policies, Administrative Regulations and Exhibits are being submitted for a second and final reading and approval.

PRESENTER:

Katherine Wright, Superintendent and Tammy Busch, Asst. Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Jennifer Gaston, Recorder

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board approves Request to Approve the Second and Final Reading of the Updated or New Board Policies, Administrative Regulations or Exhibits Due to New Legislation or Mandated Language and Citations Revisions as of September 2022 and BP 4119.11/4219.11/4319.11 – Sexual Harassment and Fraternization

Time allocated: 3 minutes

CSBA POLICY GUIDE SHEET September 2022

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 3515.3 – District Police/Security Department

Policy updated to clarify that a job description delineating the duties of district police or security officers is required to be approved by the Governing Board and reflect **NEW LAW (SB 906, 2022)** which requires district police and security officers, when notified by a school official of a threat or perceived threat that a student is preparing to commit a homicidal act related to school or school activity, to immediately conduct an investigation and assessment of the threat or perceived threat. Policy also updated to add characteristics for which discrimination by district police or security officers is prohibited, and expand the list of tactics district police or security officers are required to use to minimize the use of force.

Administrative Regulation 3515.3 – District Police/Security Department

Regulation updated to clarify that the district is required to provide each security officer with the latest course of training, as specified, and include the definition of “carotid restraint” and “choke hold”. Regulation also updated to amend the policy requirements that district police departments are required to maintain by (1) rearranging material to keep related content together, (2) adding that officers carry out duties in a manner that reflects cultural competency, (3) providing that there are procedures to prohibit an officer from training other officers for at least three years from the date that an abuse of force complaint against an officer is substantiated, and (4) reflecting **NEW LAW (AB 26, 2021)** which requires the policy maintained by district police departments to include that (a) officers report potential excessive force immediately, (b) an officer may not be retaliated against when reporting a suspected violation of law or regulation of another officer or supervisor, and (c) an officer who fails to intercede be disciplined up to and including in the same manner as the officer who used excessive force. Additionally, regulation updated to reflect **NEW LAW (AB 486, 2021)** which requires full-time district police officers, and public safety dispatchers as specified, to serve in a probationary status for not less than one year from the date of appointment to the full-time position in order to receive permanent classified service status.

Board Policy 4118 – Dismissal/Suspension/Disciplinary Action

Policy updated to reflect **NEW COURT DECISION** ([Kennedy v. Bremerton School District](#)), in which the U.S. Supreme Court held that the district’s decision not to rehire a high school coach who refused to follow district direction to refrain from offering prayers openly in the presence of students after football games, violated the employee’s free exercise and free speech rights. Policy also updated to include language formerly in AR that prohibits the disciplining of any employee for protecting a student who is exercising a free speech or press right.

Administrative Regulation 4118 - Dismissal/Suspension/Disciplinary Action

Regulation updated to move, from AR to BP, material which prohibits the disciplining of an employee for acting to protect a student’s right to free speech or press, and to make clarifying changes throughout.

Board Policy 4119.1/4219.1/4319.2 – Civil and Legal Rights

Policy updated to reflect **NEW COURT DECISION** ([Kennedy v. Bremerton School District](#)), in which the U.S. Supreme Court held that the district’s decision not to rehire a high school coach who refused to follow district direction to refrain from offering prayers openly in the presence of students after football games, violated the employee’s free exercise and free speech rights. Policy also updated to include types of retaliation prohibited when an employee is acting solely to protect a student engaged in conduct authorized by Education Code 48907 (freedom of speech and press) or 48950 (speech and other communication), and clarify that an employee is prohibited from using official authority status or influence to attempt to intimidate, threaten, coerce, or command another employee for the purpose of interfering with that employee’s right to disclose improper governmental activity.

Board Policy 4140/4240/4340 – Bargaining Units

Policy updated to reflect **NEW LAW (SB 270, 2021)** which allows a district 20 days to cure a violation of the district’s employee information disclosure obligation when the district is notified by an employee organization, and limits district opportunity to cure a violation that involves the provision of an inaccurate or incomplete list to three times in any 12-month period. Policy also updated to reflect **NEW LAW (SB 191, 2022)** which provides additional obligations for a district when an “inperson orientation” cannot be held by the district. Additionally, policy updated to include heading change from “Access to Employee Orientations” to “Access to New Employee Orientations, and to clarify language in this section and in “Formation of Bargaining Unit” section.

Administrative Regulation 4161.2/4261.2/4361.2 – Personal Leaves

Regulation updated to reflect **NEW LAW (SB 294, 2021)** which clarifies that leave of absence granted an employee to serve as an elected officer of an employee organization is in addition to other leaves to which the employee may be entitled by law or agreement and **NEW LAW (AB 1033, 2021)** which defines “parent” to include “parents-in-law.” Regulation also updated to change heading “Legal Duties” to “Leave to Perform Legal Duties” and to make clarifying changes throughout.

Administrative Regulation 4161.5/4261.5/4361.5 – Military Leave

Regulation updated to include explanatory notes for the “Pension Plan Service Credit” and “Employment Status” sections, clarify language throughout, and delete dated and unnecessary material.

Board Policy 4216 – Probationary/Permanent Status

Policy updated to reflect **NEW LAW (AB 486, 2021)** which requires full-time district police officers, and public safety dispatchers as specified, to serve in a probationary status for not less than one year from the date of appointment to the full-time position in order to receive permanent classified service status, and **NEW LAW (SB 874, 2022)** which extends to districts that have adopted the merit system the requirement that a permanent employee who accepts a promotion and fails to complete the probationary period for that promotional position be employed in the classification from which the employee was promoted.

Board Policy 4218 - Dismissal/Suspension/Disciplinary Action

Policy updated to reflect **NEW COURT DECISION (Kennedy v. Bremerton School District)**, in which the U.S. Supreme Court held that the district’s decision not to rehire a high school coach who refused to follow district direction to refrain from offering prayers openly in the presence of students after football games, violated the employee’s free exercise and free speech rights. Policy also updated to include language formerly in AR that prohibits the disciplining of any employee for protecting a student who is exercising a free speech or press right, and to clarify language within the “Procedures for Serious Disciplinary Proceedings” section.

Administrative Regulation 4218 - Dismissal/Suspension/Disciplinary Action

Regulation updated to move, from AR to BP, material which prohibits the disciplining of an employee for acting to protect a student’s right to free speech or press, and to make clarifying changes throughout.

Board Policy 4218.1 - Dismissal/Suspension/Disciplinary Action (Merit System)

Policy updated to reflect **NEW COURT DECISION (Kennedy v. Bremerton School District)**, in which the U.S. Supreme Court held that the district’s decision not to rehire a high school coach who refused to follow district direction to refrain from offering prayers openly in the presence of students after football games violated the employee’s free exercise and free speech rights. Policy also updated to reflect Education Code 48907 and 48950 that prohibit districts from disciplining any employee acting to protect a student who is exercising their free speech or press right.

Board Policy 6146.1 – High School Graduation Requirements

Policy updated to move to the beginning of the policy students’ obligation to complete statewide and Governing Board adopted graduation requirements unless exempted from local requirements, and include eligibility for students exempt from local requirements to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate. Policy also updated to reflect **NEW LAW (AB 101, 2021)** which (1) no longer authorizes a course in career technical education to serve as an alternative to the visual or performing arts or world language course requirement for high school

graduation, and (2) requires, beginning with the 2029-30 school year, a student to complete a one-semester course in ethnic studies, as specified, to graduate from high school. Additionally, policy updated to reflect **NEW LAW (AB 181, 2022)** which requires districts to (1) exempt eligible students with disabilities from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements and award such students a high school diploma, and (2) notify the parents/guardians of eligible students of such exemption, as specified. Policy also updated to delete material applicable only to the 2020-21 school year, and to incorporate material from the accompanying AR, as the AR is being deleted as otherwise unnecessary.

DELETE – Administrative Regulation 6146.1 – High School Graduation Requirements

Regulation deleted as unnecessary with key concepts incorporated into the BP.

Board Policy 6158 – Independent Study

Policy updated to reflect **NEW LAW (AB 181, 2022)** which (1) encourages districts to consider offering more than one independent study model for short- and long-term placements when adopting policy, (2) changes the threshold for when tiered reengagement strategies are required to be implemented, (3) adds that tiered reengagement strategies procedures include local programs intended to address chronic absenteeism, (4) includes that the requirement to develop a plan to transition students whose families wish to return to in-person instruction, as specified, applies to students who participate in independent study for at least 15 school days, (5) creates an exemption from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements for any student who is enrolled in classroom-based instruction and is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, (6) specifies that a signed written/learning agreement be obtained before the student begins independent study for students participating in independent study for 15 school days or more, and within ten school days of the first day of the student's enrollment for student participation of less than 15 school days, (for both traditional and course-based independent study), (7) adds that for students with disabilities the certificated employee designated as having responsibility for the special education programming of the student is required to sign the written/learning agreement, (for both traditional and course-based independent study), and (8) includes that a student with disabilities may participate in a course-based independent study program if the student's individualized education program specifically provides for such participation. Policy also updated to (1) move and expand material regarding the requirement for Governing Boards to hold a public hearing when setting policy, as specified, (2) emphasize that no student may be required to participate in independent study, (3) clarify that for course-based independent study procedures tiered reengagement strategies are not required to include notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, and (4) delete material applicable only to the 2021-22 school year.

Administrative Regulation 6158 – Independent Study

Regulation updated to reflect **NEW LAW (AB 181, 2022)** which (1) no longer includes individualized alternative education designed to teach the knowledge and skills of the core curriculum in the list of educational opportunities that may be provided through independent study, (2) includes that a student with disabilities may participate in independent study if the student's individualized education program specifically provides for such participation, (3) specifies that if a parent/guardian of a student with disabilities requests independent study because the student's health would be put at risk by in-person instruction, the student's individualized education program (IEP) team is required to make an individualized determination as to whether the student can receive a free appropriate public education (FAPE) in an independent study placement, (4) provides that a student's inability to work independently, need for adult support, or need for special education or related services does not preclude the IEP team from determining that the student can receive FAPE in an independent study placement, (5) clarifies that, until July 1, 2024, any student who receives services from a nonpublic, nonsectarian school through a virtual program may be permitted to participate in independent study if the student's IEP team determines that FAPE can be provided by means of the virtual program, as specified, and (6) creates an exception to the limitation on the percentage of students enrolled in a continuation high school or opportunity school or program who are eligible for apportionment credit for independent study for students participating in independent study due to an emergency, as specified. Regulation also updated to clarify that if a student transfers to another public school in California, a written

record of findings from any evaluation conducted because a student has failed to make satisfactory educational progress be forwarded to that school. Additionally, regulation updated to delete material pertaining to adult education and that which is applicable only to the 2021-22 school year.

Board Policy 6164.2 – Guidance/Counseling Services

Policy updated to expand the Governing Board’s philosophical statement to include student well-being, and reflect **NEW LAW (AB 2508, 2022)** which (1) urges districts to adopt a comprehensive educational counseling program and, for districts that provide such services, to implement a structured and coherent counseling program within a Multi-Tiered Systems of Support framework, (2) revises the definition of “educational counseling,” (3) amends the legislative intent of the responsibilities of school counselors, (4) requires educational counseling to include specified postsecondary services, and (5) revises the components that educational counseling is required and authorized to include. Policy also updated to reflect **NEW LAW (AB 643, 2021)** which encourages districts to host apprenticeship and/or career technical education fair events, such as college and career fairs and for districts that do hold such events to notify apprenticeship programs in their county, as specified. Additionally, policy updated to move material regarding early identification and intervention plans for students who may be at risk for violence.

Board Policy 6178 – Career Technical Education

Policy updated to move material regarding career technical education program components to be with related content, reflect **NEW LAW (AB 101, 2021)** which no longer authorizes a course in career technical education to serve as an alternative to the visual or performing arts or world language course requirement for high school graduation, and reflect **NEW LAW (AB 643, 2021)** which encourages districts to host apprenticeship and/or career technical education fair events, such as college and career fairs, and for districts that do hold such events to notify apprenticeship programs in their county, as specified.

Administrative Regulations 6178 – Career Technical Education

Regulation updated to reflect **NEW LAW (AB 1923, 2022)** which includes science, technology, engineering, and mathematics courses as required alternative courses that must be offered to students participating in partnership academies.

Board Policy 6200 – Adult Education

Policy updated to reflect **NEW LAW (AB 486, 2021)** which repeals the authorization for districts in sparsely populated areas to participate in the adult education program administered by the county office of education. Policy also updated to (1) expand the Board’s philosophical statement, (2) move material regarding the district’s participation in a consortium to be with newly added material of similar content, (3) include that the Board may authorize an adult education student pursuing a high school diploma or a high school equivalency certificate, upon recommendation of the student’s adult school or noncredit program of attendance, to attend a community college during any session or term as a special part-time student, and (4) provide that a district may, with the approval of the County Superintendent of Schools and the Superintendent of Public Instruction, contract with another district to provide adult education instruction if the district has an adult school or classes but is unable to maintain that school or class(es) because of an inability to secure a teacher(s) or because of a lack of facilities.

Administrative Regulation 6200 – Adult Education

Regulation updated to reorder material related to enrollment, clarify that the exception to the requirement for adult education classes to be located in a facility which is identified as being open to the general public is for programs for adults with disabilities, reflect **NEW LAW (AB 486, 2022)** which (1) changes the classes/courses which are authorized for apportionment purposes from the Adult Education Program funds, (2) includes that programs for immigrants may include immigrant integration, (3) repeals that a course taken through independent study be required to meet state or local high school graduation requirements, and (4) repeals the authorization for materials purchased from the incidental expense account to be sold to adult school students for use in their classes. Regulation also updated to clarify that programs offering pre-apprenticeship training activities be conducted in coordination with apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area, provide that approval for courses be submitted to the California Department of Education regularly, emphasize that no student may be required to participate in independent study, delete material regarding continued engagement in K-12

independent study as not being applicable to this AR, include that fees may be required for enrollment in adult education class(es) before listing the exceptions, and amend language to be more closely aligned with law.

Board Policy 7110 – Facilities Master Plan

Policy updated to recognize the importance of teacher housing needs, and reflect **NEW LAW (AB 306, 2021)** which adds the definition of “residential housing” as it applies to district facilities, excludes from the definition of “school building” any building used or intended to be used by a district as “residential housing,” and specifies that the Department of General Services is not required to approve residential housing for earthquake safety and access by persons with disabilities.

Board Policy 7150 – Site Selection and Development

Policy updated to add material regarding the Governing Board’s obligations when evaluating property prior to acquiring a new school or an addition to an existing school site, and reflect **NEW LAW (AB 819, 2021)** which requires the district to post specified environmental review documents.

Administrative Regulation 7150 – Site Selection and Development

Regulation updated to specify that the request for information to evaluate the safety of a proposed site be in writing, and reflect **NEW LAW (AB 819, 2021)** which requires the district to post specified environmental review documents.

Board Bylaw 9100 – Organization

Bylaw updated to reflect **NEW LAW (AB 486, 2021)** which changes the date requirements for districts to hold their annual organizational meeting.

MINOR REVISION:

Board Policy 4030 – Nondiscrimination in Employment

Policy updated to make a minor revision by adding a note which reflects **NEW COURT DECISION (Kennedy v. Bremerton School District)**, in which the U.S. Supreme Court held that the district’s decision not to rehire a high school coach who refused to follow district direction to refrain from offering prayers openly in the presence of students after football games, violated the employee’s free exercise and free speech rights.

CSBA POLICY GUIDE SHEET
October 2022

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 6146.1 – High School Graduation Requirements

Policy updated to reflect **NEW LAW (AB 185, 2022)** which restores the option to authorize the completion of a course in career technical education in lieu of the visual or performing arts or world language course requirement for high school, which authority was deleted by prior legislation.

MINOR REVISION:

Board Policy 6178 – Career Technical Education

Policy updated to make a minor revision to the note to reflect **NEW LAW (AB 185, 2022)** which restores the option to authorize the completion of a course in career technical education in lieu of the visual or performing arts or world language course requirement for high school, which authority was deleted by prior legislation.

Policy 4118: Dismissal/Suspension/Disciplinary Action

Status: ADOPTED

Original Adopted Date: 07/01/2000 | **Last Revised Date:** ~~12/09/01/2014~~2022 | **Last Reviewed Date:** ~~12/09/01/2014~~2022

CSBA NOTE: The following optional policy and accompanying administrative regulation are subject to collective bargaining and may be deleted or revised by any district whose agreement covers certificated employee suspension and discipline. Pursuant to Government Code 3543.2, the district and the bargaining unit representing certificated employees must, upon request of either party, negotiate causes and procedures for disciplinary action, other than dismissal and suspension beyond 15 days.

For information about dismissal of substitute or temporary employees, see BP 4121 - Temporary/Substitute Personnel.

The Governing Board expects all employees to perform their jobs satisfactorily, exhibit professional and appropriate conduct, and serve as positive role models both at school and in the community. A certificated employee may be disciplined for conduct or performance in accordance with law, the applicable collective bargaining agreement, Board policy, and administrative regulation.

CSBA NOTE: When disciplining an employee, the district must ensure that all the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. In *Kennedy v. Bremerton School District*, the U.S. Supreme Court held that the district violated the employee's protected free exercise and free speech rights when the district did not rehire the employee, a coach, for refusing to follow the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding that the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were offered as a private citizen rather than as a district employee. According to the Court, since the prayer, a religious activity, occurred during a period when employees would ordinarily be free to engage in personal secular activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's concerns about a possible Establishment Clause violation did not justify restricting the employee's free exercise and free speech rights to engage in a personal religious activity such as offering a prayer. Employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and districts are advised to consult CSBA District and County Office of Education Legal Services or the district's legal counsel, accordingly.

Disciplinary action shall be based on the particular facts and circumstances involved and the severity of the conduct or performance. An employee's private exercise of personal beliefs and activities, including religious, political, cultural, social, or other beliefs or activities, or lack thereof, shall not be grounds for disciplinary action against the employee, provided that the beliefs or activities do not involve coercion of students or any other violation of law, Board policy, or administrative regulation.

In addition, an employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student engaged in exercising any free speech or press right authorized by, or for refusing to infringe upon a student's conduct protected pursuant to, Education Code 48907 or 48950.

Disciplinary actions may include, but are not limited to, verbal warnings, written warnings, reassignment, suspension, freezing or reduction of wages, compulsory leave, or dismissal.

The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

Suspension/Dismissal Procedures

CSBA NOTE: Education Code 44932 and 44933 specify the causes for which a certificated employee may be suspended without pay or dismissed; see the accompanying administrative regulation.

The Superintendent shall notify the Board whenever ~~he/she believes that~~ there is cause to suspend or dismiss an employee pursuant to Education Code 44932 or 44933.

When the Board finds that there is cause to suspend or dismiss an employee pursuant to Education Code 44932 or 44933, it may formulate a written statement of charges specifying instances of behavior and the acts or omissions constituting the charge, the statutes and rules that the employee is alleged to have violated when applicable, and the facts relevant to each charge. The Board shall also review any duly signed and verified written statement of charges filed by any other person.- (Education Code 44934, 44934.1)

CSBA NOTE: Pursuant to Education Code 44934 and 44934.1, upon the formulation or receipt of a written statement of charges, the Governing Board may notify the employee of the Board's intent to suspend or dismiss ~~him/her. Education Code 44934.1, as added by AB 215 (Ch. 55, Statutes of 2014), requires a similar notice for charges of egregious misconduct.~~ the employee.

Based on the written statement of charges, the Board may, upon majority vote, give notice to the employee of ~~its~~ the Board's intention to suspend or dismiss ~~him/her~~ the employee at the expiration of 30 days from the date the notice is served.- (Education Code 44934, 44934.1)

CSBA NOTE: Prior to serving the notice of suspension or dismissal, Education Code 44938 requires that, when the charge involves unsatisfactory performance or unprofessional conduct, the employee must be given time to correct the performance or conduct as provided in the following two paragraphs. According to *Crowl v. Commission on Professional Competence*, when the employee fully remediates the misconduct specified in the written notice, no disciplinary action may be taken. The *Crowl* decision did not address what could be done when the misconduct specified in the notice reoccurs. Because the lack of further misconduct may not necessarily be equal to full remediation, appropriate disciplinary action should be determined on a case-by-case basis in consultation with legal counsel and the collective bargaining agreement.

Prior to serving a suspension or dismissal notice that includes a charge of unsatisfactory performance, the district shall give the employee written notice of the unsatisfactory performance that specifies the nature of the unsatisfactory performance with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct ~~his/her~~ the faults and overcome the grounds for any unsatisfactory performance charges and, if applicable, that includes the evaluation made pursuant to Education Code 44660-44665.- The written notice of the unsatisfactory performance shall be provided at least 90 days prior to the filing of the suspension or dismissal notice or prior to the last one-fourth of the school days in the year.- (Education Code 44938)

Prior to serving a suspension or dismissal notice that includes a charge of unprofessional conduct, the district shall give the employee written notice that describes the nature of the unprofessional conduct with such specific instances of behavior and with such particularity as to furnish the employee an opportunity to correct ~~his/her~~ the faults and overcome the grounds for any unprofessional conduct charges and, if applicable, that includes the evaluation made pursuant to Education Code 44660-44665. The written notice of the unprofessional conduct shall be provided at least 45 days prior to the filing of the suspension or dismissal notice.- (Education Code 44938)

CSBA NOTE: Education Code 44936, ~~as amended by AB 215 (Ch. 55, Statutes of 2014)~~, allows a suspension or dismissal notice to be given at any time of year, except when the charge is unsatisfactory performance in which case the notice must be given during the instructional year. ~~As amended,~~ Education Code 44936 also requires any written notice given during the instructional year to be served personally or by mail, whereas notices outside of the instructional year must be served personally upon the employee.

Except for notices that only include charges of unsatisfactory performance, the written suspension or dismissal notice may be served at any time of year. Such notice shall be served upon the employee personally if given outside of the instructional year or, if given during the instructional year, may be served personally or by registered mail to the employee's last known address. Notices with a charge of unsatisfactory performance shall be given only during the instructional year of the school site where the employee is physically employed; and may be served personally or by registered mail to the employee's last known address. (Education Code 44936)

If an employee has been served notice and demands a hearing pursuant to Government Code 11505 and 11506, the Board shall either rescind its action or schedule a hearing on the matter. (Education Code 44941, 44941.1, 44943, 44944)

CSBA NOTE: Pursuant to Education Code 44939, 44939.1, and 44940, the Board may immediately suspend an employee from ~~his/her~~ performing assigned duties pending suspension or dismissal proceedings for specified causes.

Pursuant to Education Code 44939, ~~as amended by AB 215 (Ch. 55, Statutes of 2014)~~, an employee who is immediately suspended for a charge other than egregious misconduct may, within 30 days of receiving the suspension notice, serve the Board and file a motion with the Office of Administrative Hearings to seek reversal of the suspension. The review will be limited to whether the facts as alleged in the statement of charges would be a sufficient basis for immediate suspension. A hearing will be held no later than 30 days after the motion is filed, and the administrative law judge will issue a decision no later than 15 days after the hearing. During the review of the motion or while dismissal charges are pending, the Board retains the authority to determine the physical placement and assignment of the employee.

Pending suspension or dismissal proceedings for an employee who is charged with egregious misconduct, immoral conduct, conviction of a felony or of any crime involving moral turpitude, incompetency due to mental disability, or willful refusal to perform regular assignments without reasonable cause as prescribed by district rules and regulations, the Board may, if it deems it necessary, immediately suspend the employee from ~~his/her~~ assigned duties. If the employee files a motion with the Office of Administrative Hearings for immediate reversal of the suspension based on a cause other than egregious misconduct, the Board may file a written response before or at the time of the hearing. (Education Code 44939, 44939.1, 44940)

CSBA NOTE: If an employee has requested a hearing upon receiving notice of suspension or dismissal, the hearing will be conducted by the Commission on Professional Competence or an administrative law judge pursuant to Education Code 44944 or 44944.1; see the accompanying administrative regulation. The hearing before the Commission on Professional Competence must begin within six months of the employee's request for the hearing, unless extended due to extraordinary circumstances. The Commission on Professional Competence consists of an administrative law judge of the Office of Administrative Hearings, a member appointed by the Board, and a member appointed by the employee.

When a suspension or dismissal hearing is to be conducted by a Commission on Professional Competence, the Board shall, no later than 45 days before the date set for the hearing, select one person with a currently valid credential to serve on the Commission. The appointee shall not be an employee of

the district and shall have at least three years' experience within the past 10 years at the same grade span or assignment as the employee, as defined in Education Code 44944.- (Education Code 44944)

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 44008	Effect of termination of probation
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44425	Conviction of a sex or narcotic offense
Ed. Code 44660-44665	Evaluation and assessment of performance of certificated employees
Ed. Code 44830.1	Criminal record summary certificated employees
Ed. Code 44929.21	Notice of reelection decision; districts with 250 ADA or more
Ed. Code 44929.23	Districts with less than 250 ADA
Ed. Code 44930-44988	Resignations, dismissals and leaves of absence
Ed. Code 45055	Drawing of warrants for teachers
Ed. Code 48907	Exercise of free expression; time, place and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 51530	Advocacy or teaching of communism
Gov. Code 1028	Advocacy of communism
Gov. Code 11505-11506	Hearing
Gov. Code 3543.2	Scope of representation
H&S Code 11054	Schedule I; substances included
H&S Code 11055	Schedule II; substances included
H&S Code 11056	Schedule III; substances included
H&S Code 11357-11361	Marijuana
H&S Code 11363	Peyote
H&S Code 11364	Opium

H&S Code 11370.1	Possession of controlled substances with a firearm
Pen. Code 11165.2-11165.6	Child abuse or neglect; definitions
Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 187	Murder
Pen. Code 291	School employees arrest for sex offense
Pen. Code 667.5	Prior prison terms; enhancement of prison terms

[California Constitution Article 1, Section 1](#)

Federal Law

[U.S. Constitution First Amendment](#)

Management Resources

Commission on Teacher Credentialing Publication

Court Decision

Court Decision

Court Decision

Website

Website

Website

Website

Website

Inalienable rights

Description

[Free exercise, free speech, and establishment clauses](#)

Description

California's Laws and Rules Pertaining to the Discipline of Professional Certificated Personnel, 2007

[Kennedy v. Bremerton School District \(2022\) 142 S.Ct. 2407](#)

Crowl v. Commission on Professional Competence, (1990) 225 Cal. App. 3d 334

Morrison v. State Board of Education (1969) 1 Cal.3d 214

Commission on Teacher Credentialing

CSBA

[Department of General Services, About Teacher Dismissal Case Type \(https://www.dgs.ca.gov/OAH/Case-Types/General-Jurisdiction/About/Page-Content/About-Teacher-Dismissal\)](#)

[Office of Administrative Hearings \(https://www.dgs.ca.gov/OAH\)](#)

[Office of the Attorney General \(https://oag.ca.gov/\)](#)

Cross References

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District-Sponsored Social Media

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Complaints Concerning District Employees

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Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

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4119.12-E PDF(1)	Title IX Sexual Harassment Complaint Procedures
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4361	Leaves
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Regulation 4118: Dismissal/Suspension/Disciplinary Action

Status: ADOPTED

Original Adopted Date: 07/01/2000 | **Last Revised Date:** ~~12/09/01/2014~~2022 | **Last Reviewed Date:** ~~12/09/01/2014~~2022

CSBA NOTE: The following optional administrative regulation should be revised to reflect provisions applicable to the size of the district as well as any related provisions of collective bargaining agreements.

Pursuant to Government Code 3543.2, the district and certificated employee bargaining unit must, upon request of either party, negotiate causes and procedures for disciplinary action, other than dismissal and suspension beyond 15 days. If the Governing Board has adopted a collective bargaining agreement which includes such procedures, then, pursuant to Education Code 44932, the authorization to suspend an employee for up to 15 days pursuant to the procedures specified in Education Code 44933, 44934, 44934.1, 44935, 44936, 44937, 44943, and 44944 would not apply. The suspension procedures specified in Education Code 44934 and 44939, ~~as amended by AB 215 (Ch. 55, Statutes of 2014)~~, are explicitly for use only by districts that do not have a collective bargaining agreement.

Because Education Code provisions pertaining to employee suspension and dismissal are complex, districts are advised to consult with legal counsel before instituting such proceedings.

Causes for Suspension or Dismissal

CSBA NOTE: Education Code 44932 lists causes for which a certificated employee may be suspended without pay or dismissed. ~~AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44932 to add egregious misconduct, as defined, as a cause for dismissal and to delete membership in the Communist party.~~

The causes listed in Education Code 44932 have been found to be so broad as to be sometimes difficult to apply. However, the California Supreme Court (in Morrison v. State Board of Education), has articulated a seven-part test to determine fitness to teach, including (1) likelihood of recurrence of the questioned conduct or performance, (2) extenuating or aggravating circumstances, (3) effect of notoriety and publicity, (4) impairment of teacher-student relationships, (5) disruption of the education process, (6) motive, and (7) proximity or remoteness in time of conduct or performance. The conduct or performance that gives rise to the need to suspend or dismiss need not occur on or involve district property.

A certificated employee with permanent status may be suspended without pay or dismissed only for one or more of the following causes: (Education Code 44932)

1. Immoral conduct including, but not limited to, egregious misconduct that is the basis for a sex offense or controlled substance offense described in Education Code 44010 or 44011 or child abuse and neglect as described in Penal Code 11165.2-11165.6
2. Unprofessional conduct
3. Commission, aiding, or advocating the commission of acts of criminal syndicalism
4. Dishonesty
5. Unsatisfactory performance

6. Evident unfitness for service
7. Physical or mental condition unfitting the employee to instruct or associate with children
8. Persistent violation of or refusal to obey the school laws or reasonable regulations of the state or district
9. Conviction of a felony or of any crime involving moral turpitude
10. Violation of Education Code 51530 or Government Code 1028 (~~prohibiting the advocacy or teaching~~ of communism)
11. Alcoholism or other drug abuse that makes the employee unfit to instruct or associate with children

An employee may be suspended or dismissed on grounds of unprofessional conduct consisting of acts or omissions not listed above if the charge specifies instances of behavior deemed to constitute unprofessional conduct. (~~Education Code 44933~~)

~~An employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student, or for refusing to infringe on a student's protected conduct, when that student is exercising his/her free speech or press rights pursuant to Education Code 48907 or 48950. (Education Code 48907, 48950)~~ (Education Code 44933)

Suspension/Dismissal of Permanent Employees

CSBA NOTE: Procedures for the suspension or dismissal of permanent employees are addressed in Education Code 44932-44947. ~~Some of these procedures were amended by AB 215 (Ch. 55, Statutes of 2014), including the establishment of an alternative procedure for charges related solely to egregious misconduct.~~

See the accompanying Board policy for information about Board responsibilities related to reviewing the statement of charges, providing notice to the employee of the Board's intent to suspend or dismiss ~~him/her~~ the employee, and, when applicable, appointing a member of the Commission on Professional Competence that will conduct a hearing on the matter.

When a permanent certificated employee is charged with one or more of the offenses specified in the section "Causes for Suspension or Dismissal" above, the following procedures shall apply:

1. The person preparing a written statement of charges that there is cause to suspend or dismiss an employee shall submit the signed statement to the Governing Board, or a written statement of charges shall be formulated by the Board that cause to suspend or dismiss the permanent employee exists (Education Code 44934, 44934.1)
2. ~~Upon~~ The employee, upon receiving notice of the Board's intent to suspend or dismiss ~~him/her, the employee,~~ may request a hearing on the matter. The hearing shall be conducted by the Commission on Professional Competence, except that any case involving only egregious misconduct shall be heard instead by an administrative law judge and, in any other case, the hearing may be conducted by an administrative law judge when both the district and the employee so stipulate. (Education Code 44943, 44944, 44944.05, 44944.1, 44944.3)
3. Except when ~~an~~ the employee is charged solely with egregious misconduct, the district may amend the charges less than 90 days before the hearing only upon showing of good cause and upon approval of the administrative law judge. (Education Code 44934)
4. The employee shall be suspended or dismissed when the Commission on Professional Competence or administrative law judge has issued its decision supporting suspension or dismissal

or, if the employee did not request a hearing, at the expiration of 30 days after service of the notice of intent to suspend or dismiss. (Education Code 44941, 44943, 44944)

The Superintendent or designee shall notify the Commission on Teacher Credentialing when the employment status of a certificated employee has been changed as a result of alleged misconduct or while an allegation of misconduct is pending. (Education Code 44030.5, 44242.5, 44940; 5 CCR 80303)

Suspension/Dismissal of Probationary Employees

CSBA NOTE: With proper notice, the district may choose not to rehire probationary employees for the following year without giving a statement of reasons; see ~~AR 4117.6 - Decision Not to Rehire~~ BP 4116 - Probationary/Permanent Status. However, during the school year, probationary employees may only be suspended without pay or dismissed for cause and in accordance with the applicable procedures specified in law.

The district may choose not to rehire probationary employees for the following school year without giving a statement of reasons ~~provided that it is done in accordance with AR 4117.6 - Decision Not to Rehire and, if~~ proper notice is provided by March 15. (Education Code 44929.21, 44929.23)

CSBA NOTE: Districts with average daily attendance (ADA) of 250 or more may dismiss probationary employees during the school year in accordance with the procedures contained in Education Code 44948.3, in which case the decision whether to dismiss an employee rests with the Board rather than the Commission on Professional Competence (Option 1 below).

Districts with less than 250 ADA should select the appropriate option below depending on how the district grants permanent status to certificated employees in accordance with BP/AR 4116 - Permanent/Probationary Status. Districts with less than 250 ADA that have not adopted a collective bargaining agreement may elect to use the procedures in Education Code 44934 and 44934.1 for dismissal of probationary employees (Option 2 below), as reflected in the section "Suspension/Dismissal of Permanent Employees" above. Alternatively, Education Code 44948.2 authorizes districts with less than 250 ADA to elect to dismiss probationary employees during the school year pursuant to Education Code 44948.3 (Option 1 below). When districts with less than 250 ADA decide to use the procedures in Education Code 44948.3, their employees will become permanent employees if they are not served with a notice of non-reelection before March 15 of their second year. Since Education Code 44948.3 applies only to dismissal of probationary employees in districts with 250 ADA or more or to districts of less than 250 ADA that elect to use Education Code 44948.3, it is not appropriate for use by districts that either grant permanent status after three consecutive years or that reelect employees from year to year without granting permanent status.

(Districts with ADA of 250 or more, or districts with less than 250 ADA that have elected to use the dismissal procedures in Education Code 44948.3)

During the school year, ~~a probationary employees~~ employee who is in their the first or second year of service may be dismissed only for one or more of the causes listed in ~~items~~ Items #1-11 in the section "Causes for Suspension or Dismissal" above or for unsatisfactory performance determined pursuant to Education Code 44660-44665. (Education Code 44948.2, 44948.3)

Whenever a first- or second-year probationary employee is so charged, the following procedures shall apply for dismissing the employee during the school year: (Education Code 44948.3)

1. The Superintendent or designee shall give 30 days' prior written notice of dismissal, not later than March 15 in the case of second-year probationary employees. The notice shall include a statement of the reasons for the dismissal, notice of the opportunity to appeal, and, if the cause is unsatisfactory performance, a copy of the evaluation conducted pursuant to Education Code 44664.

CSBA NOTE: Pursuant to Education Code 44948.3, the probationary employee may request a hearing as provided below. ~~His/her~~**The employee's** failure to request a hearing within 15 days from receipt of the dismissal notice constitutes a waiver of the right to a hearing.

2. Upon receipt of the notice of dismissal, the employee may be dismissed if no request for a hearing is submitted to the Board within 15 days.

CSBA NOTE: Education Code 44948.3 authorizes the district to establish procedures for the appointment of an administrative law judge to conduct the hearing and submit ~~his/her~~**a** recommended decision to the Board. Item #3 may be revised to reflect any such procedures established by the district.

3. If a hearing is requested, the district may arrange for the appointment of an administrative law judge to conduct the hearing and to recommend a decision to the Board.

A probationary employee may be suspended without pay for a specified period of time as an alternative to dismissal. (Education Code 44948.3)

Compulsory Leave of Absence

CSBA NOTE: Whenever a certificated employee is charged with a "mandatory leave of absence offense" as defined in Education Code 44940, the district is required to place ~~him/her~~**the employee** on a compulsory leave of absence. Penal Code 291 requires law enforcement, including the local police, sheriff, or California Highway Patrol, to telephone the Superintendent when a school employee has been arrested for a sex offense and provide written notice to the County Superintendent of Schools and the Commission on Teacher Credentialing (CTC).

~~AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44940 to add murder or attempted murder to the list of mandatory leave of absence offenses (item #2 below) and to delete exceptions regarding controlled substances (item #3 below).~~

Pursuant to Education Code 44009 and 44425, ~~the~~ CTC will revoke the credential of an individual who has been convicted of a mandatory leave of absence offense.

Upon being informed by law enforcement that a certificated employee has been charged with a "mandatory leave of absence offense," the Superintendent or designee shall immediately place the employee on a leave of absence. A mandatory leave of absence offense includes: (Education Code 44830.1, 44940)

1. Any sex offense as defined in Education Code 44010
2. Violation or attempted violation of Penal Code 187 (~~prohibiting~~ murder)
3. Any offense involving the unlawful sale, use, or exchange to minors of controlled substances as listed in Health and Safety Code 11054, 11055, and 11056

CSBA NOTE: Education Code 44940 permits the Board to require compulsory ~~leave~~ leave for certain "optional leave of absence offenses" as defined below. ~~AB 215 (Ch. 55, Statutes of 2014) amended Education Code 44940 to move violations or attempted violations of Penal Code 187 from the list of optional leave of absence offenses to the list of mandatory leave of absence offenses.~~

The following optional paragraph should be revised to reflect offenses which the Board has determined will require a compulsory leave of absence.

The Superintendent or designee may place on an immediate compulsory leave of absence a certificated employee who is charged with an "optional leave of absence offense," defined as a controlled substance offense specified in Education Code 44011 and Health and Safety Code 11357-11361, 11363, 11364, and 11370.1, except as it relates to marijuana, mescaline, peyote, or tetrahydrocannabinols. (Education Code 44940)

If an employee is charged with an offense that falls into both the mandatory and optional leave of absence definitions, the offense shall be treated as a mandatory leave of absence offense. (Education Code 44940)

An employee's compulsory leave for a mandatory or optional leave of absence offense may extend for not more than 10 days after the entry of judgment in the criminal proceedings. However, the compulsory leave may be extended if the Board gives notice, within 10 days after the entry of judgment in the proceedings, that the employee will be dismissed within 30 days from the date of service of the notice unless ~~he/she demands~~ a hearing is demanded. (Education Code 44940, 44940.5)

CSBA NOTE: Pursuant to Education Code 44940.5, while on compulsory leave, the ~~employee may receive his/her~~ employee's salary may be paid if ~~he/she~~ the employee provides a suitable bond or other acceptable security as a guarantee that ~~he/she will repay~~ the leave-period salary will be repaid if the employee is convicted of the charges or if ~~he/she~~ fails to return to district service. If the employee is acquitted or the charges are dismissed, the district must reimburse ~~him/her~~ the employee for the cost of the bond upon return to service in the district. If an employee who does not furnish a bond or other security is acquitted or the charges are dismissed, the district must pay ~~his/her~~ the employee's salary for the time spent on leave upon return to service.

Education Code 44940.5 specifies that, if the charges against an employee are dismissed as a result of the employee's successful completion of a drug diversion program and the employee returns to service, the employee may elect to receive payment for ~~his/her~~ any accrued leave and differential pay for the length of the employee's leave of absence.

During the period of compulsory leave, the employee shall be compensated in accordance with Education Code 44940.5.

Upon receipt of telephone or electronic notification from the Department of Justice that a current temporary, substitute, or probationary employee serving before March 15 of ~~his/her~~ the second probationary year has been convicted of a violent or serious felony, the Superintendent or designee shall immediately place the employee on leave without pay. Upon receipt of electronic notification of the conviction from the Department of Justice, such employee shall be automatically terminated and without regard to any other termination procedure. (Education Code 44830.1)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status, alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 44008	Effect of termination of probation
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44425	Conviction of a sex or narcotic offense
Ed. Code 44660-44665	Evaluation and assessment of performance of certificated employees
Ed. Code 44830.1	Criminal record summary certificated employees
Ed. Code 44929.21	Notice of reelection decision; districts with 250 ADA or more
Ed. Code 44929.23	Districts with less than 250 ADA
Ed. Code 44930-44988	Resignations, dismissals and leaves of absence
Ed. Code 45055	Drawing of warrants for teachers
Ed. Code 48907	Exercise of free expression; time, place and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 51530	Advocacy or teaching of communism
Gov. Code 1028	Advocacy of communism
Gov. Code 11505-11506	Hearing
Gov. Code 3543.2	Scope of representation
H&S Code 11054	Schedule I; substances included
H&S Code 11055	Schedule II; substances included
H&S Code 11056	Schedule III; substances included
H&S Code 11357-11361	Marijuana
H&S Code 11363	Peyote
H&S Code 11364	Opium
H&S Code 11370.1	Possession of controlled substances with a firearm
Pen. Code 11165.2-11165.6	Child abuse or neglect; definitions

Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 187	Murder
Pen. Code 291	School employees arrest for sex offense
Pen. Code 667.5	Prior prison terms, enhancement of prison terms
Management Resources	Description
Commission on Teacher Credentialing Publication	California's Laws and Rules Pertaining to the Discipline of Professional Certificated Personnel, 2007
Court Decision	Crowl v. Commission on Professional Competence, (1990) 225 Cal. App. 3d 334
Court Decision	Morrison v. State Board of Education (1969) 1 Cal.3d 214
Website	Commission on Teacher Credentialing
Website	CSBA

Cross References

Code	Description
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
3230	Federal Grant Funds
3230	Federal Grant Funds
3512	Equipment
3512-E(1)	Equipment
3512-E PDF(1)	Equipment
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.21	Unmanned Aircraft Systems (Drones)
3516.2	Bomb Threats
4000	Concepts And Roles
4020	Drug And Alcohol-Free Workplace

4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E PDF(1)	Employee Use Of Technology
4112	Appointment And Conditions Of Employment
4112.1	Contracts
4112.4	Health Examinations
4112.42	Drug And Alcohol Testing For School Bus Drivers
4112.42	Drug And Alcohol Testing For School Bus Drivers
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.5-E PDF(1)	Criminal Record Check
4112.6	Personnel Files
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4112.9-E PDF(1)	Employee Notifications
4113.5	Working Remotely
4114	Transfers
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4117.7	Employment Status Reports
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4119.12-E PDF(1)	Title IX Sexual Harassment Complaint Procedures
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.21-E PDF(1)	Professional Standards
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees

4127	Temporary Athletic Team Coaches
4127	Temporary Athletic Team Coaches
4131.1	Teacher Support And Guidance
4131.1	Teacher Support And Guidance
4136	Nonschool Employment
4141	Collective Bargaining Agreement
4141.6	Concerted Action/Work Stoppage
4141.6	Concerted Action/Work Stoppage
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4157	Employee Safety
4157	Employee Safety
4158	Employee Security
4158	Employee Security
4159	Employee Assistance Programs
4161	Leaves
4161	Leaves
4212.4	Health Examinations
4212.42	Drug And Alcohol Testing For School Bus Drivers
4212.42	Drug And Alcohol Testing For School Bus Drivers
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.5-E PDF(1)	Criminal Record Check
4212.6	Personnel Files
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4212.9-E PDF(1)	Employee Notifications
4213.5	Working Remotely
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures
4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.12-E PDF(1)	Title IX Sexual Harassment Complaint Procedures
4219.21	Professional Standards

4219.21-E(1)	Professional Standards
4219.21-E PDF(1)	Professional Standards
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4227	Temporary Athletic Team Coaches
4227	Temporary Athletic Team Coaches
4236	Nonschool Employment
4241	Collective Bargaining Agreement
4241.6	Concerted Action/Work Stoppage
4241.6	Concerted Action/Work Stoppage
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits
4257	Employee Safety
4257	Employee Safety
4258	Employee Security
4258	Employee Security
4259	Employee Assistance Programs
4261	Leaves
4261	Leaves
4312.4	Health Examinations
4312.42	Drug And Alcohol Testing For School Bus Drivers
4312.42	Drug And Alcohol Testing For School Bus Drivers
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.5-E PDF(1)	Criminal Record Check
4312.6	Personnel Files
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4312.9-E PDF(1)	Employee Notifications
4313.5	Working Remotely
4317.7	Employment Status Reports
4319.1	Civil And Legal Rights
4319.11	Sexual Harassment

4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.12-E PDF(1)	Title IX Sexual Harassment Complaint Procedures
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.21-E PDF(1)	Professional Standards
4319.22	Dress And Grooming
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4327	Temporary Athletic Team Coaches
4327	Temporary Athletic Team Coaches
4336	Nonschool Employment
4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
4357	Employee Safety
4357	Employee Safety
4358	Employee Security
4358	Employee Security
4359	Employee Assistance Programs
4361	Leaves
4361	Leaves
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.7	Sexual Harassment
5145.7	Sexual Harassment
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E PDF(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6145.2	Athletic Competition

6145.2	Athletic Competition
6162.54	Test Integrity/Test Preparation
9000	Role Of The Board
9321	Closed Session
9321-E PDF(1)	Closed Session
9321-E PDF(2)	Closed Session

Policy 4119.1/4219.1/4319.1: Civil And Legal Rights

Status: ADOPTED

Original Adopted Date: 03/01/2004 | **Last Revised Date:** ~~07/09/01/2012~~2022 | **Last Reviewed Date:**
~~07/09/01/2012~~2022

CSBA NOTE: The following policy is optional and may be revised to reflect district practice. Though employees have the same constitutional and statutory rights as other citizens, there are situations in which the district may limit some of those rights. In *Johnson v. Poway Unified School District*, the federal court of appeals ~~ruled~~found that a district's action controlling the speech of its employee when the employee posted two large banners that contained text which when taken out of context promoted a religious viewpoint did not violate the employee's First Amendment ~~rights~~right when the speech occurred at work in the employee's role as a teacher.

The Governing Board believes that the personal life of an employee is not an appropriate concern of the district, except as it may directly relate to the employee's performance of his/her duties.

An employee's personal beliefs and activities, including religious, political, cultural, social, or other beliefs ~~or activities, or lack thereof, shall not be grounds for disciplinary action against the employee, provided that the beliefs or activities do not violate law, Board policy, or administrative regulation~~performance of the employee's duties.

CSBA NOTE: When disciplining an employee, the district must ensure that all the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. In *Kennedy v. Bremerton School District*, the U.S. Supreme Court held that the district violated the employee's protected free exercise and free speech rights when the district did not rehire the employee, a coach, for refusing to follow the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding that the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were offered as a private citizen rather than as a district employee. The Court held that since the prayer occurred during a break, a period when employees would ordinarily be free to engage in personal activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's concerns about a possible Establishment Clause violation did not justify restricting the employee's free exercise and free speech rights to offer a private, personal prayer. Employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and districts are advised to consult CSBA District and County Office of Education Legal Services or the district's legal counsel, accordingly.

District employees may engage in private, personal activities, including the exercise of their religious, political, cultural, social or other beliefs or activities, during personal time including when employees are not on duty or engaged in the supervision or instruction of students.

CSBA NOTE: The following optional paragraph provides for ~~district employees'~~the right to privacy of district employees pursuant to Article 1, Section 1 of the California Constitution. In addition, Education Code 49091.24 allows teachers the right to refuse to submit to district surveys or evaluations concerning certain personal beliefs as stated below. ~~Specific limits regarding applicability of privacy rights of employees require complex analysis of law, so district legal counsel should be consulted when such questions arise.~~

The district shall make no inquiry concerning the personal values, attitudes, and beliefs of district employees or their sexual orientation or political or religious affiliations, beliefs, or opinions except when authorized by law. In addition, no district employee shall be required to provide critical appraisals of other individuals with whom the employee has a familial relationship. However, the district reserves the right to access any publicly available information about any employee.

CSBA NOTE: Education Code 48907 gives students the right to exercise freedom of speech and of the press and mandates districts to adopt reasonable rules and regulations concerning the time, place, and manner for students to engage in those activities; see BP/AR 5145.2 - Freedom of Speech/Expression. In addition, Education Code 48950 prohibits a district from disciplining any high school student solely for his/~~her~~the student's speech or other communication which would be protected by either the U.S. or California Constitution if engaged in outside of school campus. Both these provisions prohibit the disciplining of any employee who acts to protect a student engaged in any conduct authorized under these provisions.

No employee shall be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in conduct authorized under Education Code 48907 or 48950.

CSBA NOTE: When investigating an allegation of employee misconduct, the district may need to consider whether a search of the employee's desk, files, or other district-provided equipment, such as a computer or cell phone, is warranted. The determination of whether a search is legally justified is complex and depends on whether the employee has a reasonable expectation of privacy in the items to be searched and whether the search is reasonable at its inception. Given the legal complexities, it is recommended that CSBA District and County Office of Education Legal Services or district legal counsel be consulted prior to a search and that employees conducting searches receive appropriate instruction as to how the search is to be conducted.

When necessary to protect the health, welfare, or safety of students and staff, school officials may search district property under an employee's control.

Whistleblower Protection

CSBA NOTE: Education Code 44110-44114, the Reporting by School Employees of Improper Governmental Activities Act, and Labor Code 1102.5 provide "whistleblower protection" to employees who refuse to be a party to, or who report, noncompliance with a state or federal law or regulation. This protection does not cover employees when they speak out within their employment setting on matters related to their official duties. In *Garcetti v. Ceballos*, the U.S. Supreme Court held that when public employees speak out in the workplace about work-related issues, they may be subject to employee discipline since they are not speaking as citizens for First Amendment purposes. However, employees have the right to speak out as concerned citizens outside of the work environment. In addition, to the extent that the employee's speech is on an issue subject to whistleblower protection, then the protections provided to employees by the whistleblower statutes would be applicable.

An employee shall have the right to disclose to a Board member, a school administrator, a member of the County Board of Education, the County Superintendent of Schools, or the Superintendent of Public Instruction any improper governmental activity by the district or a district employee that violates state or federal law, is economically wasteful, or involves gross misconduct, incompetency, or inefficiency. When the employee has reasonable cause to believe that the information discloses a violation of state or federal statute or a violation of or noncompliance with a state or federal rule or regulation, ~~he/she~~the employee has the right to disclose such information to a government or law enforcement agency or to refuse to participate in any such activity. (Education Code 44112, 44113; Labor Code 1102.5)

The Superintendent or designee shall prominently display in lettering larger than size 14 point type a list of employees' rights and responsibilities under the whistleblower laws, including the telephone number of

the whistleblower hotline maintained by the office of the California Attorney General. (Labor Code [1102.7](#), [1102.8](#))

No employee shall use or attempt to use his/her official authority [status](#) or influence to intimidate, threaten, coerce, or command, [or attempt to intimidate, threaten, coerce, or command](#), another employee for the purpose of interfering with that employee's right to disclose improper governmental activity. (Education Code 44113)

CSBA NOTE: An employee may be liable for an action in civil damages for interfering with the right of another employee to disclose an improper governmental action. In *Hartnett v. Crosier*, a California appellate court ruled that "management employees" could also be held liable for their acts of retaliation committed when acting in a supervisory role.

An employee who has disclosed improper governmental activity and believes that he/she has ~~subsequently been subjected to~~ acts or attempted acts of reprisal [have subsequently occurred](#) shall file a written complaint in accordance with the district's complaint procedures. After filing a complaint with the district, the employee may also file a copy of the complaint with local law enforcement and/or seek civil law remedies against the supervisor or administrator who retaliated or attempted to retaliate against ~~him/her~~ [the employee](#), in accordance with Education Code 44114.

Protection Against Liability

CSBA NOTE: ~~20 USC 6731-6738~~ [7941-7948](#) limit the liability of teachers, principals, and other school personnel who maintain discipline and/or ensure safety when harm is caused while they are acting within the scope of their employment. The law also applies to Governing Board members; see BB 9260 - Legal Protection. The following section is made applicable to all employees; however, any district that wishes to apply the section only to teachers should modify the section accordingly.

No employee shall be liable for harm caused by ~~his/her~~ [the employee's](#) act or omission when ~~he/she is~~ acting within the scope of employment or district responsibilities; ~~when~~, the employee's act or omission is in conformity with federal ~~or~~ state law, [and local laws](#), district policy, or administrative regulation; ~~or~~ ~~when~~, [and](#) the employee's act or omission is in furtherance of an effort to control, discipline, expel, or suspend a student or to maintain order or control in the classroom or school. ([20 USC 7946](#))

The protection against liability shall not apply when: ([20 USC 7946](#))

1. The employee acted with willful or criminal misconduct, gross negligence, recklessness, or a conscious, flagrant indifference to rights or safety of the individual harmed.
2. The employee caused harm by operating a motor vehicle or other vehicle requiring license or insurance.
3. The employee was not properly licensed, if required, by state law for such activities.
4. The employee was found by a court to have violated a federal or state civil rights law.
5. The employee was under the influence of alcohol or any drug at the time of the misconduct.
6. The misconduct constituted a crime of violence pursuant to 18 USC 16 or an act of terrorism for which the employee has been convicted in a court.
7. The misconduct involved a sexual offense for which the employee has been convicted in a court.
8. The misconduct occurred during background investigations, or other actions, involved in the employee's hiring.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Civ. Code 51	<u>Unruh Civil Rights Act</u>
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 44040	Discrimination based on employee's appearance before certain boards or committees
Ed. Code 44110-44114	Reporting by school employees of improper governmental activity
Ed. Code 48907	Exercise of free expression; time, place and manner rules and regulations
Ed. Code 48950	Speech and other communication
Ed. Code 49091.24	Teacher rights to refuse evaluation/survey of personal life
Ed. Code 7050-7058	Political activities of school officers and employees
Gov. Code 12650-12656	False claims actions
Gov. Code 12940- 12951 <u>12953</u>	Discrimination prohibited; unlawful practices
Gov. Code 3540.1	Public employment; definitions
Gov. Code 3543.5	Interference with employee's rights prohibited
Gov. Code 815.3	Intentional torts
Gov. Code 820-823	Tort claims act
Gov. Code 825.6	Indemnification of public entity
Lab. Code 1102.5-1106	Whistleblower protections

California Constitution Article 1, Section 1 Inalienable rights

1

Federal

	Description
18 USC 16	Crime of violence defined; <u>definition</u>
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
20 USC 6731-6738 <u>7941-7948</u>	Teacher liability protection
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended

U.S. Constitution First Amendment

Free exercise, free speech, and establishment clause

Management Resources

Description

Court Decision	New Jersey Kennedy v. T.L.O., (1985) 468 U.S. 325 Ct. 2407
Court Decision	O'Conner New Jersey v. Ortega, (1987) 480 U.S. 709 325
Court Decision	O'Conner v. Ortega (1987) 480 U.S. 709 CSU San Diego, (2007) 56 Cal.Rptr.3d 111
Court Decision	Ohton v. CSU San Diego (2007) 56 Cal.Rptr.3d 111 Ceballos, (2006) 543 U.S. 1186
Court Decision	Garcetti v. Ceballos (2006) 547 U.S. 410 Crosier, (2012) 205 Cal.App.4th 685
Court Decision	Hartnett v. Crosier (2012) 205 Cal.App.4th 685 ; (2011) 658 F.3d 954
Website Court Decision	Johnson v. Poway Unified School District CSBA District and County Office of Education Legal Services (2011) 658 F.3d 954
Website	California Office of the Attorney General

Cross References

Code	Description
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
3320	Claims And Actions Against The District
3320	Claims And Actions Against The District
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3515	Campus Security
3515	Campus Security
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4040-E PDF(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.21	Professional Standards

4119.21-E(1)	Professional Standards
4119.21-E PDF(1)	Professional Standards
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4140	Bargaining Units
4144	Complaints
4144	Complaints
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.21-E PDF(1)	Professional Standards
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4232	Publication or Creation of Materials
4236	Nonschool Employment
4240	Bargaining Units
4244	Complaints
4244	Complaints
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.21-E PDF(1)	Professional Standards
4319.23	Unauthorized Release Of Confidential/Privileged Information
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4332	Publication or Creation of Materials
4336	Nonschool Employment
4340	Bargaining Units
4344	Complaints
4344	Complaints

Policy 4140/4240/4340: Bargaining Units

Status: ADOPTED

Original Adopted Date: 11/01/2011 | **Last Revised Date:** ~~12/09/01/2020~~ 2022 | **Last Reviewed Date:** ~~12/09/01/2020~~ 2022

CSBA NOTE: Pursuant to Government Code 3544, an employee organization may become the employees' exclusive representative for negotiations by filing a request with the district providing proof that a majority of the employees in an appropriate unit wish to be represented by that organization. Notice of such request must be immediately posted conspicuously on all employee bulletin boards in each district facility in which members of the unit are employed. Government Code 3544.1 requires the district to grant the request for recognition unless (1) the district doubts the appropriateness of the unit, (2) another employee organization files a challenge to the appropriateness of the unit or submits a competing claim of representation within 15 work days of the posting of notice of the written request, or (3) the district currently has a lawful written agreement with another employee organization representing the same employees.

Pursuant to "Exclusive representative," as defined in Government Code 3540.1, means an employee organization recognized or certified as the definition of "exclusive negotiating representative" includes representation of " for all public school district employees" other than management and confidential employees; as defined.

Government Code 3543 provides that public school employees have the right to represent themselves individually in their employment relations with the district except that, once an exclusive representative has been recognized, an employee in that unit is prohibited from meeting and negotiating with the district.

The Governing Board recognizes the right of district employees to form a bargaining unit; and to select an employee organization as theirthe exclusive representative; and be represented by that organization to represent the employees in theirthe employees' employment relationship with the district. The Board is committed to negotiating in good faith with recognized employee organizations and respecting the rights of employees and employee organizations.

The district shall not dominate or interfere with the formation or administration of any employee organization or contribute financial or other support to it. (Government Code 3543.5)

CSBA NOTE: In *East Whittier School District*, the Public Employment Relations Board (PERB) found that the district's policy limiting the wearing of union buttons that favor or oppose any matter that is the subject of negotiations in the classroom or in other instructional areas in the presence of students violated the Educational Employment Relations Act, as there was no finding of special circumstances which would limit the established right of employees to wear union buttons in the workplace, nor was there a finding that wearing the union buttons was a political activity. PERB continues to use a case-by-case approach to determine whether a district's policy restricting employees fromthe wearing of union buttons by employees is justified by special circumstances. See PERB's ruling in *City of Sacramento*. Due to the legal uncertainty in this area, districts are encouraged to consult CSBA District and County Office of Education Legal Services or the district's legal counsel prior to limiting the wearing of union buttons that support the union's position in collective bargaining.

Employees shall not be prohibited from wearing union buttons or other items that favor or oppose the formation of a bargaining unit or any matter that is the subject of negotiations.

(Government Code 3545)

The district may recognize a bargaining unit of supervisory employees if:

Formation of Bargaining Units

CSBA NOTE: The following section contains legal requirements for the certification or recognition of bargaining units for different categories of employees.

- 1.—**Certificated and classified employees shall not be included in the same bargaining unit.** The (Government Code 3545)

A bargaining unit of supervisory employees may be recognized if the bargaining unit includes all supervisory employees:

2. The supervisors are and is not represented by the same an employee organization that represents district employees whom who are supervised by the supervisory employees. (Government Code 3545) supervise.

For this purpose, *supervisory employee* means any employee, regardless of job description, having the authority, in the interest of the district, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline, other employees, or the responsibility to assign work to, direct, or adjust grievance of other employees, or effectively recommend that action. The, when the exercise of this that authority shall is not be of a merely routine or clerical in nature, but shall require requires the use of independent judgment. (Government Code 3540.1)

CSBA NOTE: Pursuant to Government Code 3543.4, management and confidential employees, as defined in Government Code 3540.1, are excluded from the right to be represented in negotiations by an employee organization. The Public Employment Relations Board PERB ultimately determines, based upon the duties of the position, which positions qualify as "management" or "confidential" and thus are excluded from bargaining.

Employees serving in management, senior management, or confidential positions shall not be represented by an exclusive representative. Such In the employment relationship with the district, such employees may represent themselves individually. For purposes other than negotiations and bargaining, such employees may or be represented by an employee organization whose membership is composed entirely of employees designated as holding those positions. For this purpose: (Government Code 3540.1, 3543.4) An employee organization representing management or confidential employees shall not be permitted to meet and negotiate with the district on behalf of the employees. (Government Code 3543.4)

1. *Management employee* means any employee who has significant responsibilities for formulating district policies or administering district programs, and whose position is designated as a management position by the Board. (Government Code 3540.1)

2. *Confidential employee* means any employee who is required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management positions. (Government Code 3540.1)

Membership

The district shall not deter or discourage employees or job applicants from becoming or remaining members of an employee organization, authorizing representation by an employee organization, or authorizing dues or fee deductions to an employee organization. In addition, the district shall not impose

or threaten to impose reprisals on employees, discriminate or threaten to discriminate against employees, or otherwise interfere with, restrain, or coerce employees because of their membership or nonmembership in an employee organization. (Government Code 3543.5, 3550)

CSBA NOTE: The remainder of this section is optional. Government Code 3553 establishes requirements for districts that choose to disseminate a mass communication regarding employees' rights to join, support, or refrain from joining or supporting an employee organization. A "mass communication" means any written document, including a script for an oral or recorded presentation or message, intended for multiple employees.

Districts should exercise caution and consult with [CSBA District and County Office of Education Legal Services or the district's](#) legal counsel before communicating with employees about their rights to join or not join an employee organization to avoid violating the law against unfair labor practices. When an employee approaches the district with questions specifically about the benefits of the membership in an employee organization, the employee should be referred to the employee organization.

The Superintendent or designee may communicate with district employees regarding their rights under the law. Such communications shall be factual and accurate, and may not promise a benefit, threaten a reprisal, or in any way deter or discourage employees from joining an employee organization or paying dues.

However, before disseminating to multiple employees any mass communication concerning employees' right to join or support an employee organization or to refrain from joining or supporting an employee organization, such as a written document or script for oral or recorded presentation or message, the Superintendent or designee shall meet and confer with the employees' exclusive representative regarding the content of the communication. If the district and exclusive representative do not come to agreement on the content of the mass communication, the Superintendent or designee may disseminate the district's mass communication, provided that, at the same time, copies of the exclusive representative's communication, which shall be of reasonable length, are also distributed. (Government Code 3553)

Access to [New Employee Orientations](#)

The district shall permit employee organizations access to new employee ~~orientations~~[orientation or onboarding process](#) where newly hired employees are advised, whether in person, online, or through other means or mediums, of their employment status, rights, benefits, duties, responsibilities, or any other employment-related matters. The district shall provide employee organizations at least 10 days' notice in advance of an orientation. ~~However, in any specific instance where,~~ [except that a shorter notice may be provided if](#) an unforeseeable, urgent need critical to the district's operation prevents the required 10 days' notice, ~~a shorter notice may be provided.~~ (Government Code 3555.5, 3556)

~~The~~[Following a request to negotiate by either party, the](#) structure, time, and manner of ~~the~~ access to new employee orientations shall be determined by mutual agreement of the district and the exclusive representative; ~~following a request to negotiate by either party.~~ If the district and exclusive representative fail to reach an agreement, matters related to ~~the~~ access to [the](#) new employee orientation shall be subject to compulsory interest arbitration. The district and employee organization may mutually agree to submit any dispute to compulsory interest arbitration at any time. In addition, if any dispute arises during negotiations and is not resolved within 45 days after the first meeting or within 60 days after the initial request to negotiate, whichever is earlier, either party may make a demand for compulsory interest arbitration. When any such dispute arises during the summer when the district's administrative office is closed, the timeline shall commence on the first day the administrative office reopens. The decision of the arbitrator shall be final and binding on the parties. (Government Code 3556, 3557)

The date, time, and place of ~~the~~[a new employee](#) orientation shall not be disclosed to anyone other than employees, the exclusive representative, or a vendor that is contracted to provide a service for purposes

of the orientation. (Government Code 3556)

CSBA NOTE: The following paragraph applies until June 30, 2025, unless the date is extended by law. Government Code 3556, as amended by SB 191 (Ch. 67, Statutes of 2022), provides additional obligations for public employers under the conditions specified in the following paragraph.

Until June 30, 2025, in addition to above provisions regarding new employee orientations, the district shall ensure the following: (Government Code 3556)

1. When an in-person new employee orientation has not been conducted within 30 days of hiring any new employee who is working in-person, the Superintendent or designee shall permit the exclusive representative to schedule an in-person meeting which newly hired employees shall have an opportunity to attend, at the employee's worksite and during employment hours. Each newly hired employee within the bargaining unit shall be provided at least 30 minutes of paid time to attend the meeting.
Upon the request of an exclusive representative scheduling such an in-person meeting, the Superintendent or designee shall provide an appropriate on-site meeting space within seven days of receiving the exclusive representative's request.
2. When, by reason of a state or local public health order limiting the size of gatherings, the district is prohibited from organizing a new employee orientation, an exclusive representative may schedule multiple meetings to ensure that newly hired employees have an opportunity to attend without exceeding the maximum allowable number of people.

Access to Employee Contact Information

CSBA NOTE: Pursuant to Government Code 3558, districts are required to provide recognized employee organizations with specified contact information for new employees in the bargaining unit, as provided below. The information required by Government Code 3558 must be provided in a manner consistent with Government Code 6254.3, which authorizes disclosure of an employee's home address, home telephone number(s), and personal cell phone number to an employee organization unless the district receives a written request by the employee to not disclose the information. Pursuant to Government Code 6254.3, the personal email address of an employee is not disclosable unless used by the employee to conduct public business. The following paragraph should be revised if districts have an agreement with their employee organization(s) requiring more frequent or more detailed contact lists.

In *County of Los Angeles v. Service Employees International Union, Local 721*, the California Supreme Court held that (1) an employer has a duty to provide information relevant to collective bargaining to the applicable bargaining unit and failure to do so is a violation of the employer's obligation to bargain in good faith; (2) the disclosure of an employee's home address and phone number(s) by an employer to the union is presumptively relevant to the union's role as bargaining agent and does not violate the employee's constitutional right of privacy; and (3) other avenues for implementing privacy safeguards are available, such as bargaining for a notice and opt-out procedure or drafting employment contracts that will notify employees that their home contact information is subject to disclosure to the union and that they may request nondisclosure.

The Superintendent or designee shall provide an exclusive representative with the name, job title, department, work location, telephone numbers (work, home, and personal cell phone), personal email address(es) on file with the district, and home address of any newly hired employee in the bargaining unit, within 30 days of hire or by the first pay period of the month following hire; unless the exclusive representative has agreed to a different interval for the provision of the information. In addition, the Superintendent or designee shall provide the exclusive representative the same information in regard to all employees in the bargaining unit ~~to an exclusive representative~~ at least every 120 days, unless more

frequent or detailed lists are required by agreement with the exclusive representative. (Government Code 3558, 6254.3)

However, the Superintendent or designee shall not disclose the home address and any phone numbers on file for employees performing law enforcement-related functions, nor disclose the home address, home or personal cell phone number(s), or personal email address(es) of any employee who is a participant in the Safe at Home address confidentiality program pursuant to Government Code 6207 or of any employee who provides a written request that the information not be disclosed ~~for this purpose.~~ to the exclusive representative. Following receipt of a written request, the district shall remove the employee's home address, home and personal cell phone numbers, and personal email address from any mailing list maintained by the district unless the list is only used by the district to contact the employee. (Government Code 3558, 6207, 6254.3)

CSBA NOTE: Pursuant to Government Code 3558, an employee organization is authorized, after notifying the district of a violation of the district's employee information disclosure obligations, to file a special unfair labor practice charge with PERB. Government Code 3558, as amended by SB 270 (Ch. 330, Statutes of 2021), allows the district 20 calendar days to cure an alleged violation that involves the provision of an inaccurate or incomplete list of employees, and to give the exclusive representative written notice of the actions taken. If a violation is found, PERB is required to assess against the district a civil penalty of \$10,000 and attorney's fees and costs in addition to any other remedy provided by law.

Within 20 calendar days after an exclusive representative notifies the Superintendent or designee that a list of employees provided by the district is inaccurate or incomplete, the Superintendent or designee shall take steps to correct the list and provide a new list of employees to the exclusive representative. (Government Code 3558)

CSBA NOTE: Government Code 3558, as amended, limits to three times within any 12-month period a district's opportunity to cure when an inaccurate or incomplete list has been provided to an exclusive representative. The following paragraph offers a way to avoid or minimize possible violation and may be revised to reflect district practice.

At least, at the beginning of each school year, the Superintendent or designee shall review the list of district employees to ensure that the list is complete and contains accurate information.

Communications with Employees

Employee organizations may have access at reasonable times to areas in which employees work and may use district facilities at reasonable times for the purpose of meetings. Subject to reasonable regulation, employee organizations may also use institutional bulletin boards, mailboxes, and other means of communication to communicate with employees. (Government Code 3543.1)

Access to district means of communication shall be limited in cases where such access would be disruptive to district operations.

Membership Dues or Other Payments to an Employee Organization

CSBA NOTE: Bargaining unit employees who choose to join the employee organization pay membership dues, which are deducted from the employee's salary or wage payment as provided below. Pursuant to the U.S. Supreme Court's decision in *Janus v. American Federation of State, County, and Municipal Employees*, bargaining unit employees who choose not to join an employee organization cannot be required to pay any fees to the employee organization. However, pursuant to Education Code 45060 and 45168, an employee who chooses not to join an employee organization may be charged fees for applicable services, programs, or committees provided to the employee by the employee organization if that nonmember employee first affirmatively and voluntarily consents to pay those fees to the employee organization, as required by *Janus v. AFSCME*.

Education Code 45060 and 45168 set forth the process for handling authorizations, changes, and cancellations for dues or other payments, and provide safeguards for districts that rely on information provided by an employee organization concerning such payroll deductions (i.e., the employee organization's indemnification of the district against any employee's claim based on such reliance).

When drawing an order for the salary or wage payment of a bargaining unit employee of an employee organization, the district shall deduct any amount which has been requested by the employee in a revocable written authorization for the purpose of paying dues or other payments for any service, program, or committee provided or sponsored by the employee organization. (Education Code 45060, 45168)

An employee organization that certifies that it has and will maintain individual employee authorizations shall handle and process employee written authorizations for payroll deductions. When an employee organization provides such a certification to the district, the district shall rely on information from the employee organization regarding the amounts of such payroll deductions and from which employees. The employee organization shall not be required to submit to the district a copy of the written authorization in order for the payroll deductions to be effective. However, when there is a dispute about the existence or terms of the written authorization, a copy of the employee's written authorization shall be submitted to the district. The employee organization shall indemnify the district for any employee claims regarding payroll deductions made by the district in reliance on notification from the employee organization. (Education Code 45060, 45168)

When an employee organization which has declined to certify that it will handle and process employee written authorizations makes a request for payroll deductions, the district shall request a copy of the employee's written authorization before making the payroll deductions. (Education Code 45060, 45168)

A written authorization shall remain in effect until expressly revoked in writing by the employee and pursuant to the terms of the written authorization. Employee requests to cancel or change authorizations for payroll deductions for employee organizations shall be directed to the employee organization rather than the district. The employee organization shall be responsible for processing these requests. The district shall rely on the information provided by the employee organization regarding whether deductions for an employee organization were properly canceled or changed. The employee organization shall be required to indemnify the district for any claims made by an employee for deductions made by the district in reliance on information from the employee organization. (Education Code 45060, 45168)

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
8 CCR 33015-33490	Recognition of exclusive representative; proceedings
8 CCR 33700-33710	Severance of established unit
8 CCR 34020	Petition to rescind organizational security arrangement
8 CCR 34055	Reinstatement of organizational security arrangement
Ed. Code 45060-45061.5	Deduction of fees from salary or wage payment; certificated employees

Ed. Code 45100.5	Senior classified management positions
Ed. Code 45104.5	Abolishment of senior classified management positions
Ed. Code 45108.5	Definition of senior classified management employees
Ed. Code 45108.7	Waiver of provisions of 45108.5
Ed. Code 45168	Deduction of fees from salary or wage payment; classified employees
Ed. Code 45220-45320	Merit system; classified employees
Gov. Code 3540-3549.3	Educational Employment Relations Act
Gov. Code 3540.1	Public employment definitions
Gov. Code 3543.4	Management position; representation
Gov. Code 3545	Appropriateness of unit; basis
Gov. Code 3550-3552	Prohibition on public employers deterring or discouraging union membership
Gov. Code 3555-3559	Public employee communication, information and orientation
Gov. Code 53260-53264	Employment contracts
Gov. Code 6205-6210	Confidentiality of addresses for victims of domestic violence, sexual assault or stalking
Gov. Code 6254.3	Disclosure of employee contact information to employee organization
Gov. Code 6503.5	Joint powers agencies
Federal	Description
8 CFR 33015-33490	Recognition of exclusive representative; proceedings
8 CFR 33700-33710	Severance of established unit
8 CFR 34020	Petition to rescind organizational security arrangement
8 CFR 34055	Reinstatement of organizational security arrangement
Management Resources	Description
Court Decision	County of Los Angeles v. Service Employees International Union, Local 721; (2013) 56 Cal. 4th 905
Court Decision	Friedrichs v. California Teachers Association, et al.; (2016) 136 S.Ct. 1083
Court Decision	Janus v. American Federation of State, County and Municipal Employees, Council 31; (2018) 138 S.Ct. 2448
Public Employment Relations Board Ruling	East Whittier School District, (2004) PERB Dec. No. 1727
Public Employment Relations Board Ruling	City of Sacramento; (2019) PERB Dec. No. 2702m
Website	California Federation of Teachers
Website	California Public Employment Relations Board
Website	California School Employees Association
Website	California Teachers Association

Website	Association of California School Administrators
Website	CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1340	Access To District Records
1340	Access To District Records
1431	Waivers
4113	Assignment
4113	Assignment
4115	Evaluation/Supervision
4115	Evaluation/Supervision
4119.1	Civil And Legal Rights
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4121	Temporary/Substitute Personnel
4121	Temporary/Substitute Personnel
4141	Collective Bargaining Agreement
4143	Negotiations/Consultation
4151	Employee Compensation
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4161.2	Personal Leaves
4219.1	Civil And Legal Rights
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4241	Collective Bargaining Agreement
4243	Negotiations/Consultation
4251	Employee Compensation
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits
4261.2	Personal Leaves

4300	Administrative And Supervisory Personnel
4300	Administrative And Supervisory Personnel
4301	Administrative Staff Organization
4312.1	Contracts
4315	Evaluation/Supervision
4319.1	Civil And Legal Rights
4319.25	Political Activities Of Employees
4319.25	Political Activities Of Employees
4351	Employee Compensation
4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
4361.2	Personal Leaves
9000	Role Of The Board
9321	Closed Session
9321-E PDF(1)	Closed Session
9321-E PDF(2)	Closed Session

Regulation 4161.2/4261.2/4361.2: Personal Leaves

Status: ADOPTED

Original Adopted Date: 11/01/2012 | **Last Revised Date:** ~~03/09/01/2021~~ 2022 | **Last Reviewed Date:**
~~03/09/01/2016~~ 2022

CSBA NOTE: The following administrative regulation is subject to collective bargaining agreements.

Personal leaves granted to district employees shall be used as permitted in this administrative regulation, other Board-approved policy or district regulation, or applicable collective bargaining agreement.

CSBA NOTE: Family Code 297.5 extends to registered domestic partners the same rights that are available under state law to spouses. Thus, any reference to an employee's spouse throughout this administrative regulation also applies to a registered domestic partner, even if not expressly stated in the applicable state ~~codes~~ statute (e.g., Education Code, Military and Veterans Code). Districts should consult [CSBA District and County Office of Education Legal Services or the district's](#) legal counsel if a question arises as to leave provisions relative to an employee's domestic partner.

For the purpose of any personal leave offered pursuant to state law, a registered domestic partner shall have the same rights, protections, and benefits as a spouse and any protections provided to a spouse's child shall also apply to a child of a registered domestic partner. (Family Code 297.5)

Whenever possible, employees shall request personal leaves in advance and prepare suitable instructions, including lesson plans as applicable, for a substitute employee.

Bereavement

CSBA NOTE: Education Code 44985 and 45194 allow the Governing Board to expand the class of relatives listed below as "immediate family" and enlarge the benefits provided by law. In addition, Government Code 12945.2, as amended by AB 1033 (Ch. 327, Statutes of 2021), includes a parent-in-law in the definition of "parent" for purposes of California Family Rights Act (CFRA) leave. Thus, to ensure consistency, the definition of "immediate family" below includes "mother-in-law" and father-in-law," as permitted by law. The following two paragraphs may be revised to reflect district practice.

Employees are entitled to a leave of up to three days, or five days if out-of-state travel is required, upon the death of any member of the employee's immediate family. No deduction shall be made from the employee's salary, nor shall such leave be deducted from any other leave to which the employee is entitled. (Education Code 44985, 45194)

Members of ~~the~~ an employee's immediate family include: (Education Code 44985, 45194)

1. The mother, mother-in-law, father, father-in-law, grandmother, grandfather, or grandchild of the employee or of the employee's spouse
2. The employee's spouse, son, son-in-law, daughter, daughter-in-law, brother, or sister
3. Any relative living in the employee's immediate household

At the employee's request, bereavement leave may be extended under personal necessity leave

provisions as provided in the section "Personal Necessity" below. (Education Code 44981, 45207)

Personal Necessity

CSBA NOTE: Employees may use a maximum of seven days of accumulated personal illness/injury leave (sick leave) for reasons of personal necessity pursuant to Education Code 44981 (certificated employees) and 45207 (classified employees). Pursuant to Education Code 44981 and 45207, a higher maximum may be set for certificated and/or classified employees in ~~their~~ the applicable collective bargaining agreement, or by Board resolution for classified employees who are not covered by a collective bargaining agreement. Districts that have established a maximum that is higher than seven days should modify the following paragraph accordingly.

Education Code 45207 clarifies that provisions pertaining to personal necessity leave also apply to districts that have adopted the merit system for classified employees in accordance with Education Code 45240-45320.

Employees may use a maximum of seven days of ~~their~~ accrued personal illness/injury leave (sick leave) during each school year for reasons of personal necessity. (Education Code 44981, 45207)

Acceptable reasons for the use of personal necessity leave include:

1. Death of a member of the employee's immediate family when the number of days of absence exceeds the limits set by bereavement leave provisions (Education Code 44981, 45207)
2. An accident involving the employee or the employee's property, or the person or property of a member of the employee's immediate family (Education Code 44981, 45207)

CSBA NOTE: Pursuant to Education Code 44981, a certificated employee may use personal necessity leave for the serious illness of a member of the employee's immediate family. The Board may extend these provisions to classified employees under the authority granted to the Board by Education Code 45207. Districts are cautioned to consult [CSBA District and County Office of Education Legal Services or the district's](#) legal counsel regarding any interaction of Education Code provisions with Labor Code 233, 245.5, and 246.5, which allow the use of sick leave for the need of the employee or family member for the diagnosis, care, or treatment of an existing health condition or for preventive care and which include in the definition of "family member" a registered domestic partner, grandparent, and sibling. See AR 4161.1/4361.1 - Personal Illness/Injury Leave and AR 4261.1 - Personal Illness/Injury Leave.

Also see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave for federal and state provisions related to leaves for the birth, adoption, or foster placement of a new child; the care of a seriously ill child, parent, [parent-in-law](#), or spouse/registered domestic partner; or the employee's own serious health condition.

3. Illness, preventive care, or other need of a member of the employee's family, as defined in Labor Code 245.5 (Education Code 44981; Labor Code 246.5)

CSBA NOTE: Education Code 45207 provides that classified employees may use sick leave for required court appearances, as provided in ~~item~~ Item #4 below. Circumstances under which employees may take time off, with pay, for court appearances are described in the section on "[Leave to Perform Legal Duties](#)" below.

4. A classified employee's appearance in any court or before any administrative tribunal as a litigant, party, or witness under subpoena or other order (Education Code 45207)

CSBA NOTE: Items #5 and #6 are optional and may be deleted or modified to reflect district practice.

5. Fire, flood, or other immediate danger to the home of the employee
6. Personal business of a serious nature which the employee cannot disregard

Leave for personal necessity may be allowed for other reasons at the discretion of the Superintendent or designee. However, personal necessity leave shall not be granted for purposes of personal convenience, for the extension of a holiday or vacation, or for matters which can be taken care of outside of working hours. The Superintendent or designee shall have final discretion as to whether a request reflects personal necessity.

CSBA NOTE: The following paragraph is optional. The district is prohibited from requiring employees to obtain advance permission prior to taking leaves in certain situations. Pursuant to Education Code 44981 and 45207, the district may not require advance permission for leaves taken by classified employees for the reasons specified in ~~items~~ Items #1-2 above and by certificated employees for the reasons specified in ~~items~~ Items #1-3 above. In addition, Labor Code 246.5 requires an employer to grant paid sick leave "upon the oral or written request of an employee." According to the Department of Industrial Relations, employers may not require advance notice when the need for the leave was unforeseeable, as in the case of unanticipated illness or a medical emergency.

Also see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave for requirements pertaining to requests for leaves that qualify under the federal Family and Medical Leave Act (29 USC 2601-2654) or the ~~California Family Rights Act~~ CFRA (Government Code 12945.1-12945.2), including provisions that allow employees to provide notice as soon as practicable when 30-day advance notice is not practicable due to lack of knowledge of the date the leave will be needed, a change in circumstances, or a medical emergency.

Advance permission shall not be required of an employee in any case involving the death of a member of the employee's immediate family, an accident involving the employee's person or property or the person or property of a member of the employee's immediate family, or the illness, preventive care, or other need of a member of the employee's family. (Education Code 44981, 45207)

For any leave that is planned, or ~~wherefor~~ for which the need ~~for leave~~ is foreseeable, an employee shall notify the Superintendent or designee in advance. In all other circumstances, the employee shall notify the Superintendent or designee of the need for the leave as soon as practicable.

CSBA NOTE: Education Code 44981 and 45207 mandate the adoption of regulations requiring proof of personal necessity and prescribing the manner of the required proof. The following paragraph may be revised to specify the manner of proof required by the district.

After any absence due to personal necessity, the employee shall verify the absence by submitting a completed and signed district absence form to the employee's immediate supervisor.

Leave to Perform Legal Duties

CSBA NOTE: CSBA NOTE: Labor Code 230 prohibits the discharge of or discrimination or retaliation against an employee for taking time off for the activities specified in Items #1-2 below.

Pursuant to Education Code 44037, it is unlawful for the district or personnel commission to (1) adopt

any rule, regulation, or policy that encourages classified employees to seek exemption from jury duty; (2) directly or indirectly solicit or suggest to any employee that the employee seek exemption from jury duty; or (3) discriminate against any employee with respect to assignment, employment, promotion, or in any other manner because of the employee's service on a jury panel. However, the Board or personnel commission may establish a rule providing that only a percentage of district staff, which shall not be less than two percent, shall be granted such leave with pay at any one time. The following section may be revised to reflect district practice.

~~Labor Code 230 prohibits the discharge of or discrimination or retaliation against an employee for taking time off for the activities specified in items #1-2 below.~~

An employee may take time off work in order to: (Labor Code 230)

1. Serve on an inquest jury or trial jury
2. Comply with a subpoena or other court order to appear as a witness

Notices, summons, and subpoenas for court appearances shall be submitted to the district office when requesting leave.

A classified employee called for jury duty shall be granted leave with pay up to the amount of the difference between the employee's regular earnings and any amount received for jury fees. (Education Code 44037)

CSBA NOTE: The following optional paragraph is for use by districts that choose to provide leave of absence with pay for certificated employees called for jury duty, as authorized by Education Code 44036. Districts that do not grant such leave should delete this paragraph.

A certificated employee who is called for jury duty also shall be granted leave with pay up to the difference between the employee's regular earnings and any jury fees received. ([Education Code 44036](#))

CSBA NOTE: The following paragraph is optional. Education Code 44036 allows the Board, at its discretion, to provide paid leaves for employees to appear in court as witnesses other than as litigants or to respond to orders from another governmental jurisdiction. Districts that do not grant such leave should delete this paragraph.

An employee shall be granted leave with pay to appear in court as a witness other than a litigant or to respond to an official order from another governmental jurisdiction for reasons not brought about through the connivance or misconduct of the employee. Such an employee shall receive the difference between the employee's regular earnings and any witness fees received. ([Education Code 44036](#))

Leaves for Crime Victims for Judicial Proceedings

CSBA NOTE: Labor Code 230.2 prohibits a district from taking adverse employment action against an employee who takes leave as described below.

An employee ~~may be absent from work in order to attend judicial proceedings related to a crime when the employee~~ who is a victim; of a crime or an immediate family member, registered domestic partner, or child of a registered domestic partner of ~~a~~ such victim; ~~or~~ may be absent from work in order to attend related judicial proceedings, if the crime is any of the following ~~crimes~~: (Labor Code 230.2)

1. A violent felony as defined in Penal Code 667.5(c)
2. A serious felony as defined in Penal Code 1192.7(c)
3. A felony provision of law proscribing theft or embezzlement

CSBA NOTE: Pursuant to Labor Code 230.2, employees may use any of the types of leave listed in the following paragraph, unless otherwise provided by a collective bargaining agreement, although a collective bargaining agreement cannot diminish the entitlement of an employee.

For these purposes, the employee may use vacation, personal leave, personal illness/injury leave, unpaid leave, or compensatory time off that is otherwise available to the employee. (Labor Code 230.2)

Prior to taking time off, an employee shall give the Superintendent or designee a copy of the notice of each scheduled proceeding that is provided by the responsible agency, unless advance notice is not feasible. When advance notice is not feasible or an unscheduled absence occurs, the employee shall, within a reasonable time after the absence, provide documentation evidencing the judicial proceeding from the court or government agency setting the hearing, the district attorney or prosecuting attorney's office, or the victim/witness office that is advocating on behalf of the victim. (Labor Code 230.2)

The district shall keep confidential any records pertaining to the employee's absence from work by reason of this leave. (Labor Code 230.2)

Leaves for Victims of Crime or Abuse

CSBA NOTE: Labor Code 230 and 230.1 allow employees who are victims of domestic violence, sexual assault, or stalking, or a crime that caused physical injury or mental injury with a threat of physical injury, and employees whose immediate family member is deceased as the direct result of a crime to use ~~their~~any available vacation, personal leave, or compensatory time off for the purposes described in ~~items~~Items #1-5 below, and prohibit a district from taking adverse employment action against an employee for taking leave for any of those purposes. Pursuant to Labor Code 230.1, ~~items #2-5 apply to districts with 25 or more employees.~~

As amended by AB 2992 (Ch. 224, Statutes of 2020), Labor Code 230 and 230.1 expand these provisions to include employees who are victims of a crime that caused physical injury, or mental injury with a threat of physical injury, and employees whose immediate family member is deceased as the ~~direct result of a crime.~~Items #2-5 apply to districts with 25 or more employees.

An employee who is a victim of domestic violence, sexual assault, or stalking, ~~who is a victim of~~or a crime that caused physical injury or ~~that caused~~ mental injury with a threat of physical injury; or an employee whose immediate family member, as defined, is deceased as the direct result of a crime may use vacation, sick leave, personal leave, or compensatory time off that is otherwise available to the employee to attend to the following activities: (Labor Code 230, 230.1, 246.5)

1. Obtain or attempt to obtain any relief, including, but not limited to, a temporary restraining order, restraining order, or other injunctive relief to help ensure the health, safety, or welfare of the employee or the employee's child
2. Seek medical attention for injuries caused by crime or abuse

3. Obtain services from a domestic violence shelter, program, rape crisis center, or victim services organization or agency as a result of the crime or abuse
4. Obtain psychological counseling or mental health services related to an experience of crime or abuse
5. Participate in safety planning and take other actions to increase safety from future crime or abuse, including temporary or permanent relocation

CSBA NOTE: Pursuant to Labor Code 230, as amended by AB 2992, the following certification may include documentation from a victim advocate (defined as an individual, whether paid or serving as a volunteer, who provides services to victims under the auspices or supervision of an agency or organization that has a documented record of providing services to victims, a court, or a law enforcement or prosecution agency) or any other form of documentation that reasonably verifies that the crime or abuse occurred, including, but not limited to, a written statement signed by the employee or by an individual acting on the employee's behalf.

Prior to taking time off, an employee shall give reasonable notice to the Superintendent or designee, unless advance notice is not feasible. When an unscheduled absence occurs, the employee shall provide, within a reasonable period of time, certification of the absence in the form of any of the following: (Labor Code 230, 230.1)

1. A police report indicating that the employee was a victim
2. A court order protecting or separating the employee from the perpetrator of the crime or abuse, or other evidence from the court or prosecuting attorney that the employee has appeared in court
3. Documentation from a domestic violence or sexual assault counselor as defined in Evidence Code 1037.1 or 1035.2, licensed medical professional or health care provider, victim advocate, or counselor that the employee was undergoing treatment or receiving services for physical or mental injuries or abuse resulting in victimization from the crime or abuse
4. Any other form of documentation that reasonably verifies that the crime or abuse occurred, including, but not limited to, a written statement signed by the employee or by an individual acting on the employee's behalf certifying that the absence is for a purpose authorized under Labor Code 230 or 230.1

The district shall maintain the confidentiality of such an employee to the extent authorized by law. (Labor Code 230, 230.1)

CSBA NOTE: Pursuant to Labor Code 230.1, districts with 25 or more employees are required to notify ~~their district~~ employees of ~~their employee~~ rights under Labor Code 230 and 230.1. The district may use a form developed by the Labor Commissioner for this purpose, when available on the web site of the Department of Industrial Relations, or may develop its own form that is substantially similar in content and clarity to the Labor Commissioner's form. ~~As amended by AB 2992, Labor Code 230.1 requires the Labor Commissioner to revise the form by January 1, 2022. Until that form is revised, the district should update its form to reflect current law.~~

The Superintendent or designee shall inform employees of ~~their~~the rights provided employees pursuant to Labor Code 230 and 230.1 using a form developed by the Labor Commissioner or a substantially similar form developed by the district. Such information shall be provided to new employees upon hire and to other employees upon request. (Labor Code 230.1)

Personal Leave for Child-Related Activities

CSBA NOTE: Pursuant to Labor Code 230.8, the following section applies to any district employing 25 or more employees at the same location. A district with fewer than 25 employees at the same location may use or delete this section at its discretion.

Pursuant to Labor Code 230.8, an employee who is discharged, threatened with discharge, demoted, suspended, or otherwise discriminated against for using the leave is entitled to reinstatement and reimbursement for lost wages and benefits, and an employer who willfully refuses to rehire, promote, or otherwise reinstate such an employee is subject to a civil penalty equal to three times the amount of the lost wages and benefits.

Any employee who is a parent/guardian of one or more children of an age to attend any of grades K-12 or a program offered by a licensed child care provider may use up to 40 hours of personal leave, vacation, or compensatory time off each school year in order to: (Labor Code 230.8)

1. Find, enroll, or reenroll a child in a school or with a licensed child care provider or to participate in activities of the school or child care provider, provided the employee gives reasonable advance notice of the absence. Time off for this purpose shall not exceed eight hours in any calendar month.
2. Address a school or child care emergency, provided the employee gives notice. An emergency exists when the child cannot remain in school or with a child care provider due to one of the following circumstances:
 - a. A request by the school or child care provider that the child be picked up
 - b. An attendance policy, excluding planned holidays, that prohibits the child from attending or requires that the child be picked up from the school or child care provider
 - c. Behavioral or discipline problems
 - d. Closure or unexpected unavailability of the school or child care provider, excluding planned holidays
 - e. A natural disaster, including, but not limited to, fire, earthquake, or flood

For purposes of this leave, parent/guardian includes a parent, guardian, stepparent, foster parent, grandparent, or person who stands in loco parentis to a child. (Labor Code 230.8)

CSBA NOTE: Labor Code 230.8 provides that the employee may use time off without pay to the extent the district makes it available. The following optional paragraph may be revised to reflect district practice.

In lieu of using vacation, personal leave, or compensatory time off, eligible employees may take unpaid leave for this purpose.

If two or more parents/guardians of a child are employed at the same work site, this leave shall be allowed for the parent/guardian who first gives notice to the district. Simultaneous absence by another parent/guardian of the child may be granted by the Superintendent or designee. (Labor Code 230.8)

Upon request by the Superintendent or designee, the employee shall provide documentation from the school or licensed child care provider that the employee engaged in permitted child-related activities on a specific date and at a particular time. (Labor Code 230.8)

Service on Education Boards and Committees

Upon request, a certificated employee shall be granted up to 20 school days of paid leave per school year for service performed within the state on any education board, commission, committee, or group authorized by Education Code 44987.3 provided that all of the following conditions are met: (Education Code 44987.3)

1. The service is performed within the state.
2. The board, commission, organization, or group informs the district in writing of the service.
3. The board, commission, organization, or group agrees, prior to the service, to reimburse the district, upon the district's request, for compensation paid to the employee's substitute and for actual related administrative costs.

Employee Organization Activities

CSBA NOTE: The following optional section may be deleted by any district whose collective bargaining agreements expressly provide for a paid leave of absence for participation in the activities described in this section.

Education Code 44987 and 45210 provide that any certificated ~~and/or~~ classified employees employee may take time off without loss of compensation to serve as an elected ~~officers~~ officer of ~~their~~ any local, statewide, or national employee organization of which the employee is a member. Following the district's payment to the employee for the leave of absence, the employee organization must reimburse the district within 10 days after receiving the district's certification of payment of compensation to the employee. This leave of absence is in addition to the release time granted to representatives of an employee organization pursuant to Government Code 3543.1.

Pursuant to Education Code 44987 and 45210, as amended by SB 294 (Ch. 539, Statutes of 2021), an employee's leave of absence to serve as an elected officer of an employee organization is additional to any other leave available for the employee's use by law or in agreement with the district.

Upon request, any certificated or classified employee shall be granted a leave of absence without loss of compensation, to serve as an elected officer of a district employee organization or any statewide or national employee organization with which the employee organization is affiliated. Such leave shall be in addition to any other leave to which the employee may be entitled by other laws or a memorandum of understanding or collective bargaining agreement. (Education Code 44987, 45210)

The leave shall include, but is not limited to, absence for purposes of attending periodic, stated, special, or regular meetings of the body of the organization: on which the employee serves as an officer. (Education Code 44987, 45210)

CSBA NOTE: Education Code 45210 requires districts to grant a paid leave of absence to a reasonable number of classified employees serving as unelected members of the employee organization or a statewide or national public employee organization when the employee attends "important organizational activities authorized by the public employee organization." Compensation must include the required retirement fund contributions. The employee will continue to earn full service credit during

the leave and must pay member contributions as specified. ~~The maximum amount of service credit an employee may earn cannot exceed 12 years.~~ Education Code 45210 also requires that an employee organization provide reasonable notification to the district when requesting a leave of absence without loss of compensation for an employee.

Upon request of an employee organization in the district or its state or national affiliate, a reasonable number of unelected classified employees shall be granted a leave of absence without loss of compensation for the purpose of attending important organizational activities authorized by the [employee](#) organization. The employee organization shall provide reasonable notification to the Superintendent or designee when requesting a leave of absence for employees for this purpose. (Education Code 45210)

When leave is granted for any of the above purposes, the employee organization shall reimburse the district within 10 days after receiving the district's certification of payment of compensation to the employee. (Education Code 44987, 45210)

Religious Leave

CSBA NOTE: The following optional section is for use by any district that chooses to grant religious leave and may be revised to reflect district practice. A district that does not grant such leave should delete this section. However, the district should consult [CSBA District and County Office of Education Legal Services or the district's](#) legal counsel before denying a request for religious leave since the Constitution requires districts to provide "reasonable accommodation" to employee religious practices.

The Superintendent or designee may grant an employee up to three days of leave per year for religious purposes, provided that the leave is requested in advance and that it does not cause additional district expenditures, the neglect of assigned duties, or any other unreasonable hardship on the district.

CSBA NOTE: The following optional paragraph reflects the California Supreme Court's interpretation of Article 1, Section 8 of the California Constitution as stated in *Rankin v. Commission on Professional Competence*.

The Superintendent or designee shall deduct the cost of hiring a substitute, when required, from the wages of the employee who takes religious leave.

No employee shall be discriminated against for using this leave or any additional days of unpaid leave granted for religious observances at the discretion of the Superintendent or designee.

Spouse on Leave from Military Deployment

CSBA NOTE: Military and Veterans Code 395.10 requires any district with 25 or more employees to allow up to 10 days of unpaid leave to an employee whose spouse is on leave from military deployment. A district with fewer than 25 employees may use the following section at its discretion. In addition, 29 USC 2612 authorizes an employee to take up to 26 work weeks of unpaid military caregiver leave or up to 12 weeks of "exigency" leave during a single 12-month period, as determined by the district; see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave.

An employee who works an average of 20 hours or more per week and whose spouse is a member of the United States Armed Forces, National Guard, or reserves may take up to 10 days of unpaid leave during a period that the employee's spouse is on leave from deployment during a military conflict, as defined in Military and Veterans Code 395.10. (Military and Veterans Code 395.10)

Within two business days of receiving official notice that the employee's spouse will be on leave from deployment, the employee shall provide the Superintendent or designee with notice of the intention to take the leave. The employee shall submit written documentation certifying that the employee's spouse will be on leave from deployment during the time that the leave is requested. (Military and Veterans Code 395.10)

Leave for Emergency Duty

CSBA NOTE: Labor Code 230.3 prohibits a district from discharging or discriminating against an employee who takes time off to perform emergency duty as specified below. Labor Code 230.3 defines emergency rescue personnel as a member of a federal, state, local, or private fire department or agency, as well as a sheriff or police department.

An employee may take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. (Labor Code 230.3)

CSBA NOTE: Pursuant to Labor Code 230.4, a district with 50 or more employees must grant an employee who is a volunteer firefighter, reserve peace officer, or emergency rescue personnel a leave of absence for up to 14 days per calendar year for training purposes. A district with fewer than 50 employees may use or delete this paragraph at its discretion.

Any employee who performs duty as a volunteer firefighter, reserve peace officer, or emergency rescue personnel shall be permitted to take temporary leaves of absence, not to exceed an aggregate total of 14 days per calendar year, for the purpose of engaging in fire, law enforcement, or emergency rescue training. (Labor Code 230.4)

Civil Air Patrol Leave

CSBA NOTE: Labor Code 1500-1507 require a district with more than 15 employees to provide at least 10 days of unpaid leave per year, beyond any leave otherwise available to employees, to employees who volunteer with the Civil Air Patrol and are directed to respond to an emergency operational mission, as provided below. Labor Code 1503 specifies that a district may not require an employee to first exhaust all accrued vacation, personal, sick, or any other available leave in order to use Civil Air Patrol leave.

If the district chooses to offer more than 10 days of such leave per year or to provide paid leave, it should modify the following paragraph accordingly. A district with 15 or fewer employees may use or delete this section at its discretion.

An employee may take up to 10 days of unpaid leave per calendar year, beyond any leave otherwise available to the employee, to respond to an emergency operational mission of the California Civil Air Patrol, provided that the employee has been employed by the district for at least a 90-day period immediately preceding the leave. Such leaves shall not exceed three days for a single mission, unless an extension is granted by the governmental entity authorizing the mission and is approved by the Superintendent or designee. (Labor Code 1501, 1503)

The employee shall give the district as much advance notice as possible of the intended dates of the leave. The Superintendent or designee may require certification from the proper Civil Air Patrol authority to verify the eligibility of the employee for the leave and may deny the leave if the employee fails to provide the required certification. (Labor Code 1503)

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
CA Constitution Article 1, Section 8	Religious discrimination
Ed. Code 44036-44037	Leaves of absence for judicial and official appearances
Ed. Code 44963	Power to grant leaves of absence (i certified)
Ed. Code 44981	Leave of absence for personal necessity
Ed. Code 44985	Leave of absence due to death in immediate family (i certified)
Ed. Code 44987	Service as officer of employee organization (i certified)
Ed. Code code Code 44987.3	Leave of absence to serve on certain boards, commissions, etc.
Ed. Code 45190	Leaves of absence and vacations (i classified)
Ed. Code 45194	Bereavement leave of absence (i classified)
Ed. Code 45198	Effect of provisions authorizing leaves of absence
Ed. Code 45207	Personal necessity (i classified)
Ed. Code 45210	Service as officer of employee organization (i classified)
Ed. Code 45240-45320	Merit system
Evid. Code 1035.2	Sex assault counselor; definition
Evid. Code 1037.1	Domestic violence counselor; definition
Fam. Code 297-297.5	Rights, protections, benefits under the law; registered domestic partners
Gov. Code 12945.1-12945.2	California Family Rights Act
Gov. Code 3543.1	Rights of employee organizations
Lab. Code 1500-1507	Civil Air Patrol leave
Lab. Code 230-230.2	Leaves for victims of domestic violence, sexual assault or specified felonies
Lab. Code 230.3	Leave for emergency personnel
Lab. Code 230.4	Leave for volunteer firefighters
Lab. Code 230.8	Time off to visit child's school
Lab. Code 233	Illness of child, parent, spouse or domestic partner
Lab. Code 234	Absence control policy

Lab. Code 246.5	Paid sick days; purposes for use
M&V Code 395.10	Leave when spouse on leave from military deployment
Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 667.5	Prior prison terms; enhancement of prison terms

Federal

29 USC 2601-2654

42 USC 2000d-2000d-7

Management Resources

Court Decision

Public Employment Relations Board Decision

Website

Website

Website

Website

Website

Description

Family Care and Medical Leave Act

Title VI, Civil Rights Act of 1964

Description

Rankin v. Commission on Professional Competence, (1988) 24 Cal.3d 167

Berkeley Council of Classified Employees v. Berkeley Unified School District, (2008) PERB Decision No. 1954

California Department of Industrial Relations

California Federation of Teachers

California Public Employment Relations Board

California School Employees Association

California Teachers Association

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Regulation 4161.5/4261.5/4361.5: Military Leave

Status: ADOPTED

Original Adopted Date: 03/01/2004 | **Last Revised Date:** ~~07/09/2006~~ 2022 | **Last Reviewed Date:** ~~07/09/2006~~ 2022

CSBA NOTE: Employment and re-employment rights of employees who take military leave of absence are protected by the federal Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 USC 4301-4334. The district may not refuse to grant military leave, regardless of the length of employment or whether the employee volunteers for military service or is called up involuntarily.

The USERRA applies to all employees, except for ~~persons~~ individuals employed for a brief, nonrecurrent period for which there was no reasonable expectation that such employment would continue indefinitely or for a significant period. ~~It appears that the statute includes temporary certificated and short-term classified employees, unless the employee meets the above-stated exception. When determining whether a temporary or short-term employee is covered, districts are advised to consult legal counsel.~~

20 CFR 1002.149-1002.150 and 1002.210-1002.213 and guidelines issued by the ~~Veterans~~ 'Veterans' Employment and Training Service (VETS) of the U.S. Department of Labor, "A Non-Technical Resource Guide to the Uniformed Services Employment and Reemployment Rights Act," clarify that federal law generally protects seniority-based benefits (i.e., a right or benefit that is determined by or that accrues with length of service) that would have accrued "with reasonable certainty" had the employee remained continuously employed. Non-seniority-based benefits are generally protected to the same extent that those benefits are preserved during comparable kinds of leave under local policies or state law. The district should consult legal counsel regarding any questions about entitlements to benefits.

Note that in cases where state law provides greater protections to employees, state law supersedes federal law. In addition, the district should consult its collective bargaining agreements to determine if the bargaining agreements provide greater military leave benefits than provided by law and should modify or delete the following optional regulation accordingly.

Military leave shall be granted in accordance with applicable state and federal law to employees performing military duties on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty training, full-time National Guard duty, examination to determine fitness for duty, and performance of funeral honors duty. (Education Code 44800; Military and Veterans Code 395, 395.01, 395.02, 395.05, 395.1, 395.2, 395.9; 38 USC 4301, 4303, 4316)

~~An~~ Any district employee who needs to be absent from the district service to fulfill his/~~her~~ military service shall provide advance written or verbal notice to the Superintendent or designee, unless the giving of such notice is precluded by military necessity or is otherwise impossible or unreasonable. (38 USC 4312; 20 CFR 1002.85, 1002.86)

Salary/Compensation

CSBA NOTE: Pursuant to Military and Veterans Code 395.01-395.05, employees on military leave are entitled to receive their salary or compensation for a maximum of 30 calendar days for any one leave or during one fiscal year. However, Military and Veterans Code 395.03 allows the Governing Board to extend compensation beyond the maximum of 30 calendar days for leaves taken pursuant to ~~items~~ Items #1, 2, and 4 below through a Board resolution or a Memorandum of Understanding with an employee organization. In addition, Education Code 44018 authorizes, but does not require, the Board to provide

an employee who is on active military duty as a member of the California National Guard or a U.S. Military Reserve organization, for up to 180 days, the difference between the amount of the military pay and allowances and the employee's salary.

The following paragraph should be revised to reflect decisions of the Board, if any, to extend compensation beyond 30 days' pay.

An employee ~~The district~~ shall receive his/her ~~pay an employee's~~ salary or compensation for the first 30 days of any one absence for military leave or during one fiscal year, under any of the following conditions:

1. Active Military Training or Exercises: The employee is granted a temporary military leave of absence to engage in ordered military duty for purposes of active military training, encampment, naval cruises, special exercises, or like activity as a member of the reserve corps or force of the United States Armed Forces, National Guard, or Naval Militia, provided that: (Military and Veterans Code 389, 395, 395.01)
 - a. ~~He/she~~ The employee has been employed by the district for at least one year immediately prior to the day the military leave begins.
 - b. The ordered duty does not exceed 180 days, including time involved in going to and returning from such duty.
2. Active Military Duty: The employee is on military leave, other than a temporary military leave, to engage in active military duty as a member of the reserve corps or force of the United States Armed Forces, the National Guard, or the Naval Militia, provided that ~~he/she~~ the employee has been employed by the district for at least one year immediately prior to the day the military leave begins. (Military and Veterans Code 389, 395.02)
3. War or Other Emergency: The employee, however long employed by the district, is a member of the National Guard who is engaged in military or naval duty during a state of extreme emergency as declared by the Governor, or during such time as the National Guard may be on active duty in situations described in Military and Veterans Code 146, including travel time to and from such duty. (Military and Veterans Code 395.05)

CSBA NOTE: Pursuant to Military and Veterans Code 395 and 395.01, the district has discretion as to whether ~~or not to compensate~~ employees are compensated for military leave for periods of inactive duty training. Optional ~~item~~ Item #4 is for use by districts that choose to provide compensation to such employees.

4. Inactive Duty Training: The employee is a member of the reserve corps or force of the United States Armed Forces, National Guard, or Naval Militia who is engaged in temporary inactive duty training, provided that ~~he/she~~ the employee has been employed by the district for at least one year immediately prior to the day the military leave begins and the ordered duty does not exceed 180 days, including time involved in going to and returning from such duty.

CSBA NOTE: When calculating whether the employee has been employed by the district for a minimum of one year for purposes of determining the employee's right to a paid military leave of absence pursuant to ~~items~~ Items #1, 2, and 4 above, ~~an~~ the Attorney General ~~opinion~~ (opined in 77 Ops.Cal.Atty.Gen. 209 (1994) ~~states)~~, that all prior military service is to be counted as public agency service (i.e., the military service is "tacked on" to the amount of time employed in the district), even when a period of time lapses between the military service and district employment. However, as opined by the Attorney General in 18 Ops.Cal.Atty.Gen. 178 (1951), an employee may not "tack on" prior employment in another district ~~(18 Ops.Cal.Atty.Gen. 178 (1951))~~. If a question arises as to whether prior service should be counted, district legal counsel should be consulted.

In determining the length of district employment when necessary to determine eligibility for compensation for military leave, all recognized military service performed during and prior to district

employment shall be included.

For classified employees, 30 days' compensation shall be one month's salary. For certificated employees, 30 days' compensation shall be one-tenth of the employee's annual salary. (Education Code 45059)

CSBA NOTE: An Attorney General opinion (19 Ops. Cal. Atty. Gen. 132 (1952)) states that certificated employees ordered to perform military service are not entitled to compensation during non-teaching, non-paying months of the year.

~~Certificated employees shall not be entitled to compensation during non-teaching, non-paying months of the year.~~

During the period of military leave, an employee may, upon his/her own request, to use any vacation or similar paid leave accrued before the commencement of the military leave- in order to continue receiving compensation for the employee's employment with the district. The district shall not require the employee to use such leave. (38 USC 4316; 20 CFR 1002.153)

Benefits

An employee may elect to continue his/her health plan coverage during the military leave. The maximum period of coverage for the employee and ~~his/her~~ any dependents shall be either 24 months from the beginning of the leave or until the day after the employee fails to apply for or return to employment, whichever is less. (38 USC 4317; 20 CFR 1002.164)

An employee on military leave may be required to pay the employee cost, if any, of any funded benefit to the extent that other employees on leave are so required. (38 USC 4316)

An employee absent for 30 days or fewer shall not be required to pay more than the employee share for such coverage. An employee absent for 31 days or more may be required to pay not more than 102 percent of the full premium under the plan. (38 USC 4317; 20 CFR 1002.166)

CSBA NOTE: The following optional paragraph is for use by any district whose Board has taken action to extend benefits ~~to~~ for up to 180 days to employees who are on active military duty as members of the California National Guard or a U.S. Military Reserve organization, as authorized, but not required, by Education Code 44018.

~~Vacation and Sick Leave~~ Sick Leave Accrual

An employee on temporary military leave under the conditions described in item #1 Active Military Training or Exercises, Item #1 in the section entitled "Salary/Compensation" above, shall continue to accrue the same vacation, sick leave, and holiday privileges to which he/she ~~the employee~~ would otherwise be entitled if not absent. (Military and Veterans Code 395)

An employee on military leave who is serving in active duty in time of war, ~~national emergency, or United Nations military or police operation~~ shall not accrue sick leave or vacation leave during the period of such leave. (Military and Veterans Code 395.1)

However, an employee who is a National Guard member on active duty as described in item #3 War or

~~Other Emergency~~, Item #3 in the section entitled "Salary/Compensation" above, shall not suffer any loss or diminution of vacation or holiday privileges because of ~~his/her~~ the employee's leave of absence. (Military and Veterans Code 395.05)

Pension Plan Service Credit

CSBA NOTE: Pursuant to Government Code 20997, employers that participate in the California Public Employees' Retirement System (CalPERS) are required to inform employees who are CalPERS members, of the rights of returning military veterans to receive employer-paid service credits for the period of active military service.

Pension plan service credit and vesting shall continue during an employee's military leave as though no break in service had occurred. Payment of employer and employee contributions shall be made in accordance with law for members of the State Teachers' Retirement System or Public Employees' Retirement System. (Education Code 22850-22856; Government Code 20990-21013)

Employment Status

CSBA NOTE: Employees on military leave are deemed to be on furlough or leave of absence, pursuant to 20 CFR 1002.149 and, during the period of military leave, maintain non-seniority rights and benefits generally provided by the employer to other employees with similar seniority, status, and pay who are on furlough or leave of absence. However, pursuant to Education Code 44800 and Military and Veterans Code 395, absence due to military leave may not be counted in satisfaction of an uncompleted probationary period.

Absence for military leave shall not affect the classification of any ~~certificated~~ employee. In the case of a ~~certificated~~ probationary employee, the period of such absence shall not count as part of ~~the~~ service required to obtain permanent status, but shall not be construed as a break in the continuity of service for any purpose. (Education Code 44800; Military and Veterans Code 395; 20 CFR 1002.149)

Reinstatement Rights

At the conclusion of the military duty, an employee shall be promptly reinstated in the position held at the beginning of the leave, at the salary to which ~~he/she~~ the employee would otherwise have been entitled, except under the conditions noted below- in this section. (Education Code 44800; Military and Veterans Code 395, 395.2; 38 USC 4304, 4313; 20 CFR 1002.180-1002.181)

Any employee who performs active military duty in time of war, national emergency, or United Nations military or police operation has a right to return to ~~his/her~~ the position held prior to the military service, during terminal leave prior to the employee's discharge, separation, or release from the armed forces, or within six months of an the employee's release, separation, honorable discharge, or placement on inactive duty. Reinstatement rights shall not be extended to any such employee who fails to return within 12 months after the first date upon which ~~he/she~~ the employee could terminate or could cause to ~~be~~ have terminated ~~his/her~~ active service. (Education Code 44800; Military and Veterans Code 395.1)

When an employee has been on military leave for reasons other than war or national emergency, the time frame for seeking reinstatement shall depend on the length of military service as follows: (38 USC 4312; 20 CFR 1002.115, 1002.118)

1. For a leave of 30 days or fewer, the employee shall report for duty no later than the beginning of the first full work day following the completion of the military service; ~~provided the employee has~~ plus a period of eight hours ~~to~~ of rest following a period for safe transportation to ~~his/her~~ the employee's residence.

2. For a leave of 31-180 days, the employee shall submit a written or verbal application for reinstatement not later than 14 days after the completion of military service.
3. For a leave of more than 180 days, the employee shall submit a written or verbal application for reinstatement within 90 days after the completion of military service.

In cases where ~~Where an employee's~~ reporting or application for reinstatement within the periods specified in ~~items~~ Items #1 and #2 above is impossible or unreasonable through no fault of the employee, ~~he/she~~ the report or application shall ~~report~~ be made as soon as possible after the expiration of the period. In the case of Items #2 and #3 where an application is required, the employee's application may be made orally or in writing and need not follow any particular format. (38 USC 4312; 20 CFR 1002.115, 1002.117, 1002.118)

An employee who is hospitalized for, or convalescing from, an illness or injury incurred in or aggravated during the performance of military service shall report for duty or submit an application for reinstatement at the end of the period that is necessary to recover from such illness or injury, but no more than two years after the completion of military service unless circumstances beyond the employee's control make reporting within the two-year period impossible or unreasonable. (38 USC 4312; 20 CFR 1002.116)

Upon receiving an application for reinstatement, the Superintendent or designee shall reinstate the employee as soon as practicable under the circumstances of ~~his/her~~ the case, but within a time period not to exceed two weeks, absent unusual circumstances. (20 CFR 1002.181)

If the employee's previous position has been abolished, ~~he/she~~ the district shall ~~be reinstated~~ reinstate the employee in a position of like seniority, status, and pay, if such position exists, or to a comparable vacant position for which ~~he/she~~ the employee is qualified. (Military and Veterans Code 395, 395.1; 38 USC 4313; 20 CFR 1002.192)

An employee ~~failing~~ who fails to report or apply for reinstatement within the appropriate period does not automatically forfeit ~~his/her rights,~~ the entitlement to reinstatement but shall be subject to the ~~Board's~~ district's rules and/or practices governing unexcused absences. (38 USC 4312)

The Superintendent or designee may elect not to reinstate an employee following military leave if any of the following conditions exists:

1. The district's circumstances have so changed as to make such re-employment impossible or unreasonable, such as a reduction in force that would have included the employee. (38 USC 4312; 20 CFR 1002.139)
2. The accommodation, training, or effort described in 38 USC 4313(a)(3), (a)(4), or (b)(2)(B) would impose an undue hardship on the district as defined in 20 CFR 1002.5 or 1002.198. (38 USC 4312; 20 CFR 1002.139)
3. The employee's position was for a brief, nonrecurrent period and there was no reasonable expectation that such employment will continue indefinitely or for a significant period. (38 USC 4312; 20 CFR 1002.139)
4. The employee's cumulative length of absence and length of all previous military leave while employed with the district exceeds five years, excluding those training and service obligations specified in 38 USC 4312(c). (38 USC 4312; 20 CFR 1002.99-1002.103)
5. The employee was separated from military service with a disqualifying discharge or under other than honorable conditions. (Military and Veterans Code 395.1; 20 USC 4304, 4312; 20 CFR 1002.134-1002.138)

Notices

CSBA NOTE: 38 USC 4334 requires employers to post a notice of rights and benefits as provided below. The U.S. Secretary of Labor has provided a sample notice listing these rights which is available on the Department of Labor's USERRA web site.

The Superintendent or designee shall provide employees a notice of the rights, benefits, and obligations of employees granted military leave and of the district under the Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 USC 4301-4334. (38 USC 4334)

CSBA NOTE: 38 USC 4334 states that the notice may be placed where the ~~employer~~ district customarily places employee notices, as provided below. However, the VETS' "A Non-Technical Resource Guide to the Uniformed Services Employment and Reemployment Rights Act (USERRA)", clarifies that an employer may provide the notice in an alternative manner as long as the full text of the notice is provided. Examples include handing the notice to employees, mailing it, or distributing it via email. The district may revise the following paragraph to reflect district practice.

This requirement may be met by posting the notice where the district customarily places notices for employees. (38 USC 4334)

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Policy Reference Disclaimer:

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State	Description
Ed. Code 22850-22856	Pension benefits; STRS members on military leave
Ed. Code 44018	Compensation for employees on active military duty
Ed. Code 44800	Effect of active military service on status of employees
Ed. Code 45059	Employee ordered to active military/naval duty; computation of salary
Gov. Code 18540	Definition of armed forces
Gov. Code 18540.3	Recognized military service
Gov. Code 20990-21013	Pension benefits; PERS members on military leave
M&V Code 146	Events justifying calling of militia into active service
M&V Code 389	Definitions; temporary military leave
M&V Code 394	Nondiscrimination based on military service
M&V Code 395-395.9	Military leave
Federal	Description
20 CFR 1002.1-1002.314	Uniformed Services Employment and Reemployment Rights Act of 1994
38 USC 4301-4334	Uniformed Services Employment and Reemployment Rights Act of 1994

Management Resources **Description**

Attorney General Opinion	18 Ops.Cal.Atty.Gen. 178 (1951)
Attorney General Opinion	19 Ops.Cal.Atty.Gen. 132 (1952)
Attorney General Opinion	63 Ops.Cal.Atty.Gen. 924 (1978)
Attorney General Opinion	69 Ops.Cal.Atty.Gen. 290 (1986)
Attorney General Opinion	77 Ops.Cal.Atty.Gen. 56 (1994)
Court Decision	Bowers v. San Buenaventura (1977) 75 Cal. App.3d 65
Court Decision	Wright v. City of Santa Clara (1989) 213 Cal. App.3d 1503
National School Boards Association Publication	The Uniformed Services Employment and Reemployment Rights Act (USERRA), NSBA Federal File: Guidance on Federal School Law, 2003
U.S. Department of Labor Publication	A Non-Technical Resource Guide to the Uniformed Services Employment and Reemployment Rights Act (USERRA), rev. April 2005
Website	National Committee for Employer Support of the Guard and Reserve
Website	U.S. Department of Labor, USERRA
Website	National School Boards Association

Cross References

Code	Description
2121	Superintendent's Contract
4030	Nondiscrimination In Employment
4030	Nondiscrimination In Employment
4032	Reasonable Accommodation
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4112.9-E PDF(1)	Employee Notifications
4116	Probationary/Permanent Status
4116	Probationary/Permanent Status
4161	Leaves
4161	Leaves
4161.1	Personal Illness/Injury Leave
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4212.9-E PDF(1)	Employee Notifications
4217.3	Layoff/Rehire
4261	Leaves

4261	Leaves
4261.1	Personal Illness/Injury Leave
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4312.9-E PDF(1)	Employee Notifications
4361	Leaves
4361	Leaves
4361.1	Personal Illness/Injury Leave

Policy 4216: Probationary/Permanent Status

Status: ADOPTED

Original Adopted Date: 06/01/1996 | **Last Revised Date:** ~~10/09/2019~~ 2022

CSBA NOTE: Education Code 45113 mandates the Governing Board in a non-merit system district to develop rules and regulations for the personnel management of classified employees. For districts establishing the merit system pursuant to Education Code 45240-45320, rules for the efficient running of the classified service are established by the personnel commission pursuant to Education Code 45260. The following policy may be revised to reflect district practice, ~~the~~ any applicable collective bargaining agreement, or personnel commission rules.

The Governing Board desires to employ and retain highly qualified classified personnel to support the district's educational program and operations. Newly hired classified employees shall serve a probationary period during which the Board shall determine their suitability for long-term district employment.

CSBA NOTE: The following paragraph should be revised to reflect the specific length of the probationary period prescribed by the district, provided the probationary period does not exceed the time limits specified below.

~~Education Code 45113, as amended by AB 1353 (Ch. 542, Statutes of 2019), shortened the maximum length of the required probationary period in non-merit system districts from one year to six months or 130 days of paid service, whichever is longer. Therefore, the maximum length of the required probationary period for non-merit districts is now the same as that of districts incorporating the merit system as provided under Education Code 45301. Education Code 45113, as amended, will not override any conflicting provision of a collective bargaining agreement entered into before January 1, 2020, until the collective bargaining agreement expires or is renewed.~~

A probationary employee who has been employed by the district for six months or 130 days of paid service, whichever is longer, shall be classified as a permanent employee of the district. (Education Code 45113, 45301)

Probationary employees shall receive written performance evaluations by their supervisor during the probationary period. These evaluations shall indicate whether the evaluator is satisfied or not satisfied with the employee's ability, performance, and compatibility with the job.

The district may, without cause, dismiss a new employee during the probationary period.

Permanent employees promoted to a higher classification shall be considered probationary in their new position until they have satisfactorily completed the probationary period.

CSBA NOTE: Pursuant to Education Code 45301, as amended by SB 874 (Ch. 150, Statutes of 2022), the paragraph below also applies to districts that have adopted the merit system.

A permanent employee who accepts a promotion and fails to complete the probationary period for that promotional position shall be employed in the classification from which the employee was promoted. (Education Code 45113, [45301](#))

This policy shall be made available to classified employees and the public. (Education Code 45113)

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Policy Reference Disclaimer:

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State	Description
Ed. Code 45113	Notification of charges; classified employees
Ed. Code 45240-45320	Merit system

Management Resources	Description
Website	California School Employees Association

Cross References

Code	Description
3515.3	District Police/Security Department (BP and AR)
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4112.9-E PDF(1)	Employee Notifications
4161.11	Industrial Accident/Illness Leave
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4212.9-E PDF(1)	Employee Notifications
4215	Evaluation/Supervision
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4261.1	Personal Illness/Injury Leave
4261.11	Industrial Accident/Illness Leave
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications

4312.9-E PDF(1)

Employee Notifications

4361.11

Industrial Accident/Illness Leave

Policy 4218: Dismissal/Suspension/Disciplinary Action

Status: ADOPTED

Original Adopted Date: 07/01/2019 | **Last Revised Date:** ~~10/09/01/2019~~ 2022

CSBA NOTE: The following policy is for use by districts that have not incorporated the merit system for classified employees pursuant to Education Code 45240-45320. For procedures applicable to districts that have incorporated the merit system, see BP/AR 4218.1 - Dismissal/Suspension/Disciplinary Action (Merit System).

The following policy is subject to collective bargaining and may be deleted or revised by any district whose collective bargaining agreement covers classified employee dismissal, suspension, and other disciplinary action. To the extent that this policy is inconsistent with provisions of the collective bargaining agreement, the collective bargaining agreement would prevail.

The Governing Board expects all employees to perform their jobs satisfactorily and to exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law or any applicable collective bargaining agreement, Board policy, or administrative regulation.

CSBA NOTE: When disciplining an employee, the district must ensure that all the surrounding facts and circumstances are considered and analyzed within the parameters of any applicable constitutional or legal framework. In *Kennedy v. Bremerton School District*, the U.S. Supreme Court held that the district violated the employee's protected free exercise and free speech rights when the district did not rehire the employee, a coach, for refusing to follow the district's direction to refrain from kneeling and praying at the 50-yard line immediately after each football game. The district's direction was based on a concern that the employee's prayer violated the district's religious practices policy and could subject the district to an Establishment Clause violation. Notwithstanding that the prayer occurred at a school event and in the presence of students, the court reasoned that the timing and circumstances indicated that the coach's prayers were offered as a private citizen rather than as a district employee. According to the Court, since the prayer, a religious activity, occurred during a period when employees would ordinarily be free to engage in personal secular activities such as speaking with friends, checking email, calling for restaurant reservations, etc., the district's concerns about a possible Establishment Clause violation did not justify restricting the employee's free exercise and free speech rights to engage in a personal religious activity such as offering a prayer. Employee discipline, especially with respect to suspension and dismissal, involves complex legal considerations and districts are advised to consult CSBA District and County Office of Education Legal Services or the district's legal counsel, accordingly.

Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. An employee's private exercise of personal beliefs and activities, including religious, political, cultural, social, or other beliefs or activities, or lack thereof, shall not be grounds for disciplinary action against the employee, provided that the beliefs or activities do not involve coercion of students or any other violation of law, Board policy, or administrative regulation.

In addition, an employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student engaged in exercising any free speech or press right authorized by, or for refusing to infringe upon a student's conduct protected pursuant to, Education Code 48907 or 48950.

Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal.

The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

A probationary classified employee may be dismissed by the Superintendent or designee without cause at any time prior to the expiration of the probationary period.

CSBA NOTE: Education Code 45113 mandates districts not incorporating the merit system to prescribe, by written rule or regulation, causes and procedures for disciplinary action against permanent classified employees. Also see the accompanying administrative regulation.

Permanent classified employees shall be subject to disciplinary action only for cause as specified in the accompanying administrative regulation. (Education Code 45113)

Procedures for Serious Disciplinary Proceedings

CSBA NOTE: The following section should be revised to reflect district practice.

In *Skelly v. State Personnel Board*, the California Supreme Court held that permanent public employees have a right to certain due process protections prior to any punitive disciplinary action, such as termination, suspension, or demotion. These procedural rights include notice of the proposed materials upon which the action is based and the right to respond, either orally or in writing, to the individual recommending that discipline be imposed. These procedural rights are designed to protect an employee who may be wrongfully disciplined, without necessitating a full evidentiary hearing before the Governing Board. Therefore, CSBA recommends that the Superintendent or designee appoint a Skelly officer to evaluate whether there are reasonable grounds for believing that the employee engaged in the alleged misconduct and whether the proposed discipline is justified.

The Superintendent or designee shall develop disciplinary procedures for use when dismissal, suspension, demotion, involuntary reassignment, or other serious disciplinary action is contemplated against an employee. The procedures for such discipline shall include an opportunity for an employee for whom any such disciplinary action is recommended to meet with, or respond in writing to, a designated district official ("Skelly officer") who will determine whether the recommended discipline should proceed further or be modified or withdrawn.

CSBA NOTE: Pursuant to Education Code 45113 and 45116, a permanent classified employee must be given notice of any disciplinary action against the employee, including a time period during which the employee may request a Board hearing on the charges. See the section "Initiation and Notification of Charges" in the accompanying administrative regulation.

Pursuant to Education Code 45113, the Board may delegate its authority to determine whether sufficient cause exists for disciplinary action against classified employees, excluding peace officers as defined in Penal Code 830.32, to an impartial third-party hearing officer. Hearings conducted by the Board or a hearing officer are not subject to the procedures used by the Office of Administrative Hearings pursuant to Government Code 11500-11529. Districts that refer all serious disciplinary matters to a third-party hearing officer rather than holding Board hearings should revise the remainder of this section accordingly.

Education Code 45113 requires the Board to delegate its authority to an administrative law judge in cases involving allegations of egregious misconduct with a minor. Egregious misconduct is defined as immoral conduct leading to an allegation of a sex offense pursuant to Education Code 44010, a controlled substance offense pursuant to Education Code 44011, or child abuse or neglect pursuant to Penal Code 11165.2-11165.6.

After meeting with the employee or considering the employee's written response, if the Skelly officer determines that the recommended discipline should proceed, the Superintendent or designee shall send the employee a notice of the recommended disciplinary action, a statement of charges, and the results of the Skelly hearing. The notice shall include a statement advising the employee of the right to request a Board hearing on the matter.

If the employee fails to request a hearing within the time specified in the notice, the employee is deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately.

If a timely request is submitted, a hearing shall be conducted by the Board. (Education Code 45113, 45312)

The hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The employee shall be notified of the time and place of the hearing.

The hearing shall be held in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957)

The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel.

The Board may use the services of its legal counsel in ruling upon procedural questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board.

At any time before a matter is submitted to the Board for decision, the Superintendent or designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegations may be made orally at the hearing and shall be noted on the record.

Following the hearing or, if the employee has not requested a hearing, after reviewing the Superintendent or designee's recommendation for disciplinary action, the Board shall affirm, modify, or reject the recommended disciplinary action. The decision of the Board shall be in writing and shall contain findings of fact and the disciplinary action approved, if any. The decision of the Board shall be final.

Within 10 working days of the Board's final decision, a copy of the decision shall be delivered to the employee and/or designated representative personally or by registered mail.

In lieu of ~~holding a Board hearing on the sufficiency of the causes for disciplinary action~~ Except for an allegation of holding egregious misconduct in which a Board hearing on the sufficiency of the causes for disciplinary action minor is involved, the Board may delegate its ~~the~~ authority to determine whether sufficient cause exists for disciplinary action to an impartial third-party hearing officer. When ~~the~~ a matter is heard by a third-party hearing officer, the Board ~~retains the authority to~~ shall review the determination and ~~to~~ adopt or reject the recommended decision. (Education Code 45113)

CSBA NOTE: Pursuant to Education Code 44990, an administrative law judge in a suspension or dismissal hearing is required to preserve the integrity of the truth-finding function by balancing the right of a classified employee against the need to protect a minor witness.

If **When any** matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a **witness who is a** minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. In such cases, the ruling of the administrative law judge shall be binding on the district and the employee. (Education Code 45113)

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State	Description
Ed. Code 35161	Board delegation of any powers or duties
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 44940.5	Procedures when employees are placed on compulsory leave of absence
Ed. Code 45101	Definitions (including: disciplinary action, and cause)
Ed. Code 45109	Fixing of duties
Ed. Code 45113	Notification of charges; classified employees
Ed. Code 45123	Employment after conviction of controlled substance offense
Ed. Code 45302	Demotion and removal from permanent classified service
Ed. Code 45303	Additional cause for suspension or dismissal of employee charge with mandatory or optional leave of absence offense
Ed. Code 45304	Compulsory leave of absence for classified persons
Veh. Code 1808.8	Schoolbus drivers; dismissal for safety-related cause

[California Constitution Article 1, Section 1](#) **Inalienable rights**

1

Federal

42 USC 12101-12213

Description

Americans with Disabilities Act

[U.S. Constitution First Amendment](#)

[Free exercise, free speech, and establishment clauses](#)

Management Resources

Court Decision

Description

California School Employees [Kennedy](#) v. Livingston Union [Bremerton](#) School District; (2007) 149 Cal. App. 4th 391 (2022) 142 S.Ct. 2407

Court Decision

CSEA [California School Employees](#) v. Foothill Community College [Livingston Union School](#) District; 52 (2007) 149 Cal. App. 4th 391; 155-156

Court Decision	Skelly v. California Personnel Board, Foothill Community College District (1975) 15 Cal. App. 3d 1503d 194
Court Decision	Skelly v. California Personnel Board (1975) 15 Cal.3d 194
Website	Department of General Services, About Teacher Dismissal Case Type (https://www.dgs.ca.gov/OAH/Case-Types/General-Jurisdiction/About/Page-Content/About-Teacher-Dismissal)
Website	Office of Administrative Hearings (https://www.dgs.ca.gov/OAH)
Website	Office of the Attorney General (https://oag.ca.gov/)

Cross References

Code	Description
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
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Regulation 4218: Dismissal/Suspension/Disciplinary Action

Status: ADOPTED

Original Adopted Date: 06/01/1994 | **Last Revised Date:** ~~10/09/2019~~ 2022

Causes for Disciplinary Action

CSBA NOTE: The following section should be revised to reflect district practice. Education Code 45113 mandates districts not incorporating the merit system to prescribe, by rule or regulation, causes for disciplinary action against permanent classified employees. Pursuant to Education Code 45101, such employees may be disciplined only for cause as so prescribed.

A permanent classified employee may be subject to suspension, demotion, involuntary reassignment, or dismissal for one or more of the following causes:

CSBA NOTE: Pursuant to Education Code 45122.1, 45123, and 45124, districts must not continue to employ anyone who has been convicted of a specified sex offense, controlled substance offense, or violent or serious offense as defined, except for employees who have been rehabilitated or had their conviction reversed or the charges dismissed. Also see AR 4112.5/4212.5/4312.5 - Criminal Record Check.

1. Immoral conduct, including, but not limited to, egregious misconduct that is the basis for a sex offense as defined in Education Code 44010, a controlled substance offense as defined in Education Code 44011, or child abuse and neglect as described in Penal Code 11165.2-11165.6
2. Conduct that constitutes a violent or serious felony as defined in Penal Code 667.5(c) or 1192.7(c)
3. Unlawful discrimination, including harassment, against any student or other employee
4. Violation of or refusal to obey state or federal law or regulation, Board policy, or district or school procedure
5. Falsification of any information supplied to the district, including, but not limited to, information supplied on application forms, employment records, or any other school district records
6. Unsatisfactory performance
7. Unprofessional conduct
8. Dishonesty
9. Neglect of duty or absence without leave
10. Insubordination
11. Use of alcohol or a controlled substance while on duty or in such close time proximity thereto as to affect the employee's performance
12. Destruction or misuse of district property
13. Failure to fulfill any ongoing condition of employment including, but not limited to, maintenance of any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position

CSBA NOTE: Pursuant to the federal Americans with Disabilities Act (42 USC 12101-12213) and the state's Fair Employment and Housing Act (Government Code 12900-12996), the district has a duty to reasonably accommodate qualified employees with known disabilities, except when such accommodation would cause an undue hardship to the district. This accommodation is not required for individuals who are not otherwise qualified for the job.

14. A physical or mental condition which precludes the employee from the proper performance of duties and responsibilities as determined by competent medical authority, except as otherwise provided by a contract or by law
15. Retaliation against any person who, in good faith, reports, discloses, divulges, or otherwise brings to the attention of any appropriate authority any information relative to an actual or suspected violation of state or federal law occurring on or directly related to the job
16. Violation of Education Code 45303 or Government Code 1028 (~~prohibiting the advocacy or teaching~~ of communism)
17. Any other misconduct which is of such nature that it causes discredit or injury to the district or the employee's position

~~An employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student, or for refusing to infringe on a student's protected conduct, when that student is exercising free speech or press rights pursuant to Education Code 48907 or 48950. (Education Code 48907, 48950)~~

No disciplinary action shall be taken for any cause which arose before the employee became permanent, nor for any cause which arose more than two years before the date of the filing of the notice of cause unless this cause was concealed or not disclosed by the employee when it could be reasonably assumed that the employee would have disclosed the facts to the district. (Education Code 45113)

Initiation and Notification of Charges

CSBA NOTE: Pursuant to *Skelly v. State Personnel Board*, permanent public employees are entitled to due process before any punitive disciplinary action, such as termination, suspension, or demotion, may be taken against such employees. These procedural rights include provision of notice of the materials upon which the proposed action is based and the right to respond, either orally or in writing, to a district official ("Skelly officer") who is designated to decide whether the recommended discipline should be imposed.

The Superintendent or designee shall provide notice to the employee of a recommendation for discipline, which includes the charges and materials upon which the recommendation is based. The notification shall identify an impartial district official ("Skelly officer") with whom the employee may meet at a specified time and place or to whom the employee may provide a written response to the recommendation of discipline. After meeting with the employee or considering any response from the employee, the Skelly officer shall recommend to the Superintendent or designee whether to proceed with the recommendation for discipline.

CSBA NOTE: Education Code 45113 mandates districts to adopt disciplinary procedures which contain provisions for giving classified employees a written notice of specific charges, the employee's right to a hearing on those charges, the time within which the hearing may be requested, and a card or paper to complete to request a hearing.

The Superintendent or designee shall file any final recommendation for a disciplinary action in writing with the Governing Board. A copy of the recommendation shall be served upon the employee either personally or by registered or certified mail, return receipt requested, at the employee's last known address.

The notice shall, in ordinary and concise language, inform the employee of the specific charge(s) or cause(s) for the disciplinary action, the specific acts and omissions upon which the action is based, and, if applicable, the district rule or regulation that the employee has allegedly violated. In addition, the notice shall include the employee's right to a hearing on those charges, the time within which the hearing may be requested which shall be not less than five days after service of the notice to the employee, and a card or paper which the employee may sign and file to deny the charges and request a hearing. (Education Code 45113, 45116)

Request for Board Hearing

CSBA NOTE: As provided in the section "Initiation and Notification of Charges" above, Education Code 45113 requires that the notice of disciplinary action include the time within which a hearing may be requested, which cannot be less than five days after service of the notice to the employee. In *California School Employees Association v. Livingston Union School District*, the appeals court ruled that the district failed to provide due process to an employee when it denied the employee the opportunity to request a hearing based on the employee's failure to respond within five days after service of the notice. The district's policy had established the date of "service of the notice" as the date of mailing, but the employee was a 10-month employee who was out of town when the notice was delivered. The court held that the notice was not "reasonably calculated" to provide an opportunity to timely request a hearing. Thus, it is recommended that districts use the date of the employee's receipt of the notice as the date upon which the five-day response period begins. For further information on the evidentiary hearing conducted by the Board or a hearing officer, see the accompanying Board policy.

Within the time specified in the notice of the recommendation of disciplinary action, the employee may request a hearing on the charges by signing and filing the card or paper included with the notice. (Education Code 45113)

Any other written document signed and appropriately filed within the specified time limit by the employee shall constitute a sufficient notice of the request for a hearing. The request shall be delivered to the office of the Superintendent or designee during normal work hours of that office. If mailed to the office of the Superintendent or designee, it must be received or postmarked no later than the time limit specified by the district. In cases where an order of suspension without pay has been issued in conjunction with a recommendation of dismissal, any request for a hearing on the dismissal shall also constitute a request to hear the suspension order, and the necessity of the suspension order shall be an issue in the hearing.

Employment Status Pending a Hearing

A classified employee against whom a recommendation of disciplinary action has been issued shall remain on active duty status pending any hearing on the charges, unless the Superintendent or designee determines that the employee's continuance in active duty would present an unreasonable risk of harm to students, staff, or property. The Superintendent or designee may, in writing, order the employee immediately suspended from duty without pay and shall state the reasons that the suspension is deemed necessary. The suspension order shall be served upon the employee either personally or by registered or certified mail, return receipt requested, immediately after issuance.

Compulsory Leave of Absence

CSBA NOTE: State law requires that classified employees in merit system districts and certificated employees be immediately placed on compulsory leave of absence following conviction for certain offenses specified in Education Code 44940, and gives districts discretion to place such employees on leave for other specified offenses. Although existing state law does not explicitly provide for application to classified employees in nonmerit system districts, such districts have authority pursuant to Education

Code 45113 to establish causes for suspension or dismissal. The following section may be revised to reflect district practice.

Upon being informed by law enforcement that a classified employee has been charged with a "mandatory leave of absence offense," the Superintendent or designee shall immediately place the employee on a leave of absence. A mandatory leave of absence offense includes:

1. Any sex offense as defined in Education Code 44010
2. Violation or attempted violation of Penal Code 187 (~~prohibiting~~ murder or attempted murder)
3. Any offense involving the unlawful sale, use, or exchange to minors of controlled substances as listed in Health and Safety Code 11054, 11055, and 11056

The Superintendent or designee may place on an immediate compulsory leave of absence a classified employee who is charged with an "optional leave of absence offense," defined as a controlled substance offense specified in Education Code 44011 and Health and Safety Code 11357-11361, 11363, 11364, and 11370.1 except as it relates to marijuana, mescaline, peyote, or tetrahydrocannabinols.

An employee's compulsory leave for a mandatory or optional leave of absence offense may extend for not more than 10 days after the entry of judgment in the criminal proceedings. However, the compulsory leave may be extended if the Board gives notice, within 10 days after the entry of judgment in the proceedings, that the employee will be dismissed within 30 days from the date of service of the notice unless the employee demands a hearing on the dismissal.

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35161	Board delegation of any powers or duties
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 44940.5	Procedures when employees are placed on compulsory leave of absence
Ed. Code 45101	Definitions (including disciplinary action, cause)
Ed. Code 45109	Fixing of duties
Ed. Code 45113	Notification of charges, classified employees
Ed. Code 45123	Employment after conviction of controlled substance offense
Ed. Code 45302	Demotion and removal from permanent classified service
Ed. Code 45303	Additional cause for suspension or dismissal of employee charge with mandatory or optional leave of absence offense
Ed. Code 45304	Compulsory leave of absence for classified persons

Veh. Code 1808.8

~~School bus~~ School bus drivers; dismissal for safety-related cause

Federal

42 USC 12101-12213

Description

Americans with Disabilities Act

Management Resources

Court Decision

Description

California School Employees v. Livingston Union School District, (2007) 149 Cal. App. 4th 391

Court Decision

CSEA v. Foothill Community College District, 52 Cal. App. 3rd 150, 155-156

Court Decision

Skelly v. California Personnel Board, (1975) 15 Cal.3d 194

Cross References

Code

1114

Description

District-Sponsored Social Media

1114

District-Sponsored Social Media

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9321-E PDF(2)	Closed Session

Policy 6146.1: High School Graduation Requirements

Status: ADOPTED

Original Adopted Date: 12/01/2017 | Last Revised Date: ~~09/04~~10/31/2022 | Last Reviewed Date: ~~09/04~~10/31/2022

CSBA NOTE: The following policy is for use by districts that maintain grades 9-12.

The Governing Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

District students shall complete graduation course requirements as specified in Education Code 51225.3 and those adopted by the Board, except for students who are exempted as provided in "Exemptions from District-Adopted Graduation Requirements," below. Students who are exempted from district-adopted graduation requirements shall be eligible to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate.

Course Requirements

CSBA NOTE: Education Code 51225.3 specifies the courses that a student is required to complete in order to graduate from high school as listed in Items #1-7 below.

Pursuant to Education Code 66204, each district that maintains a high school is required to develop a process for submitting courses to the University of California (UC) to review and certify that they align with the "A-G" course requirements for college admission.

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Four courses in English (Education Code 51225.3) (40 credits)
2. Three courses in mathematics (Education Code 51225.3) (30 credits)
At least one mathematics course, or a combination of the two mathematics courses, shall meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I or Mathematics I requirement, but shall not exempt a student from the requirement to complete two mathematics courses in grades 9-12. (Education Code 51224.5) Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

CSBA NOTE: The following paragraph is for districts that require more than two mathematics courses for high school graduation. Pursuant to Education Code 51225.3 and 51225.35, a district that requires more than two courses in mathematics may award up to one mathematics course credit for an approved computer science course. Any such course must have been approved by UC as a "category C" (mathematics) course in the university's "A-G" course admission criteria; see BP 6143 - Courses of Study.

3. Successful completion of an approved computer science course that is classified as a "category C" course based on the University of California (UC) and California State University (CSU) "A-G" admission requirements shall be counted toward the satisfaction of additional graduation requirements in mathematics. (Education Code 51225.3, 51225.35)
4. Three courses in science, including one course in biological sciences and one course in physical sciences (Education Code 51225.3) (30 credits)
5. Three courses in social studies, including United States (U.S.) history and geography; World History and Geography; a one-semester course in American government and civics; and a one-semester course in economics (Education Code 51225.3) (30 credits)

CSBA NOTE: Pursuant to Education Code 51225.3, as amended by AB 101 (Ch. 661, Statutes of 2021), no longer authorizes ~~2022~~, the option to authorize the completion of a course in career technical education (CTE) to serve as an alternative to in lieu of the visual or performing arts or world language course requirement for high school graduation. However, if a student completed a CTE course prior to, which authority was deleted by AB 101 (Ch. 661, Statutes of 2021), has been restored until July 1, 2022 that met the requirements of Education Code 51225.3, such course will fulfill the visual or performing arts or world language graduation requirement. 2027.

6. One course in visual or performing arts or, world language, or career technical education (CTE). For purposes of this requirement, a course in American Sign Language shall be deemed a course in world language. (Education Code 51225.3) (10 credits)
If To be counted towards meeting graduation requirements, a student completed a career technical education CTE course prior shall be aligned to July 1, 2022 that met the requirements CTE model — curriculum standards and framework adopted by the State Board of Education Code 51225.3, such course will fulfill the visual or performing arts or world language requirement. (Education Code 51225.3)
7. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3) (20 credits)

CSBA NOTE: Pursuant to Education Code 51225.3, as amended by AB 101, beginning with the 2029-30 school year, a student is required to complete a one-semester course in ethnic studies, as specified, in order to graduate from high school. At its discretion, a district may require a full-year course. Districts that require a full-year course should revise Item #7 accordingly.

8. One 5 credit course in ethnic studies and one 5 credit course in "Building Foundations for Success". (Education Code 51225.3) (10 credits)

CSBA NOTE: Pursuant to Education Code 51225.3, the Governing Board may prescribe additional coursework (e.g., health education or service learning) or other requirements (e.g., portfolios or senior projects) that district students must complete in order to obtain a diploma. If the Board does so, such courses or projects should be listed below.

If the district requires a course in health education for graduation, Education Code 51225.36 requires that the district include instruction in sexual harassment and violence, including, but not limited to, information on the affirmative consent standard pursuant to Education Code 67386. See BP 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction. In addition, pursuant to Education Code 51225.6, a district that requires a course in health education for graduation is required to include instruction in compression-only cardiopulmonary resuscitation (CPR). See AR 6143 - Courses of Study.

Pursuant to Education Code 51230, if the district requires the completion of community service hours for high school graduation, the district may provide a student with credit towards that requirement for completion of a course in community emergency response training. However, if the district chooses to offer credit for the completion of such a course, the Board is still obligated to notify parents/guardians, students, and the public of information specified in Education Code 51225.3.

9. The equivalent of 75 credits of elective credits.
10. 15 hours of prior approved Community Service, this is in addition to the 245 credit graduation requirement.

CSBA NOTE: Education Code 51225.3 requires the Board to adopt alternative means for students to complete the prescribed course of study. See BP/AR 6146.11 - Alternative Credits Toward Graduation.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

Exemptions from District-Adopted Graduation Requirements

CSBA NOTE: Pursuant to Education Code 51225.31, as added by AB 181 (Ch. 52, Statutes of 2022), districts are required to exempt an eligible student with disabilities from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements specified in Education Code 51225.3, and award such student a high school diploma, as reflected below. Awarding a diploma pursuant to this exception does not change the district's obligation to provide a free appropriate public education or otherwise constitute a change in placement.

Prior to the beginning of grade 10, the individualized education program (IEP) team for each student with disabilities shall determine whether the student is eligible for exemption from all coursework and other requirements adopted by the Board in addition to the statewide course requirements for high school graduation, and if so, shall notify the student's parent/guardian of the exemption. A student with disabilities shall be eligible for the exemption, if the student's IEP provides for both of the following requirements: (Education Code 51225.31)

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code 60640
2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

CSBA NOTE: Education Code 51225.1 requires the district to exempt from any district-adopted graduation requirements that are in addition to the state requirements specified in Education Code 51225.3 a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district high schools any time after completing the second year of high school, or an immigrant student who is in the third or fourth year of high school and is participating in a newcomer program (i.e., a program designed to meet the academic and transitional needs of newly arrived immigrant students that has as a primary objective the development of English language proficiency). This exemption does not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Also see AR 6173 - Education for Homeless Children, AR 6173.1 - Education for Foster Youth, AR 6173.2 - Education of Children of Military Families, AR 6173.3 - Education for Juvenile Court School Students, and AR 6175 - Migrant Education Program.

Pursuant to Education Code 51225.1, within 30 calendar days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the district is required to notify any eligible student and/or the student's parent/guardian, the person holding the right to make education decisions for the student, the district's liaison for homeless children, and the student's social worker or probation officer, as applicable, of the availability of the exemption from local graduation requirements and whether the student qualifies for it. If the district fails to provide that notification, the student will be eligible for the exemption once notified, even if the notification is received after the termination of the court's jurisdiction over the foster youth or former juvenile court school student, after the homeless student ceases to be homeless, or after the student no longer meets the definition of a child of a military family, a migrant student, or a student participating in a newcomer program, as applicable.

Education Code 51225.1 also provides that, if an exempted student completes the statewide coursework requirements before the end of the fourth year of high school, the district or a district school must not require or request that the student graduate before the end of the fourth year of high school.

Any complaint alleging the district's failure to comply with the requirements of Education Code 51225.1 may be filed using the district's uniform complaint procedures pursuant to 5 CCR 4600-4670. See BP/AR 1312.3 - Uniform Complaint Procedures.

In addition, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Within 30 days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student, and others as required by law, of the availability of the exemption from local graduation requirements and whether the student qualifies for it. (Education Code 51225.1)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

CSBA NOTE: Items #1-4 below are optional and may be revised to reflect district practice.

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the U.S. or through online or virtual courses.

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district high school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the U.S. while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school

4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

Honorary Diplomas

CSBA NOTE: The following optional section reflects the Board's authority to confer honorary high school diplomas pursuant to Education Code 51225.5 and may be revised to reflect district practice.

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district
2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 1600-1651	Graduation of students from grade 12 and credit toward graduation
5 CCR 4600-4670	Uniform complaint procedures
Ed. Code 220	Prohibition of discrimination
Ed. Code 47612	Average daily attendance in charter school
Ed. Code 48200	Compulsory attendance
Ed. Code 48204.4	Parents/guardians departing California against their will
Ed. Code 48412	Certificate of proficiency
Ed. Code 48430	Continuation education schools and classes
Ed. Code 48645.5	Former juvenile court school students; enrollment
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51224	Skills and knowledge required for adult life
Ed. Code 51224.5	Algebra in course of study for grades 7-12
Ed. Code 51225.1	Exemption from district graduation requirements
Ed. Code 51225.2	Course credits
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51225.31	Exemption for students with disabilities
Ed. Code 51225.35	Mathematics course requirements; computer science

Ed. Code 51225.36	Instruction in sexual harassment and violence; districts that require health education for graduation
Ed. Code 51225.5	Honorary diplomas; foreign exchange and terminally ill students
Ed. Code 51225.6	Instruction in cardiopulmonary resuscitation; districts that require health education for graduation
<u>Ed. Code 51225.9</u>	<u>Courses of Study, Grades 7 to 12; Career Technical Education</u>
Ed. Code 51226.7	Model Curriculum in Ethnic Studies
Ed. Code 51228	Course of study; offerings and timely opportunity
Ed. Code 51230	Credit for community emergency response training
Ed. Code 51240-51246	Exemptions from requirements
Ed. Code 51250-51251	Assistance to military dependents
Ed. Code 51410-51413	Diplomas
Ed. Code 51420-51427	High school equivalency certificates
Ed. Code 51430	Retroactive high school diplomas
Ed. Code 51440	Credit and granting of diploma to veterans and members of the military service
Ed. Code 51450-51455	Golden State Seal Merit Diploma
Ed. Code 51744-51749.6	Independent study
Ed. Code 56390-56392	Recognition for educational achievement; special education
Ed. Code 60640	California Assessment of Student Performance and Progress
Ed. Code 66204	Certification of high school courses as meeting university admission criteria
Ed. Code 67386	Student safety; affirmative consent standard

Management Resources

Court Decision

Description

O'Connell v. Superior Court (Valenzuela) (2006) 141 Cal.App.4th 1452

Website

CSBA District and County Office of Education Legal Services

Website

California Department of Education, High School

Website

University of California, List of Approved A-G Courses

Website

CSBA

Cross References

Code

0460

Description

Local Control And Accountability Plan

0460

Local Control And Accountability Plan

0470

COVID-19 Mitigation Plan

1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
4112.2	Certification
4112.2	Certification
5113.2	Work Permits
5113.2	Work Permits
5126	Awards For Achievement
5126	Awards For Achievement
5127	Graduation Ceremonies And Activities
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5147	Dropout Prevention
6000	Concepts And Roles
6011	Academic Standards
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.3	Civic Education
6142.4	Service Learning/Community Service Classes
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
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6143	Courses Of Study
6143	Courses Of Study

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6145.2	Athletic Competition
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6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6162.5	Student Assessment
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6172.1	Concurrent Enrollment In College Classes
6173	Education For Homeless Children
6173	Education For Homeless Children

6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
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6173.2	Education Of Children Of Military Families
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6173.3	Education For Juvenile Court School Students
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6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6179	Supplemental Instruction
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
6184	Continuation Education
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9000	Role Of The Board

Regulation 6146.1: High School Graduation Requirements

Status: ADOPTED

Original Adopted Date: 11/01/2004 | **Last Revised Date:** 09/01/2021~~2022~~ | **Last Reviewed Date:** 09/01/2021~~2022~~

~~CSBA NOTE: The following administrative regulation is optional and should be modified to reflect district practice.~~

Notifications

~~CSBA NOTE: Districts are encouraged to provide notice to students, parents/guardians, and the public regarding the exemptions from graduation requirements and credit recovery opportunities pursuant to Education Code 51225, as added by AB 104 (Ch. 41, Statutes of 2021); see the accompanying Board policy.~~

~~Requirements for graduation, specified alternative means for completing the prescribed course of study, and information about the availability of exemptions from local graduation requirements and/or credit recovery options available pursuant to Education Code 51225 shall be made available to students, parents/guardians, and the public.~~

~~Within 30 days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, the Superintendent or designee shall notify any eligible student of the availability of the exemption from local graduation requirements under Education Code 51225.1 and whether the student qualifies for it. (Education Code 51225.1)~~

~~CSBA NOTE: The following optional paragraph is for use by any district that has elected to allow students to complete a career technical education course as an alternative to the visual or performing arts or foreign language course requirement for high school graduation pursuant to Education Code 51225.3; see accompanying Board policy.~~

~~In the annual notification sent to parents/guardians pursuant to Education Code 48980, the Superintendent or designee shall include the following: (Education Code 48980)~~

- ~~1. Information about district high school graduation requirements and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California~~
- ~~2. A complete list of career technical education courses offered by the district that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy~~

Policy Reference UPDATE Service
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Policy Reference Disclaimer:

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State

5-CCR 1600-1651

Description

Graduation of students from grade 12 and credit toward graduation

5-CCR-4600-4670	Uniform-complaint-procedures
Ed. Code-47612	Enrollment-in-charter-school
Ed. Code-48200	Compulsory-attendance
Ed. Code-48204.4	Parents/guardians-departing-California-against-their-will
Ed. Code-48412	Certificate-of-proficiency
Ed. Code-48430	Continuation-education-schools-and-classes
Ed. Code-48645.5	Former-juvenile-court-school-students,-enrollment
Ed. Code-48980	Parent/Guardian-notifications
Ed. Code-49701	Provisions-of-the-interstate-compact-on-educational-opportunities-for-military-children
Ed. Code-51224	Skills-and-knowledge-required-for-adult-life
Ed. Code-51224.5	Algebra-in-course-of-study-for-grades-7-12
Ed. Code-51225	2020-21-exemption-from-graduation-requirements
Ed. Code-51225.1	Exemption-from-district-graduation-requirements
Ed. Code-51225.2	Course-credits
Ed. Code-51225.3	High-school-graduation
Ed. Code-51225.35	Mathematics-course-requirements;-computer-science
Ed. Code-51225.36	Instruction-in-sexual-harassment-and-violence;-districts-that-require-health-education-for-graduation
Ed. Code-51225.5	Honorary-diplomas;-foreign-exchange-students
Ed. Code-51225.6	Instruction-in-cardiopulmonary-resuscitation
Ed. Code-51228	Graduation-requirements
Ed. Code-51230	Credit-for-community-emergency-response-training
Ed. Code-51240-51246	Exemptions-from-requirements
Ed. Code-51250-51251	Assistance-to-military-dependents
Ed. Code-51410-51413	Diplomas
Ed. Code-51420-51427	High-school-equivalency-certificates
Ed. Code-51430	Retroactive-high-school-diplomas
Ed. Code-51440	Retroactive-high-school-diplomas
Ed. Code-51450-51455	Golden-State-Seal-Merit-Diploma
Ed. Code-51745	Independent-study
Ed. Code-56390-56392	Recognition-for-educational-achievement,-special-education
Ed. Code-66204	Certification-of-high-school-courses-as-meeting-university-admission-criteria
Ed. Code-67386	Student-safety;-affirmative-consent-standard

Management Resources

Description

Court Decision	O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452
Website	California Department of Education, High School
Website	University of California, List of Approved a-g Courses
Website	CSBA

Cross-References

Code	Description
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
4112.2	Certification
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6146.2	<u>Certificate Of Proficiency/High School Equivalency</u>
6146.2	<u>Certificate Of Proficiency/High School Equivalency</u>
6146.2 E(1)	<u>Certificate Of Proficiency/High School Equivalency</u>
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6173-E PDF(2)	<u>Education For Homeless Children</u>
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6200

Adult Education

9000

Role Of The Board

Policy 6146.1: High School Graduation Requirements

Status: ADOPTED

Original Adopted Date: 12/01/2017 | Last Revised Date: ~~09/04~~10/31/2022 | Last Reviewed Date: ~~09/04~~10/31/2022

CSBA NOTE: The following policy is for use by districts that maintain grades 9-12.

The Governing Board desires to prepare all students to successfully complete the high school course of study and obtain a diploma that represents their educational achievement and increases their opportunities for postsecondary education and employment.

District students shall complete graduation course requirements as specified in Education Code 51225.3 and those adopted by the Board, except for students who are exempted as provided in "Exemptions from District-Adopted Graduation Requirements," below. Students who are exempted from district-adopted graduation requirements shall be eligible to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate.

Course Requirements

CSBA NOTE: Education Code 51225.3 specifies the courses that a student is required to complete in order to graduate from high school as listed in Items #1-7 below.

Pursuant to Education Code 66204, each district that maintains a high school is required to develop a process for submitting courses to the University of California (UC) to review and certify that they align with the "A-G" course requirements for college admission.

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Four courses in English (Education Code 51225.3) (40 credits)
2. Three courses in mathematics (Education Code 51225.3) (30 credits)
Students shall complete at least one mathematics course that meets the state academic content standards for Algebra I or Mathematics I. Students may complete such coursework prior to grade 9 provided that they also complete two mathematics courses in grades 9-12. (Education Code 51224.5)

CSBA NOTE: The following paragraph is for districts that require more than two mathematics courses for high school graduation. Pursuant to Education Code 51225.3 and 51225.35, a district that requires more than two courses in mathematics may award up to one mathematics course credit for an approved computer science course. Any such course must have been approved by UC as a "category C" (mathematics) course in the university's "A-G" course admission criteria; see BP 6143 - Courses of Study.

3. Successful completion of an approved computer science course that is classified as a "category C" course based on the University of California (UC) and California State University (CSU) "A-G" admission requirements shall be counted toward the satisfaction of additional graduation requirements in mathematics. (Education Code 51225.3, 51225.35)
4. Three courses in science, including one course in biological sciences and one course physical sciences (Education Code 51225.3) (30 credits)
5. Three courses in social studies, including United States (U.S.) History; World History and geography; a one-five credit course in American government and civics; and a one-five credit course in economics (Education Code 51225.3) (30 credits)

CSBA NOTE: Pursuant to Education Code 51225.3, as amended by AB 101~~185~~ (Ch. 661~~571~~, Statutes of 2021), no longer authorizes~~2022~~, the option to authorize the completion of a course in career technical education (CTE) to serve as an alternative to in lieu of the visual or performing arts or world language course requirement for high school graduation. However, if a student completed a CTE course prior to, which authority was deleted by AB 101 (Ch. 661, Statutes of 2021), has been restored until July 1, 2022 that met the requirements of Education Code 51225.3, such course will fulfill the visual or performing arts or world language graduation requirement.~~2027~~.

6. One course in visual or performing arts or, world language, or career technical education (CTE). For purposes of this requirement, a course in American Sign Language shall be deemed a course in world language. (Education Code 51225.3) (10 credits)

If

To be counted towards meeting graduation requirements, a student completed a career technical education CTE course prior shall be aligned to July 1, 2022 that met the requirements CTE model—curriculum standards and framework adopted by the State Board of Education Code 51225.3, such course will fulfill the visual or performing arts or world language requirement. (Education Code 51225.3)

7. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3) (20 credits)

CSBA NOTE: Pursuant to Education Code 51225.3, as amended by AB 101, beginning with the 2029-30 school year, a student is required to complete a one-semester course in ethnic studies, as specified, in order to graduate from high school. At its discretion, a district may require a full-year course. Districts that require a full-year course should revise Item #7 accordingly.

8. Graduating class of 2023 and 2024 Freshman Requirements/Geography (5 credits) and Technology (5 credits). Graduating class 2025 and thereafter Ethnic studies (5 credits) Freshman Requirements/Building Foundations for Success (5 credits) (Education Code 51225.3)

CSBA NOTE: Pursuant to Education Code 51225.3, the Governing Board may prescribe additional coursework (e.g., health education or service learning) or other requirements (e.g., portfolios or senior projects) that district students must complete in order to obtain a diploma. If the Board does so, such courses or projects should be listed below.

If the district requires a course in health education for graduation, Education Code 51225.36 requires that the district include instruction in sexual harassment and violence, including, but not limited to, information on the affirmative consent standard pursuant to Education Code 67386. See BP 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction. In addition, pursuant to Education Code 51225.6, a district that requires a course in health education for graduation is required to include instruction in compression-only cardiopulmonary resuscitation (CPR). See AR 6143 - Courses of Study.

Pursuant to Education Code 51230, if the district requires the completion of community service hours for high school graduation, the district may provide a student with credit towards that requirement for completion of a course in community emergency response training. However, if the district chooses to offer credit for the completion of such a course, the Board is still obligated to notify parents/guardians, students, and the public of information specified in Education Code 51225.3.

9. The equivalent of 75 elective credits.
10. 15 hours of prior approved Community Service, this is in addition to the 245 credit graduation requirement.

CSBA NOTE: Education Code 51225.3 requires the Board to adopt alternative means for students to complete the prescribed course of study. See BP/AR 6146.11 - Alternative Credits Toward Graduation.

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

Exemptions from District-Adopted Graduation Requirements

CSBA NOTE: Pursuant to Education Code 51225.31, as added by AB 181 (Ch. 52, Statutes of 2022), districts are required to exempt an eligible student with disabilities from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements specified in Education Code 51225.3, and award such student a high school diploma, as reflected below. Awarding a diploma pursuant to this exception does not change the district's obligation to provide a free appropriate public education or otherwise constitute a change in placement.

Prior to the beginning of grade 10, the individualized education program (IEP) team for each student with disabilities shall determine whether the student is eligible for exemption from all coursework and other requirements adopted by the Board in addition to the statewide course requirements for high school graduation, and if so, shall notify the student's parent/guardian of the exemption. A student with disabilities shall be eligible for the exemption, if the student's IEP provides for both of the following requirements: (Education Code 51225.31)

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code 60640
2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

CSBA NOTE: Education Code 51225.1 requires the district to exempt from any district-adopted graduation requirements that are in addition to the state requirements specified in Education Code 51225.3 a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district high schools any time after completing the second year of high school, or an immigrant student who is in the third or fourth year of high school and is participating in a newcomer program (i.e., a program designed to meet the academic and transitional needs of newly arrived immigrant students that has as a primary objective the development of English language proficiency). This exemption does not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Also see AR 6173 - Education for Homeless Children, AR 6173.1 - Education for Foster Youth, AR 6173.2 - Education of Children of Military Families, AR 6173.3 - Education for Juvenile Court School Students, and AR 6175 - Migrant Education Program.

Pursuant to Education Code 51225.1, within 30 calendar days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the district is required to notify any eligible student and/or the student's parent/guardian, the person holding the right to make education decisions for the student, the district's liaison for homeless children, and the student's social worker or probation officer, as applicable, of the availability of the exemption from local graduation requirements and whether the student qualifies for it. If the district fails to provide that notification, the student will be eligible for the exemption once notified, even if the notification is received after the termination of the court's jurisdiction over the foster youth or former juvenile court school student, after the homeless student ceases to be homeless, or after the student no longer meets the definition of a child of a military family, a migrant student, or a student participating in a newcomer program, as applicable.

Education Code 51225.1 also provides that, if an exempted student completes the statewide coursework requirements before the end of the fourth year of high school, the district or a district school must not require or request that the student graduate before the end of the fourth year of high school.

Any complaint alleging the district's failure to comply with the requirements of Education Code 51225.1 may be filed using the district's uniform complaint procedures pursuant to 5 CCR 4600-4670. See BP/AR 1312.3 - Uniform Complaint Procedures.

In addition, a foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student who transfers into the district or between district schools any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Within 30 days of the transfer into a school by a foster youth, homeless student, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student, and others as required by law, of the availability of the exemption from local graduation requirements and whether the student qualifies for it. (Education Code 51225.1)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

CSBA NOTE: Items #1-4 below are optional and may be revised to reflect district practice.

In addition, the district may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the U.S. or through online or virtual courses.

2. Were interned by order of the federal government during World War II or are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district high school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Are veterans who entered the military service of the U.S. while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school

4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

Honorary Diplomas

CSBA NOTE: The following optional section reflects the Board's authority to confer honorary high school diplomas pursuant to Education Code 51225.5 and may be revised to reflect district practice.

The Board may grant an honorary high school diploma to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation and who is returning to the student's home country following the completion of one academic school year in the district
2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 1600-1651	Graduation of students from grade 12 and credit toward graduation
5 CCR 4600-4670	Uniform complaint procedures
Ed. Code 220	Prohibition of discrimination
Ed. Code 47612	Average daily attendance in charter school
Ed. Code 48200	Compulsory attendance
Ed. Code 48204.4	Parents/guardians departing California against their will
Ed. Code 48412	Certificate of proficiency
Ed. Code 48430	Continuation education schools and classes
Ed. Code 48645.5	Former juvenile court school students; enrollment
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49701	Provisions of the Interstate Compact on Educational Opportunities for Military Children
Ed. Code 51224	Skills and knowledge required for adult life
Ed. Code 51224.5	Algebra in course of study for grades 7-12
Ed. Code 51225.1	Exemption from district graduation requirements
Ed. Code 51225.2	Course credits
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51225.31	Exemption for students with disabilities
Ed. Code 51225.35	Mathematics course requirements; computer science

Ed. Code 51225.36	Instruction in sexual harassment and violence; districts that require health education for graduation
Ed. Code 51225.5	Honorary diplomas; foreign exchange and terminally ill students
Ed. Code 51225.6	Instruction in cardiopulmonary resuscitation; districts that require health education for graduation
<u>Ed. Code 51225.9</u>	<u>Courses of Study, Grades 7 to 12; Career Technical Education</u>
Ed. Code 51226.7	Model Curriculum in Ethnic Studies
Ed. Code 51228	Course of study; offerings and timely opportunity
Ed. Code 51230	Credit for community emergency response training
Ed. Code 51240-51246	Exemptions from requirements
Ed. Code 51250-51251	Assistance to military dependents
Ed. Code 51410-51413	Diplomas
Ed. Code 51420-51427	High school equivalency certificates
Ed. Code 51430	Retroactive high school diplomas
Ed. Code 51440	Credit and granting of diploma to veterans and members of the military service
Ed. Code 51450-51455	Golden State Seal Merit Diploma
Ed. Code 51744-51749.6	Independent study
Ed. Code 56390-56392	Recognition for educational achievement; special education
Ed. Code 60640	California Assessment of Student Performance and Progress
Ed. Code 66204	Certification of high school courses as meeting university admission criteria
Ed. Code 67386	Student safety; affirmative consent standard

Management Resources

Court Decision

Description

O'Connell v. Superior Court (Valenzuela) (2006) 141 Cal.App.4th 1452

Website

CSBA District and County Office of Education Legal Services

Website

California Department of Education, High School

Website

University of California, List of Approved A-G Courses

Website

CSBA

Cross References

Code

0460

Description

Local Control And Accountability Plan

0460

Local Control And Accountability Plan

0470

COVID-19 Mitigation Plan

1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
4112.2	Certification
4112.2	Certification
5113.2	Work Permits
5113.2	Work Permits
5126	Awards For Achievement
5126	Awards For Achievement
5127	Graduation Ceremonies And Activities
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5147	Dropout Prevention
6000	Concepts And Roles
6011	Academic Standards
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.2	World Language Instruction
6142.2	World Language Instruction
6142.3	Civic Education
6142.4	Service Learning/Community Service Classes
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6142.94	History-Social Science Instruction
6143	Courses Of Study
6143	Courses Of Study

6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6145.6	International Exchange
6145.6	International Exchange
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E(1)	Certificate Of Proficiency/High School Equivalency
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6151	Class Size
6152.1	Placement In Mathematics Courses
6152.1	Placement In Mathematics Courses
6155	Challenging Courses By Examination
6155	Challenging Courses By Examination
6158	Independent Study
6158	Independent Study
6159	Individualized Education Program
6159	Individualized Education Program
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6162.5	Student Assessment
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6173	Education For Homeless Children
6173	Education For Homeless Children

6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6173.3	Education For Juvenile Court School Students
6175	Migrant Education Program
6175	Migrant Education Program
6176	Weekend/Saturday Classes
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6178.1	Work-Based Learning
6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6179	Supplemental Instruction
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
6184	Continuation Education
6184	Continuation Education
6200	Adult Education
6200	Adult Education
9000	Role Of The Board

Policy 6158: Independent Study

Status: ADOPTED

Original Adopted Date: 03/01/2005 | **Last Revised Date:** ~~12/09/01/2021~~2022 | **Last Reviewed Date:** ~~12/09/01/2021~~2022

CSBA NOTE: Education Code ~~51745~~51744-51749.6 authorize districts to establish independent study programs to meet the educational needs of students. Pursuant to Education Code 51745, as amended by AB 130 (Ch. 44, Statutes of 2021), for the 2021-22 school year, all districts are required to offer independent study to meet the educational needs of students.

AB 167 (Ch. 252, Statutes of 2021) amended various Education Code provisions related to independent study, as reflected throughout this policy and the accompanying administrative regulation. Education Code 51747, as amended by AB 167, authorizes a district to receive apportionment credit for independent study for any student who is unable to attend in-person instruction due to a quarantine, under a local or state public health guidance, for exposure to or infection with COVID-19 or due to a school closure for COVID-19, pursuant to Education Code 41422.

Education Code 51747, as amended by AB 130, mandates that the Governing Board adopt a policy with specified requirements as a condition of receiving state apportionments for independent study students. In addition to meeting the requirements specified by Education Code 51747, board policies must comply with rules and regulations adopted by the Superintendent of Public Instruction (SPI). Boards are encouraged to review independent study policies as the SPI adopts revised rules to reflect the new requirements of AB 130.

Education Code 51749.5 mandates that the Board adopt policy with specified components as a condition of offering a program of course-based independent study. The mandated components are reflected throughout this policy and the accompanying administrative regulation.

Commencing with the 2021-22 fiscal year Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, the State Controller is required to incorporate verification of the adoption of the policies and other requirements, including loss of apportionment for independent study pursuant to Education Code 51747 and 51749.5 for districts found to be noncompliant.

When developing policy on independent study, 5 CCR 11701 requires the Board to consider, in a public hearing, (1) the scope of its existing or prospective use of independent study as an instructional strategy, (2) its purposes in authorizing independent study, and (3) factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult students.

Education Code 51747 and 51749.5 mandate the Governing Board to adopt a policy with specified components as a condition of receiving state apportionments for traditional and course-based independent study, and to implement the policy in accordance with the rules and regulations adopted by the Superintendent of Public Instruction. The mandated components for traditional independent study and course-based independent study are reflected throughout this policy and the accompanying administrative regulation.

Education Code 51744, as added by AB 181 (Ch. 52, Statutes of 2022), encourages districts, when adopting policy, to consider offering more than one independent study model for short- and long-term placements in accordance with Education Code 51747, 51747.5 and 51749.6.

In the event of a school closure necessitated by an emergency condition pursuant to Education Code 46392, districts must develop a plan for offering independent study to affected students pursuant to Education Code 46393, as added by AB 130 and amended by AB 167. See BP 3516.5 - Emergency Schedules.

Independent study may be offered as a program within a school, as a charter school, or as an alternative school of choice pursuant to Education Code 58500-58512; see AR 0420.4 - Charter School Authorization, BP 6146.11 - Alternative Credits Toward Graduation and BP/AR 6181 - Alternative Schools/Programs of Choice.

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered for short- or long-term placements, on a full-time or part-time basis, and/or in conjunction with part- or full-time classroom study.

CSBA NOTE: 5 CCR 11701 requires the Board to hold a public hearing when setting policy regarding the maximum length of time that may elapse between the time an independent study assignment is made and the date by which the student must complete it, and the level of satisfactory educational progress and the number of missed assignments that will be allowed before an evaluation is conducted to determine whether it is in the student's best interests to remain in independent study. See "General Independent Study Requirements" below for more information regarding these requirements.

The Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult education students. (Education Code 51747; 5 CCR 11701)

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

~~CSBA NOTE: Education Code 51747, as amended by AB 167, relaxes certain independent study requirements for the 2021-22 school year as to students who are unable to participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19, including the requirement that participation in independent study be voluntary.~~

~~The California Department of Education (CDE), in its 2021-22 AA & IF Independent Study FAQs, interpreted Education Code 51747 as permitting a district to require a student to participate in independent study under circumstances specified in the following paragraph.~~

~~Except for students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to quarantine or school closure for exposure to or infection with COVID-19, student~~Student participation in independent study shall be voluntary: and no student shall be required to participate. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

CSBA NOTE: Pursuant to Education Code 46300, as amended by AB 130, the attendance of students participating in independent study for only three or more consecutive school days will be included in computing average daily attendance (ADA) for apportionment purposes.

However, for the 2021-22 school year, districts are permitted pursuant to Education Code 51747, as amended by AB 167, to claim apportionment for fewer than three consecutive school days for students who cannot participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19.

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a quarantine or school closure for exposure to or infection with COVID-19, the The minimum period of time for any independent study option shall be three consecutive school days. (Education Code 51747~~46300~~)

General Independent Study Requirements

CSBA NOTE: Education Code 51745, as amended by AB 130, requires districts to offer independent study for the 2021-22 school year only, and thereafter to offer independent study at their discretion. Districts may meet the requirement for the 2021-22 school year by contracting with a county office of education or by entering into an interdistrict transfer agreement with another district pursuant to Education Code 46600. In addition, the requirement to offer independent study for the 2021-22 school year may be waived for districts by the county superintendent of schools in the county in which the district is located if the district demonstrates that (1) offering independent study would create an unreasonable fiscal burden on the district or county office of education due to low numbers of students participating or other extenuating circumstances; and (2) the Board does not have the option to enter into an interdistrict transfer agreement with another district or to contract with a county office of education to provide an independent study option.

For single-district counties, the waiver must be granted by the SPI.

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the The Superintendent or designee may offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for independent study participation and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

CSBA NOTE: Pursuant to Education Code 46100, the Board is required to fix the length of the school day for each grade level, in accordance with law. ~~CDE~~ The California Department of Education, in its "Frequently Asked Questions," clarifies that independent study is not an alternative curriculum and that students in independent study are required to meet the same number of instructional minutes as their peers who are physically at the school site for their instruction.

The minimum instructional minutes ~~for~~ shall be the same for all students at each school including students participating in independent study ~~shall be the same as required for their peers at the school who are receiving in-person instruction~~, except as otherwise permitted by law. (Education Code 46100)

CSBA NOTE: Education Code 51747 mandates ~~that the Board, in a public hearing,~~ to adopt a policy on the maximum length of time, by grade level and type of program, which may elapse between the time an independent study assignment is made and the date by which the student must complete the assignment. 5 CCR 11700 defines "type of program" as the statutory program category for purposes of attendance accounting, such as adult education or continuation high school. In addition, 5 CCR 11701 mandates that Board policy reflect an awareness that excessive leniency in the duration of independent study assignments can result in a student falling so far behind peers as to increase, rather than decrease, the risk of dropping out of school.

The following paragraph sets one week for all grade levels and types of programs as the maximum length of time an independent study assignment should be completed, and should be revised to reflect the length of time determined by the Board. In order to ensure that apportionment credits are received, the length of time determined by the Board in its policy should be reflected in the student's written agreement. See the section "Master Agreement" below.

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of ~~program~~ programs. When necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. However, in no event shall the due date of an assignment be extended beyond the termination date of the specified in the student's written agreement.

CSBA NOTE: Education Code 51747 mandates ~~that the Board, in a public hearing,~~ to adopt a policy which specifies the level of satisfactory educational progress and the number of missed assignments allowed before an evaluation ~~would be required~~ is conducted to determine whether it is in a student's best interest to remain in independent study. The following paragraph specifies a maximum of three assignments and should be revised to reflect the Board's determination of the number of missed assignments that will trigger an evaluation.

The number of missed assignments that will trigger an evaluation must be included in the student's written agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

- ~~1-~~ 1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
- ~~2-~~ 2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments

3. 3. Learning of required concepts, as determined by the supervising teacher
4. 4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

CSBA NOTE: Education Code 51747, as amended by AB ~~130~~181, mandates the Board to adopt policy that includes the provision of content aligned to grade level standards that is ~~provided at a level of quality and intellectual challenge~~ substantially equivalent to in-person instruction. For high schools, this requirement includes access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. See BP/AR 6143 - Courses of Study.

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California (UC) or the California State University (CSU) as creditable under the A-G admissions criteria. (Education Code 51747)

CSBA NOTE: Education Code 51747; ~~as amended by AB 130~~, mandates the Board to adopt policy that includes plans, by grade level, to provide students with specified levels of live interaction and/or synchronous instruction as described in Items #1-3 below and defined in the accompanying administrative regulation. This requirement ~~only applies~~does not apply to students participating in an independent study program for fewer than 15 school days, ~~or more~~.

~~According to CDE's "2021-22 AA & IT Independent Study FAQs,"~~ synchronous instruction for traditional Education Code 51747, as amended by AB 181, students enrolled in a comprehensive school for classroom-based instruction who participate in independent study only counts toward meeting due to necessary medical treatments or inpatient treatment for mental health care or substance abuse, as described below.

Pursuant to Education Code 51747.5, as amended by AB 181, the minimum day requirements if students produce a work product that is evaluated for district may claim apportionment credit for independent study only to the extent of the time value as an outcome from their of student work products as personally judged by a certificated employee of the district, or the combined time value of student work products and participation in synchronous instruction, as long as the synchronous instruction instructional offering augments the time value of the student work product and evidence of student participation is furnished and maintained. Evidence of student participation may include, but is not limited to, student work produced or performed as verified by a certificated employee and maintained by the district for each hour or fraction of an hour of the synchronous instructional offering.

The Superintendent or designee shall ensure that all students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. 1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
2. 2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction

3. 3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

CSBA NOTE: Education Code 51747, as amended by AB ~~130~~ and AB ~~167~~ 181, mandates the Board to adopt policy that includes procedures for tiered reengagement strategies for students who meet the conditions specified in the following paragraph. Items #1-3 below. This requirement ~~only applies~~ does not apply to students participating in an independent study program for fewer than 15 school days, or ~~more~~ students who participate in independent study due to necessary medical treatments or inpatient treatment for mental health care or substance abuse, as described below.

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in an independent study program for 15 school days or more who: are: (Education Code 51747)

1. ~~Are not~~ 1. Not generating attendance for more than ~~three school days or 60 percent of the instructional days in a school week, or 10~~ ten percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar
2. ~~Are found to be not participatory~~ 2. Not participating in synchronous instructional offerings pursuant to Section Education Code 51747.5 for more than the greater of three schooldays or ~~60~~ 50 percent of the scheduled ~~days~~ times of synchronous instruction in a school month as applicable by grade span
3. ~~Are in~~ 3. In violation of their written agreement

CSBA NOTE: Education Code 51747, as amended by AB 181, requires that the district's tiered reengagement strategies procedures include local programs intended to address chronic absenteeism, as applicable.

Tiered reengagement strategies procedures used in district independent study programs shall include, local programs intended to address chronic absenteeism, as applicable, including but are not necessarily limited to, all of the following: (Education Code 51747)

1. 1. Verification of current contact information for each enrolled student
2. 2. Notification to parents/guardians of lack of participation within one school day of the recording of a ~~non-attendance~~ nonattendance day or lack of participation
3. 3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

CSBA NOTE: Education Code 51747 requires districts to hold a student-parent-educator conference as defined by Education Code 51745.5, at specified times, as reflected below and in the accompanying administrative regulation.

4. 4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

CSBA NOTE: Education Code 51747, as amended by AB 130, mandates the Board to adopt policy that includes a plan to expeditiously, and not longer than five instructional days, transition students whose families wish to return to in-person instruction from independent study. This requirement ~~only applies~~ does not apply to students participating in an independent study program for fewer than 15 school days. Pursuant to Education Code 51747, as amended by AB 181, the requirement is also not applicable to students who participate in independent study due to necessary medical treatments or ~~more~~ inpatient treatment for mental health care or substance abuse, as described below.

The Superintendent or designee shall, for students who participate in an independent study program for 15 school days of more, develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later, than five instructional days. ~~This requirement only applies to students participating in an independent study program for 15 school days or more.~~ (Education Code 51747)

CSBA NOTE: Pursuant to Education Code 51747, as amended by AB 181, the live interaction and/ or synchronous learning requirements, tiered reengagement strategies, and transition plan obligations do not apply to students enrolled in a comprehensive school for classroom-based instruction who, under the care of an appropriate licensed professional(s), participate in independent study due to necessary medical treatments or inpatient treatment for mental health care or substance abuse, provided the district obtains evidence of the need as specified in Education Code 51747.

When any student enrolled in classroom-based instruction is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals, of the student's need to participate in independent study, shall be submitted to the Superintendent or designee. (Education Code 51747)

CSBA NOTE: Education Code 51747, as amended by AB 130, mandates the Board to adopt policy providing that a current written agreement (i.e., the "master agreement") will be maintained for each student who participates in independent study and for whom apportionment is claimed. Education Code 51747 provides that no independent study agreement can be valid for longer than one school year. ~~For the 2021-22 school year only, Pursuant to~~ Education Code 51747, as amended by AB 167, requires 181, the district is required to obtain a signed written agreement for an independent study program of any length of time ~~no later than 30~~ 15 school days after or more before the first day beginning of instruction in independent study, and for an independent study program or October 15, whichever date comes later of less than 15 school days, within ten school days of the beginning of the first day of the student's enrollment.

In addition, Education Code 51749.5 mandates the Board to adopt policy providing that a "learning agreement" be maintained for each student participating in course-based independent study.

See the section "Master Agreement" below for required content of these agreements.

The Superintendent or designee shall ensure that a written ~~master~~ agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

CSBA NOTE: For the 2021-22 school year only, the district must provide notice with specified components of the independent study option available through Education Code 51747. Education Code 51747, as amended by AB 130, requires that the written information, in addition to being written in

English, be written in the primary language if 15 percent or more of the students enrolled in a district that provides instruction in transitional kindergarten, kindergarten, or any of grades 1 to 12, inclusive, speak a single primary language other than English, as determined from the census data submitted to CDE. CSBA NOTE: Education Code 51747 requires districts to hold a student-parent-educator conference upon the request of a parent/guardian prior to enrollment or disenrollment in independent study. The term student-parent-educator conference is defined in Education 51745.5, and reflected in the accompanying administrative regulation.

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study.

CSBA NOTE: Education Code 51747, as amended by AB 130, requires districts to hold a student-parent-educator conference upon the request of a parent/guardian prior to enrollment or disenrollment in independent study. The term student-parent-educator conference is defined in Education 51745.5, and as reflected in the accompanying regulation.

Upon the request of the parent/guardian of a student, and before signing a written agreement as described below in the section "Master Agreement," the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and, if requested, their by the parent/guardian an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

CSBA NOTE: Education Code 51747 mandates that, in order to receive apportionments for independent study, the district must adopt and implement policy providing for a signed written independent study agreement which contains the components listed in the following section. Because apportionments are only provided for independent study of three or more consecutive school days pursuant to Education Code 46300, as amended by AB 130, written agreements are required only in such instances.

Education Code 46300.7 states that apportionments shall be received for a student in independent study only if the district receives written permission from the parent/guardian before the independent study begins, specifying the actual dates of participation, methods of study and evaluation, and resources to be made available for the student's independent study. Since all these components are included in the written agreement which the parent/guardian must sign before the commencement of independent study pursuant to Education Code 51747, the parent/guardian's signature on the agreement satisfies the requirement to obtain the parent/guardian's written permission.

For the 2021-22 school year however, the district must obtain a signed written agreement for independent study, of any length of time, no later than 30 days after the first day of instruction in independent study or October 15, whichever date comes later, pursuant to Education Code 51747, as amended by AB 167. This requirement is also applicable to independent study for a student who is unable to attend classroom-based instruction due to quarantine or school closure for COVID-19. However, pursuant to Education Code 51747, as amended by AB 181, for independent study programs of less than 15 school days the written agreement may be signed within ten school days of the

student's enrollment in independent study. As Education Code 46300.7 and 51747 are inconsistent as to when written agreements need to be signed for programs of less than 15 school days, districts are encouraged to consult CSBA District and County Office of Education Legal Services, or the district's legal counsel.

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

However,)

For student participation for the 2021-2215 school year only, the district shall obtain days or more, a signed written agreement from each shall be obtained before the student participating in an begins independent study program for any length. For student participation of time, no later less than 30 days after 15 school days, a signed written agreement shall be obtained within ten school days of the first day of instruction in the independent study program. the student's enrollment in short-term independent study. (Education Code 46300, 51747)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are is not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. 1. The manner, time, frequency, time, and place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. 2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. 3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

CSBA NOTE: As described in the section "General Independent Study Requirements" above, pursuant to Education Code 51747, the written agreement must contain statements reflecting Board policy pertaining to (1) the maximum length of time, by grade level and type of program, which may elapse between the time an independent study assignment is made and the date by which the student must complete the assignment and (2) the number of missed assignments allowed before an evaluation would be required to determine whether it is in a student's best interest to remain in independent study. Education Code 51747, as amended by AB 130, also requires that the written agreement contain a statement of the Board's policy regarding the level of satisfactory educational progress for students participating in independent study.

4. 4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study

5. 5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. 6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

CSBA NOTE: Pursuant to Education Code 51747, as amended by AB 167, a master agreement is not required to include the following statement for any student who, during the 2021-22 school year, cannot participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19.

7. 8. A statement that independent study is an optional educational alternative in which no student may be required to participate

For the 2021-22 school year, this statement shall not be required for a student's participation in independent study if the student is unable to attend in-person instruction because of a quarantine or school closure mandated by a local or state health order or guidance due to the student's exposure to or infection with COVID-19.

8. 9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

CSBA NOTE: Pursuant to Education Code 51747, as amended by AB 181, the date upon which a written agreement needs to be signed will vary depending on the projected length of independent study, as specified below. In addition, for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student is required to sign the written agreement.

9. 10. Before the commencement of independent study projected to last for 15 school days or more, or within ten school days of the first day of enrollment for independent study for less than 15 school days, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years of age, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year for students with disabilities, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been certificated employee designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the

student, no later than 30 days after the first day of instruction in the independent study program or October 15, whichever date comes later. special education programming of the student

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

CSBA NOTE: This section is for districts that provide independent study courses to its students. Education Code 51749.5-51749.6, as amended by AB 130, establish a course-based independent study option that may be offered if certain requirements are met, as described below. Education Code 51749.5 mandates that boards adopt policies that comply with the legal requirements listed in the following section and any applicable regulations adopted by the State Board of Education.

The following paragraph may be revised to reflect the grade levels offered by the district.

CSBA NOTE: This section is for districts that provide independent study courses to its students. Education Code 51749.5-51749.6 establish a course-based independent study option that may be offered if certain requirements are met, as described below. Education Code 51749.5 mandates that boards adopt policies that comply with the legal requirements listed in the following section and any applicable regulations adopted by the State Board of Education.

The following paragraph may be revised to reflect the grade levels offered by the district.

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. 1. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6
2. 2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction:
3. 3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University UC or CSU as creditable under the A-G admissions criteria. **The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses.** The certification shall also include plans to provide opportunities throughout the school year, for all students in transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for all students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for all students in grades 9-12 to receive at least weekly

synchronous instruction.

4. 4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3:

5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by ~~their~~ the student's performance on applicable student-level measures of student achievement and ~~student~~ engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

- ~~5.~~ If satisfactory educational progress in an one or more independent study class courses is not being made, the teacher providing instruction shall notify the student and, if the student is under 18 years of age, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. ~~age 18 years, the student's parent/guardian.~~ A written record of the evaluation findings shall be treated as a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, ~~notification to parents/guardians of lack of participation within one school day of the absence or lack of participation,~~ a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

- ~~6.~~ 6. Examinations shall be administered by a proctor.

- ~~7.~~ 7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

- ~~8.~~ 8. A student shall not be required to enroll in courses included in the course-based independent study program.

9. 9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6-
10. 10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208-
11. 11. Courses required for high school graduation or for admission to the University of California UC or California State University CSU shall not be offered exclusively through independent study-
12. 12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011-
13. 13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course-

CSBA NOTE: Pursuant to Education Code 51749.5, as amended by AB 181, a student with disabilities may participate in a course-based independent study program if the student's individualized education program specifically provides for such participation.

14. 14. A student with disabilities, as defined in Education Code 56026, shall ~~not~~ may participate in course-based independent study, ~~unless~~ if the student's individualized education program specifically provides for that participation-
15. 15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study-
16. 16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days-

Learning Agreement for Course-Based Independent Study

CSBA NOTE: Education Code 51749.6, as amended by AB 130, requires that, before enrolling a student in course-based independent study, the district provide the student and, if the student is less than 18 years of age, the student's parent/guardian, with a written learning agreement that includes specified components.

Before enrolling a student in a course within ~~this~~ a course-based independent study program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following:
(Education Code 51749.6)

1. 1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. 2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to ~~item~~Item #3 of the Course-Based Independent Study section above
3. 3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. 4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. 5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. 6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports:
7. 7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a ~~student who is~~ suspended or expelled; or student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, ~~the agreement also shall include the a~~ statement that instruction may be provided ~~to the student~~ through course-based independent study only if the student is offered the alternative of classroom instruction.
8. 8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress:
9. 9. The objectives and methods of study for the student's work, and the methods used to evaluate that work:
10. 10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.

11. 11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.

For 2022–23 school year and thereafter, before CSBA NOTE: Pursuant to Education Code 51749.6, as amended by AB 181, the date upon which a learning agreement needs to be signed will vary depending on the projected length of an independent study course, as specified below. In addition, for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student is required to sign the learning agreement.

12. 12. Before the commencement of an independent study course projected to last for 15 school days or more, or within ten school days of the first day of enrollment for an independent study course projected to last less than 15 school days, the learning agreement shall be signed and dated by the student, and by the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee ~~who has been designated as having responsibility~~ responsible for the general supervision of the independent study course, and all persons ~~who have direct responsibility~~ as applicable for providing assistance to students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

For the 2021–22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

~~Written~~ Learning agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute the parent/guardian's permission for the student to receive instruction through course-based independent study. (Education Code 51749.6)

~~The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes.~~ (Education Code 51749.6)

Upon the request of a student's parent/guardian, and before signing a ~~written~~ learning agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, ~~or their~~ and, if requested by the parent/guardian, an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

Student-Parent-Educator Conferences

CSBA NOTE: Education Code 51747 and 51749.5, as amended by AB 130, require districts to hold student-parent-educator conferences as defined by Education Code 51745.5, at specified times. See the accompanying administrative regulation for the definition of student-parent-educator conference.

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or, if requested by a parent/guardian, prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records

CSBA NOTE: Pursuant to Education Code 51745.6, 51747, 51747.5, and 51749.5, as amended by AB 130, require, commencing in the 2021–22 fiscal year, the State Controller to incorporate verifications of compliance with specified components of the laws into the the Education Audit Appeals Panel's, "Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting," includes verification of compliance with specified components of law related to the extent that these verifications are not yet included in the audit guide independent study, with loss of apportionment for independent study for districts found to be noncompliant.

The Superintendent or designee shall ensure that records are maintained for audit purposes.

These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. 1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. 2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. 3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's signed or initialed and dated notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. 4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. 5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. 6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

CSBA NOTE: Education Code 51747.5, as amended by AB 130, requires districts to document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which the student is provided independent study. Any student who does not participate in scheduled live interaction or synchronous instruction on a school day must be documented as nonparticipatory for that school day. In addition, Education Code 51747.5 requires districts to maintain written or computer-based evidence of student engagement that includes, but is not limited to, a grade book or summary document that, for each class, lists all assignments, assessments, and associated grades. Commencing in the 2021–22 fiscal year, the Guide for Annual Audits of K–12 Local Education Agencies and State Compliance Reporting will incorporate compliance reviews of these requirements, and a finding of noncompliance will result in loss of apportionment in proportion to the impact on ADA from the noncompliance.

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does not participate in scheduled live interaction or synchronous instruction shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee shall also maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

CSBA NOTE: Education Code 51747 ~~authorizes~~ and 51749.6 authorize specified records to be maintained in an electronic file, as provided in the following paragraph. Pursuant to Education Code 51747 and 51749.6, an electronic file includes a computer or electronically stored image of an original document, including, but not limited to, a PDF, JPEG, or other digital file type, that may be sent via fax machine, email, or other electronic means.

~~The signed, dated agreement, any~~
Signed written and supplemental ~~agreement~~ agreements, assignment records, work samples, and attendance records may be maintained ~~on~~ as an electronic file ~~electronically~~. (in accordance with Education Code 51747) and 51749.6, as applicable.

Program Evaluation

CSBA NOTE: The following optional section may be revised to reflect district practice.

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 11700-11705	Independent study
Ed. Code 17289	Exemption for facilities
Ed. Code 41020	Requirement for annual audit
Ed. Code 41422	Apportionment credit for student inability to attend in-person or school closure due to COVID-19 <u>Emergency conditions and apportionments</u>
Ed. Code 41976.2	Independent study programs; adult education funding
Ed. Code 42238	Revenue limits
Ed. Code 42238.05	Local control funding formula; average daily attendance
Ed. Code 44865	Qualifications for home <u>independent study</u> teachers
Ed. Code 46100	Length of school day
Ed. Code 46200-46208	Incentives for longer instructional day and year
Ed. Code 46300-46307.1	Methods of computing average daily attendance
Ed. Code 46390-46393	Emergency average daily attendance
Ed. Code 46600	Interdistrict attendance computation
Ed. Code 47612-47612.1	Charter School Operation
Ed. Code 47612.5	Charter schools operations; ; general requirements
Ed. Code 48204	Residency requirements for school attendance
Ed. Code 48206.3	Home or hospital instruction; students with temporary disabilities
Ed. Code 48220	Classes of children exempted
Ed. Code 48340	Improvement of pupil attendance
Ed. Code 48915	Expulsion; particular circumstances
Ed. Code 48916.1	Educational program requirements for expelled students
Ed. Code 48917	Suspension of expulsion order
Ed. Code 49011	Student fees
Ed. Code 51225.3	High school graduation
Ed. Code 51745 <u>51744</u> -51749.6	Independent study
Ed. Code 52060	Local Control and Accountability Plan
Ed. Code 52522	Adult education alternative instructional delivery

Ed. Code 52523	Adult education as supplement to high school curriculum; criteria
Ed. Code 56026	Individual with exceptional needs
Ed. Code 58500-58512	Alternative schools and programs of choice
Fam. Code 6550-6552	Caregivers

Federal

20 USC 6301

Description

Highly qualified teachers

20 USC 6311

State plan

Management Resources

Description

California Department of Education Publication

Legal Requirements for Independent Study; ~~2021~~

California Department of Education Publication

Conducting Individualized Determinations of Need; ~~2021~~

California Department of Education Publication

Clarifications for Student Learning in Quarantine; ~~2021~~

California Department of Education Publication

2021-22 AA & IT Independent Study FAQs; ~~2021~~

California Department of Education Publication

California Digital Learning Integration and Standards Guidance, ~~April~~ May 2021

California Department of Education Publication

Elements of Exemplary Independent Study

Court Decision

Modesto City Schools v. Education Audits Appeal Panel; (2004) 123 Cal.App.4th 1365

Education Audit Appeals Panel Publication

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

Website

California Consortium for Independent Study

Website

California Department of Education, Independent Study

Website

Education Audit Appeals Panel

Cross References

Code

Description

0410

Nondiscrimination In District Programs And Activities

0420.4

Charter School Authorization

0420.4

Charter School Authorization

0470

COVID-19 Mitigation Plan

0500

Accountability

3260

Fees And Charges

3260

Fees And Charges

3516.5

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3580	District Records
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5111.1	District Residency
5111.1	District Residency
5112.3	Student Leave Of Absence
5112.3	Student Leave Of Absence
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6112	School Day
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6143	Courses Of Study
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6146.1	High School Graduation Requirements
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6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
6183	Home And Hospital Instruction
6184	Continuation Education
6184	Continuation Education
6185	Community Day School
6185	Community Day School
6200	Adult Education
6200	Adult Education

Regulation 6158: Independent Study

Status: ADOPTED

Original Adopted Date: 10/01/2015 | Last Revised Date: ~~12~~09/01/2021~~2022~~ | Last Reviewed Date: ~~12~~09/01/2021~~2022~~

Definitions

CSBA NOTE: Education Code 51745.5, as added by AB 130 (Ch. 44, Statutes of 2021), defines the terms "live interaction," "student-parent-educator conference," and "synchronous instruction" as provided below.

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in p-person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in p-person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by ~~the~~a teacher or teachers of record for that student pursuant to Education Code 51747.5 or the certificated employee providing instruction for course-based independent study. (Education Code 51745.5)

Educational Opportunities

CSBA NOTE: The following section is optional. Pursuant to Education Code 51745, as amended by AB 130,181 (Ch. 52, Statutes of 2022), the district is required to offerlist of educational opportunities that may be provided through independent study to meet the educational needs of students for the 2021–22 school year unless the district obtains a waiver from such requirement:includes Items #1-5 below, and may be revised or expanded to reflect district practice.

For the 2021-22 school year, the district shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless the district has obtained a waiver. (Education Code 51745)

CSBA NOTE: The following section is optional. Education Code 51745 lists educational opportunities that may be provided through independent study. The district may revise or expand items #1–6 below to reflect district practice.

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction

2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
- ~~3.~~ Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum
- 4.~~3~~ Continuing and special study during travel
- 5.~~4~~ Volunteer community service activities and leadership opportunities that support and strengthen student achievement

CSBA NOTE: Education Code 51745, as amended by AB 167, permits districts to provide independent study to students who cannot participate in classroom-based instruction due to a COVID-19 quarantine. See the accompanying board policy.

- ~~6.~~5. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction or for a student who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

CSBA NOTE: The following paragraph is for use by districts maintaining high schools.

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency district-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

CSBA NOTE: Pursuant to Education Code 51748, independent study students must be enrolled in school as a condition of receiving state apportionments.

To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

For the 2022-23 school year and thereafter, the The Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

CSBA NOTE: The following paragraph limits eligibility for independent study to those students for whom state apportionments can be claimed. Education Code 46300.2 provides that districts will receive state funding for independent study for students who are residents of the county or an adjacent county. Pursuant to Education Code 51747.3, students whose residency status is based on parent/guardian employment within district boundaries (in accordance with Education Code 48204(b)) are not eligible for funds apportioned for average daily attendance (ADA).

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745 (Education Code 46300.2, 51747.3))

CSBA NOTE: Education Code 51747, as amended by AB 167, relaxes certain independent study requirements for the 2021-22 school year for students who cannot participate in classroom-based instruction as a result of a quarantine order or school closure due to COVID-19, including the limitation on providing a temporarily disabled student individual instruction pursuant to Education Code 48206.3 by means of independent study.

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a COVID-19 quarantine or school closure, a

CSBA NOTE: Pursuant to Education Code 51745, as amended by AB 181, a student with disabilities may participate in independent study if the student's individualized education program specifically provides for such participation, as specified below.

A student with disabilities, as defined in Education Code 56026, may participate in independent study if the student's individualized education program (IEP) specifically provides for such participation. If a parent/guardian of a student with disabilities requests independent study because the student's health would be put at risk by in-person instruction, the student's IEP team shall make an individualized determination as to whether the student can receive a free appropriate public education (FAPE) in an independent study placement. A student's inability to work independently, need for adult support, or

need for special education or related services shall not preclude the IEP team from determining that the student can receive FAPE in an independent study placement. (Education Code 51745)

CSBA NOTE: The following paragraph is based on uncodified Section 110 of AB 181 and will remain in effect only until July 1, 2024.

In addition, any student with disabilities who receives services from a nonpublic, nonsectarian school through a virtual program may be permitted to participate in independent study if the student's IEP team determines that FAPE can be provided to the student by means of the virtual program and other conditions of law are satisfied.

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of through independent study. (Education Code 51747)51745)

CSBA NOTE: Education Code 46300.1 provides that the district may not receive apportionments pursuant to Education Code 42238 for The following paragraph limits enrollment in independent study for to those students age 21 or older, or for students 19 or older who have not been continuously enrolled in grades K-12 since their 18th birthday. However, pursuant for whom state apportionments can be claimed. Pursuant to Education Code 46300.4, these students may be 51745, as amended by AB 181, no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program are eligible for apportionment credit for independent study through, with the adult education program for courses required for high school graduation. See BP/AR 6200 - Adult Education exception of students participating in independent study due to an emergency as described in Education Code 41422 and 46392. A pregnant student or a parenting student who is the primary caregiver for the student's child(ren) is not included in this cap.

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

CSBA NOTE: The following paragraph limits enrollment in independent study to those students for whom state apportionments can be claimed. Pursuant to Education Code 51745, no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program are eligible for apportionment credit for independent study. A pregnant student or a parenting student who is the primary caregiver for the student's child(ren) is not included in this cap.

No Except for students participating in independent study due to an emergency as described in Education Code 41422 and 46392 and pregnant and parenting students who are the primary caregiver for their child(ren), no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

Monitoring Student Progress

CSBA NOTE: The following optional section may be revised to reflect district practice.

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian
2. A meeting between the student and the teacher and/or counselor
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether ~~or not~~ independent study is ~~appropriate for~~ in the student's best interest. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program. ([Education Code 51747, 51749.5; 5 CCR 11701](#))

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation: ([Education Code 51747, and if the student transfers to another public school in California, the record shall be forwarded to that school. \(Education Code 51747, 51749.5\)](#))

Responsibilities of Independent Study Administrator

CSBA NOTE: The following optional section may be revised to reflect district practice.

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator
2. Approving or denying the participation of students requesting independent study
3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. ([Education Code 44865, 51747.5; 5 CCR 11700](#))

CSBA NOTE: Pursuant to Education Code 51745.6, the equivalency of teacher-student ratios as described below is a necessary condition for the district to receive apportionments for independent study. The district may exceed these ratios, but those additional units of independent study ADA

would not be funded.

Pursuant to The Education Code 51745.6, as amended by AB 130, the Audit Appeals Panel's, "Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting must incorporate," includes verification of applicable that the district calculated its independent study teacher-student ratios commencing in the 2021-22 fiscal year ratio consistent with Education Code 51745.6. .

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

CSBA NOTE: The remainder of this section is optional and may be revised to reflect district practice.

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement
2. Supervising and approving coursework and assignments
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due
4. Maintaining a daily or hourly attendance register in accordance with ~~item~~Item #4 in the section on "Records for Audit Purpose" in the accompanying Board policy
5. Providing direct instruction and counsel as necessary for individual student success
6. Regularly meeting with the student to discuss the student's progress

CSBA NOTE: Pursuant to Education Code 51747.5, as amended by AB ~~167~~181, the district may only claim apportionment credit for independent study based on only to the extent of the time value of student work products as personally judged in each instance by a certificated teacher employed by employee of the district, or the combined time value of student work products and participation in synchronous instruction, as long as the synchronous instructional offering augments the time value of the student work product and evidence of student participation is furnished and maintained. Evidence of student participation may include, but is not limited to, student work produced or performed as verified by a certificated employee and maintained by the district for each hour or fraction of an hour of the synchronous instructional offering. Education Code 51747.5 specifies that the teacher is not required to sign and date the work products.

7. Determining the time value of assigned work or work products completed and submitted by the student
8. Assessing student work and assigning grades or other approved measures of achievement

CSBA NOTE: Education Code 51747.5, as amended by AB 130 and AB 167, requires districts to document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does

not participate in scheduled live interaction or synchronous instruction on a school day shall be documented as nonparticipatory for that school day, for purposes of student participation reporting and tiered reengagement pursuant to Education Code 51747.

9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 11700-11705	Independent study
Ed. Code 17289	Exemption for facilities
Ed. Code 41020	Requirement for annual audit
Ed. Code 41422	Apportionment credit for student inability to attend in-person or school closure due to COVID-19
Ed. Code 41976.2	Independent study programs; adult education funding
Ed. Code 42238	Revenue limits
Ed. Code 42238.05	Local control funding formula; average daily attendance
Ed. Code 44865	Qualifications for home teachers
Ed. Code 46100	Length of school day
Ed. Code 46200-46208	Incentives for longer instructional day and year
Ed. Code 46300-46307.1	Methods of computing average daily attendance
Ed. Code 46390-46393	Emergency average daily attendance
Ed. Code 46600	Interdistrict attendance computation
Ed. Code 47612-47612.1	Charter School Operation
Ed. Code 47612.5	Charter schools operations, general requirements
Ed. Code 48204	Residency requirements for school attendance
Ed. Code 48206.3	Home or hospital instruction; students with temporary disabilities
Ed. Code 48220	Classes of children exempted

Ed. Code 48340	Improvement of pupil attendance
Ed. Code 48915	Expulsion; particular circumstances
Ed. Code 48916.1	Educational program requirements for expelled students
Ed. Code 48917	Suspension of expulsion order
Ed. Code 49011	Student fees
Ed. Code 51225.3	High school graduation
Ed. Code 51745-51749.6	Independent study
Ed. Code 52060	Local Control and Accountability Plan
Ed. Code 52522	Adult education alternative instructional delivery
Ed. Code 52523	Adult education as supplement to high school curriculum; criteria
Ed. Code 56026	Individual with exceptional needs
Ed. Code 58500-58512	Alternative schools and programs of choice
Fam. Code 6550-6552	Caregivers

Federal

20 USC 6301

20 USC 6311

Management Resources

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

California Department of Education
Publication

Court Decision

Education Audit Appeals Panel
Publication

Website

Website

Website

Description

Highly qualified teachers

State plan

Description

Legal Requirements for Independent Study, 2021

Conducting Individualized Determinations of Need, 2021

Clarifications for Student Learning in Quarantine, 2021

2021-22 AA & IT Independent Study FAQs, 2021

California Digital Learning Integration and Standards
Guidance, April 2021

Elements of Exemplary Independent Study

Modesto City Schools v. Education Audits Appeal Panel,
(2004) 123 Cal.App.4th 1365

Guide for Annual Audits of K-12 Local Education Agencies
and State Compliance Reporting

California Consortium for Independent Study

California Department of Education, Independent Study

Education Audit Appeals Panel

Cross References

Code

Description

0410	Nondiscrimination In District Programs And Activities
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0470	COVID-19 Mitigation Plan
0500	Accountability
3260	Fees And Charges
3260	Fees And Charges
3516.5	Emergency Schedules
3580	District Records
3580	District Records
4112.2	Certification
4112.2	Certification
4131	Staff Development
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6181	Alternative Schools/Programs Of Choice
6183	Home And Hospital Instruction
6184	Continuation Education
6184	Continuation Education
6185	Community Day School
6185	Community Day School
6200	Adult Education
6200	Adult Education

Policy 6164.2: Guidance/Counseling Services

Status: ADOPTED

Original Adopted Date: 11/01/2007 | **Last Revised Date:** ~~03/09/2016~~ 09/01/2022 | **Last Reviewed Date:** ~~03/09/2016~~ 2022

CSBA NOTE: The following optional Board policy should be revised to reflect district practice. Education Code 49600 authorizes, as amended by AB 2508 (Ch. 153, Statutes of 2022) urges districts to offer a structured, coherent, and students a comprehensive educational counseling program that is implemented by credentialed school counselors in a structured and coherent manner within a Multi-Tiered Systems of Support framework. Pursuant to Education Code 49600, if the district chooses to offer an educational counseling program, that as amended by AB 2508, specialized services offered under such a program must include academic counseling, as defined, and may include other specified components be provided by appropriately credentialed school counselors.

The Governing Board recognizes that a structured, coherent, and comprehensive counseling program promotes academic achievement and growth, and serves the diverse needs of all district students. The district shall provide an educational counseling program that offers students services and supports within a Multi-Tiered Systems of Support (MTSS) framework, in accordance with law. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career and vocational goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning and well-being.

CSBA NOTE: Pursuant to Education Code 44266 and 5 CCR 80049-80049.1, persons authorized to provide services in school counseling, school psychology, or school social work must possess a ~~pupil personnel services~~ Pupil Personnel Services credential, with the appropriate specialization, issued by the Commission on Teacher Credentialing.

The Superintendent or designee shall ensure that all persons employed to provide direct school counseling, school psychology, ~~and/or~~ school social work services to students, and/or implement equitable school programs and services that support students' academic and social emotional development and college and career readiness shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of ~~each position~~ such positions shall be clearly defined in a job description.

CSBA NOTE: The following optional list may be revised to reflect district practice. Education Code 49600, as amended by ~~SB 451 (Ch. 539, Statutes of 2015),~~ AB 2508, expresses the Legislature's intent that school counselors fulfill the following responsibilities.

Responsibilities of school counselors include, but are not limited to:

- ~~1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement~~
1. Engaging with, advocating for, and providing all students with direct services, such as individual counseling, group counseling, risk assessment, crisis response, and instructional services, including mental health and behavioral, academic, and postsecondary educational services and indirect services, including but not limited to, positive school climate strategies, teacher and parent consultations, and referrals to public and private community services
- ~~2. _____~~ 2. _____ Planning, implementing, and evaluating school counseling programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of

academic, social, and emotional abilities

3. ~~Using~~ 3. Working within a MTSS that uses multiple data sources of information to monitor and improve student behavior, attendance, engagement, and achievement
 4. ~~Collaborating and coordinating with school and community resources~~
 4. 4. Developing, coordinating, and supervising comprehensive student support systems in collaboration with teachers, administrators, other pupil personnel services professionals, families, community partners, and community agencies, including county mental health agencies
 5. 5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services, and by developing a variety of intervention strategies, and using those strategies, to meet individual, group, and school community needs before, during, and after a crisis
 6. 6. Intervening to ameliorate school-related problems, including issues/problems related to chronic absences and retention
 7. 7. Using research-based strategies to promote mental wellness, reduce mental health stigma, conflict, and student-to-student and to identify characteristics, risk factors, and warning signs of students who develop, or are at risk of developing, mental health and behavioral disorders and who experience, or are at risk of experiencing, mistreatment and, including mistreatment related to any form of conflict or bullying
 8. 8. Improving school climate and student well-being by addressing the mental and behavioral health needs of students during a period of transition, separation, heightened stress, and critical changes, accessing community programs and services to meet those needs, and providing other appropriate services
 9. 9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural literacy, and commitment to lifelong learning and the pursuit of high-quality educational programs
- CSBA NOTE: Item #10 below may be revised to specify only English learners, students eligible for free and reduced-price meals, and foster youth, as provided in Education Code 49600. However, a district is permitted to provide such services to other categories of students who may be in need, such as students experiencing homelessness
10. 10. Providing counseling interventions and support services for unduplicated students who are classified as English learners, or foster youth, homeless children, and students eligible for free or and reduced-priced meals, or foster youth, including enhancing interventions and support services that enhance equity and access to the appropriate education systems/systems and community/public and private services
 11. Engaging in continued development as a professional school counselor

Educational And Career Counseling

CSBA NOTE: Items #1-5 below reflect required components of educational counseling programs specified in Education Code 49600, as amended by SB 451 (Ch. 539, Statutes of 2015), AB 2508.

The educational counseling program shall include academic counseling and postsecondary services, in the following areas: (Education Code 49600):

1. 1. Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans
2. 2. Optimizing progress towards achievement of proficiency standards and competencies
3. 3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes
4. 4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid

CSBA NOTE: Pursuant to Education Code 49600, educational counseling must include career and vocational counseling as described in ~~item~~ Item #5 below. As amended by SB 451 (Ch. 539, Statutes of 2015), AB 2508, Education Code 49600 requires that professional development related to career and vocational counseling include strategies for counseling students pursuing postsecondary education, career technical education, multiple pathways, college, and global career opportunities.

5. ~~Career and vocational counseling~~, 5. High-quality career programs at all grade levels in which students are assisted in doing all of the following:
 - a. a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
 - b. b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success
 - c. c. Developing ~~realistic perceptions of work~~, self-efficacy for the ever-changing work environment, the changing needs of the workforce, and the effects of work on ~~lifestyle~~ quality of life
 - d. d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options

- e. e. _____ Understanding the value of participating in career technical education and work-based learning activities and pathways, programs, and certifications, including, but not limited to, service learning, those related to regional occupational centers and programs; partnership programs; job shadowing; and mentoring experience and centers, the federal program administered by the United States Department of Labor offering free education and vocational training to students, known as "Job Corps," the California Conservation Corps, work-based learning, industry certifications, college preparation and credit, and employment opportunities
- f. f. _____ Understanding the need to develop essential employable skills and work habits
- ~~g. _____~~ Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures

CSBA NOTE: Education Code 49600, as amended by AB 2508, adds the following component to educational counseling programs, reflected below.

- g. _____ Understanding entrance requirements to the Armed Forces of the United States, including the benefits of the Armed Services Vocational Aptitude Battery (ASVAB) test

CSBA NOTE: In addition to the required components listed above, Education Code 49600, as amended by SB 451 (Ch. 539, Statutes of 2015), AB 2508, includes a list of optional components which a district may, at its discretion, offer as part of the educational counseling program. At its discretion, the district may expand the following paragraph to reflect any of these optional components it chooses to include in its educational counseling program.

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with ~~the rest of their class~~peers, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for ~~a student to continue his/her education if he/she fails~~students who fail to meet graduation requirements-
to continue with their education.

The Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (Education Code 48431)

CSBA Note: As amended by AB 2508, Education Code 49600 also permits districts to offer mental and behavioral health services as provided in the following paragraph.

CSBA NOTE: Education Code 221.5 prohibits school counselors from offering vocational or school program guidance to a student of one sex that is different from that offered to a student of the opposite sex. In addition, 5 CCR 4930 prohibits discrimination in counseling programs to the same extent that discrimination is prohibited in all other district programs and activities. Prohibited bases for discrimination in district programs are specified in BP 0410 - Nondiscrimination in District Programs and Activities.

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

In addition, counselors shall affirmatively explore with ~~students~~ a student the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

CSBA NOTE: 20 USC 7908 requires districts receiving funds under the Elementary and Secondary Education Act (ESEA) to provide military recruiters with the same access to students as is provided to colleges and prospective employers. Districts that do not grant similar access may lose those funds and may be subject to specific interventions, such as notification to the Governor and Congress, so that public officials can work with the district. Districts that do not receive ESEA funds and that choose to grant access to college and employment recruiters should do so on a nondiscriminatory basis. Education Code 49603 provides that military service recruiters may not be denied on-campus access to students in grades 9-12 if the district provides such access to other employers. For information regarding military recruiter access to student directory information, see BP/AR 5125.1 - Release of Directory Information.

Option 1 below is for use by districts that choose to adopt a policy that permits college and employment recruiters, including military recruiters, access to students. Option 2 is for districts that choose to adopt a policy that does not permit such access.

Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (Education Code 49603; 10 USC 503; 20 USC 7908)

CSBA NOTE: Pursuant to Labor Code 3074.2, as added by AB 643 (Ch. 324, Statutes of 2021), districts are encouraged to provide students with opportunities to explore, make career choices, and seek appropriate instruction and training to support those choices, by hosting locally focused apprenticeship and/or career and technical education fair events, such as college and career fairs.

The Superintendent or designee shall collaborate with businesses, government agencies, postsecondary institutions including universities and career technical schools, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities through college and/or career fairs.

CSBA NOTE: Labor Code 3074.2, as added by AB 643, requires any district planning to hold a college or career fair to identify approved apprenticeship programs in the county and notify such programs that they are hosting a college or career fair. To identify approved programs the district is required to rely on the Division of Apprenticeship Standards' database of approved apprenticeship programs, published by the Division of Apprenticeship Standards located on its internet web site.

When planning to hold a college or career fair, the Superintendent or designee shall notify each apprenticeship program in the county. The notification shall include the planned date, time and location of the college or career fair. (Labor Code 3074.2)

Personal or Mental Health Counseling

CSBA NOTE: The following optional section may be revised to reflect district practice. A school counselor, school psychologist, or school social worker may offer personal or family counseling in accordance with the authorizations on his/~~her~~their credentials. In addition, districts may provide mental health services through school-based health centers (see BP 5141.6 - School Health Services) and/or may collaborate with community agencies, organizations, and health care providers to ensure that services are available.

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/~~her~~their credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

CSBA NOTE: If a minor is 11 years old or younger, consent by a parent/guardian is required before providing the minor with outpatient mental health counseling or treatment services. Family Code 6920-6929 and Health and Safety Code 124260 allow a minor age 12 or older to consent to outpatient mental health counseling or treatment services without parent/guardian consent if, in the opinion of a school psychologist or other professional person, as defined, the minor is mature enough to participate intelligently in the services. However, the child's parent/guardian must still be involved unless the professional person determines it would be inappropriate.

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/~~her~~the student's parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Teacher-Based Advisory Program

CSBA NOTE: The following optional section is for use by districts that choose to provide a teacher-based advisory program as authorized by Education Code 49600. The following section may be revised to reflect district practice, including the grade levels at which the program will operate. It should be deleted by districts in which all student counseling is provided by credentialed school counselors.

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 4930-4931	Counseling
5 CCR 80049-80049.1	Pupil personnel services Personnel Services credential
5 CCR 80632-80632.5	Preparation programs for pupil personnel services Pupil Personnel Services
Ed. Code 221.5	Equal opportunity
Ed. Code 44266	Pupil personnel services Personnel Services credential
Ed. Code 48431	Establishing and maintaining high school guidance and placement program
Ed. Code 49600-49604	Educational counseling
Ed. Code 51250-51251	Assistance to military dependents
Ed. Code 51513	Personal beliefs
Fam. Code 6920-6930	Consent by minor for medical treatment
Gov. Code 6254	Exemption for personnel records if invasion of personal privacy
H&S Code 124260	Mental health services; consent by minors age 12 and older
Labor Code 3074.2	College and career fairs; notice to apprenticeship programs
Pen. Code 11166-11170	Reporting known or suspected cases of child abuse
W&I Code 5850-5883	Mental Health Services Act
Federal	Description
10 USC 503	Military recruiter access to directory information
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974

20 USC 7908 Armed forces recruiter access to students and student recruiting information

34 CFR 99.1-99.67 Family Educational Rights and Privacy

Management Resources

California Department of Education Publication

Website

Website

Website

Website

Website

[Website](#)

Description

California Results-Based School Counseling and Student Support Guidelines, 2007

California Association of School Counselors

American School Counselor Association

U.S. Department of Education, access to military recruiters

Commission on Teacher Credentialing

California Department of Education

[California Division of Apprenticeship Standards](#)

Cross References

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Comprehensive Safety Plan

Comprehensive Safety Plan

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Local Control And Accountability Plan

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Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

Civility

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Certification

Certification

Unauthorized Release Of Confidential/Privileged Information

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4219.23	Unauthorized Release Of Confidential/Privileged Information
4319.23	Unauthorized Release Of Confidential/Privileged Information
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5022	Student And Family Privacy Rights
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5113	Absences And Excuses
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.11	Attendance Supervision
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5125.1	Release Of Directory Information
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5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
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5145.3	Nondiscrimination/Harassment
5145.6	Parental <u>Parent/guardian</u> Notifications
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6141.5	Advanced Placement
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
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6143	Courses Of Study
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Policy 6178: Career Technical Education

Status: ADOPTED

Original Adopted Date: 03/01/2008 | **Last Revised Date:** ~~10/09/01/2018~~2022 | **Last Reviewed Date:**
~~10/09/01/2018~~2022

CSBA NOTE: The following policy is for use by districts that maintain any of grades 7-12. Education Code 51220 requires that the adopted course of study for grades 7-12 include courses in career technical education (CTE); see BP/AR 6143 - Courses of Study.

Funding for CTE programs may be available through the federal Strengthening Career and Technical Education for the 21st Century Act, sometimes referred to as Perkins V (20 USC 2301-2414, as amended by P.L. 115-224 and effective July 1, 2019), and state grant programs such as the California Career Pathways Trust pursuant to Education Code 53010-53016 and the California Career Technical Education Incentive Grant Program pursuant to Education Code 53070-53076.4, as amended by AB 1808 (Ch. 32, Statutes of 2018), the Golden State Pathways Program pursuant to Education Code 53020-53025, the Apprenticeship Innovation Funding Program pursuant to Labor Code 3110-3112.1, and Youth Apprenticeship pursuant to Labor Code 3120-3122.4. In addition, secondary schools may offer CTE through partnership academies (Education Code 54690-54697), regional occupational centers and programs (ROC/Ps) (Education Code 52300-52335.12), and/or district-funded programs.

The following policy should be revised to reflect program(s) offered by the district and grade levels at which such programs shall be offered.

The Governing Board desires to provide a comprehensive career technical education (CTE) program in the secondary grades which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment. The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. ~~The program shall include a rigorous academic component and provide students with practical experience and understanding of all aspects of an industry.~~

The district's CTE program shall focus on preparing students to enter current or emerging high-skill, high-wage, and/or high-demand occupations- by providing a rigorous academic component and practical experience in all aspects of an industry. CTE opportunities may be offered through linked learning programs, partnership academies, apprenticeship programs or orientation to apprenticeships, regional occupational centers or programs (ROC/Ps), charter schools, small learning communities, magnet programs, or other programs that expose students to career options while preparing them for future careers in a given industry or interest area.

The Superintendent or designee shall explore available funding sources that may be used to support CTE programs. The Board shall review and approve all district plans and applications for the use of district, state, and/or federal funds supporting CTE.

CSBA NOTE: State model curriculum standards for CTE for grades 7-12 integrate the state's academic content standards with industry-specific knowledge and skills in 58 career pathways organized into 15 industry sectors: agriculture and natural resources; arts, media, and entertainment; building trades and construction; education, child development, and family services; energy and utilities; engineering and design; fashion and interior design; finance and business; health science and medical technology; hospitality, tourism, and recreation; information technology; manufacturing and product development; marketing, sales, and service; public services; and transportation. The state's curriculum framework for

CTE provides guidance in implementing the state content standards. Any district that adopts a course of study that meets or exceeds the state model curriculum standards will be deemed to have satisfied the requirement of Education Code 51228 that the district offer students in grades 7-12 the opportunity to attain entry-level employment skills in business or industry upon high school graduation; see BP 6143 - Courses of Study.

The Board shall adopt district standards for CTE which meet or exceed the state's model content standards and describe the essential knowledge and skills that students enrolled in these courses are expected to master. The course curriculum shall be aligned with district-adopted standards and the state's curriculum framework.

CSBA NOTE: Pursuant to Education Code 52376, the following two paragraphs are mandated for districts that accept funds for the purpose of developing and implementing, in consultation with the ROC/P and community college serving the geographic area of the district, a CTE program for high school students.

At least every three years, the Board shall compare the district's curriculum, course content, and course sequence of CTE with the model state curriculum standards. (Education Code 52376)

CSBA NOTE: Education Code 52376 requires districts to determine the extent to which their CTE courses may offer an alternative means for completing course requirements for high school graduation. ~~In addition, Education Code 51225.3, as amended by AB 101 (Ch. 661, Statutes of 2021), no longer authorizes the Board to include a course in CTE to serve as an alternative to the visual or performing arts or foreign world language course requirement for high school graduation. However, if a student completed a CTE course prior to July 1, 2022 that met the requirements of Education Code 51225.3, such course will fulfill the visual or performing arts or world language graduation requirement;~~ see BP 6146.1 - High School Graduation Requirements.

The Superintendent or designee shall systematically review the district's CTE courses to determine the degree to which each course may offer an alternative means for completing and receiving credit for specific portions of the course of study prescribed by the district for high school graduation. ~~The Board~~ CTE courses approved for these purposes shall ~~ensure that these classes are~~ be equivalent in content and rigor to the courses prescribed for graduation. (Education Code 52376)

CSBA NOTE: Education Code 51760.1 authorizes districts, county offices of education, ROC/Ps, and partnership academies to provide work-based learning opportunities which may include, but are not limited to, work experience education as defined in Education Code 51764, community classrooms or cooperative CTE programs as defined in Education Code 52372.1, and job shadowing as defined in Education Code 51769; see BP/AR 6178.1 - Work-Based Learning. In addition, although not specified in state law, other examples of work-based learning opportunities cited in the CDE's publication “Multiple Pathways to Student Success: Envisioning the New California High School.” include student internships/field study, apprenticeships, service learning, work in social/civic enterprises or school-based enterprises such as student stores, and technology-based or other simulated work experiences.

The Superintendent or designee shall develop partnerships with local businesses and industries to ensure that course sequences, career technical and integrated curriculum, classroom instruction and projects, and assessments have real-world relevance and reflect labor market needs and priorities. ~~He/she~~ The Superintendent or designee shall also work to develop connections with businesses, postsecondary institutions, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities.

The Superintendent or designee shall collaborate with postsecondary institutions to ensure that the district's program is articulated with postsecondary programs in order to provide a sequential course of study. Articulation opportunities may include dual or concurrent enrollment in community college courses.

CSBA NOTE: Education Code 8070 requires the Board to appoint a CTE advisory committee composed of representatives from specified groups, as detailed below. During the Federal Program Monitoring process, CDE staff will review whether the district has appointed such a committee.

In addition, pursuant to 20 USC 2354, ~~as amended by P.L. 115-224~~, districts that receive Perkins V funding are required to involve specified stakeholders in conducting a needs assessment and developing the district application, and on a continuing basis thereafter. One way to accomplish this is to include such stakeholders on the CTE advisory committee. Other programs may have similar requirements for stakeholder involvement. The following paragraph may be revised to reflect requirements applicable to programs offered by the district.

The Board shall appoint a CTE advisory committee to develop recommendations on the district's CTE program and to serve as a liaison between the district and potential employers. The committee shall consist of at least one student, teacher, business representative, industry representative, school administrator, member of the general public knowledgeable about the disadvantaged, and representative of the field office of the California Employment Development Department. (Education Code 8070)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. Among the criteria for admission to the University of California (UC) or California State University (CSU) system is a requirement that high school students satisfactorily complete 15 units of specified courses ("~~a-g~~A-G" courses). These include a growing number of CTE courses that connect knowledge of academic content with practical or work-related applications. Education Code 51229 requires that districts annually provide parents/guardians of students in grades 9-12 with (1) a brief explanation of the ~~a-g~~A-G course requirements; (2) a list of UC and CSU web sites that provide related information and a list of certified ~~a-g~~A-G courses; (3) a brief description of CTE, as defined by CDE; (4) the Internet address for the portion of ~~the CDE~~CDE's web site where students can learn more about CTE; and (5) information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or to enroll in CTE courses. See AR 6143 - Courses of Study and E ~~5145.6~~ - Parental Notifications.

~~In addition, districts that include a course in CTE as an alternative to the visual or performing arts or foreign language course requirement for high school graduation, as authorized by Education Code 51225.3, are required by Education Code 48980 to provide a list of CTE courses offered by the district that satisfy the a-g course requirements for college admission and to specify which requirements they satisfy. Districts that do not allow this alternative graduation requirement should modify the following paragraph accordingly.~~(1) 5145.6 - Parental Notifications.

The Superintendent or designee shall inform all secondary students and their parents/guardians about the CTE experiences available in the district, CTE courses that satisfy college admission criteria, and, if applicable, CTE courses that satisfy high school graduation requirements. In addition, secondary students shall receive individualized academic counseling which provides information about academic and CTE opportunities related to the student's career goals.

CSBA NOTE: Pursuant to 34 CFR 100 (Appendix B), the notice specified below may be made in local newspapers, publications or media reaching target populations, or by other means and should include a brief summary of program offerings, admission criteria, and the name and contact information of the person designated to coordinate Title IX and Section 504 compliance activity. If the population within the district contains a community of persons with limited English language skills, the notification must be disseminated in the languages of the community. See BP 5145.6 - Parental Notifications for state requirements pertaining to the translation of parental notifications.

Prior to the beginning of each school year, the Superintendent or designee shall advise students, parents/guardians, employees, and the general public that all CTE opportunities are offered without regard to any actual or perceived characteristic protected from discrimination by law. The notification shall be disseminated in languages other than English as needed and shall state that the district will take

steps to ensure that the lack of English language skills will not be a barrier to admission and participation in the district's CTE program. (20 USC 2354; 34 CFR 100 Appendix B, 104.8, 106.9)

CSBA NOTE: Pursuant to Labor Code 3074.2, as added by AB 643 (Ch. 324, Statutes of 2021), districts are encouraged to provide students with opportunities to explore, make career choices, and seek appropriate instruction and training to support those choices, by hosting locally focused apprenticeship and/or career technical education fair events, such as college and career fairs.

The Superintendent or designee shall collaborate with businesses, government agencies, postsecondary institutions including universities and career technical schools, community organizations, and/or other employers to provide students with actual or simulated work-based learning opportunities through college and/or career fairs.

CSBA NOTE: Labor Code 3074.2, as added by AB 643, requires any district planning to hold a college or career fair to identify approved apprenticeship programs in the county and notify such programs that they are hosting a college or career fair. To identify approved programs the district is required to rely on the Division of Apprenticeship Standards' database of approved apprenticeship programs, located on its web site.

When planning to hold a college or career fair, the Superintendent or designee shall notify each apprenticeship program in the county. The notification shall include the planned date, time and location of the college or career fair. (Labor Code 3074.2)

CSBA NOTE: Teachers of technical, trade, or vocational courses must possess a single subject credential or a designated subjects credential issued by the Commission on Teacher Credentialing which authorizes teaching CTE courses. The designated subjects CTE credential is available in 15 subjects which reflect the 15 industry sectors identified in the state's model curriculum standards; see AR 4112.2 - Certification. In order to obtain the preliminary designated subjects credential, teachers must have at least three years of work experience directly related to each industry sector specified on the credential.

The Superintendent or designee shall ensure that teachers of CTE courses possess the qualifications and credentials necessary to teach their assigned courses. ~~He/she~~ The Superintendent or designee shall also provide teachers and administrators with professional development designed to enhance their knowledge of standards-aligned CTE and shall provide opportunities for CTE teachers to collaborate with teachers of academic courses in the development and implementation of integrated curriculum models.

The Superintendent or designee shall provide counselors and other guidance personnel with professional development that includes, but is not limited to, information about current workforce needs and trends, requirements of the district's CTE program, work-based learning opportunities, and postsecondary education and employment options following high school.

CSBA NOTE: The following paragraph is optional. Education Code 17078.72 provides funding for improving and expanding CTE programs through construction of new facilities, remodeling of existing facilities, and/or purchase of equipment.

The Superintendent or designee shall regularly assess district needs for facilities, technologies, and equipment to increase students' access to the district's CTE program.

CSBA NOTE: The following paragraph may be revised to reflect requirements applicable to programs offered by the district. Pursuant to Education Code 52060, the district must annually review its progress toward the goals identified in its local control and accountability plan, including, when applicable, measures of student achievement such as the percentage of students who have successfully completed courses that satisfy the requirements for CTE sequences or programs of study that align with state CTE standards and frameworks. The California School Dashboard provides a tool to assist in evaluation of district and school performance and includes measures of CTE pathway completion within the college/career readiness indicator.

In addition, each district receiving Perkins V funding must evaluate its progress in achieving specific performance levels on core indicators as detailed in the state plan and 20 USC 2323, as amended by P.L. 115-224. Pursuant to 20 USC 2343, if the district falls below 90 percent on any of these targets, the district will be required to develop and implement an improvement plan.

The Superintendent or designee shall annually report to the Board achievement data on participating students, including, but not limited to, the percentage of participating students who successfully complete CTE programs, their performance on state and district academic achievement tests, and graduation ~~rate~~ rates. Data shall be disaggregated by program and various student subgroups. Based on such data, the Board shall determine the need for program improvements and update the goals in the district's local control and accountability plan as necessary.

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State	Description
5 CCR 10070-10075	Work experience education
5 CCR 10080-10092	Community classrooms
5 CCR 10100-10111	Cooperative vocational education
5 CCR 11500-11508	Regional occupational centers and programs
5 CCR 11535-11538	Career technical education contracts with private postsecondary schools
5 CCR 11610-11611	Regional adult and vocational education councils
5 CCR 1635	Credit for work experience education
5 CCR 3051.14	Specially designed career technical education for students with disabilities
8 CCR 200-240	Apprenticeships
Ed. Code 1205	Classification of counties
Ed. Code 17078.70-17078.72	Career technical education facilities
Ed. Code 33430-33432	Health science and medical technology grants
Ed. Code 35168	Inventory of equipment
Ed. Code 41540-41544	Targeted instructional improvement block grant

Ed. Code 44257.3	CTC recognition of study in linked learning teaching methods
Ed. Code 44260-44260.1	Designated subjects career technical education credential
Ed. Code 44260.9	Designated subjects career technical education credential
Ed. Code 48430	Continuation education schools and classes
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 51220-51230	Course of study for grades 7-12
Ed. Code 51760-51769.5	Work experience education
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52300-52499.66	Career technical education
Ed. Code 52519-52520	Adult education; occupational training
Ed. Code 53010-53016	California Career Pathways Trust
Ed. Code 53020-53025	Golden State Pathways Program
Ed. Code 53070-53076.4	The California Career Technical Education Incentive Grant Program
Ed. Code 53086	California Career Resource Network
Ed. Code 54690-54699.1	California Partnership Academies
Ed. Code 54750-54760	California Partnership Academies; green technology and goods movement occupations
Ed. Code 56363	Related services for students with disabilities; specially designed career technical education
Ed. Code 66205.5-66205.9	Approval of career technical education courses for admission to California colleges
Ed. Code 8006-8155	Career technical education
Ed. Code 88500-88551	Community college economic and workforce development program
Gov. Code 54950-54963	The Ralph M. Brown Act
Lab. Code 3070-3099.5	Apprenticeships
Lab. Code 3110-3112.1	Apprenticeship Innovation Funding Program
Labor Code 3120-3122.4	Youth Apprenticeship
Federal	Description
20 USC 2301-2414	Strengthening Career and Technical Education for the 21st Century Act
20 USC 6301-6578	Improving the Academic Achievement of the Disadvantaged
34 CFR 100	Appendix B Guidelines for eliminating discrimination in career technical education programs
34 CFR 104.1-104.39	Section 504 of the Rehabilitation Act of 1973
34 CFR 106.1-106.61	Discrimination on the basis of sex; effectuating Title IX
Management Resources	Description

California Department of Education Publication	California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, January 2013
California Department of Education Publication	Career Technical Education Framework for California Public Schools, Grades Seven Through Twelve, January 2007
California Department of Education Publication	Multiple Pathways to Student Success: Envisioning the New California High School, 2010
CSBA Publication	The Linked Learning Approach to High School Reform, Governance Brief, January 2014
CSBA Publication	A Governance Perspective: Interviews with School Board Members from the Nine Linked Learning Initiative School Districts, March 2014
Website	Association for Career and Technical Education
Website	California Association of Regional Occupational Centers and Programs
Website	U.S. Department of Education, Office of Vocational and Adult Education
Website	U.S. Department of Labor, Bureau of Labor Statistics
Website	California Department of Education, Career Technical Education
Website	California Department of Employment Development
Website	California Workforce Development Board
Website	California Department of Industrial Relations
Website	University of California, A-G Course Submissions
Website	California Career Resource Network
Website	California Department of Industrial Relations
Website	University of California, a-g Course Submissions
Website	Commission on Teacher Credentialing
Website	CSBA

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0440	District Technology Plan
0440	District Technology Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan

0500	Accountability
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
1700	Relations Between Private Industry And The Schools
3230	Federal Grant Funds
3230	Federal Grant Funds
3440	Inventories
3512	Equipment
3512-E(1)	Equipment
4112.2	Certification
4112.2	Certification
4131	Staff Development
4331	Staff Development
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.2	Work Permits
5113.2	Work Permits
5145.6	Parental Notifications
5145.6-E(1)	Parental Notifications
5145.6-E PDF(1)	Parental Notifications
5148.2	Before/After School Programs
5148.2	Before/After School Programs
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6112	School Day
6112	School Day
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6141.4	International Baccalaureate Program
6143	Courses Of Study

6143	Courses Of Study
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.5	Student Organizations And Equal Access
6145.5	Student Organizations And Equal Access
6146.1	High School Graduation Requirements
6146.1	High School Graduation Requirements
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E(1)	Certificate Of Proficiency/High School Equivalency
6146.2-E PDF(1)	Certificate Of Proficiency/High School Equivalency
6159	Individualized Education Program
6159	Individualized Education Program
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6164.2	Guidance/Counseling Services
6164.5	Student Success Teams
6164.5	Student Success Teams
6171	Title I Programs
6171	Title I Programs
6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6172.1	Concurrent Enrollment In College Classes
6172.1	Concurrent Enrollment In College Classes
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E PDF(1)	Education For Homeless Children
6173-E PDF(2)	Education For Homeless Children
6175	Migrant Education Program
6175	Migrant Education Program
6176	Weekend/Saturday Classes
6178.1	Work-Based Learning

6178.1	Work-Based Learning
6178.2	Regional Occupational Center/Program
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice
6184	Continuation Education
6184	Continuation Education
6190	Evaluation Of The Instructional Program
6200	Adult Education
6200	Adult Education
7110	Facilities Master Plan

Policy 6200: Adult Education

Status: ADOPTED

Original Adopted Date: 06/01/1997 | **Last Revised Date:** ~~05/09/01/2016~~ 2022 | **Last Reviewed Date:** ~~05/09/01/2016~~ 2022

CSBA NOTE: The following ~~Board~~ policy is for use by any high school district or unified school district that maintains an adult education school or program or that participates in a program offered by the county office of education.

Education Code 84900-84920, as added by AB 104 (Ch. 13, Statutes of 2015), establish the Adult Education ~~Block Grant~~ Program to provide adult education services through a regional consortium of school districts, county offices of education, community college districts, and joint powers authorities consisting of those entities. Other funding for adult education may be available through local control funding formula apportionments, California Work Opportunity and Responsibility to Kids (CalWORKs) funds for education and job training (Welfare and Institutions Code 11320-11329.5), the federal Workforce Innovation and Opportunity Act (29 USC 3101-3255), Adult Education and Literacy Act (29 USC 3271-3333), and/or ~~Carl D. Perkins~~ Strengthening Career and Technical Education for the 21st Century Act (20 USC 2301-2414). Pursuant to Education Code 41976, as amended by AB 486 (Ch. 666, Statutes of 2021), funds allocated through the Adult Education Program may only be used in accordance with law and as specified in the accompanying administrative regulation. The district may revise the following policy to reflect requirements of the program(s) it offers.

The Governing Board believes that education is a lifelong ~~process~~ endeavor and that it is important for individuals to continuously develop new skills necessary to participate effectively as citizens, workers, parents/guardians, and family and community members. Eligible adults shall be offered opportunities to enroll in programs and courses that develop academic and workforce skills and, as appropriate, lead to completion of requirements for high school graduation.

~~CSBA NOTE: Option 1 below is for use by districts that maintain classes for adults as authorized by Education Code 52501. Option 2 is for use by districts whose students may participate in an adult education program administered by a county office of education in geographically isolated, sparsely populated areas as authorized by Education Code 52616.21.~~

CSBA NOTE: Education Code 51056 and 52515 require approval by the California Department of Education (CDE) of courses offered in adult education programs. See For further information regarding course approval see the accompanying administrative regulation and the CDE's Adult Education Handbook for California web site.

OPTION 1:

The Superintendent or designee shall recommend, for approval by the Board and the California Department of Education, courses to be offered through the district's adult education program.

OPTION 1 ENDS HERE

OPTION 2: The district shall participate in the adult education program administered by the county office of education. District students enrolled in this program shall be under the immediate supervision of a certificated district employee.

OPTION 2 ENDS HERE

Adult education classes may be offered any day or evening, including weekends, for such length of time during the school year as determined by the Board. ([Education Code 52505](#))

CSBA NOTE: Classes organized primarily for adults may be taught by holders of the designated subjects adult teaching credential pursuant to Education Code 44260.2-44260.3. See the Commission on Teacher Credentialing's web site for further information and credential requirements.

The Superintendent or designee shall ensure that all teachers of adult education classes possess an appropriate credential issued by the Commission on Teacher Credentialing and have access to high-quality professional development to continuously enhance their knowledge and skills.

CSBA NOTE: Education Code 52620 permits the Governing Board to authorize an adult education student pursuing a high school diploma or a high school equivalency certificate to enroll as a special part-time student at a community college.

Upon recommendation of the administrator of the student's adult school or noncredit program of attendance, the Board may authorize an adult education student pursuing a high school diploma or a high school equivalency certificate to attend a community college during any session or term as a special part-time student. (Education Code 52620)

CSBA NOTE: Pursuant to Education Code 52508, the Board is authorized to award diplomas or certificates to adults and eligible minors enrolled in adult schools upon satisfactory completion of a prescribed course of study in an elementary school program, as long as the Board has prescribed the requirements for the awarding of any such diplomas pursuant to Education Code 52509.

The Board may award diplomas or certificates to adults and eligible minors enrolled in adult schools upon satisfactory completion of a prescribed course of study in an elementary school program. (Education Code 52508, 52509)

CSBA NOTE: Education Code 52509 mandates the Board of any district maintaining an adult school or program to prescribe requirements for the granting of a high school diploma. Courses required for a high school diploma in California are specified in Education Code 51225.3; see BP 6146.1 - High School Graduation Requirements. Students seeking their high school diploma through adult education must meet those course requirements. However, the district may waive any additional district-established high school graduation requirements. Districts that have so revised their local graduation requirements for adult education students should modify the following paragraph as appropriate.

Adult education students who fulfill the district's graduation requirements shall receive a diploma of high school graduation.

CSBA NOTE: The following two optional paragraphs may be used by districts that select either Option 1 or 2 above and participate in the regional consortium established for purposes of the Adult Education Block Grant pursuant to Education Code 84900-84920, as added by AB 104 (Ch. 13, Statutes of 2015). The consortium is required to approve an adult education plan containing the components specified in Education Code 84906 at least once every three years and to update the plan at least once each year based on available data.

Funds allocated through this block grant may be used in accordance with Education Code 84913, including to provide support for adult education programs related to elementary and secondary basic

skills, entry or reentry into the workforce, career technical education, pre-apprenticeship training, knowledge and skills to assist K-12 students to succeed academically, and programs for immigrants and adults with disabilities. See the accompanying administrative regulation.

CSBA NOTE: Pursuant to Education Code 52511, a district may contract with another district to provide adult education instruction in any of the situations specified in the following paragraph.

If the district has an adult school or classes for adults but is unable to maintain such school or classes because of an inability to secure a teacher(s) or because of a lack of facilities, the district may, with the approval of the County Superintendent of Schools and the Superintendent of Public Instruction, contract with another district for the instruction of such students. (Education Code 52511)

CSBA NOTE: The following two optional paragraphs may be used by districts that participate in the regional consortium established for purposes of the Adult Education Program pursuant to Education Code 84900-84920. Education Code 84906 requires the consortium to approve a three-year adult education plan that addresses a three-year fiscal planning cycle, and fulfills the components specified in Education Code 84906. The plan is required to be updated at least once each year based on available data.

To ensure efficient and coordinated adult education services, the district shall collaborate with other local educational agencies and the community college district in the region's may join a regional adult education consortium. The district shall participate in the consortium's identification of the educational needs of adults in the region, identification of available funding and services, development and approval of an adult education plan pursuant to Education Code 84906, and implementation of strategies to address the identified needs, improve the effectiveness of district services, and improve students' transitions into postsecondary education and the workforce.

The district's representative to the region's regional adult education consortium shall be designated by the Board. (Education Code 84905)

CSBA NOTE: The remainder of this policy is for use by districts selecting Option 1 above, but may be adapted for use by districts selecting Option 2.

Classes organized primarily for adults may be taught by holders of the designated subjects adult teaching credential pursuant to Education Code 44260.2-44260.3. See the Commission on Teacher Credentialing's web site for further information and credential requirements. CSBA NOTE: The following paragraph may be revised to reflect indicators of program effectiveness identified by the district and/or adult education regional consortium in which the district participates. Education Code 84920 requires the Superintendent of Public Instruction and California Community College Chancellor (CCCC) to identify common measures for determining consortium members effectiveness in meeting the educational needs of adults, which is provided for in CDE's and CCCC's, "Adult Education Block Grant (AEBG) Measures of Effectiveness". In addition, for districts participating in the federal Adult Education and Family Literacy Act, CDE requires the use of the Comprehensive Adult Student Assessment Systems (CASAS), a set of standardized assessment instruments developed by the nonprofit organization CASAS, to track the progress of adult students.

(Education Code 52505, 52513)

CSBA NOTE: If the district's adult school or program offers a course in elementary subjects appropriate to the needs of adults, as authorized by Education Code 52516 and 84913, the Board is mandated

pursuant to Education Code 52510 to prescribe requirements for eighth-grade graduation. Items #1-2 below should be revised to reflect district practice.

A certificate of completion of the eighth grade shall be awarded through the adult school upon successful completion of both of the following:

- 1.—At least one term in the adult elementary program
- 2.—Overall eighth grade placement on a recognized standardized achievement test

CSBA NOTE: Education Code 52509 mandates the Board of any district maintaining an adult school or program to prescribe requirements for the granting of a high school diploma. Courses required for a high school diploma in California are specified in Education Code 51225.3; see BP 6146.1 - High School Graduation Requirements. Students seeking their high school diploma through adult education must meet those course requirements. However, the district may waive any high school graduation requirements established by the district. Districts that have so revised their local graduation requirements for adult education students should modify the following paragraph as appropriate.

CSBA NOTE: The following paragraph may be revised to reflect indicators of program effectiveness identified by the district and/or adult education regional consortium in which the district participates. Education Code 84920, as added by AB 104 (Ch. 13, Statutes of 2015), requires the Superintendent of Public Instruction and California Community College Chancellor to identify common measures for determining the effectiveness of school districts and other consortium members in meeting the educational needs of adults. In addition, for districts participating in the federal Adult Education and Family Literacy Act, the CDE requires the use of the Comprehensive Adult Student Assessment Systems (CASAS), a set of standardized assessment instruments developed by the nonprofit organization CASAS, to track the progress of adult students.

The Superintendent or designee shall regularly report to the Board on the effectiveness of the district's adult education program. This report shall include, but not be limited to, the number of adults and high school students participating in the program, student participation in each type of adult education course or class, and the extent to which students successfully completed these programs, including, as applicable, the completion of requirements for the high school diploma or certificate of equivalency.

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 10501	Adult education; definition of adult for attendance counting
5 CCR 10508	Records and reports
5 CCR 10530	Counseling and guidance services
5 CCR 10530 10534 10560	Standards of administration
5 CCR 53412	Minimum qualifications for instructors of noncredit courses

5 CCR 80034	Teaching credentials; adult education
5 CCR 80034.5	Adult education; substitute teachers
5 CCR 80036-80036.4	Requirements for designated subjects adult education credential
5 CCR 80040.2-80040.2.7	Programs of personalized preparation for the designated subjects adult education teaching credentialing
Ed. Code 10200	CalWORKs education and job training plan CalWORKs instructional and job training plan
Ed. Code 41975-41976.2 1	Adult education; authorized classes and courses
Ed. Code 44260.2-44260.3	Credential requirements; designated subjects adult education credential
Ed. Code 44865	Qualifications for home teachers
Ed. Code 46190-46192 46191	Adult education classes, day of attendance Attendance for adults in correctional facilities
Ed. Code 46300.1-46300.4 2	Independent study
Ed. Code 51040	Prescribed courses
Ed. Code 51056	Adult education course of study
Ed. Code 51225.3	High school graduation
Ed. Code 51241	Temporary, two-year or permanent exemption from physical education
Ed. Code 51246	Physical education exemptions
Ed. Code 51730-51732	Powers of governing boards (authorization for elementary summer school classes); admissions of adults and minors
Ed. Code 51745	Independent study
Ed. Code 51810-51815	Community service classes
Ed. Code 52500-52523	Adult schools
Ed. Code 52530-52531	Use of hospitals
Ed. Code 52540-52544	Adult English classes
Ed. Code 52550-52556	Classes in citizenship
Ed. Code 52570-52572	Disabled adults
Ed. Code 52620	Attendance at community college as special part-time student
Ed. Code 52610-52616.24 18	Adult schools; finances
Ed. Code 52651-52656	Immigrant Workforce Preparation Act
Ed. Code 60410	Books for adult classes
Ed. Code 84830	Adult education consortium

Ed. Code 84900-84920	Adult Education Block Grant Program
Ed. Code 8500-8538	Adult education
W&I Code 11320-11329.5	CalWORKs, including: education and job training
Federal	Description
20 USC 2301-2415 2414	Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act
29 USC 3101-3255	Workforce Innovation and Opportunity Act
29 USC 3271-3333	Adult Education and Family Literacy Act
Management Resources	Description
California Department of Education Publication	Adult Education Handbook for California, 2005 Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 20-01, July 23, 2020
California Department of Education and California Community College Chancellor Office Publication	Pupil Fees, Charges, and Other Deposits, Fiscal Management Advisory 12-02, April 24, 2013 Adult Education Block Grant (AEBG) Measures of Effectiveness
Website	California Department of Education, Adult Education
Website	California Department of Industrial Relations, Division of Apprenticeship Standards
Website	Comprehensive Adult Student Assessment Systems
Website	California Council for Adult Education
Website	Commission on Teacher Credentialing

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0440	District Technology Plan
0500	Accountability
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
3260	Fees And Charges
3260	Fees And Charges
3541	Transportation Routes And Services
4112.2	Certification

4112.2	Certification
4121	Temporary/Substitute Personnel
4121	Temporary/Substitute Personnel
4131	Staff Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6112	School Day
6112	School Day
6142.4	Service Learning/Community Service Classes
6142.7 <u>6145.6</u>	Physical Education And Activity <u>International Exchange (BP and AR)</u>
6142.7 <u>6146.1</u>	Physical Education And Activity <u>High School Graduation Requirements</u>
6146.1	High School Graduation Requirements
6146.1 <u>2</u>	High School Graduation Requirements <u>Certificate of Proficiency/High School Equivalency (BP and AR)</u>
6146.11	Alternative Credits Toward Graduation
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E PDF (1)	Certificate Of Proficiency/High School Equivalency
6146.2-E PDF(1) <u>4</u>	Certificate Of Proficiency/High School Equivalency <u>Differential Graduation And Competency Standards For Students With Disabilities</u>
6146.4 <u>5</u>	Differential Graduation And Competency Standards For Students With Disabilities <u>Elementary/Middle School Graduation Requirements</u>
6158 <u>6146.5</u>	Elementary/Middle School Graduation Requirements <u>Independent Study</u>
6158	Independent Study
6164.2	Independent Study <u>Guidance/Counseling Services</u>
<u>6172.1</u>	<u>Guidance/Counseling Services</u> <u>Concurrent Enrollment in College Classes (BP and AR)</u>
6178	Career Technical Education
6178	Career Technical Education
6178.2	Regional Occupational Center/Program

6184

Continuation Education

6184

Continuation Education

9140

Board Representatives

Regulation 6200: Adult Education

Status: ADOPTED

Original Adopted Date: 06/01/1997 | Last Revised Date: ~~05/09/01/2016~~2022 | Last Reviewed Date: 05/09/01/20162022

CSBA NOTE: The following administrative regulation may be revised for consistency with the adult education plan adopted by the regional consortium established for the Adult Education Block Grant, pursuant to Education Code 84906, as added by AB 104 (Ch. 13, Statutes of 2015). In addition, districts that participate in a county-operated adult education program (Option 2 in the accompanying Board policy) should tailor the following administrative regulation to delete references to district programs: Program, pursuant to Education Code 84906.

Enrollment

With the exception of programs specified in Education Code 52570, adult education classes shall be located in a facility which clearly identifies the class as being open to the general public. (Education Code 52517, 52570)

Enrollment

CSBA NOTE: The following paragraph may be revised to reflect programs in which the district participates:

~~For~~ For purposes of the Adult Education Block Grant pursuant to Education Code 84900-84920, adults include persons 18 years of age or older. For other adult education programs, adults include persons age 18 or older and other persons not concurrently enrolled in a regular high school program. However, high school students may be concurrently enrolled in adult education under the conditions specified in the section "Concurrent Enrollment of High School Students" below. (Education Code 52523, 52610) (Education Code 52523)

Adults shall have first priority for enrollment in any adult education class, provided they enroll during the regular enrollment period.; ~~84901~~ (Education Code 52523)

With the exception of programs for adults with disabilities specified in Education Code 52570, adult education classes shall be located in a facility which clearly identifies attendance in the class as being open to the general public. (Education Code 52517, 52570)

Concurrent Enrollment of High School Students

High school students shall may be permitted to enroll in an adult education program, course, or class for sound educational purposes, including, but not limited to, the following: (Education Code 52523)

1. The adult education program, course, or class is not offered in the regular high school curriculum.
2. The student needs the adult education program, course, or class in order to make up deficient credits for graduation from high school.
3. The adult education program, course, or class allows the student to gain vocational and technical skills beyond that provided by the regular high school's ~~career~~ vocational and technical education

program.

4. The adult education program, course, or class supplements and enriches the high school student's educational experience.

CSBA NOTE: The following paragraph is optional.

High school students are expected to enroll in regular high school classes before seeking admission to any similar classes offered in the adult education program. A failed course, however, may be repeated through adult education.

Before enrolling in an adult education class, the high school student shall complete a counseling session that includes ~~his/her~~ the student, the student's parent/guardian, and a certificated representative of the high school. The certificated high school representative shall ensure that the student's school record includes written documentation of the counseling session and both of the following statements: (Education Code 52500.1, 52523)

1. That the student is enrolling voluntarily in the adult education course or class
2. That ~~this~~ the enrollment will enhance the student's progress toward meeting educational requirements for high school graduation

CSBA NOTE: The following paragraph is optional. Education Code 52500.1 does not require that the above statement be signed. However, obtaining the signature of all parties is one way to document the student's voluntary participation in the program and the high school representative's determination that the program will enhance the student's progress toward graduation.

The above statement shall be signed by the student, the student's parent/guardian, and the certificated high school representative.

Classes offered in the district's adult education program shall supplement and not supplant the regular high school curriculum. No course required by the district for high school graduation or necessary for students to maintain satisfactory academic progress shall be offered exclusively through the adult education program. (Education Code 52523)

Programs and Courses

CSBA NOTE: The following list should be revised to reflect the types of adult education programs offered by the district. Education Code ~~84913~~ 41976, as ~~added~~ amended by AB ~~104~~ 486 (Ch. ~~13666~~, Statutes of ~~2015~~ 2022), authorizes the use of Adult Education ~~Block Grant~~ Program funds to support the programs listed in ~~items~~ Items #1-7 below. ~~Education Code 41976, as amended by AB 104, authorizes the use of local~~ Local control funding formula (LCFF) and/or other district funds may be used for many of these same purposes; ~~as well as the purposes listed in items #8-12 below.~~

~~Adult~~ The district's adult education ~~classes or courses~~ program shall offer instruction in one or more of the following: areas: (Education Code 41976; ~~84913~~)

1. Programs in secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate

CSBA NOTE: Education Code 52550-52556 set conditions for 52555 require establishing citizenship programs in high school districts when 25 or more persons residing in the district apply for such training, and permit such classes upon demand when there are a lesser number of applicants. Pursuant to Education Code 41976, as amended by AB 486, the course may include immigrant integration.

2. Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation , and immigrant integration
3. Programs for adults, including, but not limited to, older adults, that are primarily related to entry or reentry into the workforce
4. Programs for adults, including, but not limited to, older adults, Programs that are primarily designed to develop knowledge and skills to assist [REDACTED] secondary students to succeed academically in school
5. Programs for adults with disabilities
6. Short-term career technical education programs with high employment potential
7. Programs offering pre-apprenticeship training activities in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

CSBA NOTE: Education Code 84913, as added by AB 104 (Ch. 13, Statutes of 2015), authorizes the use of Adult Education Block Grant funds to support pre-apprenticeship training activities, as provided in item #7 below. Pre-apprenticeship training activities must be conducted in coordination with apprenticeship programs approved by the California Department of Industrial Relations' Division of Apprenticeship Standards for the occupation and geographic area. CSBA NOTE: Education Code 52540 sets conditions for establishing English as a second language classes in high school districts when 20 or more adults residing in the district apply for such classes.

7. ~~Programs offering pre-apprenticeship training activities in coordination with one or more approved apprenticeship programs~~

The district may also offer programs in parenting, family and consumer awareness, English as a second language, classes for older adults, home economics, and health and safety education. Such programs shall not be paid for with Adult Education Program Funds.

CSBA NOTE: The types of programs listed in optional items #8-12 below are not authorized uses of the Adult Education Block Grant. However, Education Code 41976 authorizes the use of other district funds for these purposes, as well as the purposes listed in items #1-2 and #5-7 above. CSBA NOTE: Pursuant to Education Code 51056 and 52515, adult education courses must be approved by the California Department of Education (CDE). According to CDE's website, within 20 working days of receiving a request, CDE will provide electronic certification of course approval. Authorized courses are listed in the Adult Education Course Approval System (A-22) on CDE's web site.

8. ~~Programs in parenting, including parent cooperative preschools, and classes in child growth and development, parent-child relationships, and parenting~~

CSBA NOTE: Education Code 52540-52544 set conditions for establishing English as a second language classes in high school districts when 20 or more adults residing in the district apply for such classes.

9. English as a second language

10. Programs for older adults

11. Home economics

12. Health and safety education

CSBA NOTE: Pursuant to Education Code 51056 and 52515, adult education courses must be approved by the CDE. According to the CDE's Adult Education Handbook for California, districts must annually submit a list of course titles to the CDE for approval. Authorized courses are listed in the Adult Education Course Approval System (A-22) on the CDE's web site.

The Superintendent or designee shall ~~annually~~ regularly submit to the California Department of Education for approval the titles of classes that have been approved by the Governing Board to be offered in any of the program areas listed above.

All adult education programs, courses, and classes and their enrollment period shall be published in the district's catalog of adult education classes provided to the public. (Education Code 52523)

Independent Study

The Superintendent or designee may make independent study available as an instructional strategy for students enrolled in adult education as appropriate to meet their individual needs.

Participation in independent study shall be voluntary. (Education Code 51747)

Any course taken through independent study shall be a course listed in Education Code 51225.3 or otherwise required by the Board for high school graduation. (Education Code 46300.4)

An adult who has been continuously enrolled in K-12 education since his/her 18th birthday may remain engaged in K-12 independent study until his/her 21st birthday. (Education Code 46300.1) Student participation in independent study shall be voluntary and no student shall be required to participate. (Education Code 51747)

Fees

CSBA NOTE: Education Code 52612-52613 authorize the district to charge fees for adult education classes, with certain exceptions. The total of these fees plus revenues derived from ADA average daily attendance must not exceed the estimated cost of all such classes. The following section should be revised to reflect district practice.

~~No fee~~The district may require fees for enrollment in an adult education class. However, no fees shall be charged for the following adult education programs or classes: (Education Code 52612, 52613)

1. A class for which high school credit is granted, if the class is taken by an individual who does not hold a high school diploma.
2. A class in an elementary subject or a class in English as a second language or citizenship, unless the student is a nonimmigrant alien with an F-1 visa status. Any nonimmigrant enrolled in these classes shall be charged a fee to cover the full cost of the instruction, not to exceed actual costs. The fee shall be adopted by the Board at a regular meeting at least 90 days before the beginning of the class for which the fee is charged.

CSBA NOTE: The following paragraph is optional.

Except for those fees required by law, the payment of fees may be waived in cases of hardship at the recommendation of the Superintendent or designee.

The Board may fix a charge, not to exceed cost, for books furnished to adult education students. In ~~some cases~~lieu of fixing such charge, books/Chromebooks ~~may be obtained from the district at cost or~~ may be obtained on loan loaned to students with the payment of a refundable deposit. In addition, ~~materials purchased~~ from the incidental expense account may be sold to adult school students for use in their classes. (Education Code 52615, 60410)

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State	Description
5 CCR 10501	Adult education
5 CCR 10508	Records and reports
5 CCR 10530-10534	Standards
5 CCR 80034	Teaching credentials, adult education
5 CCR 80034.5	Adult education, substitute teachers
5 CCR 80036-80036.4	Requirements for designated subjects adult education credential
5 CCR 80040.2-80040.2.7	Programs of personalized preparation for the designated subjects adult education teaching credentialing
Ed. Code 10200	CalWORKs education and job training plan
Ed. Code 41975-41976.2	Adult education; authorized classes and courses
Ed. Code 44260.2-44260.3	Credential requirements, designated subjects adult education credential
Ed. Code 44865	Qualifications for home teachers

Ed. Code 46190-46192	Adult education classes, day of attendance
Ed. Code 46300.1-46300.4	Independent study
Ed. Code 51040	Prescribed courses
Ed. Code 51056	Adult education course of study
Ed. Code 51225.3	High school graduation
Ed. Code 51241	Temporary, two-year or permanent exemption from physical education
Ed. Code 51246	Physical education exemptions
Ed. Code 51730-51732	Powers of governing boards (authorization for elementary summer school classes)
Ed. Code 51745	Independent study
Ed. Code 51810-51815	Community service classes
Ed. Code 52500-52523	Adult schools
Ed. Code 52530-52531	Use of hospitals
Ed. Code 52540-52544	Adult English classes
Ed. Code 52550-52556	Classes in citizenship
Ed. Code 52570-52572	Disabled adults
Ed. Code 52610-52616.24	Adult schools, finances
Ed. Code 52651-52656	Immigrant Workforce Preparation Act
Ed. Code 60410	Books for adult classes
Ed. Code 84830	Adult education consortium
Ed. Code 84900-84920	Adult Education Block Grant
Ed. Code 8500-8538	Adult education
W&I Code 11320-11329.5	CalWORKs, including education and job training

Federal

20 USC 2301-2415	Description Carl D. Perkins Career and Technical Education Act
29 USC 3101-3255	Workforce Innovation and Opportunity Act
29 USC 3271-3333	Adult Education and Family Literacy Act

Management Resources

California Department of Education Publication	Description Adult Education Handbook for California, 2005
California Department of Education Publication	Pupil Fees, Charges, and Other Deposits, Fiscal Management Advisory 12-02, April 24, 2013
Website	California Department of Education, Adult Education
Website	California Department of Industrial Relations, Division of Apprenticeship Standards

Website	Comprehensive Adult Student Assessment Systems
Website	California Council for Adult Education
Website	Commission on Teacher Credentialing

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0440	District Technology Plan
0440	District Technology Plan
0500	Accountability
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E PDF(1)	Uniform Complaint Procedures
1312.3-E PDF(2)	Uniform Complaint Procedures
3260	Fees And Charges
3260	Fees And Charges
3541	Transportation Routes And Services
4112.2	Certification
4112.2	Certification
4121	Temporary/Substitute Personnel
4121	Temporary/Substitute Personnel
4131	Staff Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6112	School Day
6112	School Day
6142.4	Service Learning/Community Service Classes
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6146.1	High School Graduation Requirements
6146.1	High School Graduation Requirements
6146.11	Alternative Credits Toward Graduation
6146.11	Alternative Credits Toward Graduation

6146.2	Certificate Of Proficiency/High School Equivalency
6146.2	Certificate Of Proficiency/High School Equivalency
6146.2-E(1)	Certificate Of Proficiency/High School Equivalency
6146.2-E PDF(1)	Certificate Of Proficiency/High School Equivalency
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6146.5	Elementary/Middle School Graduation Requirements
6158	Independent Study
6158	Independent Study
6164.2	Guidance/Counseling Services
6178	Career Technical Education
6178	Career Technical Education
6178.2	Regional Occupational Center/Program
6184	Continuation Education
6184	Continuation Education
9140	Board Representatives

Policy 7110: Facilities Master Plan

Status: ADOPTED

Original Adopted Date: 02/01/1996 | **Last Revised Date:** ~~03/09/01/2012~~ 2022 | **Last Reviewed Date:** ~~03/09/01/2012~~ 2022

CSBA NOTE: The following optional policy may be revised to reflect district practice. Pursuant to the School Facility Program (Education Code 17070.10-17079.30), the State Allocation Board (SAB) and Office of Public School Construction administer state funding programs for new construction, modernization, career technical education facilities, charter school facilities, critically overcrowded school facilities, facility hardships, seismic mitigation, high performance incentives (environmentally efficient schools), joint use programs, labor compliance, overcrowding relief, emergency repairs, and deferred maintenance.

For additional information about the facilities master planning process, see CSBA's fact sheet ["Facilities Master Planning"](#). In addition, CSBA's Facilities Planning program provides assistance with enrollment projections and/or the development of facilities master plans.

Although not required by law, the California Department of Education's (CDE) publication ["Educational Specifications: Linking Design of School Facilities to Educational Program"](#) recommends that the district's facilities master plan be adopted by formal resolution of the Governing Board.

The Governing Board recognizes the importance of long-range planning for school facilities in order to address changes in student enrollment, [teacher housing needs](#), and in the district's educational program ~~needs~~. The Superintendent or designee shall develop, for Board approval, a master plan for district facilities which describes the district's anticipated short- and long-term facilities needs and priorities.

Plan Development

The district's facilities master plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the district's vision for the instructional program.

To solicit broad input into the planning process, the Superintendent or designee may establish a facilities advisory committee consisting of staff, parents/guardians, and business, local government, and other community representatives. ~~He/she~~ [also The Superintendent or designee](#) shall ensure that the public is informed of the need for construction and modernization of facilities and of the district's plans for facilities.

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the district. (Government Code 65352.2)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with the commission or agency within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. In its "Public School Construction Cost Reduction Guidelines, ~~the~~" SAB recommends that facilities master plans be reevaluated whenever a new construction project is initiated or at intervals not exceeding five years.

The master plan shall be regularly reviewed and updated as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

Plan Components

CSBA NOTE: The CDE's publication, "Educational Specifications: Linking Design of School Facilities to Educational Program (Appendix 1)," recommends components that should be addressed in the facilities master plan. Items #1-8 below are optional and may be revised to reflect district practice.

The facilities master plan shall include:

1. A statement of purpose, including district goals, philosophy, and related policies
2. A description of the planning process
3. Demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs
4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications
5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds
6. Site selection criteria and process
7. Development of a capital planning budget and identification of potential funding sources
8. Policy for reviewing and updating the plan

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

1. Are aligned with the district's educational goals and objectives
2. Provide for maximum site enrollment at school facilities
3. Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010
4. Are designed for the environmental comfort and work efficiency of the occupants
5. Are designed to require a practical minimum of maintenance
6. Are designed to meet federal, state, and local statutory requirements for structure, fire, and public safety
7. Are designed and engineered with flexibility to accommodate future need

CSBA NOTE: 5 CCR 14030 delineates detailed standards for developing plans for the design and construction of school facilities. All school districts must comply with these standards, whether a project

is state funded or locally funded. Other legal requirements for facilities plans, including Education Code 16011, 16322, and 17251, vary depending on the funding source and type of project.

Pursuant to the Americans with Disabilities Act (ADA) (42 USC 12101-12213) and 28 CFR 35.150 and 35.151, district facilities must be accessible to and usable by individuals with disabilities. In achieving compliance, a district need not make structural changes to existing facilities if other methods are effective and the district can demonstrate that the structural change would result in a fundamental alteration in the nature of the activity or an undue financial or administrative burden. However, ~~starting March 15, 2012,~~ all newly constructed facilities must comply with the 2010 ADA Standards for Accessible Designs pursuant to 28 CFR 35.151, ~~as amended by 75 Fed. Reg. 178.~~ CSBA's ADA Compliance Program offers a variety of accessibility services including, but not limited to, facilities inspections and planning to transition facilities into full ADA compliance.

California Green Building Standards Code, Title 24 CCR 101 et seq. ("CalGreen, Part 11 of the California Code of Regulations, ("CALGreen")) establishes both mandatory requirements and voluntary standards for "green" building, which apply to all new construction and are applicable to K-12 schools. ~~CalGreen~~CALGreen addresses five major areas: (1) planning and design, (2) energy efficiency, (3) water efficiency, (4) material conservation and resource efficiency, and (5) indoor environmental quality.

Health and Safety Code 53570-53574, The Teacher Housing Act of 2016, authorizes districts to establish and implement programs that address the housing needs of teachers and district employees facing challenges in securing affordable housing. Pursuant to Education Code 17283.5 and Government Code 4454.5, as added by AB 306 (Ch. 49, Statutes of 2021), residential housing, defined as any building used as a personal residence by a teacher or employee of a district, with the teacher's or employee's family, is specifically exempt from obtaining approval from the Department of General Services for earthquake safety (Field Act) and access by persons with disabilities.

Plans for the design and construction of new school facilities ~~also~~ shall also meet the standards described in 5 CCR 14030, ~~green building standards pursuant to the California Green Building Standards Code, Title 24 CCR 101 et seq.,~~ Part 11 of the California Code of Regulations ("CALGreen"), the Americans with Disabilities Act (ADA) pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding source and type of project.

However, plans for residential housing, which includes any building used or intended to be used by the district as a personal residence by a teacher or employee of the district, is not considered to be a "school building" and does not require approval by the Department of General Services regarding earthquake safety and/or the ADA. (Education Code 17283.5; Government Code 4454.5)

CSBA NOTE: Subject to the availability of funds, districts may apply pursuant to Education Code 17077.40-17077.45 to fund joint use projects which are part of (1) a qualifying new construction project that will either increase the size and/or create extra costs beyond that necessary for school use of the multipurpose room, gymnasium, child care facility, library, or teacher education facility; or (2) a modernization project or a stand-alone project to provide for a multipurpose room, gymnasium, child care facility, library, or teacher education facility at a school that does not have the type of facility needed or has an inadequate facility.

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the district may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
2 CCR 1859-1859.199	Leroy F. Greene School Facilities Act
24 CCR 101	California Building Standards Code
5 CCR 14001	Minimum standards for school facilities
5 CCR 14010	Procedure for site acquisition
5 CCR 14030-14036	Standards, planning, and approval of school facilities
Ed. Code 16011	Long-range comprehensive master plan
Ed. Code 16322	California Department of Education services
Ed. Code 17017.5	Approval of applications for projects
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act
Ed. Code 17251-17256	Powers concerning buildings and building sites
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
<u>Ed. Code 17283.5</u>	<u>School building does not include residential housing</u>
Ed. Code 17365-17374	Field Act; fitness for occupancy; liability of board members
Ed. Code 17405	Relocatable structures; lease requirements
Ed. Code 35275	New school planning; cooperation with recreation and park authorities
<u>Gov. Code 4454.5</u>	<u>Approval of plans and specifications; exemption of residential housing</u>
Gov. Code 53090-53097.5	Regulation of local agencies by counties and cities
Gov. Code 65352.2	Communicating and coordinating of school sites
Gov. Code 65995.6	School facilities needs analysis
<u>H&S Code 53570-53574</u>	<u>Teacher Housing Act of 2016</u>
Federal	Description
28 CFR 35.101-35.190	Americans with Disabilities Act
42 USC 12101-12213	Americans with Disabilities Act
Management Resources	Description
California Department of Education Publication	Educational Specifications: Linking Design of School Facilities to Educational Program, 1997
California Department of Education Publication	Guide for the Development of a Long-Range Facilities Plan, 1986
California Department of Education Publication	Schools of the Future Report, September 2011
CSBA Publication	Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, September 2009 <u>February 2010</u>
CSBA Publication	Facilities Master Planning, Fact Sheet, November 2007

Office of Public School Construction Publication	School Facility Program Handbook, January 2019
Office of Public School Construction Publication	An A Brief Overview of the State School Facility Programs, rev. October 2011 Program, May 2016
State Allocation Board Publication	Public School Construction Cost Reduction Guidelines, 2000
Website	Department of General Services, Office of Public School Construction
Website	California Department of Education
Website	CSBA

Cross References

Code	Description
0000	Vision
0200	Goals For The School District
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3311.1	Uniform Public Construction Cost Accounting Procedures
3311.1	Uniform Public Construction Cost Accounting Procedures
3311.3	Design-Build Contracts
3470	Debt Issuance And Management
3510	Green School Operations
3511	Energy And Water Management
3511	Energy And Water Management
3511.1	Integrated Waste Management
3511.1	Integrated Waste Management
3514	Environmental Safety
3514	Environmental Safety

3517	Facilities Inspection
3517-E(1)	Facilities Inspection
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
5030	Student Wellness
5141.7	Sun Safety
5142	Safety
5142	Safety
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5148	Child Care And Development
5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6117	Year-Round Schedules
6141	Curriculum Development And Evaluation
6141	Curriculum Development And Evaluation
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6145.2	Athletic Competition
6145.2	Athletic Competition
6163.1	Library Media Centers
6178	Career Technical Education
6178	Career Technical Education
7000	Concepts And Roles
7111	Evaluating Existing Buildings
7131	Relations With Local Agencies
7140	Architectural And Engineering Services
7140	Architectural And Engineering Services
7150	Site Selection And Development
7150	Site Selection And Development
7160	Charter School Facilities
7160	Charter School Facilities

7210	Facilities Financing
7212	Mello-Roos Districts
7213	School Facilities Improvement Districts
7214	General Obligation Bonds
7214	General Obligation Bonds
9000	Role Of The Board

Policy 7150: Site Selection And Development

Status: ADOPTED

Original Adopted Date: 02/01/1999 | **Last Revised Date:** ~~03/09/01/2002~~ 2022 | **Last Reviewed Date:** ~~03/09/01/2002~~ 2022

CSBA NOTE: Education Code 17070.10-17077.10 ~~sets~~ sets forth eligibility requirements for the receipt of state facilities funds under the Leroy F. Greene School Facilities Program Act of 1998 (Proposition 1A). As a condition for receipt of the funds, Education Code 17070.50 requires districts to obtain written approval from the California Department of Education (CDE) and certify to the State Allocation Board that the district's site selection and building plans comply with the regulations developed by the ~~department~~ CDE, pursuant to Education Code 17251(b) and (c). In addition, Education Code 17070.50 requires the district to certify that the services of an architect, a structural engineer, or other design professional has been selected using a competitive process consistent with Government Code 4526. See BP/AR 7140 - Architectural and Engineering Services.

The Governing Board believes that a school site should serve the district's educational needs in accordance with the district's master plan, as well as show potential for contributing to other community needs.

The Board recognizes the importance of community input in the site selection process. To this end, the Board will solicit community input whenever a school site is to be selected and shall provide public notice and hold public hearings in accordance with law.

The Superintendent or designee shall establish a site selection process which complies with law and ensures that the best possible sites are acquired and developed in a cost-effective manner.

CSBA NOTE: Pursuant to Education Code 17211, districts are required to ensure that property acquired for a new school or an addition to an existing school site meets standards for school site selection as specified in 5 CCR 14010-14012.

Before acquiring property for a new school or an addition to an existing school site, the Board, at a public hearing, shall either evaluate the property ~~at a public hearing~~ using state site selection standards- ~~(Education Code 17211 specified in 5 CCR 14010 or, if a district advisory committee was appointed to evaluate the property, receive the committee's report of findings based on those standards. (Education Code 17211, 17251)~~

Environmental Impact Investigation for the Site Selection Process

CSBA NOTE: Pursuant to Public Resources Code 21082, districts are mandated to adopt procedures for the evaluation of all projects (beyond just site selection) and the preparation of environmental impact reports and negative declarations required under the California Environmental Quality Act (CEQA). In order to satisfy this mandate, the district may either (1) adopt the actual CEQA guidelines, as applicable, as its own procedure; (2) adopt the county or city guidelines, (3) or develop its own procedure. In most cases, the district's environmental investigation will conclude with a simultaneous public review of both the environmental documentation and, if applicable, the Department of Toxic Substance Control (DTSC) documents.

Pursuant to Public Resources Code 21092 and 21092.2, as amended by AB 819 (Ch. 97, Statutes of 2021), when CEQA requires a draft environmental impact report, environmental impact report, negative declaration, or mitigated negative declaration (environmental review documents), the district is required

to post on its web site those environmental review documents, and public notice of the preparation and availability of such documents. The district must email specified notices when written requests for notices have been filed. See Exhibit 1113-District and School Web Sites and the accompanying administrative regulation.

The following paragraph provides for the use of CEQA guidelines for the evaluation of all projects, including site selection. Districts that have adopted the city/county guidelines or their own procedure should modify the paragraph accordingly.

The Superintendent or designee shall determine whether any proposed development project is subject to the requirements of the California Environmental Quality Act (CEQA) and shall ensure compliance with this Act ~~whenever so required.~~ including any web site posting requirements. When evaluating district projects, the CEQA guidelines shall be used.

Environmental review documents, including a draft environmental impact report, environmental impact report, negative declaration or mitigated negative declaration, and public notice of the preparation and availability of such documents, shall be posted on the district's web site. (Public Resources Code 21082.1, 21092, 21092.2)

Agricultural Land

CSBA NOTE: In 82 Ops.Cal.Atty.Gen. 130 (1999), the Attorney General opined that a district may construct a school on land designated by a county ordinance for "agricultural, open space or rural land use." However, the Board must, by a two-thirds vote pursuant to Government Code 53094, render the ordinance inapplicable to the proposed use of the property. See 9323.2 - Actions by the Board. The exemption can be blocked only by a court determination that the action was "arbitrary and capricious."

If the proposed site is in an area designated in a city, county, or city and county general plan for agricultural use and zoned for agricultural production, the Board shall determine all of the following: (Education Code 17215.5)

1. That the district has notified and consulted with the city, county, or city and county within which the prospective site is to be located
2. That the Board has evaluated the final site selection based on all factors affecting the public interest and not limited to selection on the basis of the cost of the land
3. That the district shall attempt to minimize any public health and safety issues resulting from the neighboring agricultural uses that may affect students and employees at the site

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State

14 CCR 15000-15285

Description

Implementation of California Environmental Quality Act of 1970

5 CCR 14001-14036

Minimum standards California Department of Education: school facilities construction

CCP: 1263.710-1263.770	Remediation of hazardous substances on property to be acquired by school district
Ed. Code 17006	Definition of self-certifying district
Ed. Code 17024	Prior written approval of CDE for selection of school site or construction of building
Ed. Code 17070.10-17077.10	Leroy F. Greene School Facilities Act of 1998
Ed. Code 17210-17224	<u>School Sites: General provisions (school sites)</u>
Ed. Code 17240-17245	New Schools Relief Act
Ed. Code 17250.10-17250.55	Design-build contracts
Ed. Code 17251-17256	<u>CDE Powers</u> concerning buildings and building sites
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17565-17592.5	Board duties re: management and control of school property
Ed. Code 35271	Power to acquire and construct on adjacent property
Ed. Code 35275	New school planning; cooperation with recreation and park authorities
Gov. Code 53094	Authority to render zoning ordinances inapplicable
Gov. Code 65402	Acquisition or disposition of property
Gov. Code 65995-65997	Developer fees
Gov. Code 66455.9	Written notices of proposed public school site within development; investigation and report; conditions for acquisition
H&S Code 44360	Risk assessment
Pub. Res. Code 21000-21177	California Environmental Quality Act of 1970

Management Resources

Attorney General Opinion

Website

Website

Website

Website

Website

Description

82 Ops.Cal.Atty.Gen. 130 (1999)

Department of General Services, Office of Public School Construction

California Department of Education, School Facilities

California Department of Education, School Site Selection and Approval Guide

Department of Toxic Substances Control

Governor's Office of Planning and Research

Cross References

Code

1113

1220

Description

District and School Web Sites (BP/AR/E(1))

Citizen Advisory Committees

1220	Citizen Advisory Committees
1330.1	Joint Use Agreements
3311.2	Lease-Leaseback Contracts
3510	Green School Operations
3514	Environmental Safety
3514	Environmental Safety
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
7000	Concepts And Roles
7110	Facilities Master Plan
7131	Relations With Local Agencies
7140	Architectural And Engineering Services
7140	Architectural And Engineering Services
7210	Facilities Financing
9000	Role Of The Board
9320	Meetings And Notices
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board

Regulation 7150: Site Selection And Development

Status: ADOPTED

Original Adopted Date: 11/01/2000 | **Last Revised Date:** ~~03/09/01/2006~~ 2022 | **Last Reviewed Date:** ~~03/09/01/2006~~ 2022

As part of the district's site selection process, the Superintendent or designee shall:

1. Meet with appropriate local government recreation and park authorities to review all possible methods of coordinating the planning, design, and construction of new school facilities and school sites or major additions to existing school facilities and recreation and park facilities in the community. (Education Code 35275)
2. Notify the appropriate local planning agency in writing and request its report and recommendations regarding the proposed site or proposed addition's conformity with the adopted general plan. (Government Code 65402; Public Resources Code 21151.2)
3. Have the site investigated by competent personnel with regard to population trends, transportation, water supply, waste disposal facilities, utilities, traffic hazards, surface drainage conditions, and other factors affecting initial and operating costs. This investigation shall include geological and soil engineering studies to preclude locating the school on terrain that has the potential for earthquake or other geologic hazard damage as specified in Government Code 65302. (Education Code 17212-17212.5)

CSBA NOTE: Education Code 17212.2, as added by AB 2485 (Ch. 505, Statutes of 2004), authorizes the district to request information from the following entities in order to evaluate the safety of a proposed site.

4. ~~As necessary,~~ Make a written request for information necessary or useful to assess and determine the safety of a proposed school site, or an addition to an existing school site, from a person, corporation, public utility, locally publicly owned utility, or governmental agency regarding pipelines, electric transmission and distribution lines, railroads, and storage tanks in accordance with law. (Education Code 17212.2, 17251)
5. Ensure that the site meets state standards for school site selection as specified in 5 CCR 14010-14012.

CSBA NOTE: Pursuant to Public Resources Code 21092, 21092.2, 21092.3, and 21152, as amended by AB 819 (Ch. 97, Statutes of 2021), districts are required to (1) post specified notices to the district's web site, (2) submit a notice of determination or notice of exemption with the county clerk electronically, if that option is offered by the county clerk, and (3) file an environmental notice with the Office of Planning and Research using their online process.

6. Ensure compliance with the California Environmental Quality Act (CEQA) as required by law, including posting required notices to the district web site. (Public Resources Code 21000-21177)

CSBA NOTE: AB 1358 (Ch. 229, Statutes of 2005) amended Education Code 17215 to require notification to the California Department of Education (CDE) if the district is leasing a site near an airport.

7. ~~If~~ Notify the California Department of Education in writing before acquiring title or leasing the site if the proposed site is within two miles of the air line of an airport runway or proposed runway, before acquiring title to or leasing the site, notify the California Department of Education in writing. (Education Code 17215)

CSBA NOTE: Education Code 17213 prohibits the approval of a school site within 500 feet from the freeway or other busy traffic corridor, unless the district performs an air quality analysis as specified in law.

8. ~~If~~Conduct an air quality analysis pursuant to Health and Safety Code 44360 and Education Code 17213 if the proposed site is within 500 feet of the edge of the closest traffic lane of a freeway or other busy traffic corridor; ~~conduct an air quality analysis pursuant to Health and Safety Code 44360 and Education Code 17213~~ and determine that the air quality at the proposed site is such that neither short-term nor long-term exposure poses significant health risks to students. (Education Code 17213)

CSBA NOTE: Pursuant to Education Code 17213.1, ~~both~~Both a Phase I environmental assessment and a preliminary endangerment assessment, if necessary, must be conducted pursuant to Education Code 17213.1 to determine whether a release of hazardous materials has occurred, as provided in ~~item~~Item #1 below. The district must submit these documents to ~~the~~ CDE and the Department of Toxic Substance Control (DTSC) for review. If hazardous substances are disclosed, Education Code 17213.1 authorizes DTSC to order the district to complete certain "response actions" prior to securing state funding.

In the selection and development of projects funded pursuant to the School Facilities Program of 1998 (Proposition 1A) as contained in Education Code 17070.10-17077.10, the Superintendent or designee shall:

1. Determine whether the proposed site is free of toxic contamination by ensuring that a Phase I environmental assessment and/or preliminary endangerment assessment is conducted as required by law (Education Code 17213.1)

The Superintendent or designee shall ensure that the preliminary endangerment assessment is made available for public review and comment in accordance with Education Code 17213.1.

2. ~~Annually submit a~~Submit an annual summary report of expenditures to the State Allocation Board in accordance with law (Education Code 17076.10)
3. Include in the plans a hard-wired connection to a public switched telephone network or utilization of wireless technology (Education Code 17077.10)

CSBA NOTE: The Office of Public School Construction recommends that districts consult with legal counsel to ensure compliance with the disabled veteran provisions of ~~item~~Item #4 below.

4. Establish a participation goal of at least three percent, per year, of the overall dollar amount expended each year by the district for disabled veteran business enterprises (Education Code 17076.11)

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State	Description
14 CCR 15000-15285	Implementation of California Environmental Quality Act of 1970
5 CCR 14001-14036	Minimum <u>School Facilities Construction; general</u> standards

CCP: 1263.710-1263.770	Remediation of hazardous substances on property to be acquired by school district
Ed. Code 17006	Definition of self-certifying district
Ed. Code 17024	Prior written approval of CDE for selection of school site or construction of building
Ed. Code 17070.10-17077.10	Leroy F. Greene School Facilities Act of 1998
Ed. Code 17210-17224	General <u>School Sites; general provisions (school sites)</u>
Ed. Code 17240-17245	New Schools Relief Act
Ed. Code 17250.10-17250.55	Design-build contracts
Ed. Code 17251-17256	Powers <u>CDE powers concerning buildings and building sites</u>
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17565-17592.5	Board duties re: management and control of school property
Ed. Code 35271	Power to acquire and construct on adjacent property
Ed. Code 35275	New school planning; cooperation with recreation and park authorities
Gov. Code 53094	Authority to render zoning ordinances inapplicable
Gov. Code 65402	Acquisition or disposition of property
Gov. Code 65995-65997	Developer fees
Gov. Code 66455.9	Written notices of proposed public school site within development; investigation and report; conditions for acquisition
H&S Code 44360	Risk assessment
Pub. Res. Code 21000-21177	California Environmental Quality Act of 1970

Management Resources

Attorney General Opinion

Website

Website

Website

Website

Description

82 Ops.Cal.Atty.Gen. 130 (1999)

Department of General Services, Office of Public School Construction

California Department of Education, School Facilities

Department of Toxic Substances Control
(<https://dtsc.ca.gov/>)

Governor's Office of Planning and Research
(<https://opr.ca.gov/ceqa/>)

Cross References

Code

1113

1220

1220

Description

District and School Web Sites (BP/AR/E(1))

Citizen Advisory Committees

Citizen Advisory Committees

1330.1	Joint Use Agreements
3311.2	Lease-Leaseback Contracts
3510	Green School Operations
3514	Environmental Safety
3514	Environmental Safety
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
7000	Concepts And Roles
7110	Facilities Master Plan
7131	Relations With Local Agencies
7140	Architectural And Engineering Services
7140	Architectural And Engineering Services
7210	Facilities Financing
9000	Role Of The Board
9320	Meetings And Notices
9323.2	Actions By The Board
9323.2-E PDF(1)	Actions By The Board
9323.2-E PDF(2)	Actions By The Board

Bylaw 9100: Organization

Status: ADOPTED

Original Adopted Date: 09/01/1992 | **Last Revised Date:** ~~07/09/01/2015~~2022 | **Last Reviewed Date:** ~~07/09/01/2015~~2022

CSBA NOTE: Pursuant to Education Code 35143, as amended by AB 486 (Ch. 666, Statutes of 2021), the Governing Board is required to set and hold an annual organizational meeting, in the manner described below, prior to the end of each calendar year. If the Board fails to select a day and time for the meeting, the County Superintendent of Schools must designate and notify all Board members and members-elect of the day and time of the meeting. A city board of education whose members are elected in accordance with a city charter may, by a rule of its board, establish a different timeline for setting the annual meeting and revise the following paragraph accordingly.

Each year, the Governing Board shall hold an annual organizational meeting. In any year in which a regular election of district Board members is conducted, the organizational meeting shall be held within a 15-day period beginning from days following the date upon which a Board member elected at that second Friday in December after the regular election takes office. During non-election all other years, the meeting ~~shall~~may be held within the same 15-day period on the calendar: any date in December, but no later than December 20th. (Education Code 35143)

CSBA NOTE: Unless otherwise provided by rule of the Board, the following paragraph is required pursuant to Education Code 35143: as amended by AB 486.

~~The day and time of the annual meeting shall be selected by~~During any year in which a regular election is conducted, the Board, at ~~its~~the regular meeting held immediately prior to the ~~first~~second Friday in December, shall select the day and time of the organizational meeting. For any other year, the day and time of the ~~15-day period~~organizational meeting shall be selected at the last regular meeting held immediately before the annual meeting. On behalf of the Board, the Superintendent shall notify the County Superintendent of Schools of the day and time selected. Within 15 days prior to the date of the annual meeting, the ~~clerk of the Board, with the assistance of the~~ Superintendent, shall notify in writing all Board members and members-elect of the date and time selected for the meeting. (Education Code 35143)

CSBA NOTE: The following items should be modified to reflect district practice. Education Code 35022 requires all boards with five or more members to elect a president. Education Code 35143 requires the election of a clerk and a president for high school, union high school, and joint union high school districts. City boards of education are required to elect only a president or a president and vice president, and all other types of districts are required to elect a clerk. For more information about election of officers, see the section "Election of Officers" below.

At this meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. Appoint the Superintendent as secretary to the Board
3. Authorize signatures

CSBA NOTE: Item #4 below promotes the adoption of a Board calendar to ensure the scheduling of important governance matters such as evaluation of the Superintendent, Board self-evaluation, budget meetings, goal setting, and policy and program reviews.

4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matters
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates

CSBA NOTE: Item #6 below is recommended by CSBA through its governance trainings, including the Masters in Governance program.

6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials

Election of Officers

CSBA NOTE: Option 1 below is for districts that rotate offices so that each Board member has the opportunity to become president, while Option 2 is for districts that each year elect their entire slate of officers. The following options should be revised to reflect the sequence of offices used in the district.

[Redacted]

The Board shall each year elect its entire slate of officers.

[Redacted] E

[Redacted]

[Redacted] E

CSBA NOTE: The following optional sentence may be used with Option 2.

[Redacted]

CSBA NOTE: The following sentence may be used by all districts regardless of the option selected above. The California Attorney General has disapproved secret ballot voting in open meetings, as well as the casting of mail ballots (68 Ops.Cal.Atty.Gen. 65, 1985). As long as they do not use secret ballots, boards may elect their officers in any way they choose.

The election of Board officers shall be conducted during an open session of the annual organizational meeting.

Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 35143	Annual organizational meetings; date and notice
Ed. Code 35145	Public meetings
Ed. Code 5017	Term of office

Gov. Code 54953

Meetings to be open and public; attendance

Management Resources

Attorney General Opinion

Description

59 Ops.Cal.Atty.Gen. 619; ~~621-622~~ (1976)

Attorney General Opinion

68 Ops.Cal.Atty.Gen. 65 (1985)

Cross References

Code

9000

Description

Role Of The Board

9005

Governance Standards

9121

President

9123

Clerk

9140

Board Representatives

9223

Filling Vacancies

9224

Oath Or Affirmation

9230

Orientation

9240

Board Training

9320

Meetings And Notices

9323

Meeting Conduct

Board Policy 4119.11: Sexual Harassment and Fraternization

The following policy shall apply to all district employees, interns, volunteers, contractors, job applicants, and other persons with an employment relationship with the district.

Sexual Harassment

The Board of Trustees is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against district employees and retaliatory behavior or action against any person who complains, testifies, or otherwise participates in the complaint process established for the purpose of this policy.

Sexual harassment includes, but is not limited to, harassment that is based on the sex, gender, gender identity, gender expression, or sexual orientation of the victim and harassment based on pregnancy, childbirth, or related medical conditions.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply
3. Ensuring prompt, thorough, fair, and equitable investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

The Superintendent or designee shall periodically evaluate the effectiveness of the district's strategies to prevent and address harassment. Such evaluation may involve conducting regular anonymous employee surveys to assess whether harassment is occurring or is perceived to be tolerated, partnering with researchers or other agencies with the needed expertise to evaluate the district's prevention strategies, ~~or~~ using other effective tool for receiving feedback on systems and/or processes. As necessary, changes shall be made to the harassment policy, complaint procedures, or training.

Sexual Harassment Reports and Complaints

District employees who feel that they have been sexually harassed in the performance of their district responsibilities or who have knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to their direct supervisor, a district administrator, or the district's Title IX Coordinator. Employees may bypass their supervisor in filing a complaint if the supervisor is the subject of the complaint. A supervisor

or administrator who receives a harassment complaint shall promptly notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint is addressed through either AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures or AR 4030 - Nondiscrimination in Employment as applicable. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 4119.12/4219.12/4319.12 concurrently meets the requirements of AR 4030.

The Title IX Coordinator shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.

Upon investigation of a sexual harassment complaint, any district employee found to have engaged or participated in sexual harassment or to have aided, abetted, incited, compelled, or coerced another to commit sexual harassment in violation of this policy shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

Fraternization

A power-differentiated relationship is defined as a relationship involving a supervisor and an employee whom they directly supervise.

As part of the sexual harassment policy, the district encourages supervisors not to involve themselves in power-differentiated relationships. Power-differentiated relationships can lead to sexual harassment, or the appearance of sexual harassment, in the workplace. Relatedly, a power-differentiated relationship may be less consensual than the individual believes whose position confers power over the employee. The relationship may be perceived in different ways by each of the parties to it. Additionally, a power-differentiated relationship can adversely affect morale, operations, and productivity due to favoritism, bias, or unfair treatment, or the appearance of favoritism, bias, or unfair treatment, to the detriment of a third party.

As such, district employees in a power-differentiated relationship should evaluate their relationship carefully. To encourage compliance with this policy, a supervisor or employee involved in a power-differentiated relationship must disclose the relationship to the Title IX Coordinator identified in Administrative Regulation 4119.11, or his/her designee [or Director of Human Resources].

Supervisors who have a sexual relationship with an employee whom they directly supervise shall not have any influence over the employee's promotions, raises, or other benefits or terms of employment, except to the extent such influence is directed at employees as a group, within the accepted confines of negotiations with an employee organization. The supervisor shall disqualify him/herself from any matter that improperly influences (or gives

the appearance of influencing) the terms and conditions of the individual employee's employment.

This policy is not intended to discourage friendship or social activities among employees. This policy applies solely to power-differentiated relationships as defined in this policy.

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

Item Number: 16

From: Tammy Busch, Asst. Superintendent, Business

Type of item: (Action, Consent Action or Information Only): Action Item

SUBJECT:

Request to Reevaluate Exhibit 1330: Application for Use of School Facilities Permit and Use of School District Facilities Rental Fee Schedule

BACKGROUND:

It was necessary to make changes to the Application for Use of School Facilities Permit as well as updating the Use of School District Facilities Rental Fee Schedule, as it had not been revised since 2005. At the May 10, 2022, Board meeting, the Use of Facilities Fee Schedule was approved. Patrons who have used the facilities have argued that the fees were too high to make it feasible for the organizations. A committee was formed to evaluate the fee structure, provide recommendations and present to the Board of Trustee for approval.

STATUS:

Attached are the revised Application for Use of School Facilities Permit as well as the updated Use of School District Facilities Rental Fee Schedule.

PRESENTER:

Tammy Busch, Asst. Superintendent, Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

Katherine Wright, Superintendent; Ken Gaston, Director of MOT

COST AND FUNDING SOURCES:

Not Applicable

RECOMMENDATION:

That the Board approves the Exhibit 1330 Application for School Facilities Permit as well as updating the Use of Facilities Fee Scheduled as presented.

Time allocated: 3 minutes

River Delta Unified School District
Application for Use of School Facilities Permit
2 Week Notice Required

Check List

An application will not be considered complete without the submittal of all applicable items.
Please be prepared to submit all items listed below at the time of application.

- Application for Facilities Use Permit** – Must be submitted two (2) weeks prior to the date of use. All areas must be completed to be processed.

- Insurance** – Certificate of Insurance and an Additional Endorsement, naming the River Delta School District, its officers, employees, agents, and volunteers as Additional Insured in the amount of \$1,000,000 per occurrence.
 Certificate with a valid expiration date is already on file with the RDUSD Business Department.

- Food Sales** – The organization responsible for a community event at which food/beverages are sold/donated shall obtain an Environmental Health Permit. The organization is cooking, prepping and serving food from a district cafeteria for a community event shall have a person who is ServSafe certified at the event or will be charged for a RDSUD Food Service Worker who is ServSafe certified.

- Alcohol Sales** – The organization responsible for a community event at which alcohol is being served will obtain or hire services licensed by the California Department of Alcoholic Beverage Control (ABC).
 Attached should also be the security company that has been hired to monitor event guests, especially those consuming the alcoholic beverages being served.

- Security Deposit** – This will be applied towards direct costs as applicable.
Group 1: \$100
Group 2-4: \$2,000

- Back Up Information** – A copy of the finalized Informational/Promotional Flyer sent to all potential participants/patrons, which announces all fees to be charged and details about the event/activity, must be attached to this application.

- District Interview (Group 1 & 2 only)** – To do so, please call Front Desk Attendant at 707-374-1700 to be transferred to the appropriate staff member. Please provide the date and time you have scheduled with the Superintendent or Designee to discuss your event/activity.
Date: _____
Time: _____

River Delta Unified School District
 Application for Use of School Facilities Permit
 2 Week Notice Required

IF APPROVED, YOU MUST HAVE THIS SIGNED PERMIT WITH YOU ON THE DAY(S) OF THE EVENT.

Date of Application _____

Name of Organization _____

Authorized Agent or Individual Applicant Name and Title _____

Billing Address _____

Non-Profit ID#: _____ Telephone: _____ Email Address: _____

Person in charge of event, if different from authorized agent _____

Cell Number: _____ Email Address: _____

School Site Requested: _____

Purpose of meeting or activity _____

Estimated Attendance _____ Admission Charged? _____ Yes _____ No If yes, Amount \$ _____

If yes, will the net proceeds be expended for the welfare of pupils of RDUSD or for charitable purposes to benefit District residents? _____ Yes _____ No

Will alcohol be served? _____ Yes _____ No Will alcohol be sold? _____ Yes _____ No

This organization is (profit)/(non-profit), and (youth exclusive)/(non-youth exclusive)

FACILITY AREA	Start Date	End Date	Day(s) of the Week	Start Time	End Time

Facility Area Requested

- Secondary Classroom # _____
- Cafeteria
- Kitchen
- Library
- Athletic Field(s)
 - ___ Baseball
 - ___ Football
 - ___ Soccer
 - ___ Softball
 - ___ General
- Multipurpose Room
- Playground
- Parking Lot
- Restrooms
- Auditorium
- Amphitheater
- Snack Bar Announcer's Booth
- Equipment Storage Space
- Ticket Booth

Equipment Requested

- PA system/Sound system
- Chairs # _____
- Tables # _____
- Benches # _____
- Kitchen Equipment
- Scoreboard
- Sports Equipment: _____
- Bleachers
- Stadium Lights

Required Certification: Applicant(s)/Permittee(s) hereby certifies that they are an "authorized person" of the permittee organization. Permittee further agrees that in addition to the liability of the organization, the signatory individual of the Permittee agrees to also be jointly and personally liable for all costs and liabilities as outlined on the form the Facilities Use Information Sheet.

Required Hold Harmless and Indemnification: I _____ and _____ (names of signatory individual and organization, permittee) agree to both personal and joint liability as an organization to indemnify, hold harmless and defend the River Delta Unified School District (District) and each of its officers, officials, employees, volunteers and agents from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability including but not limited to personal or bodily injury, death at any time and property damage) incurred by the District, the Permittee or any other person and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of the permit or the use of this facility (Code 38134). The Permittee's obligations under the preceding sentence shall apply regardless of whether the District or any of its officers, officials employees, volunteers or agents are negligent, but shall not apply to any loss, liability fines, penalties, forfeitures, cost or damages caused solely by the willful misconduct of the District.

ACKNOWLEDGEMENT AND AGREEMENT: I have read the above and the Facilities Use Information Fact Sheet and agree to the terms.

Applicant/Permittee Signature: _____ Date: _____

DISTRICT USE ONLY

Site Administrator _____ Date _____ Approved _____ Denied _____

Director, Facilities _____ Date _____ Approved _____ Denied _____

Asst. Superintendent _____ Date _____ Approved _____ Denied _____

Application Fee(s):

Security Deposit Amount \$ _____ Date Received _____

Facilities amount to be charged \$ ___/hr = \$ _____ Invoice Date _____ Received _____

Assigned Personnel time to be charged \$ _____ Invoice Date _____ Received _____

I understand that my agency/organization may be invoiced for other fees for, but not limited to, extra use of facilities, extra use of facilities past allotted time, personnel, clean-up fees, and/or loss and damages. Initials: _____

River Delta Unified School District

In-House

5-day Notice Required

PLEASE ATTACHED THE APPROVED INFORMATIONAL FLYER FOR THE EVENT/ACTIVITY.

Date of Application _____

Authorized Agent or Individual Applicant Name and Title _____

Telephone: _____ Email Address: _____

Person in charge of event, if different from authorized agent _____

Cell Number: _____ Email Address: _____

School Site Requested: _____

Purpose of meeting or activity _____

Estimated Attendance _____ Admission Charged? _____ Yes _____ No If yes, Amount \$ _____

If yes, will the net proceeds be expended for the welfare of pupils of RDUSD or for charitable purposes to benefit District residents? _____ Yes _____ No

FACILITY AREA	Start Date	End Date	Day(s) of the Week	Start Time	End Time

Facility Area Requested

- () Secondary Classroom # _____
- () Cafeteria
- () Kitchen
- () Library
- () Athletic Field(s)
 - __ Baseball
 - __ Football
 - __ Soccer
 - __ Softball
 - __ General
- () Multipurpose Room
- () Playground
- () Parking Lot
- () Restrooms
- () Auditorium
- () Amphitheater
- () Snack Bar() Announcer's Booth
- () Equipment Storage Space
- () Ticket Booth

Equipment Requested

- () PA system/Sound system
- () Chairs # _____
- () Tables # _____
- () Benches # _____
- () Kitchen Equipment
- () Scoreboard
- () Sports Equipment: _____
- () Bleachers
- () Stadium Lights

DISTRICT USE ONLY

Site Administrator _____ Date _____ Approved _____ Denied _____

Director, Facilities _____ Date _____ Approved _____ Denied _____

Asst. Superintendent _____ Date _____ Approved _____ Denied _____

Application Fee(s):

Security Deposit Amount \$ _____ Date Received _____

Facilities amount to be charged \$ ___/hr = \$ _____ Invoice Date _____ Received _____

Assigned Personnel time to be charged \$ _____ Invoice Date _____ Received _____

I understand that my school group may be invoiced for other fees for, but not limited to, extra use of facilities, extra use of facilities past allotted time, personnel, clean-up fees, and/or loss and damages. Initials: _____

River Delta Unified School District

Use of School District Facilities – Rental Fee Schedule 2022/23

***Use Fees DO NOT include Personnel Fees (If required) ***

Facility Use Fees for Indoor Areas – Two (2) hour minimum

Eligible Facility/Room Type	Group 1 Free Use	Group 2 Fee-Based Local Youth Sports & Local Non-Profit Organizations <i>Per Hour</i>	Group 3 Direct Costs- Local Users <i>Per Hour</i>	Group 4 Commercial For Profit activities <i>Per Hour</i>
Multi-Purpose Rooms	\$0	\$18	\$80	\$80
Classrooms (Secondary Only)	\$0	\$10	\$40	\$40
Kitchen Use	\$0	\$15	\$80	\$80
Auditorium	\$0	\$23	\$100	\$100
Amphitheatre	\$0	\$23	\$80	\$80
Library	\$0	\$23	\$100	\$100
Snack Bar	\$0	\$15	\$100	\$100

Facility Use Fees for Sports/Other – Two (2) hour minimum

Eligible Facility/Room Type	Group 1 Free Use <i>Per Hour</i>	Group 2 Fee-Based Local Youth Sports & Local Non-Profit Organizations <i>Per Hour</i>	Group 3 Direct Costs- Local Users <i>Per Hour</i>	Group 4 Commercial For Profit activities <i>Per Hour</i>
Parking Lot Only	\$0	\$8	\$30	\$30
Restrooms Only	\$0	\$10	\$40	\$40
Gymnasium	\$0	\$13	\$50	\$50
Playground	\$0	\$8	\$30	\$30
Equipment Storage	\$0	\$ 5 (per day)	\$30	\$30
Softball/Baseball Fields	\$0	\$15	\$60	\$60
Football field w/o lights	\$0	\$25	\$100	\$100
Football field w/lights	\$0	\$40	\$160	\$160
Gym w/ locker rooms	\$0	\$20	\$80	\$80
Other outdoor areas	\$0	\$8	\$30	\$30

Hourly Rates for Personnel Charges are based on current CSEA contract – Two (2) hour minimum

Type of Employee	Overtime due to regular schedule impact	Unscheduled Hours and Saturdays	Sundays and Holidays
Custodian	\$36.80Per Hour	\$36.80Per Hour	\$49.06Per Hour
Maintenance	\$36.80Per Hour	\$36.80 Per Hour	\$49.06Per Hour
Food Service Worker	\$33.18Per Hour	\$33.18Per Hour	\$44.23Per Hour

Facility Use Rules, Regulations, and Fee Schedule

Group 1

The Board authorizes the use of facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. Overtime rate will be charged for custodial rate for a minimum of two (2) hours. These groups include, but are not limited to:

- Boy & Girl Scouts
- PTA/PTC/Booster Clubs
- Community Advisory Councils
- 4-H
- Other similar groups at the discretion of district administration

Group 2

The Board shall charge direct costs for the use of school facilities or grounds under its control for activities of local nonprofit organizations and clubs or associations, which promote youth activities, which charge a fee over \$60 per month to participate. Overtime rate will be charged for custodial rate for a minimum of two (2) hours. The following are examples of users that fall in this category, but not limited to:

- Charitable local fundraising activities
- Fee-Based Youth sports leagues
- Other similar groups at the discretion of district administration

Group 2-4

The Board shall charge fair rental value for the use of school facilities or grounds under its control for which admission is charged and whose sole purpose is profit making, private or personal use by an individual or group.

Facilities Use Information Fact Sheet

Rules and Regulations

- Permission will be granted for the use of **specific** rooms or grounds. It shall be the responsibility of the organization to respect and ensure that school property is not damaged or destroyed.
- If any group's activity results in the destruction of school property or personal injury, the group shall be responsible for such injury or damage and will be charged an amount necessary to repair the damages, and further use of facilities may be denied.
- Any group who is granted the use of the school facilities shall not use the authorized area for any purpose not specified in the permit for use.
- Cancellations of requests for the use of facilities must be made not less than twenty-four (24) hours in advance to avoid fees.
- Facilities must be always under the supervision of the person listed on this application as "in charge of the event."
- Permission for the use of buildings and facilities may be revoked by the administration whenever the use may interfere with school activities or whenever there has been a violation of regulations or abuse of building or facilities.
- The using group will return the facility to its original arrangement and condition before leaving the building.
- School Principals retain the right to move users to other similar spaces, if necessary.
- No materials are to be taped, tacked, staples, glued, or pinned to any surface unless designated for such purpose.
- All users must provide their own supplies (i.e. easel, marking pens, sports equipment etc.) Only supplies and equipment authorized in this application are considered to be approved. No verbal authorization will be permitted. Unauthorized use of the school supplies and/or equipment is subject to additional charges.
- Neither the District nor its staff shall be responsible for any items left behind on school premises. Nor shall the District or its staff assume any responsibility for liability in connection with the services provided under this policy or the facilities use agreement. All items must be removed within 48 hours of the event to avoid additional fees.
- The number of people present shall not exceed the posted seating capacity for the room(s) used per County Fire Code Regulations.
- Under no circumstance are vehicles to be driven or parked on the fields, grass areas, or any areas blocked by barricades. A \$500 fee will be charged if the agency/organization chooses to violate this rule.
- Shoes with cleats or plates will not be permitted in school buildings.
- No privilege for using the school facilities or grounds shall be granted for a period exceeding one (1) year.

Prohibited Activities

- Any use by any individual, society, group, or organization for the commission of any act intended to further any program or movement whose purpose is the overthrow of the government of the United States or of the state by force, violence or other unlawful means. (Education Code 38135)
- Activities that are discriminatory in the legal sense
- Any activities that constitute a public nuisance, commission of a crime or any other act prohibited by law
- Adjustment, tampering with or disabling any utility system or panel including, but not limited to, electrical, HVAC, water and alarm and sprinkler systems.
- Use of the specific areas my agency organization is approved to use cannot be used simultaneously with regularly scheduled school programs or activities.
- Use of additional school facilities areas, not listed in the application, is strictly prohibited. Such violation will result in a \$500 charge per area.
- The removal or displacement of school property
- Smoking is not permitted inn school buildings or on school grounds at any time.
- Issuance of keys and alarm codes to outside organizations
- Unauthorized storage (during or exceeding 48 hours after the conclusion of the activity/event) of the agency/organization's equipment.
- Use of pop-up tents/canopies
- Use of personal or organization's locking mechanisms on school property

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: x

From: Tammy Busch, Asst. Supt., Business Services

Item Number: 17

Type of item: (Action, Consent Action or Information Only): Action Item

SUBJECT:

Request Approval of First Interim Financial Report for fiscal year 2022-23

BACKGROUND:

Since the budget adoption in June of 2022, revisions have been made to keep the budget current with changing circumstances and requirements. The purpose of the interim financial report is to project the total revenues and expenditures for the current fiscal year, compare the projected totals to the revised budget, perform a summary review of the report according to the State's criteria and standards, and to certify the financial condition of the River Delta School District to the Sacramento County Superintendents of Schools and the California Department of Education (pursuant to Education codes 42130-31 and 33127).

STATUS:

The First Interim Report reflects the financial activity from July 1, 2022 through October 31, 2022. Upon Board review and approval the report is reviewed by Sacramento County Office of Education.

PRESENTER:

Tammy Busch, Asst. Supt. of Business

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

RECOMMENDATION:

The Board approves the First Interim Financial Report for Fiscal Year 2022-23.

Time allocated: 15 minutes



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

1st Interim Budget Assumptions

Revenue:

LCFF – is understated by \$23,313. Property tax updates are not included in 1st Interim.

Educational Protection Act (EPA) – Original budget was \$365,229. The LCFF calculator has it at \$1,234,562; once the calculator is updated the amount changes to \$489,977. The California Department of Education (CDE) apportionment has the district receiving \$1,459,866. This will be finalized as to what is the true apportionment by 2nd Interim.

Transportation – There is reimbursement funding at 60% of expenses. 1st Interim the reimbursement percentage is at 40% until more information is provided from CDE.

Title III – increase of \$45,912 for 2022-23.

One-time state funding for 2022-23:

Learning Recovery Emergency Block Grant - \$2,320,013

Arts, Music & Instructional Materials Block Grant - \$1,101,057

COVID funds still available - \$2,839,606

Not all available funds are in the 1st Interim budget as the district is reimbursed on a quarterly basis as the funding sources are expended. Approximately half of these funds need to be expended by 9/30/2023 and the remaining by 9/30/2024.

Expenditures:

Salary and benefit increases that were Board approved on 11/8/2022 are included in 1st Interim.

General Fund – Certificated Salaries - \$10,465,591

Classified Salaries - \$ 4,508,137

Benefits - \$ 5,240,732

Contributions from unrestricted General Fund to transportation, Maintenance, Special Education, BTSA, and other funds:

2021/22 - \$3,286,855

2022/23 - \$4,493,512 projected

Difference - \$1,206,657 The difference is due to paying off the loan this fiscal year.

Creating Excellence To Ensure That All Students Learn

Bates Elementary School	Isleton Elementary School	Walnut Grove Elementary School	Delta High School	Wind River Adult School
Clarksburg Middle School	Riverview Middle School	D. H. White Elementary School	Rio Vista High School	Mokelumne High School
River Delta High/Elementary School		River Delta Community Day School	Delta Elementary Charter School	

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: _____ Date: _____
District Superintendent or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 13, 2022 Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

POSITIVE CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

QUALIFIED CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

NEGATIVE CERTIFICATION
As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Tammy Busch Telephone: 707-374-1715
Title: Asst. Supt. Business Services E-mail: tbusch@rdusd.org

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.	X	
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.	X	
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	
SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	

S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?	X	
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?		X
SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2021-22) annual payment?	X	
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	X	
		• Classified? (Section S8B, Line 1b)	X	
		• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
S8	Labor Agreement Budget Revisions	For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)		X
		• Classified? (Section S8B, Line 3)		X
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	
ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?		X
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?	X	

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	21,611,984.00	21,611,984.00	2,311,688.60	23,089,389.00	1,477,405.00	6.8%
2) Federal Revenue		8100-8299	17,680.00	17,680.00	0.00	17,680.00	0.00	0.0%
3) Other State Revenue		8300-8599	347,179.00	347,179.00	37,597.59	632,456.00	285,277.00	82.2%
4) Other Local Revenue		8600-8799	609,479.00	609,479.00	34,389.51	608,479.00	(1,000.00)	-0.2%
5) TOTAL, REVENUES			22,586,322.00	22,586,322.00	2,383,675.70	24,348,004.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	7,865,290.00	7,865,290.00	1,985,129.21	7,629,430.37	235,859.63	3.0%
2) Classified Salaries		2000-2999	2,556,595.00	2,556,595.00	832,919.83	2,666,925.38	(110,330.38)	-4.3%
3) Employee Benefits		3000-3999	3,316,000.00	3,316,000.00	1,074,656.02	3,560,730.90	(244,730.90)	-7.4%
4) Books and Supplies		4000-4999	867,255.00	867,255.00	167,859.10	906,333.96	(39,078.96)	-4.5%
5) Services and Other Operating Expenditures		5000-5999	2,388,594.00	2,388,594.00	1,075,371.86	2,641,221.12	(252,627.12)	-10.6%
6) Capital Outlay		6000-6999	15,000.00	15,000.00	0.00	71,250.00	(56,250.00)	-375.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(75,504.00)	(75,504.00)	0.00	(75,504.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			17,011,284.00	17,011,284.00	5,149,058.02	17,478,441.73		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			5,575,038.00	5,575,038.00	(2,765,382.32)	6,869,562.27		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(4,493,512.00)	(4,493,512.00)	0.00	(4,702,995.72)	(209,483.72)	4.7%
4) TOTAL, OTHER FINANCING SOURCES/USES			(4,717,232.00)	(4,717,232.00)	(687,435.19)	(5,390,430.91)		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			857,806.00	857,806.00	(3,452,817.51)	1,479,131.36		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	9,582,140.43	9,582,140.43		9,582,140.43	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			9,582,140.43	9,582,140.43		9,582,140.43		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			9,582,140.43	9,582,140.43		9,582,140.43		
2) Ending Balance, June 30 (E + F1e)			10,439,946.43	10,439,946.43		11,061,271.79		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,500.00	15,500.00		15,500.00		
Stores		9712	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,437,355.00	1,437,355.00		1,487,530.44		
Unassigned/Unappropriated Amount		9790	8,987,091.43	8,987,091.43		9,558,241.35		
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	10,123,779.00	10,123,779.00	1,879,467.47	9,773,405.00	(350,374.00)	-3.5%
Education Protection Account State Aid - Current Year		8012	365,229.00	365,229.00	364,967.00	1,305,184.00	939,955.00	257.4%
State Aid - Prior Years		8019	0.00	0.00	528,204.00	708,288.00	708,288.00	New
Tax Relief Subventions								
Homeowners' Exemptions		8021	70,622.00	70,622.00	763.52	70,622.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	10,984,465.00	10,984,465.00	65,749.09	11,063,206.00	78,741.00	0.7%
Unsecured Roll Taxes		8042	863,376.00	863,376.00	(2,958.95)	863,376.00	0.00	0.0%
Prior Years' Taxes		8043	36,283.00	36,283.00	375.57	36,283.00	0.00	0.0%
Supplemental Taxes		8044	129,272.00	129,272.00	0.00	129,272.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	419,199.00	419,199.00	(.20)	419,199.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	737,364.00	737,364.00	0.00	737,364.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	245.00	245.00	134.37	245.00	0.00	0.0%
Other In-Lieu Taxes		8082	2,280.00	2,280.00	13.73	2,280.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			23,732,114.00	23,732,114.00	2,836,715.60	25,108,724.00	1,376,610.00	5.8%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,120,130.00)	(2,120,130.00)	(525,027.00)	(2,019,335.00)	100,795.00	-4.8%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			21,611,984.00	21,611,984.00	2,311,688.60	23,089,389.00	1,477,405.00	6.8%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Supporting Effective Instruction	4035	8290						
Title III, Part A, Immigrant Student Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Public Charter Schools Grant Program (PCSGP)	4610	8290						
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	17,680.00	17,680.00	0.00	17,680.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			17,680.00	17,680.00	0.00	17,680.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319						
Special Education Master Plan								
Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	83,086.00	83,086.00	0.00	83,086.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	261,289.00	261,289.00	21,299.25	261,289.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
All Other State Revenue	All Other	8590	2,804.00	2,804.00	16,298.34	288,081.00	285,277.00	10,173.9%
TOTAL, OTHER STATE REVENUE			347,179.00	347,179.00	37,597.59	632,456.00	285,277.00	82.2%
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	5,450.00	5,450.00	2,489.85	5,450.00	0.00	0.0%
Interest		8660	147,982.00	147,982.00	21,935.99	147,982.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	43,238.00	43,238.00	35,997.46	43,238.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Local Revenue		8699	392,809.00	392,809.00	(26,033.79)	391,809.00	(1,000.00)	-0.3%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			609,479.00	609,479.00	34,389.51	608,479.00	(1,000.00)	-0.2%
TOTAL, REVENUES			22,586,322.00	22,586,322.00	2,383,675.70	24,348,004.00	1,761,682.00	7.8%
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	6,480,561.00	6,480,561.00	1,514,089.14	5,963,504.40	517,056.60	8.0%
Certificated Pupil Support Salaries		1200	513,091.00	513,091.00	160,937.69	602,247.20	(89,156.20)	-17.4%
Certificated Supervisors' and Administrators' Salaries		1300	871,174.00	871,174.00	310,102.38	1,063,214.77	(192,040.77)	-22.0%
Other Certificated Salaries		1900	464.00	464.00	0.00	464.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			7,865,290.00	7,865,290.00	1,985,129.21	7,629,430.37	235,859.63	3.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	140,417.00	140,417.00	15,597.94	67,017.00	73,400.00	52.3%
Classified Support Salaries		2200	1,080,053.00	1,080,053.00	336,133.11	1,076,902.78	3,150.22	0.3%
Classified Supervisors' and Administrators' Salaries		2300	137,635.00	137,635.00	73,958.12	205,472.58	(67,837.58)	-49.3%
Clerical, Technical and Office Salaries		2400	1,069,057.00	1,069,057.00	358,233.72	1,140,720.05	(71,663.05)	-6.7%
Other Classified Salaries		2900	129,433.00	129,433.00	48,996.94	176,812.97	(47,379.97)	-36.6%
TOTAL, CLASSIFIED SALARIES			2,556,595.00	2,556,595.00	832,919.83	2,666,925.38	(110,330.38)	-4.3%
EMPLOYEE BENEFITS								
STRS		3101-3102	1,433,701.00	1,433,701.00	354,891.80	1,283,509.79	150,191.21	10.5%
PERS		3201-3202	659,625.00	659,625.00	194,584.20	628,350.83	31,274.17	4.7%
OASDI/Medicare/Alternative		3301-3302	301,982.00	301,982.00	94,054.89	326,266.87	(24,284.87)	-8.0%
Health and Welfare Benefits		3401-3402	660,227.00	660,227.00	315,533.62	1,022,126.66	(361,899.66)	-54.8%
Unemployment Insurance		3501-3502	49,938.00	49,938.00	15,352.51	53,470.75	(3,532.75)	-7.1%
Workers' Compensation		3601-3602	132,542.00	132,542.00	36,647.05	122,945.63	9,596.37	7.2%
OPEB, Allocated		3701-3702	0.00	0.00	38,869.83	35,170.10	(3,519.73)	New
OPEB, Active Employees		3751-3752	77,985.00	77,985.00	24,460.66	88,170.89	(10,185.89)	-13.1%
Other Employee Benefits		3901-3902	0.00	0.00	261.46	719.38	(719.38)	New
TOTAL, EMPLOYEE BENEFITS			3,316,000.00	3,316,000.00	1,074,656.02	3,560,730.90	(244,730.90)	-7.4%
BOOKS AND SUPPLIES								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	451.00	451.00	276.48	500.00	(49.00)	-10.9%
Materials and Supplies		4300	820,145.00	820,145.00	145,192.01	824,748.59	(4,603.59)	-0.6%
Noncapitalized Equipment		4400	46,659.00	46,659.00	22,390.61	81,085.37	(34,426.37)	-73.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			867,255.00	867,255.00	167,859.10	906,333.96	(39,078.96)	-4.5%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	141,803.00	141,803.00	32,021.88	109,663.60	32,139.40	22.7%
Travel and Conferences		5200	71,132.00	71,132.00	23,339.71	75,898.19	(4,766.19)	-6.7%
Dues and Memberships		5300	46,852.00	46,852.00	49,490.00	80,943.22	(34,091.22)	-72.8%
Insurance		5400-5450	204,419.00	204,419.00	61,479.00	205,590.00	(1,171.00)	-0.6%
Operations and Housekeeping Services		5500	938,831.00	938,831.00	362,394.71	972,431.00	(33,600.00)	-3.6%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	21,662.00	21,662.00	2,801.08	28,062.00	(6,400.00)	-29.5%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	755,095.00	755,095.00	409,961.84	916,503.11	(161,408.11)	-21.4%
Communications		5900	208,800.00	208,800.00	133,883.64	252,130.00	(43,330.00)	-20.8%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,388,594.00	2,388,594.00	1,075,371.86	2,641,221.12	(252,627.12)	-10.6%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	15,000.00	15,000.00	0.00	71,250.00	(56,250.00)	-375.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			15,000.00	15,000.00	0.00	71,250.00	(56,250.00)	-375.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict								
Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	(58,382.00)	(58,382.00)	0.00	(58,382.00)	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(75,504.00)	(75,504.00)	0.00	(75,504.00)	0.00	0.0%
TOTAL, EXPENDITURES			17,011,284.00	17,011,284.00	5,149,058.02	17,478,441.73	(467,157.73)	-2.7%
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
(b) TOTAL, INTERFUND TRANSFERS OUT			223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
OTHER SOURCES/USES								
SOURCES								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%

2022-23 First Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	(4,493,512.00)	(4,493,512.00)	0.00	(4,702,995.72)	(209,483.72)	4.7%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(4,493,512.00)	(4,493,512.00)	0.00	(4,702,995.72)	(209,483.72)	4.7%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(4,717,232.00)	(4,717,232.00)	(687,435.19)	(5,390,430.91)	(673,198.91)	14.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	4,191,610.00	4,191,610.00	123,302.98	4,699,832.64	508,222.64	12.1%
3) Other State Revenue		8300-8599	2,170,315.00	2,170,315.00	1,304,851.35	6,239,182.13	4,068,867.13	187.5%
4) Other Local Revenue		8600-8799	861,545.00	861,545.00	21,732.99	883,212.28	21,667.28	2.5%
5) TOTAL, REVENUES			7,223,470.00	7,223,470.00	1,449,887.32	11,822,227.05		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,979,830.00	1,979,830.00	739,068.64	2,836,160.49	(856,330.49)	-43.3%
2) Classified Salaries		2000-2999	1,671,063.00	1,671,063.00	495,698.09	1,841,211.32	(170,148.32)	-10.2%
3) Employee Benefits		3000-3999	1,340,622.00	1,340,622.00	436,128.18	1,680,000.85	(339,378.85)	-25.3%
4) Books and Supplies		4000-4999	4,656,686.02	4,656,686.02	230,414.07	4,115,355.75	541,330.27	11.6%
5) Services and Other Operating Expenditures		5000-5999	1,962,332.00	1,962,332.00	247,462.66	1,654,894.99	307,437.01	15.7%
6) Capital Outlay		6000-6999	66,900.00	66,900.00	10,262.16	86,161.71	(19,261.71)	-28.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	58,382.00	58,382.00	0.00	58,382.00	0.00	0.0%
9) TOTAL, EXPENDITURES			11,735,815.02	11,735,815.02	2,159,033.80	12,272,167.11		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(4,512,345.02)	(4,512,345.02)	(709,146.48)	(449,940.06)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	4,493,512.00	4,493,512.00	0.00	4,702,995.72	209,483.72	4.7%
4) TOTAL, OTHER FINANCING SOURCES/USES			4,493,512.00	4,493,512.00	0.00	4,702,995.72		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(18,833.02)	(18,833.02)	(709,146.48)	4,253,055.66		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	2,365,169.74	2,365,169.74		2,365,169.74	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,365,169.74	2,365,169.74		2,365,169.74		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,365,169.74	2,365,169.74		2,365,169.74		
2) Ending Balance, June 30 (E + F1e)			2,346,336.72	2,346,336.72		6,618,225.40		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,629,318.72	2,629,318.72		6,625,436.30		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(282,982.00)	(282,982.00)		(7,210.90)		
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	326,920.00	326,920.00	(314,153.54)	326,920.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	25,897.00	(4,911.34)	89,833.00	63,936.00	246.9%
Child Nutrition Programs		8220	0.00	0.00	48,032.41	48,032.41	48,032.41	New
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	405,904.00	405,904.00	(103,276.89)	567,898.02	161,994.02	39.9%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	72,247.00	72,247.00	1,673.00	72,247.00	0.00	0.0%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	39,475.00	39,475.00	0.00	85,387.00	45,912.00	116.3%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	3,321,167.00	3,321,167.00	495,939.34	3,509,515.21	188,348.21	5.7%
TOTAL, FEDERAL REVENUE			4,191,610.00	4,191,610.00	123,302.98	4,699,832.64	508,222.64	12.1%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materials		8560	114,335.00	114,335.00	24,002.28	110,282.00	(4,053.00)	-3.5%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	399,508.00	399,508.00	251,607.19	457,836.40	58,328.40	14.6%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	241,191.00	241,191.00	187,911.71	241,191.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	15,381.07	15,381.07	15,381.07	New
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	127,495.19	127,495.19	127,495.19	New
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,415,281.00	1,415,281.00	698,453.91	5,286,996.47	3,871,715.47	273.6%
TOTAL, OTHER STATE REVENUE			2,170,315.00	2,170,315.00	1,304,851.35	6,239,182.13	4,068,867.13	187.5%
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	(3,793.79)	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	8,885.00	8,885.00	0.00	8,885.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Local Revenue		8699	347,528.00	347,528.00	25,526.78	369,195.28	21,667.28	6.2%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	505,132.00	505,132.00	0.00	505,132.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			861,545.00	861,545.00	21,732.99	883,212.28	21,667.28	2.5%
TOTAL, REVENUES			7,223,470.00	7,223,470.00	1,449,887.32	11,822,227.05	4,598,757.05	63.7%
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	1,515,219.00	1,515,219.00	482,628.46	1,829,043.60	(313,824.60)	-20.7%
Certificated Pupil Support Salaries		1200	325,344.00	325,344.00	167,622.37	693,753.89	(368,409.89)	-113.2%
Certificated Supervisors' and Administrators' Salaries		1300	139,017.00	139,017.00	88,817.81	313,113.00	(174,096.00)	-125.2%
Other Certificated Salaries		1900	250.00	250.00	0.00	250.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,979,830.00	1,979,830.00	739,068.64	2,836,160.49	(856,330.49)	-43.3%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	932,504.00	932,504.00	261,095.10	1,004,986.81	(72,482.81)	-7.8%
Classified Support Salaries		2200	476,407.00	476,407.00	154,578.25	569,882.23	(93,475.23)	-19.6%
Classified Supervisors' and Administrators' Salaries		2300	43,691.00	43,691.00	15,941.66	68,791.00	(25,100.00)	-57.4%
Clerical, Technical and Office Salaries		2400	162,125.00	162,125.00	51,149.67	152,415.28	9,709.72	6.0%
Other Classified Salaries		2900	56,336.00	56,336.00	12,933.41	45,136.00	11,200.00	19.9%
TOTAL, CLASSIFIED SALARIES			1,671,063.00	1,671,063.00	495,698.09	1,841,211.32	(170,148.32)	-10.2%
EMPLOYEE BENEFITS								
STRS		3101-3102	227,365.00	227,365.00	117,170.08	400,069.00	(172,704.00)	-76.0%
PERS		3201-3202	406,973.00	406,973.00	129,099.16	454,747.60	(47,774.60)	-11.7%
OASDI/Medicare/Alternative		3301-3302	131,105.00	131,105.00	54,704.41	188,127.31	(57,022.31)	-43.5%
Health and Welfare Benefits		3401-3402	513,644.00	513,644.00	102,817.40	517,615.75	(3,971.75)	-0.8%
Unemployment Insurance		3501-3502	11,828.00	11,828.00	6,694.35	22,684.96	(10,856.96)	-91.8%
Workers' Compensation		3601-3602	32,863.00	32,863.00	15,687.22	57,511.19	(24,648.19)	-75.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	16,844.00	16,844.00	9,955.56	39,245.04	(22,401.04)	-133.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,340,622.00	1,340,622.00	436,128.18	1,680,000.85	(339,378.85)	-25.3%
BOOKS AND SUPPLIES								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Approved Textbooks and Core Curricula Materials		4100	117,235.00	117,235.00	124,608.58	162,437.42	(45,202.42)	-38.6%
Books and Other Reference Materials		4200	650.00	650.00	0.00	650.00	0.00	0.0%
Materials and Supplies		4300	4,499,394.02	4,499,394.02	99,591.88	3,921,260.87	578,133.15	12.8%
Noncapitalized Equipment		4400	39,407.00	39,407.00	6,213.61	31,007.46	8,399.54	21.3%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			4,656,686.02	4,656,686.02	230,414.07	4,115,355.75	541,330.27	11.6%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	1,457,550.00	1,457,550.00	104,801.07	1,011,533.25	446,016.75	30.6%
Travel and Conferences		5200	26,296.00	26,296.00	11,031.00	33,450.46	(7,154.46)	-27.2%
Dues and Memberships		5300	3,426.00	3,426.00	6,450.00	6,750.00	(3,324.00)	-97.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	38,063.00	38,063.00	657.69	40,063.00	(2,000.00)	-5.3%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	427,497.00	427,497.00	123,715.52	551,798.28	(124,301.28)	-29.1%
Communications		5900	9,500.00	9,500.00	807.38	11,300.00	(1,800.00)	-18.9%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,962,332.00	1,962,332.00	247,462.66	1,654,894.99	307,437.01	15.7%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	66,900.00	66,900.00	0.00	75,899.55	(8,999.55)	-13.5%
Equipment Replacement		6500	0.00	0.00	10,262.16	10,262.16	(10,262.16)	New
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			66,900.00	66,900.00	10,262.16	86,161.71	(19,261.71)	-28.8%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict								
Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	58,382.00	58,382.00	0.00	58,382.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			58,382.00	58,382.00	0.00	58,382.00	0.00	0.0%
TOTAL, EXPENDITURES			11,735,815.02	11,735,815.02	2,159,033.80	12,272,167.11	(536,352.09)	-4.6%
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	4,493,512.00	4,493,512.00	0.00	4,702,995.72	209,483.72	4.7%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			4,493,512.00	4,493,512.00	0.00	4,702,995.72	209,483.72	4.7%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			4,493,512.00	4,493,512.00	0.00	4,702,995.72	(209,483.72)	-4.7%

2022-23 First Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	21,611,984.00	21,611,984.00	2,311,688.60	23,089,389.00	1,477,405.00	6.8%
2) Federal Revenue		8100-8299	4,209,290.00	4,209,290.00	123,302.98	4,717,512.64	508,222.64	12.1%
3) Other State Revenue		8300-8599	2,517,494.00	2,517,494.00	1,342,448.94	6,871,638.13	4,354,144.13	173.0%
4) Other Local Revenue		8600-8799	1,471,024.00	1,471,024.00	56,122.50	1,491,691.28	20,667.28	1.4%
5) TOTAL, REVENUES			29,809,792.00	29,809,792.00	3,833,563.02	36,170,231.05		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	9,845,120.00	9,845,120.00	2,724,197.85	10,465,590.86	(620,470.86)	-6.3%
2) Classified Salaries		2000-2999	4,227,658.00	4,227,658.00	1,328,617.92	4,508,136.70	(280,478.70)	-6.6%
3) Employee Benefits		3000-3999	4,656,622.00	4,656,622.00	1,510,784.20	5,240,731.75	(584,109.75)	-12.5%
4) Books and Supplies		4000-4999	5,523,941.02	5,523,941.02	398,273.17	5,021,689.71	502,251.31	9.1%
5) Services and Other Operating Expenditures		5000-5999	4,350,926.00	4,350,926.00	1,322,834.52	4,296,116.11	54,809.89	1.3%
6) Capital Outlay		6000-6999	81,900.00	81,900.00	10,262.16	157,411.71	(75,511.71)	-92.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			28,747,099.02	28,747,099.02	7,308,091.82	29,750,608.84		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			1,062,692.98	1,062,692.98	(3,474,528.80)	6,419,622.21		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(223,720.00)	(223,720.00)	(687,435.19)	(687,435.19)		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)								
			838,972.98	838,972.98	(4,161,963.99)	5,732,187.02		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	11,947,310.17	11,947,310.17		11,947,310.17	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			11,947,310.17	11,947,310.17		11,947,310.17		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			11,947,310.17	11,947,310.17		11,947,310.17		
2) Ending Balance, June 30 (E + F1e)			12,786,283.15	12,786,283.15		17,679,497.19		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,500.00	15,500.00		15,500.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,629,318.72	2,629,318.72		6,625,436.30		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,437,355.00	1,437,355.00		1,487,530.44		
Unassigned/Unappropriated Amount		9790	8,704,109.43	8,704,109.43		9,551,030.45		
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	10,123,779.00	10,123,779.00	1,879,467.47	9,773,405.00	(350,374.00)	-3.5%
Education Protection Account State Aid - Current Year		8012	365,229.00	365,229.00	364,967.00	1,305,184.00	939,955.00	257.4%
State Aid - Prior Years		8019	0.00	0.00	528,204.00	708,288.00	708,288.00	New
Tax Relief Subventions								
Homeowners' Exemptions		8021	70,622.00	70,622.00	763.52	70,622.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	10,984,465.00	10,984,465.00	65,749.09	11,063,206.00	78,741.00	0.7%
Unsecured Roll Taxes		8042	863,376.00	863,376.00	(2,958.95)	863,376.00	0.00	0.0%
Prior Years' Taxes		8043	36,283.00	36,283.00	375.57	36,283.00	0.00	0.0%
Supplemental Taxes		8044	129,272.00	129,272.00	0.00	129,272.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	419,199.00	419,199.00	(.20)	419,199.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	737,364.00	737,364.00	0.00	737,364.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	245.00	245.00	134.37	245.00	0.00	0.0%
Other In-Lieu Taxes		8082	2,280.00	2,280.00	13.73	2,280.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			23,732,114.00	23,732,114.00	2,836,715.60	25,108,724.00	1,376,610.00	5.8%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,120,130.00)	(2,120,130.00)	(525,027.00)	(2,019,335.00)	100,795.00	-4.8%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			21,611,984.00	21,611,984.00	2,311,688.60	23,089,389.00	1,477,405.00	6.8%
FEDERAL REVENUE								

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Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	326,920.00	326,920.00	(314,153.54)	326,920.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	25,897.00	(4,911.34)	89,833.00	63,936.00	246.9%
Child Nutrition Programs		8220	0.00	0.00	48,032.41	48,032.41	48,032.41	New
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	405,904.00	405,904.00	(103,276.89)	567,898.02	161,994.02	39.9%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	72,247.00	72,247.00	1,673.00	72,247.00	0.00	0.0%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	39,475.00	39,475.00	0.00	85,387.00	45,912.00	116.3%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	3,338,847.00	3,338,847.00	495,939.34	3,527,195.21	188,348.21	5.6%
TOTAL, FEDERAL REVENUE			4,209,290.00	4,209,290.00	123,302.98	4,717,512.64	508,222.64	12.1%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	83,086.00	83,086.00	0.00	83,086.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	375,624.00	375,624.00	45,301.53	371,571.00	(4,053.00)	-1.1%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%

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Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	399,508.00	399,508.00	251,607.19	457,836.40	58,328.40	14.6%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	241,191.00	241,191.00	187,911.71	241,191.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	15,381.07	15,381.07	15,381.07	New
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	127,495.19	127,495.19	127,495.19	New
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,418,085.00	1,418,085.00	714,752.25	5,575,077.47	4,156,992.47	293.1%
TOTAL, OTHER STATE REVENUE			2,517,494.00	2,517,494.00	1,342,448.94	6,871,638.13	4,354,144.13	173.0%
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	(3,793.79)	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	5,450.00	5,450.00	2,489.85	5,450.00	0.00	0.0%
Interest		8660	147,982.00	147,982.00	21,935.99	147,982.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	52,123.00	52,123.00	35,997.46	52,123.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%

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All Other Local Revenue		8699	740,337.00	740,337.00	(507.01)	761,004.28	20,667.28	2.8%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	505,132.00	505,132.00	0.00	505,132.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,471,024.00	1,471,024.00	56,122.50	1,491,691.28	20,667.28	1.4%
TOTAL, REVENUES			29,809,792.00	29,809,792.00	3,833,563.02	36,170,231.05	6,360,439.05	21.3%
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	7,995,780.00	7,995,780.00	1,996,717.60	7,792,548.00	203,232.00	2.5%
Certificated Pupil Support Salaries		1200	838,435.00	838,435.00	328,560.06	1,296,001.09	(457,566.09)	-54.6%
Certificated Supervisors' and Administrators' Salaries		1300	1,010,191.00	1,010,191.00	398,920.19	1,376,327.77	(366,136.77)	-36.2%
Other Certificated Salaries		1900	714.00	714.00	0.00	714.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			9,845,120.00	9,845,120.00	2,724,197.85	10,465,590.86	(620,470.86)	-6.3%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	1,072,921.00	1,072,921.00	276,693.04	1,072,003.81	917.19	0.1%
Classified Support Salaries		2200	1,556,460.00	1,556,460.00	490,711.36	1,646,785.01	(90,325.01)	-5.8%
Classified Supervisors' and Administrators' Salaries		2300	181,326.00	181,326.00	89,899.78	274,263.58	(92,937.58)	-51.3%
Clerical, Technical and Office Salaries		2400	1,231,182.00	1,231,182.00	409,383.39	1,293,135.33	(61,953.33)	-5.0%
Other Classified Salaries		2900	185,769.00	185,769.00	61,930.35	221,948.97	(36,179.97)	-19.5%
TOTAL, CLASSIFIED SALARIES			4,227,658.00	4,227,658.00	1,328,617.92	4,508,136.70	(280,478.70)	-6.6%
EMPLOYEE BENEFITS								
STRS		3101-3102	1,661,066.00	1,661,066.00	472,061.88	1,683,578.79	(22,512.79)	-1.4%
PERS		3201-3202	1,066,598.00	1,066,598.00	323,683.36	1,083,098.43	(16,500.43)	-1.5%
OASDI/Medicare/Alternative		3301-3302	433,087.00	433,087.00	148,759.30	514,394.18	(81,307.18)	-18.8%
Health and Welfare Benefits		3401-3402	1,173,871.00	1,173,871.00	418,351.02	1,539,742.41	(365,871.41)	-31.2%
Unemployment Insurance		3501-3502	61,766.00	61,766.00	22,046.86	76,155.71	(14,389.71)	-23.3%
Workers' Compensation		3601-3602	165,405.00	165,405.00	52,334.27	180,456.82	(15,051.82)	-9.1%
OPEB, Allocated		3701-3702	0.00	0.00	38,869.83	35,170.10	(35,170.10)	New
OPEB, Active Employees		3751-3752	94,829.00	94,829.00	34,416.22	127,415.93	(32,586.93)	-34.4%
Other Employee Benefits		3901-3902	0.00	0.00	261.46	719.38	(719.38)	New
TOTAL, EMPLOYEE BENEFITS			4,656,622.00	4,656,622.00	1,510,784.20	5,240,731.75	(584,109.75)	-12.5%
BOOKS AND SUPPLIES								

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Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Approved Textbooks and Core Curricula Materials		4100	117,235.00	117,235.00	124,608.58	162,437.42	(45,202.42)	-38.6%
Books and Other Reference Materials		4200	1,101.00	1,101.00	276.48	1,150.00	(49.00)	-4.5%
Materials and Supplies		4300	5,319,539.02	5,319,539.02	244,783.89	4,746,009.46	573,529.56	10.8%
Noncapitalized Equipment		4400	86,066.00	86,066.00	28,604.22	112,092.83	(26,026.83)	-30.2%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			5,523,941.02	5,523,941.02	398,273.17	5,021,689.71	502,251.31	9.1%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	1,599,353.00	1,599,353.00	136,822.95	1,121,196.85	478,156.15	29.9%
Travel and Conferences		5200	97,428.00	97,428.00	34,370.71	109,348.65	(11,920.65)	-12.2%
Dues and Memberships		5300	50,278.00	50,278.00	55,940.00	87,693.22	(37,415.22)	-74.4%
Insurance		5400-5450	204,419.00	204,419.00	61,479.00	205,590.00	(1,171.00)	-0.6%
Operations and Housekeeping Services		5500	938,831.00	938,831.00	362,394.71	972,431.00	(33,600.00)	-3.6%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	59,725.00	59,725.00	3,458.77	68,125.00	(8,400.00)	-14.1%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,182,592.00	1,182,592.00	533,677.36	1,468,301.39	(285,709.39)	-24.2%
Communications		5900	218,300.00	218,300.00	134,691.02	263,430.00	(45,130.00)	-20.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			4,350,926.00	4,350,926.00	1,322,834.52	4,296,116.11	54,809.89	1.3%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	66,900.00	66,900.00	0.00	75,899.55	(8,999.55)	-13.5%
Equipment Replacement		6500	15,000.00	15,000.00	10,262.16	81,512.16	(66,512.16)	-443.4%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			81,900.00	81,900.00	10,262.16	157,411.71	(75,511.71)	-92.2%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict								
Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%

2022-23 First Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			78,054.00	78,054.00	13,122.00	78,054.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, EXPENDITURES			28,747,099.02	28,747,099.02	7,308,091.82	29,750,608.84	(1,003,509.82)	-3.5%
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
(b) TOTAL, INTERFUND TRANSFERS OUT			223,720.00	223,720.00	687,435.19	687,435.19	(463,715.19)	-207.3%
OTHER SOURCES/USES								
SOURCES								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%

2022-23 First Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(223,720.00)	(223,720.00)	(687,435.19)	(687,435.19)	463,715.19	-207.3%

Resource	Description	2022-23 Projected Totals
2600	Expanded Learning Opportunities Program	219,951.45
3214	Elementary and Secondary School Emergency Relief III (ESSER III) Fund: Learning Loss	12,816.51
3216	Expanded Learning Opportunities (ELO) Grant: ESSER II State Reserve	51,882.00
3217	Expanded Learning Opportunities (ELO) Grant: GEER II	3,908.00
3218	Expanded Learning Opportunities (ELO) Grant: ESSER III State Reserve Emergency Needs	33,821.00
3219	Expanded Learning Opportunities (ELO) Grant: ESSER III State Reserve Learning Loss	58,302.00
3315	Special Ed: IDEA Preschool Grants, Part B, Sec 619	3,871.94
3327	Special Ed: IDEA Mental Health Allocation Plan, Part B, Sec 611	5,282.34
5634	American Rescue Plan - Homeless Children and Youth II (ARP HCY II)	3,956.00
5640		38,192.39
5810	Other Restricted Federal	3,063.00
6010	After School Education and Safety (ASES)	52,618.40
6053	Child Dev: Universal Prekindergarten (UPK) Planning and Implementation Grant Program - Universal Prekindergarten Planning Grants	119,976.63
6300	Lottery: Instructional Materials	193,072.42
6500	Special Education	68,054.27
6547	Special Education Early Intervention Preschool Grant	119,078.00
6690	Tobacco-Use Prevention Education: Grades Six Through Twelve	15,406.12
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	1,101,057.00
7028	Child Nutrition: Kitchen Infrastructure Upgrade Funds	19,220.18
7311	Classified School Employee Professional Development Block Grant	17,738.00
7370	Supplementary Programs: Specialized Secondary	123,717.89
7412	A-G Access/Success Grant	100,769.00
7413	A-G Learning Loss Mitigation Grant	75,000.00
7415	Classified School Employee Summer Assistance Program	16,298.34
7426	Expanded Learning Opportunities (ELO) Grant: Paraprofessional Staff	7,807.00
7435	Learning Recovery Emergency Block Grant	2,320,013.00
7690	On-Behalf Pension Contributions	970,185.00
7810	Other Restricted State	17,896.00
8150	Ongoing & Major Maintenance Account (RMA: Education Code Section 17070.75)	319,946.39
8210	Student Activity Funds	200,200.62
9010	Other Restricted Local	332,335.41
Total, Restricted Balance		6,625,436.30

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	92,140.00	92,140.00	31,731.00	98,630.00	6,490.00	7.0%
4) Other Local Revenue		8600-8799	400.00	400.00	207.67	400.00	0.00	0.0%
5) TOTAL, REVENUES			92,540.00	92,540.00	31,938.67	99,030.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	20,999.00	20,999.00	4,292.13	61,450.00	(40,451.00)	-192.6%
2) Classified Salaries		2000-2999	19,919.00	19,919.00	5,002.95	26,000.00	(6,081.00)	-30.5%
3) Employee Benefits		3000-3999	23,269.00	23,269.00	3,516.46	23,269.00	0.00	0.0%
4) Books and Supplies		4000-4999	7,826.00	7,826.00	172.98	7,826.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	16,256.00	16,256.00	18,426.14	16,256.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
9) TOTAL, EXPENDITURES			92,540.00	92,540.00	31,410.66	139,072.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	528.01	(40,042.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	528.01	(40,042.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	87,922.01	87,922.01		87,922.01	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			87,922.01	87,922.01		87,922.01		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			87,922.01	87,922.01		87,922.01		
2) Ending Balance, June 30 (E + F1e)			87,922.01	87,922.01		47,880.01		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	87,922.01	87,922.01		47,880.01		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
LCFF SOURCES								
LCFF Transfers								
LCFF Transfers - Current Year		8091	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
All Other State Apportionments - Current Year		8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
Adult Education Program	6391	8590	90,326.00	90,326.00	31,731.00	96,816.00	6,490.00	7.2%
All Other State Revenue	All Other	8590	1,814.00	1,814.00	0.00	1,814.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			92,140.00	92,140.00	31,731.00	98,630.00	6,490.00	7.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	400.00	400.00	207.67	400.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			400.00	400.00	207.67	400.00	0.00	0.0%
TOTAL, REVENUES			92,540.00	92,540.00	31,938.67	99,030.00		
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	0.00	0.00	1,760.00	52,000.00	(52,000.00)	New
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	18,549.00	18,549.00	2,052.13	7,000.00	11,549.00	62.3%
Other Certificated Salaries		1900	2,450.00	2,450.00	480.00	2,450.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			20,999.00	20,999.00	4,292.13	61,450.00	(40,451.00)	-192.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	18,219.00	18,219.00	5,002.95	24,000.00	(5,781.00)	-31.7%
Other Classified Salaries		2900	1,700.00	1,700.00	0.00	2,000.00	(300.00)	-17.6%
TOTAL, CLASSIFIED SALARIES			19,919.00	19,919.00	5,002.95	26,000.00	(6,081.00)	-30.5%
EMPLOYEE BENEFITS								
STRS		3101-3102	4,011.00	4,011.00	796.68	4,011.00	0.00	0.0%
PERS		3201-3202	5,167.00	5,167.00	1,269.24	5,167.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	1,831.00	1,831.00	431.49	1,831.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	11,137.00	11,137.00	780.30	11,137.00	0.00	0.0%
Unemployment Insurance		3501-3502	205.00	205.00	50.35	205.00	0.00	0.0%
Workers' Compensation		3601-3602	576.00	576.00	119.24	576.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	342.00	342.00	69.16	342.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			23,269.00	23,269.00	3,516.46	23,269.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	2,500.00	2,500.00	0.00	2,500.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	4,326.00	4,326.00	172.98	4,326.00	0.00	0.0%
Noncapitalized Equipment		4400	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			7,826.00	7,826.00	172.98	7,826.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	2,939.00	2,939.00	1,883.64	2,939.00	0.00	0.0%
Travel and Conferences		5200	5,241.00	5,241.00	917.50	5,241.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and								
Operating Expenditures		5800	3,076.00	3,076.00	15,625.00	3,076.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			16,256.00	16,256.00	18,426.14	16,256.00	0.00	0.0%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Tuition								
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
TOTAL, EXPENDITURES			92,540.00	92,540.00	31,410.66	139,072.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
6391	Adult Education Program	46,066.01
7690	On-Behalf Pension Contributions	1,814.00
Total, Restricted Balance		47,880.01

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
3) Other State Revenue		8300-8599	278,852.00	278,852.00	175,754.44	278,852.00	0.00	0.0%
4) Other Local Revenue		8600-8799	250.00	250.00	516.00	600.00	350.00	140.0%
5) TOTAL, REVENUES			288,702.00	288,702.00	176,270.44	289,052.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	5,616.00	5,616.00	1,858.64	5,616.00	0.00	0.0%
2) Classified Salaries		2000-2999	174,478.00	174,478.00	53,730.56	157,164.11	17,313.89	9.9%
3) Employee Benefits		3000-3999	115,112.00	115,112.00	19,828.14	97,612.00	17,500.00	15.2%
4) Books and Supplies		4000-4999	1,777.00	1,777.00	193.23	1,777.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	1,491.00	1,491.00	0.00	1,491.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
9) TOTAL, EXPENDITURES			311,325.00	311,325.00	75,610.57	276,511.11		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(22,623.00)	(22,623.00)	100,659.87	12,540.89		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(22,623.00)	(22,623.00)	100,659.87	12,540.89		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	762.30	762.30		762.30	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			762.30	762.30		762.30		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			762.30	762.30		762.30		
2) Ending Balance, June 30 (E + F1e)			(21,860.70)	(21,860.70)		13,303.19		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	12,493.30	12,493.30		13,303.19		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(34,354.00)	(34,354.00)		0.00		
FEDERAL REVENUE								
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
State Preschool	6105	8590	276,721.00	276,721.00	175,754.44	276,721.00	0.00	0.0%
All Other State Revenue	All Other	8590	2,131.00	2,131.00	0.00	2,131.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			278,852.00	278,852.00	175,754.44	278,852.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	250.00	250.00	166.00	250.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	350.00	350.00	350.00	New
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			250.00	250.00	516.00	600.00	350.00	140.0%
TOTAL, REVENUES			288,702.00	288,702.00	176,270.44	289,052.00		
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	5,616.00	5,616.00	1,858.64	5,616.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			5,616.00	5,616.00	1,858.64	5,616.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	152,742.00	152,742.00	47,801.05	127,928.11	24,813.89	16.2%
Classified Support Salaries		2200	3,932.00	3,932.00	1,501.96	4,182.00	(250.00)	-6.4%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	17,804.00	17,804.00	4,427.55	25,054.00	(7,250.00)	-40.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			174,478.00	174,478.00	53,730.56	157,164.11	17,313.89	9.9%
EMPLOYEE BENEFITS								
STRS		3101-3102	1,073.00	1,073.00	1,061.25	6,573.00	(5,500.00)	-512.6%
PERS		3201-3202	45,540.00	45,540.00	9,103.72	45,540.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	13,435.00	13,435.00	3,865.64	13,435.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	49,777.00	49,777.00	4,392.75	26,777.00	23,000.00	46.2%
Unemployment Insurance		3501-3502	905.00	905.00	299.90	905.00	0.00	0.0%
Workers' Compensation		3601-3602	2,576.00	2,576.00	722.64	2,576.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	1,806.00	1,806.00	382.24	1,806.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			115,112.00	115,112.00	19,828.14	97,612.00	17,500.00	15.2%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	1,777.00	1,777.00	193.23	1,777.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,777.00	1,777.00	193.23	1,777.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,462.00	1,462.00	0.00	1,462.00	0.00	0.0%
Communications		5900	29.00	29.00	0.00	29.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,491.00	1,491.00	0.00	1,491.00	0.00	0.0%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
TOTAL, EXPENDITURES			311,325.00	311,325.00	75,610.57	276,511.11		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8911	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
5059	Child Dev elopment: ARP California State Preschool Program One- time Stipend	10,362.30
6105	Child Dev elopment: California State Preschool Program	809.89
7690	On-Behalf Pension Contributions	2,131.00
Total, Restricted Balance		13,303.19

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	944,116.00	944,116.00	7,417.00	979,116.00	35,000.00	3.7%
3) Other State Revenue		8300-8599	47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	601.75	601.75	601.75	New
5) TOTAL, REVENUES			991,116.00	991,116.00	9,264.98	1,026,717.75		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	280,924.00	280,924.00	98,766.78	355,176.72	(74,252.72)	-26.4%
3) Employee Benefits		3000-3999	206,392.00	206,392.00	41,158.11	182,042.40	24,349.60	11.8%
4) Books and Supplies		4000-4999	10,500.00	10,500.00	5,498.31	15,400.00	(4,900.00)	-46.7%
5) Services and Other Operating Expenditures		5000-5999	491,300.00	491,300.00	139,116.85	497,038.48	(5,738.48)	-1.2%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			989,116.00	989,116.00	284,540.05	1,049,657.60		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			2,000.00	2,000.00	(275,275.07)	(22,939.85)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			2,000.00	2,000.00	(275,275.07)	(22,939.85)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	331,185.19	331,185.19		331,185.19	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			331,185.19	331,185.19		331,185.19		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			331,185.19	331,185.19		331,185.19		
2) Ending Balance, June 30 (E + F1e)			333,185.19	333,185.19		308,245.34		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	333,185.19	333,185.19		308,245.34		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
FEDERAL REVENUE								
Child Nutrition Programs		8220	944,116.00	944,116.00	(1,246.23)	944,116.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	8,663.23	35,000.00	35,000.00	New
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			944,116.00	944,116.00	7,417.00	979,116.00	35,000.00	3.7%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	403.75	403.75	403.75	New
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	198.00	198.00	198.00	New
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	601.75	601.75	601.75	New
TOTAL, REVENUES			991,116.00	991,116.00	9,264.98	1,026,717.75		
CERTIFICATED SALARIES								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	241,691.00	241,691.00	76,228.47	296,734.72	(55,043.72)	-22.8%
Classified Supervisors' and Administrators' Salaries		2300	34,442.00	34,442.00	22,538.31	58,442.00	(24,000.00)	-69.7%
Clerical, Technical and Office Salaries		2400	4,791.00	4,791.00	0.00	0.00	4,791.00	100.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			280,924.00	280,924.00	98,766.78	355,176.72	(74,252.72)	-26.4%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	4,088.76	10,000.00	(10,000.00)	New
PERS		3201-3202	64,349.00	64,349.00	18,457.77	64,604.00	(255.00)	-0.4%
OASDI/Medicare/Alternative		3301-3302	18,889.00	18,889.00	5,892.91	24,389.00	(5,500.00)	-29.1%
Health and Welfare Benefits		3401-3402	101,011.00	101,011.00	9,969.41	73,397.08	27,613.92	27.3%
Unemployment Insurance		3501-3502	1,250.00	1,250.00	543.97	1,900.00	(650.00)	-52.0%
Workers' Compensation		3601-3602	3,537.00	3,537.00	1,271.65	4,312.00	(775.00)	-21.9%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	17,356.00	17,356.00	843.64	3,260.32	14,095.68	81.2%
Other Employee Benefits		3901-3902	0.00	0.00	90.00	180.00	(180.00)	New
TOTAL, EMPLOYEE BENEFITS			206,392.00	206,392.00	41,158.11	182,042.40	24,349.60	11.8%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	10,500.00	10,500.00	3,324.33	13,200.00	(2,700.00)	-25.7%
Noncapitalized Equipment		4400	0.00	0.00	2,173.98	2,200.00	(2,200.00)	New
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			10,500.00	10,500.00	5,498.31	15,400.00	(4,900.00)	-46.7%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	3,738.48	3,738.48	(3,738.48)	New
Travel and Conferences		5200	700.00	700.00	449.91	700.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	4,400.00	4,400.00	1,200.66	5,900.00	(1,500.00)	-34.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	486,200.00	486,200.00	133,727.80	486,700.00	(500.00)	-0.1%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			491,300.00	491,300.00	139,116.85	497,038.48	(5,738.48)	-1.2%
CAPITAL OUTLAY								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			989,116.00	989,116.00	284,540.05	1,049,657.60		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8916	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	260,305.46
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Centers and Family Day Care Homes (Meal Reimbursements)	28,583.06
7029	Child Nutrition: Food Service Staff Training Funds	19,356.82
Total, Restricted Balance		308,245.34

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	400.00	400.00	69.67	400.00	0.00	0.0%
5) TOTAL, REVENUES			400.00	400.00	69.67	400.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			400.00	400.00	69.67	400.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			400.00	400.00	69.67	400.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	40,752.97	40,752.97		40,752.97	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			40,752.97	40,752.97		40,752.97		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			40,752.97	40,752.97		40,752.97		
2) Ending Balance, June 30 (E + F1e)			41,152.97	41,152.97		41,152.97		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted								
		9740	0.00	0.00		0.00		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	41,152.97	41,152.97		41,152.97		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	400.00	400.00	69.67	400.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			400.00	400.00	69.67	400.00	0.00	0.0%
TOTAL, REVENUES			400.00	400.00	69.67	400.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	34,665.00	34,665.00	13,770.81	34,665.00	0.00	0.0%
5) TOTAL, REVENUES			34,665.00	34,665.00	13,770.81	34,665.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	90,247.92	313,548.06	(313,548.06)	New
6) Capital Outlay		6000-6999	0.00	0.00	423,021.96	1,894,973.90	(1,894,973.90)	New
7) Other Outgo (excluding Transfers of Indirect Costs)	7100-7299,7400-7499		0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	513,269.88	2,208,521.96		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			34,665.00	34,665.00	(499,499.07)	(2,173,856.96)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			34,665.00	34,665.00	(499,499.07)	(2,173,856.96)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	19,585,806.54	19,585,806.54		19,585,806.54	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			19,585,806.54	19,585,806.54		19,585,806.54		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			19,585,806.54	19,585,806.54		19,585,806.54		
2) Ending Balance, June 30 (E + F1e)			19,620,471.54	19,620,471.54		17,411,949.58		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	19,487,839.98	19,487,839.98		17,279,318.02		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	132,631.56	132,631.56		132,631.56		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
FEDERAL REVENUE								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	34,356.00	34,356.00	14,333.46	34,356.00	0.00	0.0%
Interest		8660	309.00	309.00	(562.65)	309.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			34,665.00	34,665.00	13,770.81	34,665.00	0.00	0.0%
TOTAL, REVENUES			34,665.00	34,665.00	13,770.81	34,665.00		
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	90,247.92	313,548.06	(313,548.06)	New
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	90,247.92	313,548.06	(313,548.06)	New
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	51,339.20	58,850.00	(58,850.00)	New
Buildings and Improvements of Buildings		6200	0.00	0.00	371,682.76	1,836,123.90	(1,836,123.90)	New
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	423,021.96	1,894,973.90	(1,894,973.90)	New
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	513,269.88	2,208,521.96		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Sale/Lease-Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	17,279,318.02
Total, Restricted Balance		17,279,318.02

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	94,651.00	94,651.00	11,532.72	94,651.00	0.00	0.0%
5) TOTAL, REVENUES			94,651.00	94,651.00	11,532.72	94,651.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	114.00	114.00	0.00	114.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	95,066.00	95,066.00	26,831.48	86,796.00	8,270.00	8.7%
6) Capital Outlay		6000-6999	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	201,075.00	201,075.00	574,426.16	574,426.16	(373,351.16)	-185.7%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			339,255.00	339,255.00	601,257.64	704,336.16		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(244,604.00)	(244,604.00)	(589,724.92)	(609,685.16)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	223,720.00	223,720.00	544,459.75	544,459.75	320,739.75	143.4%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			223,720.00	223,720.00	544,459.75	544,459.75		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(20,884.00)	(20,884.00)	(45,265.17)	(65,225.41)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,114,452.01	1,114,452.01		1,114,452.01	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,114,452.01	1,114,452.01		1,114,452.01		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,114,452.01	1,114,452.01		1,114,452.01		
2) Ending Balance, June 30 (E + F1e)			1,093,568.01	1,093,568.01		1,049,226.60		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	1,093,568.01	1,093,568.01		1,049,226.60		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
OTHER STATE REVENUE								
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	11,651.00	11,651.00	2,964.00	11,651.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Mitigation/Developer Fees		8681	73,000.00	73,000.00	8,568.72	73,000.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			94,651.00	94,651.00	11,532.72	94,651.00	0.00	0.0%
TOTAL, REVENUES			94,651.00	94,651.00	11,532.72	94,651.00		
CERTIFICATED SALARIES								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	114.00	114.00	0.00	114.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			114.00	114.00	0.00	114.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	61,796.00	61,796.00	24,671.48	61,796.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	33,270.00	33,270.00	2,160.00	25,000.00	8,270.00	24.9%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			95,066.00	95,066.00	26,831.48	86,796.00	8,270.00	8.7%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	40,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,000.00	3,000.00	0.00	3,000.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Debt Service								
Debt Service - Interest		7438	47,420.00	47,420.00	29,966.41	29,966.41	17,453.59	36.8%
Other Debt Service - Principal		7439	153,655.00	153,655.00	544,459.75	544,459.75	(390,804.75)	-254.3%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			201,075.00	201,075.00	574,426.16	574,426.16	(373,351.16)	-185.7%
TOTAL, EXPENDITURES			339,255.00	339,255.00	601,257.64	704,336.16		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	223,720.00	223,720.00	544,459.75	544,459.75	320,739.75	143.4%
(a) TOTAL, INTERFUND TRANSFERS IN			223,720.00	223,720.00	544,459.75	544,459.75	320,739.75	143.4%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale/Lease-Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			223,720.00	223,720.00	544,459.75	544,459.75		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	1,049,226.60
Total, Restricted Balance		1,049,226.60

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	30.00	30.00	12.00	30.00	0.00	0.0%
5) TOTAL, REVENUES			30.00	30.00	12.00	30.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			30.00	30.00	12.00	30.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			30.00	30.00	12.00	30.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	3,398.00	3,398.00		3,398.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,398.00	3,398.00		3,398.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,398.00	3,398.00		3,398.00		
2) Ending Balance, June 30 (E + F1e)			3,428.00	3,428.00		3,428.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	3,428.00	3,428.00		3,428.00		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
School Facilities Apportionments		8545	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	30.00	30.00	12.00	30.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			30.00	30.00	12.00	30.00	0.00	0.0%
TOTAL, REVENUES			30.00	30.00	12.00	30.00		
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.00	0.00	0.00	0.0%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
To: State School Building Fund/County School Facilities Fund		8913	0.00	0.00	0.00	0.00	0.00	0.0%
From: All Other Funds								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Proceeds								
Proceeds from Sale/Lease-Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
7710	State School Facilities Projects	3,428.00
Total, Restricted Balance		3,428.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	6,450.00	6,450.00	4,255.79	6,450.00	0.00	0.0%
5) TOTAL, REVENUES			6,450.00	6,450.00	4,255.79	6,450.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	6,100.00	6,100.00	2,902.50	6,100.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			6,100.00	6,100.00	2,902.50	6,100.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			350.00	350.00	1,353.29	350.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	142,975.44	142,975.44	142,975.44	New
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	142,975.44	142,975.44		
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			350.00	350.00	144,328.73	143,325.44		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	418,611.25	418,611.25		418,611.25	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			418,611.25	418,611.25		418,611.25		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			418,611.25	418,611.25		418,611.25		
2) Ending Balance, June 30 (E + F1e)			418,961.25	418,961.25		561,936.69		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	101,929.03	101,929.03		101,929.03		
c) Committed								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	317,032.22	317,032.22		460,007.66		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	3,793.79	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	6,450.00	6,450.00	462.00	6,450.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			6,450.00	6,450.00	4,255.79	6,450.00	0.00	0.0%
TOTAL, REVENUES			6,450.00	6,450.00	4,255.79	6,450.00		
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative Health and Welfare Benefits		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,100.00	6,100.00	2,902.50	6,100.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			6,100.00	6,100.00	2,902.50	6,100.00	0.00	0.0%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			6,100.00	6,100.00	2,902.50	6,100.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	142,975.44	142,975.44	142,975.44	New
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	142,975.44	142,975.44	142,975.44	New
INTERFUND TRANSFERS OUT								
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	142,975.44	142,975.44		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	101,929.03
Total, Restricted Balance		101,929.03

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	1,606.27	1,823.45	1,646.71	1,823.85	.40	0.0%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0.0%
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0.0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	1,606.27	1,823.45	1,646.71	1,823.85	.40	0.0%
5. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	2.70	2.70	2.70	2.70	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	2.70	2.70	2.70	2.70	0.00	0.0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	1,608.97	1,826.15	1,649.41	1,826.55	.40	0.0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0.0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education Grant ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	0.00	0.00	0.00	0.00	0.00	0.0%
2. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	0.00	0.00	0.00	0.00	0.00	0.0%
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	0.00	0.00	0.00	0.00	0.00	0.0%
4. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0.0%
5. County Operations Grant ADA	0.00	0.00	0.00	0.00	0.00	0.0%
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools.						
Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0.0%
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0.0%
3. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0.0%
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	0.00	0.00	0.00	0.00	0.00	0.0%
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0.0%
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0.0%
7. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0.0%
f. Total, Charter School Funded County Program ADA						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.0%
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0.0%
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):		November								
A. BEGINNING CASH			11,816,490.00	12,286,407.00	10,874,015.00	10,619,850.00	8,714,150.00	7,177,895.00	9,015,765.85	13,071,591.08
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		1,034,285.00	506,081.00	1,275,914.00	(43,642.00)	910,947.00	1,275,914.00	1,275,914.00	1,275,914.00
Property Taxes	8020-8079			63,929.00			2,502.00		6,626,445.00	
Miscellaneous Funds	8080-8099			(127,259.00)	148.00	(254,518.00)	(304,797.00)	(304,797.00)	(304,797.00)	(304,797.00)
Federal Revenue	8100-8299		268,664.00	54,998.00	18,599.00	(209,806.00)	71,406.00	644,807.37	644,807.37	644,807.37
Other State Revenue	8300-8599		23,943.00	77,610.00	364,505.00	861,314.00	1,337,830.00	600,919.45	600,919.45	600,919.45
Other Local Revenue	8600-8799		4,448.00	9,425.00	80,735.00	(82,610.00)	52,530.00	203,880.47	203,880.47	203,880.47
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			1,331,340.00	584,784.00	1,739,901.00	270,738.00	2,070,418.00	2,420,724.29	9,047,169.29	2,420,724.29
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		125,438.00	845,033.00	816,351.00	853,824.00	1,907,752.00		1,997,948.00	998,974.00
Classified Salaries	2000-2999		266,951.00	338,692.00	320,033.00	348,870.00	563,046.00		767,514.00	383,757.00
Employee Benefits	3000-3999		266,160.00	408,693.00	358,000.00	440,038.00	756,007.00		1,097,350.00	448,675.96
Books and Supplies	4000-4999		7,349.00	121,877.00	138,881.00	96,080.00	88,431.00	185,000.00	730,678.62	730,678.62
Services	5000-5999		193,182.00	280,538.00	346,321.00	433,408.00	287,219.00	393,635.44	393,635.44	393,635.44
Capital Outlay	6000-6599				10,262.00					
Other Outgo	7000-7499		2,343.00	2,343.00	4,218.00	4,218.00	4,218.00	4,218.00	4,218.00	4,218.00
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			861,423.00	1,997,176.00	1,994,066.00	2,176,438.00	3,606,673.00	582,853.44	4,991,344.06	2,959,939.02
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299									
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
Lease Receivable	9380									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			469,917.00	(1,412,392.00)	(254,165.00)	(1,905,700.00)	(1,536,255.00)	1,837,870.85	4,055,825.23	(539,214.73)
F. ENDING CASH (A + E)			12,286,407.00	10,874,015.00	10,619,850.00	8,714,150.00	7,177,895.00	9,015,765.85	13,071,591.08	12,532,376.35
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
ACTUALS THROUGH THE MONTH OF (Enter Month Name):		November							
A. BEGINNING CASH		12,532,376.35	12,023,549.91	11,763,098.78	18,577,201.61				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	1,275,914.00	1,275,914.00	1,723,722.00		0.00		11,786,877.00	11,786,877.00
Property Taxes	8020-8079			6,626,445.00				13,319,321.00	13,319,322.00
Miscellaneous Funds	8080-8099	(127,259.00)	(127,259.00)	(127,259.00)	(34,216.00)			(2,016,810.00)	(2,016,810.00)
Federal Revenue	8100-8299	644,807.37	644,807.37	644,807.37	644,807.42			4,717,512.64	4,717,512.64
Other State Revenue	8300-8599	600,919.45	600,919.45	600,919.45	600,919.43			6,871,638.13	6,871,638.13
Other Local Revenue	8600-8799	203,880.47	203,880.47	203,880.47	203,880.46			1,491,691.28	1,491,691.28
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		2,598,262.29	2,598,262.29	9,672,515.29	1,415,391.31	0.00	0.00	36,170,230.05	36,170,231.05
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	998,974.00	897,748.40	897,748.40	125,800.06	0.00		10,465,590.86	10,465,590.86
Classified Salaries	2000-2999	383,757.00	383,757.00	383,757.00	368,002.70			4,508,136.70	4,508,136.70
Employee Benefits	3000-3999	448,675.96	448,675.96	448,375.00	120,080.87			5,240,731.75	5,240,731.75
Books and Supplies	4000-4999	730,678.62	730,678.62	730,678.62	730,678.61			5,021,689.71	5,021,689.71
Services	5000-5999	393,635.44	393,635.44	393,635.44	393,635.47			4,296,116.11	4,296,116.11
Capital Outlay	6000-6599	147,149.71						157,411.71	157,411.71
Other Outgo	7000-7499	4,218.00	4,218.00	4,218.00	18,284.00			60,932.00	60,932.00
Interfund Transfers Out	7600-7629				687,435.19			687,435.19	687,435.19
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		3,107,088.73	2,858,713.42	2,858,412.46	2,443,916.90	0.00	0.00	30,438,044.03	30,438,044.03
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Lease Receivable	9380							0.00	0.00

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		(508,826.44)	(260,451.13)	6,814,102.83	(1,028,525.59)	0.00	0.00	5,732,186.02	5,732,187.02
F. ENDING CASH (A + E)		12,023,549.91	11,763,098.78	18,577,201.61	17,548,676.02				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								17,548,676.02	

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):										
A. BEGINNING CASH			17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019									
Property Taxes	8020-8079									
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299									
Other State Revenue	8300-8599									
Other Local Revenue	8600-8799									
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999									
Classified Salaries	2000-2999									
Employee Benefits	3000-3999									
Books and Supplies	4000-4999									
Services	5000-5999									
Capital Outlay	6000-6599									
Other Outgo	7000-7499									
Interfund Transfers Out	7600-7629									

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299									
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Lease Receivable	9380									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)			17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
A. BEGINNING CASH		17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	
Property Taxes	8020-8079							0.00	
Miscellaneous Funds	8080-8099							0.00	
Federal Revenue	8100-8299							0.00	
Other State Revenue	8300-8599							0.00	
Other Local Revenue	8600-8799							0.00	
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999							0.00	
Classified Salaries	2000-2999							0.00	
Employee Benefits	3000-3999							0.00	
Books and Supplies	4000-4999							0.00	
Services	5000-5999							0.00	
Capital Outlay	6000-6599							0.00	
Other Outgo	7000-7499							0.00	
Interfund Transfers Out	7600-7629							0.00	
All Other Financing Uses	7630-7699							0.00	

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
TOTAL DISBURSEMENTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Lease Receivable	9380							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)		17,548,676.02	17,548,676.02	17,548,676.02	17,548,676.02				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								17,548,676.02	

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	23,089,389.00	(1.35%)	22,777,202.00	(1.61%)	22,410,410.00
2. Federal Revenues	8100-8299	17,680.00	0.00%	17,680.00	0.00%	17,680.00
3. Other State Revenues	8300-8599	632,456.00	0.00%	632,456.00	0.00%	632,456.00
4. Other Local Revenues	8600-8799	608,479.00	0.00%	608,479.00	0.00%	608,479.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(4,702,995.72)	0.00%	(4,702,995.72)	0.00%	(4,702,995.72)
6. Total (Sum lines A1 thru A5c)		19,645,008.28	(1.59%)	19,332,821.28	(1.90%)	18,966,029.28
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				7,629,430.37		7,858,312.37
b. Step & Column Adjustment				228,882.00		235,749.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	7,629,430.37	3.00%	7,858,312.37	3.00%	8,094,061.37
2. Classified Salaries						
a. Base Salaries				2,666,925.38		2,746,932.38
b. Step & Column Adjustment				80,007.00		82,407.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	2,666,925.38	3.00%	2,746,932.38	3.00%	2,829,339.38
3. Employee Benefits	3000-3999	3,560,730.90	3.00%	3,667,552.00	3.00%	3,777,579.00
4. Books and Supplies	4000-4999	906,333.96	(4.31%)	867,255.00	0.00%	867,255.00
5. Services and Other Operating Expenditures	5000-5999	2,641,221.12	(6.85%)	2,460,251.00	3.00%	2,534,059.00
6. Capital Outlay	6000-6999	71,250.00	(78.95%)	15,000.00	0.00%	15,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	78,054.00	0.00%	78,054.00	0.00%	78,054.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(75,504.00)	0.00%	(75,504.00)	0.00%	(75,504.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	687,435.19	0.00%	687,435.19	0.00%	687,435.19
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		18,165,876.92	.77%	18,305,287.94	2.74%	18,807,278.94
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		1,479,131.36		1,027,533.34		158,750.34
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		9,582,140.43		11,061,271.79		12,088,805.13
2. Ending Fund Balance (Sum lines C and D1)		11,061,271.79		12,088,805.13		12,247,555.47
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,500.00		15,500.00		15,500.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,487,530.44		1,487,530.00		1,487,530.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
2. Unassigned/Unappropriated	9790	9,558,241.35		10,585,775.13		10,744,525.47
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		11,061,271.79		12,088,805.13		12,247,555.47
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,487,530.44		1,487,530.00		1,487,530.00
c. Unassigned/Unappropriated	9790	9,558,241.35		10,585,775.13		10,744,525.47
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		11,045,771.79		12,073,305.13		12,232,055.47
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%		0.00%	
2. Federal Revenues	8100-8299	4,699,832.64	(81.48%)	870,443.00	0.00%	870,433.00
3. Other State Revenues	8300-8599	6,239,182.13	(54.83%)	2,818,112.00	0.00%	2,818,112.00
4. Other Local Revenues	8600-8799	883,212.28	0.00%	883,212.00	0.00%	883,212.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	4,702,995.72	0.00%	4,702,995.00	0.00%	4,702,995.00
6. Total (Sum lines A1 thru A5c)		16,525,222.77	(43.88%)	9,274,762.00	0.00%	9,274,752.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				2,836,160.49		2,921,244.49
b. Step & Column Adjustment				85,084.00		87,637.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,836,160.49	3.00%	2,921,244.49	3.00%	3,008,881.49
2. Classified Salaries						
a. Base Salaries				1,841,211.32		1,896,447.32
b. Step & Column Adjustment				55,236.00		56,893.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,841,211.32	3.00%	1,896,447.32	3.00%	1,953,340.32
3. Employee Benefits	3000-3999	1,680,000.85	3.00%	1,730,400.00	3.00%	1,782,312.00
4. Books and Supplies	4000-4999	4,115,355.75	(88.61%)	468,940.00	0.00%	468,940.00
5. Services and Other Operating Expenditures	5000-5999	1,654,894.99	(18.74%)	1,344,738.00	0.00%	1,344,738.00
6. Capital Outlay	6000-6999	86,161.71	(65.18%)	30,000.00	0.00%	30,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%		0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	58,382.00	0.00%	58,382.00	0.00%	58,382.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		12,272,167.11	(31.14%)	8,450,151.81	2.32%	8,646,593.81
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		4,253,055.66		824,610.19		628,158.19
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,365,169.74		6,618,225.40		7,442,835.59
2. Ending Fund Balance (Sum lines C and D1)		6,618,225.40		7,442,835.59		8,070,993.78
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	6,625,436.30		7,442,836.00		8,070,994.00
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
2. Unassigned/Unappropriated	9790	(7,210.90)		(.41)		(.22)
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		6,618,225.40		7,442,835.59		8,070,993.78
E. AVAILABLE RESERVES						
1. General Fund)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
COVID one-time funds will be spent in 23-24 and 24-25. One-time state funds are for 22-23 and will be spend in out years.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	23,089,389.00	(1.35%)	22,777,202.00	(1.61%)	22,410,410.00
2. Federal Revenues	8100-8299	4,717,512.64	(81.17%)	888,123.00	0.00%	888,113.00
3. Other State Revenues	8300-8599	6,871,638.13	(49.79%)	3,450,568.00	0.00%	3,450,568.00
4. Other Local Revenues	8600-8799	1,491,691.28	0.00%	1,491,691.00	0.00%	1,491,691.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	(.72)	0.00%	(.72)
6. Total (Sum lines A1 thru A5c)		36,170,231.05	(20.91%)	28,607,583.28	(1.28%)	28,240,781.28
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				10,465,590.86		10,779,556.86
b. Step & Column Adjustment				313,966.00		323,386.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	10,465,590.86	3.00%	10,779,556.86	3.00%	11,102,942.86
2. Classified Salaries						
a. Base Salaries				4,508,136.70		4,643,379.70
b. Step & Column Adjustment				135,243.00		139,300.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,508,136.70	3.00%	4,643,379.70	3.00%	4,782,679.70
3. Employee Benefits	3000-3999	5,240,731.75	3.00%	5,397,952.00	3.00%	5,559,891.00
4. Books and Supplies	4000-4999	5,021,689.71	(73.39%)	1,336,195.00	0.00%	1,336,195.00
5. Services and Other Operating Expenditures	5000-5999	4,296,116.11	(11.43%)	3,804,989.00	1.94%	3,878,797.00
6. Capital Outlay	6000-6999	157,411.71	(71.41%)	45,000.00	0.00%	45,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	78,054.00	0.00%	78,054.00	0.00%	78,054.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(17,122.00)	0.00%	(17,122.00)	0.00%	(17,122.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	687,435.19	0.00%	687,435.19	0.00%	687,435.19
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		30,438,044.03	(12.10%)	26,755,439.75	2.61%	27,453,872.75
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		5,732,187.02		1,852,143.53		786,908.53
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		11,947,310.17		17,679,497.19		19,531,640.72
2. Ending Fund Balance (Sum lines C and D1)		17,679,497.19		19,531,640.72		20,318,549.25
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,500.00		15,500.00		15,500.00
b. Restricted	9740	6,625,436.30		7,442,836.00		8,070,994.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,487,530.44		1,487,530.00		1,487,530.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
2. Unassigned/Unappropriated	9790	9,551,030.45		10,585,774.72		10,744,525.25
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		17,679,497.19		19,531,640.72		20,318,549.25
E. AVAILABLE RESERVES (Unrestricted except as noted)						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,487,530.44		1,487,530.00		1,487,530.00
c. Unassigned/Unappropriated	9790	9,558,241.35		10,585,775.13		10,744,525.47
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z	(7,210.90)		(.41)		(.22)
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		11,038,560.89		12,073,304.72		12,232,055.25
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		36.27%		45.12%		44.55%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	Yes					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499, 6500-6540 and 6546 objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00				
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		1,646.71		1,755.85		1,687.86
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		30,438,044.03		26,755,439.75		27,453,872.75
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		30,438,044.03		26,755,439.75		27,453,872.75
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		913,141.32		802,663.19		823,616.18
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		913,141.32		802,663.19		823,616.18
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A. Salaries and Benefits - Other General Administration and Centralized Data Processing

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 744,212.21
- 2. Contracted general administrative positions not paid through payroll _____
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit. _____



B. Salaries and Benefits - All Other Activities

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 19,435,077.00

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 3.83%

Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

A. Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. _____

B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. _____

Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)

A. Indirect Costs

- 1. Other General Administration, less portion charged to restricted resources or specific goals
(Functions 7200-7600, objects 1000-5999, minus Line B9) 1,577,458.93
- 2. Centralized Data Processing, less portion charged to restricted resources or specific goals
(Function 7700, objects 1000-5999, minus Line B10) 33,500.00

3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000 - 5999)	44,500.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000 - 5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	123,798.70
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	1,779,257.63
9. Carry-Forward Adjustment (Part IV, Line F)	538,806.85
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	2,318,064.48
B. Base Costs	
1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	16,833,670.75
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	2,938,999.22
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	3,148,706.43
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	125,277.68
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	402,993.25
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000 - 5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	120.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	3,108,543.32
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	131,862.00
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	263,660.11
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	1,045,919.12
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	27,999,751.88
C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment (For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B19)	6.35%
D. Preliminary Proposed Indirect Cost Rate (For final approved fixed-with-carry-forward rate for use in 2024-25 see www.cde.ca.gov/fg/ac/ic) (Line A10 divided by Line B19)	8.28%
Part IV - Carry-forward Adjustment	
The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect	

cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

A. Indirect costs incurred in the current year (Part III, Line A8)	1,779,257.63
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	58,737.71
2. Carry-forward adjustment amount deferred from prior year(s), if any	0.00
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (4.64%) times Part III, Line B19); zero if negative	538,806.85
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (4.64%) times Part III, Line B19) or (the highest rate used to recover costs from any program (4.87%) times Part III, Line B19); zero if positive	0.00
D. Preliminary carry-forward adjustment (Line C1 or C2)	538,806.85
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	not applicable
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
LEA request for Option 1, Option 2, or Option 3	1
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	538,806.85

Approved indirect cost rate: 4.64%
Highest rate used in any program: 4.87%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	551,742.02	16,156.00	2.93%
01	6010	387,115.00	18,103.00	4.68%
01	6387	230,464.00	10,727.00	4.65%
01	9010	471,027.75	13,396.00	2.84%
11	6391	131,862.00	4,271.00	3.24%
12	6105	263,660.11	12,851.00	4.87%

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's ADA Standard Percentage Range:

1A. Calculating the District's ADA Variances

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

Estimated Funded ADA

Fiscal Year		Budget Adoption	First Interim	Percent Change	Status
		Budget (Form 01CS, Item 1A)	Projected Year Totals (Form AI, Lines A4 and C4)		
Current Year (2022-23)	District Regular		1,823.85		
	Charter School		0.00		
	Total ADA	0.00	1,823.85	New	Not Met
1st Subsequent Year (2023-24)	District Regular		1,755.85		
	Charter School				
	Total ADA	0.00	1,755.85	New	Not Met
2nd Subsequent Year (2024-25)	District Regular		1,687.86		
	Charter School				
	Total ADA	0.00	1,687.86	New	Not Met

1B. Comparison of District ADA to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - The projected change since budget adoption for funded ADA exceeds two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard, a description of the methods and assumptions used in projecting funded ADA, and what changes will be made to improve the accuracy of projections in this area.

Explanation:
(required if NOT met)

The district is in declining enrollment.

2. **CRITERION: Enrollment**

STANDARD: Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

2A. Calculating the District's Enrollment Variances

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	Budget Adoption (Form 01CS, Item 3B)	First Interim CBEDS/Projected		
Current Year (2022-23)	District Regular	1,852.00		
	Charter School			
	Total Enrollment	0.00	1,852.00	0.0%
1st Subsequent Year (2023-24)	District Regular	1,785.00		
	Charter School			
	Total Enrollment	0.00	1,785.00	0.0%
2nd Subsequent Year (2024-25)	District Regular	1,785.00		
	Charter School			
	Total Enrollment	0.00	1,785.00	0.0%

2B. Comparison of District Enrollment to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Enrollment projections have changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard, a description of the methods and assumptions used in projecting enrollment, and what changes will be made to improve the accuracy of projections in this area.

Explanation:
(required if NOT met)

The district is in declining enrollment.

3. CRITERION: ADA to Enrollment

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. Budget Adoption data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA	Enrollment	Historical Ratio of ADA to Enrollment
	Unaudited Actuals (Form A, Lines A4 and C4)	CBEDS Actual (Form 01CS, Item 2A)	
Third Prior Year (2019-20)			
District Regular	1,856		
Charter School			
Total ADA/Enrollment	1,856	0	0.0%
Second Prior Year (2020-21)			
District Regular	1,864		
Charter School			
Total ADA/Enrollment	1,864	0	0.0%
First Prior Year (2021-22)			
District Regular	1,868		
Charter School			
Total ADA/Enrollment	1,868	0	0.0%
Historical Average Ratio:			0.0%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			.5%

3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA	Enrollment	Ratio of ADA to Enrollment	Status
	(Form AI, Lines A4 and C4)	CBEDS/Projected (Criterion 2, Item 2A)		
Current Year (2022-23)				
District Regular	1,647	1,852		
Charter School	0			
Total ADA/Enrollment	1,647	1,852	88.9%	Not Met
1st Subsequent Year (2023-24)				
District Regular	1,755	1,785		
Charter School				
Total ADA/Enrollment	1,755	1,785	98.3%	Not Met
2nd Subsequent Year (2024-25)				
District Regular	1,688	1,785		
Charter School				
Total ADA/Enrollment	1,688	1,785	94.6%	Not Met

3C. Comparison of District ADA to Enrollment Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:
(required if NOT met)

The state funds ADA based on a 3 yr rolling average.

4. CRITERION: LCFF Revenue

STANDARD: Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's LCFF Revenue Standard Percentage Range:

4A. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. In the First Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	LCFF Revenue			
	(Fund 01, Objects 8011, 8012, 8020-8089)			
	Budget Adoption (Form 01CS, Item 4B)	First Interim Projected Year Totals	Percent Change	Status
Current Year (2022-23)	0.00	24,400,436.00	0.0%	Met
1st Subsequent Year (2023-24)		22,777,202.00	0.0%	Not Met
2nd Subsequent Year (2024-25)		22,410,410.00	0.0%	Not Met

4B. Comparison of District LCFF Revenue to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected LCFF revenue has changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:
(required if NOT met)

The district is projecting declining enrollment.

5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000- 3999)	Total Expenditures (Form 01, Objects 1000- 7499)	
	Third Prior Year (2019-20)	13,864,915.93	
Second Prior Year (2020-21)	13,017,901.28	15,664,447.30	83.1%
First Prior Year (2021-22)	13,055,061.26	16,041,436.40	81.4%
Historical Average Ratio:			82.1%

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3%	3%	3%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	79.1% to 85.1%	79.1% to 85.1%	79.1% to 85.1%

5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000- 3999)	Total Expenditures (Form 011, Objects 1000- 7499)		
	Current Year (2022-23)	13,857,086.65		
1st Subsequent Year (2023-24)	14,272,796.75	17,617,852.75	81.0%	Met
2nd Subsequent Year (2024-25)	14,700,979.75	18,119,843.75	81.1%	Met

5C. Comparison of District Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since budget adoption. Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. First Interim data for the Current Year are extracted. If First Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column. Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Budget Adoption	First Interim	Percent Change	Change Is Outside Explanation Range
	Budget (Form 01CS, Item 6B)	Projected Year Totals (Fund 01) (Form MYPI)		

Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)

Current Year (2022-23)	0.00	4,717,512.64	0.0%	No
1st Subsequent Year (2023-24)		888,123.00	0.0%	Yes
2nd Subsequent Year (2024-25)		888,113.00	0.0%	Yes

Explanation:
(required if Yes)

one-time COVID funding.

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)

Current Year (2022-23)	0.00	6,871,638.13	0.0%	No
1st Subsequent Year (2023-24)		3,450,568.00	0.0%	Yes
2nd Subsequent Year (2024-25)		3,450,568.00	0.0%	Yes

Explanation:
(required if Yes)

one-time state funding is only for 2022-23.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)

Current Year (2022-23)	0.00	1,491,691.28	0.0%	No
1st Subsequent Year (2023-24)		1,491,691.00	0.0%	Yes
2nd Subsequent Year (2024-25)		1,491,691.00	0.0%	Yes

Explanation:
(required if Yes)

Local revenue is not expected to change.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)

Current Year (2022-23)	0.00	5,021,689.71	0.0%	No
1st Subsequent Year (2023-24)		1,336,195.00	0.0%	Yes
2nd Subsequent Year (2024-25)		1,336,195.00	0.0%	Yes

Explanation:
(required if Yes)

One-time COVID and one-time state funding is not projected for out years.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)

Current Year (2022-23)	0.00	4,296,116.11	0.0%	No
1st Subsequent Year (2023-24)		3,804,989.00	0.0%	Yes
2nd Subsequent Year (2024-25)		3,878,797.00	0.0%	Yes

Explanation:
(required if Yes)

one-time COVID and one-time state funding is not available for out years.

6B. Calculating the District's Change in Total Operating Revenues and Expenditures

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
Total Federal, Other State, and Other Local Revenue (Section 6A)				
Current Year (2022-23)	0.00	13,080,842.05	0.0%	Met
1st Subsequent Year (2023-24)	0.00	5,830,382.00	0.0%	Met
2nd Subsequent Year (2024-25)	0.00	5,830,372.00	0.0%	Met

Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2022-23)	0.00	9,317,805.82	0.0%	Met
1st Subsequent Year (2023-24)	0.00	5,141,184.00	0.0%	Met
2nd Subsequent Year (2024-25)	0.00	5,214,992.00	0.0%	Met

6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD MET - Projected total operating revenues have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:
Federal Revenue
(linked from 6A
if NOT met)

Explanation:
Other State Revenue
(linked from 6A
if NOT met)

Explanation:
Other Local Revenue
(linked from 6A
if NOT met)

- 1b. STANDARD MET - Projected total operating expenditures have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:
Books and Supplies
(linked from 6A
if NOT met)

Explanation:
Services and Other Exps
(linked from 6A
if NOT met)

7. CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year. Statutes exclude the following resource codes from the total general fund expenditures calculation: 3210, 3212, 3213, 3214, 3215, 3216, 3218, 3219, 5316, 7027, and 7690.

DATA ENTRY: Enter the Required Minimum Contribution if Budget data does not exist. Budget data that exist will be extracted; otherwise, enter budget data into lines 1, if applicable, and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	908,671.00	999,274.76	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7)			

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- Other (explanation must be provided)

Explanation:
(required if NOT met
and Other is marked)

8. CRITERION: Deficit Spending

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves¹ as a percentage of total expenditures and other financing uses² in any of the current fiscal year or two subsequent fiscal years.

¹Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

²A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District's Available Reserve Percentages (Criterion 10C, Line 9)	36.3%	45.1%	44.6%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	12.1%	15.0%	14.9%

8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals			Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)			
Current Year (2022-23)	1,479,131.36	18,165,876.92		N/A	Met
1st Subsequent Year (2023-24)	1,027,533.34	18,305,287.94		N/A	Met
2nd Subsequent Year (2024-25)	158,750.34	18,807,278.94		N/A	Met

8C. Comparison of District Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:
(required if NOT met)

9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

9A-1. Determining if the District's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals		Status
	(Form 011, Line F2) (Form MYPI, Line D2)		
Current Year (2022-23)	17,679,497.19		Met
1st Subsequent Year (2023-24)	19,531,640.72		Met
2nd Subsequent Year (2024-25)	20,318,549.25		Met

9A-2. Comparison of the District's Ending Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

9B-1. Determining if the District's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund		Status
	(Form CASH, Line F, June Column)		
Current Year (2022-23)	17,548,676.02		Met

9B-2. Comparison of the District's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level		District ADA
5% or \$75,000 (greater of)	0	to 300
4% or \$75,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

¹ Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

³ A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	1,646.71	1,755.85	1,687.86
District's Reserve Standard Percentage Level:	3%	3%	3%

10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members? Yes
2. If you are the SELPA AU and are excluding special education pass-through funds:
 - a. Enter the name(s) of the SELPA(s): _____

- b. Special Education Pass-through Funds
(Fund 10, resources 3300-3499 and 6500-6540,
objects 7211-7213 and 7221-7223)

	Current Year Projected Year Totals (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00		

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	30,438,044.03	26,755,439.75	27,453,872.75
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	30,438,044.03	26,755,439.75	27,453,872.75
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	913,141.32	802,663.19	823,616.18

6. Reserve Standard - by Amount
(\$75,000 for districts with less than 1,001 ADA, else 0)

7. **District's Reserve Standard**
(Greater of Line B5 or Line B6)

0.00	0.00	0.00
913,141.32	802,663.19	823,616.18

10C. Calculating the District's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year	1st Subsequent Year	2nd Subsequent Year
	Projected Year Totals (2022-23)	(2023-24)	(2024-25)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	1,487,530.44	1,487,530.00	1,487,530.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	9,558,241.35	10,585,775.13	10,744,525.47
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	(7,210.90)	(.41)	(.22)
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	11,038,560.89	12,073,304.72	12,232,055.25
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	36.27%	45.12%	44.55%
District's Reserve Standard (Section 10B, Line 7):	913,141.32	802,663.19	823,616.18
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since budget adoption that may impact the budget?

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Temporary Interfund Borrowings

1a. Does your district have projected temporary borrowings between funds?
(Refer to Education Code Section 42603)

1b. If Yes, identify the interfund borrowings:

S4. Contingent Revenues

1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

55. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since budget adoption.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since budget adoption.

Identify capital project cost overruns that have occurred since budget adoption that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0% or -\$20,000 to +\$20,000

S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, the First Interim's Current Year data will be extracted. If Form MYPI exists, the data will be extracted into the First Interim column for the 1st and 2nd Subsequent Years. If Form MYPI does not exist, enter data for 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)					
Current Year (2022-23)	0.00	(4,702,995.72)	New	4,702,995.72	Not Met
1st Subsequent Year (2023-24)		(4,702,995.72)	New	4,702,995.72	Not Met
2nd Subsequent Year (2024-25)		(4,702,995.72)	New	4,702,995.72	Not Met

1b. Transfers In, General Fund *					
Current Year (2022-23)		0.00	0.0%	0.00	Not Met
1st Subsequent Year (2023-24)		0.00	0.0%	0.00	Not Met
2nd Subsequent Year (2024-25)		0.00	0.0%	0.00	Not Met

1c. Transfers Out, General Fund *					
Current Year (2022-23)		687,435.19	New	687,435.19	Not Met
1st Subsequent Year (2023-24)		687,435.19	New	687,435.19	Not Met
2nd Subsequent Year (2024-25)		687,435.19	New	687,435.19	Not Met

1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since budget adoption that may impact the general fund operational budget?

No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify restricted programs and contribution amount for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

Explanation:
(required if NOT met)

contributions are not projected to change.

1b. NOT MET - The projected transfers in to the general fund have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

transfers are not projected to change.

1c. NOT MET - The projected transfers out of the general fund have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

transfers are not projected to change.

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payment for the current fiscal year and two subsequent fiscal years. Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the District's Long-term Commitments

DATA ENTRY: If Budget Adoption data exist (Form 01CS, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no Budget Adoption data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?
(If No, skip items 1b and 2 and sections S6B and S6C)

Yes

b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption?

No

2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2022-23
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases				
Certificates of Participation				
General Obligation Bonds	26	Fund 51	7438/7439	
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (do not include OPEB):				
TOTAL:				0

Type of Commitment (continued)	Prior Year (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
	Annual Payment (P & I)	Annual Payment (P & I)	Annual Payment (P & I)	Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Total Annual Payments:	0	0	0	0

Has total annual payment increased over prior year (2021-22)?

No

No

No

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

Explanation:
(Required if Yes
to increase in total
annual payments)

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

Explanation:
(Required if Yes)

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1 a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes

b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?

No

c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

No

	Budget Adoption (Form 01CS, Item S7A)	First Interim	
2 OPEB Liabilities			
a. Total OPEB liability		6,511,370.00	Data must be entered.
b. OPEB plan(s) fiduciary net position (if applicable)		799,368.00	Data must be entered.
c. Total/Net OPEB liability (Line 2a minus Line 2b)	0.00	5,712,002.00	

d. Is total OPEB liability based on the district's estimate or an actuarial valuation?

Estimated	Estimated
-----------	-----------

e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation.

--	--

	Budget Adoption (Form 01CS, Item S7A)	First Interim	
3 OPEB Contributions			
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method			
Current Year (2022-23)		791,557.00	Data must be entered.
1st Subsequent Year (2023-24)		820,888.00	Data must be entered.
2nd Subsequent Year (2024-25)		851,261.00	Data must be entered.

b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)			
Current Year (2022-23)		167,994.35	Data must be entered.
1st Subsequent Year (2023-24)		167,994.35	Data must be entered.
2nd Subsequent Year (2024-25)		167,994.35	Data must be entered.

c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)			
Current Year (2022-23)		117,075.00	Data must be entered.
1st Subsequent Year (2023-24)		117,075.00	Data must be entered.
2nd Subsequent Year (2024-25)		117,075.00	Data must be entered.

d. Number of retirees receiving OPEB benefits			
Current Year (2022-23)		31	Data must be entered.
1st Subsequent Year (2023-24)		31	Data must be entered.
2nd Subsequent Year (2024-25)		31	Data must be entered.

4. Comments:



S7B. Identification of the District's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

- 1 a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)
- No
- b. If Yes to item 1a, have there been changes since budget adoption in self-insurance liabilities?
- n/a
- c. If Yes to item 1a, have there been changes since budget adoption in self-insurance contributions?
- n/a

		Budget Adoption	
		(Form 01CS, Item S7B)	First Interim
2	Self-Insurance Liabilities		
	a. Accrued liability for self-insurance programs		
	b. Unfunded liability for self-insurance programs		

		Budget Adoption	
		(Form 01CS, Item S7B)	First Interim
3	Self-Insurance Contributions		
	a. Required contribution (funding) for self-insurance programs		
	Current Year (2022-23)		
	1st Subsequent Year (2023-24)		
	2nd Subsequent Year (2024-25)		
	b. Amount contributed (funded) for self-insurance programs		
	Current Year (2022-23)		
	1st Subsequent Year (2023-24)		
	2nd Subsequent Year (2024-25)		

4 Comments:

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues, and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of budget adoption?

No

If Yes, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of certificated (non-management) full-time-equivalent (FTE) positions	123.3	127.0	127.0	127.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

Yes

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

No

If Yes, complete questions 6 and 7.

Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

Nov 08, 2022

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

Yes

If Yes, date of Superintendent and CBO certification:

Nov 08, 2022

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

No

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date: Jul 01, 2021

End Date: Jun 30, 2023

5. Salary settlement:

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
--	---------------------------	----------------------------------	----------------------------------

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Yes	Yes	Yes
-----	-----	-----

One Year Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year

--	--

or

Multiyear Agreement

Total cost of salary settlement

320,000	200,880	200,880
---------	---------	---------

% change in salary schedule from prior year (may enter text, such as "Reopener")

7% 2021-22; 10% 2022-23		
-------------------------	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

2021-22 one-time funds; 2022-23 GF

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

--

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

7. Amount included for any tentative salary schedule increases

--	--	--

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Yes	Yes	Yes
289,080	289,080	289,080
100.0%	100.0%	100.0%
86.0%	86.0%	86.0%

Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

Yes			
1,859,053	1,098,199	1,098,199	1,098,199

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

2021-22 7% and 2022-23 10%

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Yes	Yes	Yes
	228,882	235,749
3.0%	3.0%	3.0%

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

No	No	No
No	No	No

Certificated (Non-management) - Other

List other significant contract changes that have occurred since budget adoption and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

longevity of \$800 for years of service starting at 15 years and every 5 years thereafter. Retro to 2021-22. Total cost is \$34,400 per year.

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of classified (non-management) FTE positions	90.4	90.4	90.4	90.4

1a. Have any salary and benefit negotiations been settled since budget adoption?

Yes

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

No

Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

Nov 08, 2022

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

Yes

If Yes, date of Superintendent and CBO certification:

Nov 08, 2022

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

No

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

Jul 01, 2022

End Date:

Jun 30, 2023

5. Salary settlement:

Current Year
(2022-23)

1st Subsequent Year
(2023-24)

2nd Subsequent Year
(2024-25)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Yes	Yes	Yes
-----	-----	-----

One Year Agreement

Total cost of salary settlement

428,245	428,245	428,245
---------	---------	---------

% change in salary schedule from prior year

10.0%

or

Multiyear Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year
(may enter text, such as "Reopener")

--	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

--

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

--

Current Year
(2022-23)

1st Subsequent Year
(2023-24)

2nd Subsequent Year
(2024-25)

7. Amount included for any tentative salary schedule increases

--	--	--

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Classified (Non-management) Health and Welfare (H&W) Benefits			
1. Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits			
3. Percent of H&W cost paid by employer	100.0%	100.0%	100.0%
4. Percent projected change in H&W cost over prior year	86.0%	86.0%	86.0%

Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

No		
----	--	--

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Classified (Non-management) Step and Column Adjustments			
1. Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments		80,007	82,407
3. Percent change in step & column over prior year	3.0%	3.0%	3.0%

Classified (Non-management) Attrition (layoffs and retirements)

- Are savings from attrition included in the interim and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. Are savings from attrition included in the interim and MYPs?	No	No	No
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?	No	No	No

Classified (Non-management) - Other

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of budget adoption?

N/A

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of management, supervisor, and confidential FTE positions	26.5	23.6	23.6	23.6

1a. Have any salary and benefit negotiations been settled since budget adoption?

n/a

If Yes, complete question 2.

If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?

n/a

If Yes, complete questions 3 and 4.

Negotiations Settled Since Budget Adoption

2. Salary settlement:

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement		
Change in salary schedule from prior year (may enter text, such as "Reopener")		

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

--

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

4. Amount included for any tentative salary schedule increases

--	--	--

Management/Supervisor/Confidential

Health and Welfare (H&W) Benefits

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are costs of H&W benefit changes included in the interim and MYPs?

2. Total cost of H&W benefits

3. Percent of H&W cost paid by employer

4. Percent projected change in H&W cost over prior year

Management/Supervisor/Confidential

Step and Column Adjustments

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are step & column adjustments included in the interim and MYPs?

2. Cost of step & column adjustments

3. Percent change in step and column over prior year

Management/Supervisor/Confidential

Other Benefits (mileage, bonuses, etc.)

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are costs of other benefits included in the interim and MYPs?

2. Total cost of other benefits

3. Percent change in cost of other benefits over prior year

S9.

Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review. DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

- | | |
|---|----------------------------------|
| A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No) | <input type="text" value="No"/> |
| A2. Is the system of personnel position control independent from the payroll system? | <input type="text" value="No"/> |
| A3. Is enrollment decreasing in both the prior and current fiscal years? | <input type="text" value="Yes"/> |
| A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year? | <input type="text" value="No"/> |
| A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment? | <input type="text" value="No"/> |
| A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees? | <input type="text" value="No"/> |
| A7. Is the district's financial system independent of the county office system? | <input type="text" value="No"/> |
| A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.) | <input type="text" value="No"/> |
| A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months? | <input type="text" value="No"/> |

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of School District First Interim Criteria and Standards Review

First Interim
 Actuals to Date 2022-23
Technical Review Checks
 Phase - All
 Display - All Technical Checks

Sacramento County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal** (Data must be corrected; an explanation is not allowed)
- WWC - Warning/Warning with Calculation** (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational** (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUND - (Fatal) - All FUND codes must be valid. **Passed**

CHECKRESOURCE - (Warning) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-8699	5640	(\$38,192.39)
Explanation: was transferred to 9010		
01-5640-0-0000-0000-9740	5640	\$0.00
Explanation: was transferred to 9010		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: was transferred to 9010		
01-5640-0-0000-0000-979Z	5640	\$0.00
Explanation: was transferred to 9010		

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

CHECKGOAL - (Fatal) - All GOAL codes must be valid. **Passed**

CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. **Passed**

CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. **Passed**

CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-8699	01	5640	(\$38,192.39)
Explanation: was transferred to 9010			

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740 Explanation: was transferred to 9010	01	5640	\$0.00
01-5640-0-0000-0000-9791 Explanation: was transferred to 9010	01	5640	\$38,192.39
01-5640-0-0000-0000-979Z Explanation: was transferred to 9010	01	5640	\$0.00

CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

Passed

CHK-RESOURCExOBJECTA - (Warning) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-5640-0-0000-0000-8699 Explanation: was transferred to 9010	5640	8699	(\$38,192.39)

CHK-RESOURCExOBJECTB - (Informational) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid:

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-3310-0-0000-0000-9791	3310	9791	(\$326,919.00)
01-3310-2-0000-0000-9791	3310	9791	\$326,919.00
01-3327-0-0000-0000-9791	3327	9791	(\$11,605.76)
01-3327-1-0000-0000-9791	3327	9791	\$11,605.76
01-6690-0-0000-0000-9791	6690	9791	\$2,000.00

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

Passed

CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid.

Passed

CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

Passed

CHK-GOALxFUNCTION-B - (Fatal) - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

Passed

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332. **Passed**

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). **Passed**

LCFF-TRANSFER - (Warning) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually. **Passed**

INTRA-FD-DIR-COST - (Warning) - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT - (Warning) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

CONTRIB-UNREST-REV - (Warning) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

CONTRIB-RESTR-REV - (Warning) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

EPA-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400). **Passed**

LOTTERY-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

SUPPLEMENTAL CHECKS

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

First Interim
Board Approved Operating Budget 2022-23
Technical Review Checks
Phase - All
Display - All Technical Checks

Sacramento County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal** (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation** (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational** (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUND - (Fatal) - All FUND codes must be valid. **Passed**

CHECKRESOURCE - (Warning) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-9740	5640	\$38,192.39
Explanation: will be transferred to resource 9010 prior to 2nd interim		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: will be transferred to resource 9010 prior to 2nd interim		
01-5640-0-0000-0000-979Z	5640	\$38,192.39
Explanation: will be transferred to resource 9010 prior to 2nd interim		

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

CHECKGOAL - (Fatal) - All GOAL codes must be valid. **Passed**

CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. **Passed**

CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. **Passed**

CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740	01	5640	\$38,192.39
Explanation: will be transferred to resource 9010 prior to 2nd interim			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: will be transferred to resource 9010 prior to 2nd interim			

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-979Z	01	5640	\$38,192.39

Explanation: will be transferred to resource 9010 prior to 2nd interim

CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

Passed

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid.

Passed

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid.

Passed

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

Passed

CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid.

Passed

CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

Passed

CHK-GOALxFUNCTION-B - (Fatal) - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

Passed

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332.

Passed

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.

Passed

INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.

Passed

INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.

Passed

INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).

Passed

- LCFF-TRANSFER - (Warning)** - LCFF Transfers (objects 8091 and 8099) must net to zero, individually. **Passed**
- INTRAFD-DIR-COST - (Warning)** - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**
- INTRAFD-INDIRECT - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**
- INTRAFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**
- CONTRIB-UNREST-REV - (Warning)** - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**
- CONTRIB-RESTR-REV - (Warning)** - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**
- EPA-CONTRIB - (Warning)** - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400). **Passed**
- LOTTERY-CONTRIB - (Warning)** - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**
- PASS-THRU-REV=EXP - (Warning)** - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource. **Passed**
- SE-PASS-THRU-REVENUE - (Warning)** - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. **Passed**
- EXCESS-ASSIGN-REU - (Warning)** - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**
- UNASSIGNED-NEGATIVE - (Fatal)** - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. **Passed**
- UNR-NET-POSITION-NEG - (Fatal)** - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95. **Passed**
- RS-NET-POSITION-ZERO - (Fatal)** - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95. **Passed**

EFB-POSITIVE - (Warning) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. **Exception**

FUND	RESOURCE	NEG. EFB
01	6512	(\$116,080.00)
Explanation: transfers were made, research is required		
01	7422	(\$101,306.00)
Explanation: corrected by 2nd interim		
01	7426	(\$65,596.00)
Explanation: transfer was made, research is required		
Total of negative resource balances for Fund 01		(\$282,982.00)
12	6105	(\$34,354.00)
Explanation: research is required and correct by 2nd interim		
Total of negative resource balances for Fund 12		(\$34,354.00)

OBJ-POSITIVE - (Warning) - The following objects have a negative balance by resource, by fund:

Exception

FUND	RESOURCE	OBJECT	VALUE
01	6512	9790	(\$116,080.00)
Explanation: expenses were transferred, research required			
01	7422	9790	(\$101,306.00)
Explanation: corrected at 2nd interim			
01	7426	9790	(\$65,596.00)
Explanation: transfer was made, research required			
12	6105	9790	(\$34,354.00)
Explanation: research required and corrected at 2nd interim			

REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund.

Passed

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

Passed

CEFB-POSITIVE - (Warning) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

Passed

SUPPLEMENTAL CHECKS

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved.

Passed

VERSION-CHECK - (Warning) - All versions are current.

Passed

First Interim
Original Budget 2022-23
Technical Review Checks
Phase - All
Display - All Technical Checks

Sacramento County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal** (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation** (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational** (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUND - (Fatal) - All FUND codes must be valid. **Passed**

CHECKRESOURCE - (Warning) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-9740	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		
01-5640-0-0000-0000-979Z	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

CHECKGOAL - (Fatal) - All GOAL codes must be valid. **Passed**

CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. **Passed**

CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. **Passed**

CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740	01	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim			

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-979Z	01	5640	\$38,192.39

Explanation: This resource will be transferred to 9010 prior to 2nd interim

CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

Passed

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid.

Passed

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid.

Passed

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

Passed

CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid.

Passed

CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

Passed

CHK-GOALxFUNCTION-B - (Fatal) - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

Passed

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332.

Passed

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.

Passed

INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.

Passed

INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.

Passed

INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).

Passed

LCFF-TRANSFER - (Warning) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually.	<u>Passed</u>	
INTRA-FD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund.	<u>Passed</u>	
INTRA-FD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund.	<u>Passed</u>	
INTRA-FD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function.	<u>Passed</u>	
CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.	<u>Passed</u>	
CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.	<u>Passed</u>	
EPA-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).	<u>Passed</u>	
LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).	<u>Passed</u>	
PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource.	<u>Passed</u>	
SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.	<u>Passed</u>	
EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95).	<u>Passed</u>	
UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.	<u>Passed</u>	
UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.	<u>Passed</u>	
RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.	<u>Passed</u>	
EFB-POSITIVE - (Warning) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them.	<u>Exception</u>	
FUND	RESOURCE	NEG. EFB
01	6512	(\$116,080.00)
Explanation: This expenses were transferred further research is required prior to 2nd interim		
01	7422	(\$101,306.00)
Explanation: This will be corrected prior to 2nd interim		
01	7426	(\$65,596.00)
Explanation: Funds were transferred from resource 7425 - will research prior to 2nd interim		
Total of negative resource balances for Fund 01		(\$282,982.00)
12	6105	(\$34,354.00)
Explanation: This fund requires research - it will not be negative at 2nd interim		
Total of negative resource balances for Fund 12		(\$34,354.00)

OBJ-POSITIVE - (Warning) - The following objects have a negative balance by resource, by fund:

Exception

FUND	RESOURCE	OBJECT	VALUE
01	6512	9790	(\$116,080.00)
Explanation: expenses were transferred requires further research			
01	7422	9790	(\$101,306.00)
Explanation: corrected prior to 2nd interim			
01	7426	9790	(\$65,596.00)
Explanation: there was a transfer, requires further research			
12	6105	9790	(\$34,354.00)
Explanation: requires research and will not be negative at 2nd interim			

REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund.

Passed

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

Passed

CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

Passed

SUPPLEMENTAL CHECKS

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved.

Passed

VERSION-CHECK - (Warning) - All versions are current.

Passed

First Interim
 Projected Totals 2022-23
Technical Review Checks
 Phase - All
 Display - All Technical Checks

Sacramento County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal** (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation** (If data are not correct, correct the data; if data are correct an explanation is required)
- O - Informational** (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

CHECKFUND - (Fatal) - All FUND codes must be valid. **Passed**

CHECKRESOURCE - (Warning) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-9740	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		
01-5640-0-0000-0000-979Z	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim		

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

CHECKGOAL - (Fatal) - All GOAL codes must be valid. **Passed**

CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. **Passed**

CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. **Passed**

CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. **Passed**

CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740	01	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim.			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: This resource will be transferred to 9010 prior to 2nd interim.			

CHK-FUNDxRESOURCE - (Warning) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-979Z	01	5640	\$38,192.39

Explanation: This resource will be transferred to 9010 prior to 2nd interim.

CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

Passed

CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

Passed

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid.

Passed

CHK-RESOURCExOBJECTB - (Informational) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid:

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-3310-0-0000-0000-9791	3310	9791	(\$326,919.00)
Explanation: Will research the year code since it was transferred			
01-3310-2-0000-0000-9791	3310	9791	\$326,919.00
Explanation: Will research the year code since it was transferred			
01-3327-0-0000-0000-9791	3327	9791	(\$11,605.76)
Explanation: Will research the year code since it was transferred			
01-3327-1-0000-0000-9791	3327	9791	\$11,605.76
Explanation: Will research the year code since it was transferred			
01-6690-0-0000-0000-9791	6690	9791	\$2,000.00
Explanation: \$2,000 was received for a mini grant			

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

Passed

CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid.

Passed

CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

Passed

CHK-GOALxFUNCTION-B - (Fatal) - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

Passed

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332.

Passed

GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.	<u>Passed</u>
INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.	<u>Passed</u>
INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.	<u>Passed</u>
INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).	<u>Passed</u>
LCFF-TRANSFER - (Warning) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually.	<u>Passed</u>
INTRA-FD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund.	<u>Passed</u>
INTRA-FD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund.	<u>Passed</u>
INTRA-FD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function.	<u>Passed</u>
CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.	<u>Passed</u>
CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.	<u>Passed</u>
EPA-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).	<u>Passed</u>
LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).	<u>Passed</u>
PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource.	<u>Passed</u>
SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.	<u>Passed</u>
EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95).	<u>Passed</u>
UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.	<u>Passed</u>
UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.	<u>Passed</u>
RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.	<u>Passed</u>

EFB-POSITIVE - (Warning) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. NOTE: Negative ending balances in Fund 01 restricted resources will be offset against available reserves calculated in Form 01CSI and Form MYPI, which can negatively affect the criteria and standards.

Exception

FUND	RESOURCE	NEG. EFB
01	7010	(\$2,834.81)
Explanation: The district had carryover from 2018-19 that was not included on the CAT form and now has been spent.		
01	7422	(\$4,376.09)
Explanation: Will correct prior to 2nd interim		
Total of negative resource balances for Fund 01		(\$7,210.90)

OBJ-POSITIVE - (Warning) - The following objects have a negative balance by resource, by fund:

Exception

FUND	RESOURCE	OBJECT	VALUE
01	7010	9790	(\$2,834.81)
Explanation: The district had carryover from 2018-19 that was not included on the CAT form and now has been spent.			
01	7422	9790	(\$4,376.09)
Explanation: Will be corrected prior to 2nd interim			
01	7425	8590	(\$51,102.75)
Explanation: Transfer to resource 7426 was required.			

REV-POSITIVE - (Warning) - In the following resources, total revenues exclusive of contributions (objects 8000-8979) are negative, by fund:

Exception

FUND	RESOURCE	VALUE
01	7425	(\$51,102.75)
Explanation: Transfer to resource 7426 was required.		

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

Passed

CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

Passed

SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (Fatal) - Explanations must be provided in the Criteria and Standards Review (Form 01CSI) for all criteria and for supplemental information items S1 through S6 where the standard has not been met or where the status is Not Met or Yes.

Passed

CS-YES-NO - (Fatal) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CSI) must be answered Yes or No, where applicable, for the form to be complete.

Passed

EXPORT VALIDATION CHECKS

FORM01-PROVIDE - (Fatal) - Form 01 (Form 01I) must be opened and saved.

Passed

INTERIM-CERT-PROVIDE - (Fatal) - Interim Certification (Form CI) must be provided.

Passed

ADA-PROVIDE - (Fatal) - Average Daily Attendance data (Form AI) must be provided.

Passed

CS-PROVIDE - (Fatal) - The Criteria and Standards Review (Form 01CSI) has been provided.

Passed

CASHFLOW-PROVIDE - (Warning) - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of the fiscal year.) **Passed**

MYP-PROVIDE - (Warning) - A Multiyear Projection Worksheet must be provided with your Interim. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.) **Passed**

MYPIO-PROVIDE - (Warning) - A multiyear projection worksheet must be provided with your interim report for any fund projecting a negative balance at the end of the current fiscal year. (Note: LEAs may use a multiyear projection worksheet other than Form MYPIO, with approval of their reviewing agency.) **Passed**

CHK-UNBALANCED-A - (Warning) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. **Passed**

CHK-UNBALANCED-B - (Fatal) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export is completed. **Passed**

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: 4

From: Tammy Busch, Asst. Superintendent of Business Services

Item Number: 18

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request the Board to Award a Contract for the New Fire Alarm at Walnut Grove Elementary School to the Lowest, Responsible Bidder, Vaden Bos Electric, Inc.

BACKGROUND:

On May 10, 2022, the Board approved a preliminary budget and proceeding with design of a new fire alarm system for Walnut Grove Elementary School.

On October 14, 2022, a Notice to Bidders was published in the Sacramento Bee requesting bids for the project. Bid documents were placed in multiple plan rooms including Contra Costa, Sacramento and Marin Counties. A Pre-Bid Conference was held on October 26, 2022, where seven potential bidders attended. On November 15, 2022, three bids were received. The lowest bid was submitted by Vaden Bos Electric, Inc. for \$302,800 including a \$25,000 allowance for unforeseen conditions. This bid is less than the preliminary budget of \$350,000.

Status:

Subsequent to the bid opening, the third bidder, Bockman & Woody Electric, filed a protest of both the low and second low bidders requesting that their bids be declared non-responsive for a failure to acknowledge receipt of Addendum 2. Both responded that they had not received the addendum, but it would not have affected their bid. The addendum clarified several items, but, did not change the scope of work. The Public Contract Code allows the District to waive minor irregularities when awarding a contract. District legal counsel has reviewed the protest and concurs that the District may waive the failure to acknowledge Addendum 2 as a minor irregularity and award to the apparent low bidder, Vaden Bos Electric.

RGM Kramer has also updated the Master Budget for the project incorporating the actual bid amount and other actual contract amounts. The updated Master Budget is slightly less than the preliminary budget amount.

Presenter:

Tammy Busch, Assistant Superintendent of Business Services and Katherine Wright, Superintendent

OTHER PEOPLE WHO MIGHT BE PRESENT:

Maria Denney and Ralph Caputo, RGM Kramer

COST AND FUNDING SOURCES: Cost not to exceed \$302,800.00 from Measure K Bond Funds.

RECOMMENDATION: Staff recommends:

- (1) the Board reject the protest from Bockman & Woody,
- (2) the Board waive the failure to acknowledge Addendum 2 as a minor irregularity,
- (3) the Board award a contract to Vaden Bos Electric, Roseville, CA, in the amount of \$302,800.00,
- (4) the Board approve the final Master Budget, and,
- (5) the Board authorize the Superintendent to approve additional miscellaneous expenditures for services that may be necessary to complete the project, subject to the approved Master Budget and existing Board policy.

Attachments:

Bid Results
Protest email from Bockman & Woody
Legal Counsel prepared response to Protest Letter
Final Master Budget

Time allocated: 5 minutes

PROJECT NAME:

Fire Alarm Upgrades at Walnut Grove Elementary School

BIDS DUE:

Tuesday, November 15, 2022 at 2:00 PM

AT:

**River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571**

CONTRACTOR	ADDENDA	ATTACHMENTS		BASE BID	
Vanden Bos Electric 502 Giuseppe Ct. Suite 5 Roseville, CA 95678	1 <u> X </u> 2 _____	<input checked="" type="checkbox"/>	Bid Form	Total Bid before Allowance	<u>\$277,800.00</u>
		<input checked="" type="checkbox"/>	Non-Collusion Declaration		
		<input checked="" type="checkbox"/>	Site Visit Certification		
		<input checked="" type="checkbox"/>	Designation of Subcontractors	Allowance-	\$25,000.00
		<input checked="" type="checkbox"/>	Bid Bond		
		<input checked="" type="checkbox"/>	Information Required of Bidder	Total Base Bid:	<u>\$302,800.00</u>
		<input checked="" type="checkbox"/>	Contractor/Subcontractor DIR Certification		
		<input checked="" type="checkbox"/>	DVBE Participation Goal Compliance		
		<input checked="" type="checkbox"/>	Project Schedule Acknowledgement		
		<input checked="" type="checkbox"/>	Storm Water Pollution Prevention Certification		
Alessandro Electric, Inc 11335 Sunrise Gold Circle Rancho Cordova, CA 95742	1 <u> X </u> 2 _____	<input checked="" type="checkbox"/>	Bid Form	Total Bid before Allowance	<u>\$329,125.00</u>
		<input checked="" type="checkbox"/>	Non-Collusion Declaration		
		<input checked="" type="checkbox"/>	Site Visit Certification		
		<input checked="" type="checkbox"/>	Designation of Subcontractors	Allowance-	\$25,000.00
		<input checked="" type="checkbox"/>	Bid Bond		
		<input checked="" type="checkbox"/>	Information Required of Bidder	Total Base Bid:	<u>\$354,125.00</u>
		<input checked="" type="checkbox"/>	Contractor/Subcontractor DIR Certification		
		<input checked="" type="checkbox"/>	DVBE Participation Goal Compliance		
		<input checked="" type="checkbox"/>	Project Schedule Acknowledgement		
		<input checked="" type="checkbox"/>	Storm Water Pollution Prevention Certification		
Bockman & Woody Electric Co., Inc. 1528 El Pinal Drive Stockton, CA 95205	1 <u> X </u> 2 <u> X </u>	<input type="checkbox"/>	Bid Form	Total Bid before Allowance	<u>\$417,500.00</u>
		<input checked="" type="checkbox"/>	Non-Collusion Declaration		
		<input checked="" type="checkbox"/>	Site Visit Certification		
		<input checked="" type="checkbox"/>	Designation of Subcontractors	Allowance-	\$25,000.00
		<input checked="" type="checkbox"/>	Bid Bond		
		<input checked="" type="checkbox"/>	Information Required of Bidder	Total Base Bid:	<u>\$442,500.00</u>
		<input checked="" type="checkbox"/>	Contractor/Subcontractor DIR Certification		
		<input checked="" type="checkbox"/>	DVBE Participation Goal Compliance		
		<input checked="" type="checkbox"/>	Project Schedule Acknowledgement		
		<input checked="" type="checkbox"/>	Storm Water Pollution Prevention Certification		
	1 _____ 2 _____	<input type="checkbox"/>	Bid Form	Total Bid before Allowance	\$
		<input type="checkbox"/>	Non-Collusion Declaration		
		<input type="checkbox"/>	Site Visit Certification		
		<input type="checkbox"/>	Designation of Subcontractors	Allowance-	\$25,000.00
		<input type="checkbox"/>	Bid Bond		
		<input type="checkbox"/>	Information Required of Bidder	Total Base Bid:	\$
		<input type="checkbox"/>	Contractor/Subcontractor DIR Certification		
		<input type="checkbox"/>	DVBE Participation Goal Compliance		
		<input type="checkbox"/>	Project Schedule Acknowledgement		
		<input type="checkbox"/>	Storm Water Pollution Prevention Certification		
	1 _____ 2 _____	<input type="checkbox"/>	Bid Form	Total Bid before Allowance	\$
		<input type="checkbox"/>	Non-Collusion Declaration		
		<input type="checkbox"/>	Site Visit Certification		
		<input type="checkbox"/>	Designation of Subcontractors	Allowance-	\$25,000.00
		<input type="checkbox"/>	Bid Bond		
		<input type="checkbox"/>	Information Required of Bidder	Total Base Bid:	\$
		<input type="checkbox"/>	Contractor/Subcontractor DIR Certification		
		<input type="checkbox"/>	DVBE Participation Goal Compliance		
		<input type="checkbox"/>	Project Schedule Acknowledgement		
		<input type="checkbox"/>	Storm Water Pollution Prevention Certification		

From: Arlene Larsen <arlene@bockmonwoody.com>
Sent: Tuesday, November 15, 2022 3:25 PM
To: Starbrina Times <StarbrinaT@rgmkramer.com>; Eric Scheuermann <EricS@rgmkramer.com>
Cc: garym@bockmonwoody.com
Subject: Bid Opening 11/15/22: Fire Alarm Upgrades at Walnut Grove ES
Importance: High

Hello Starbrina and Eric,

I understand that Vanden Bos Electric and Alessandro Electric did not acknowledge Addendum #2 on their bid paperwork today. I show receipt of Addendum #2 email from Starbrina 11/9/22, and I can see that both Vanden Bos Electric and Alessandro Electric were on the email as well.

I believe that would make their bids non-responsive and Bockmon & Woody Electric should be awarded the project.

I look forward to hearing back from you.

Thank you,

Arlene Larsen
Estimating Administrator
1528 El Pinal Drive
Stockton, CA 95205
License #: 588308
DIR #: 100002789
Direct: (209) 323-7266
Fax: (209) 465-5314
Cell: (209) 915-0410
Email: Arlene@Bockmonwoody.com
Web: www.bockmonwoody.com





RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

November 28, 2022

VIA EMAIL AND CERTIFIED MAIL

Bockmon & Woody Electric Co., Inc.
1528 El Pinal Drive
Stockton, CA 95205
Attention: Gary M. Woody
Jeff Bockmon

Re: River Delta Unified School District – Fire Alarm Upgrades at Walnut Grove Elementary School (DSA: 02-120373)

Dear Mr. Woody and Mr. Bockmon:

Bockmon & Woody Electric Co., Inc.'s bid protest in connection with the above-referenced project, dated as of November 15, 2022, has been received and reviewed. The protest alleged the two apparent lowest bidders, Vanden Bos Electric, Inc. and Alessandro Electric, were non-responsive in their respective bids for failure to acknowledge Addendum No. 2 in their respective bid paperwork. For the reasons set forth herein, the protest is denied.

The failure of Vanden Bos Electric, Inc. and Alessandro Electric to acknowledge Addendum No. 2 in their respective bid paperwork may be waived by the Board of Trustees of the District as a minor irregularity. Waiving the failure to acknowledge Addendum No. 2 in the two apparent lowest bidders' paperwork does not (a) impact the amount of their respective bids, (b) influence other bidders to refrain from bidding, (c) affect the ability to compare bids, or (d) provide an unfair competitive advantage in the bidding process.

It is the District's intent to recommend to the Board of Trustees at the meeting on December 13, 2022 at 6:30 p.m. that the contract for the above-referenced project be awarded to Vanden Bos Electric, Inc. You have the right to provide a response during the public comment section of the meeting. A Public Comment Card must be submitted before 6:30 p.m. on December 13, 2022. Please see the District's website at Board – RDUSD Board Agenda and Minutes – 2022 Board Agenda and Minutes for instructions relating to the Public Comment Card.

Very Truly Yours,

Katherine Wright
Superintendent

cc: Board of Trustees
Marlin L. Jones, RGM Kramer, Inc.
Stacy L. Toledo, Parker & Covert LLP
Melissa Regan-Byres, HKIT Architects
Patrick Burke, Vanden Bos Electric, Inc.

Creating Excellence To Ensure That All Students Learn

MASTER BUDGET SUMMARY

November 28, 2022



Description: Replace Fire Alarm System
Buildings: 2
Square Feet: 39,493

Preliminary
Pre Final
X Final

Description	Approved Prel. Budget 5/10/22	Proposed Final Budget	Comments
A. SITE			
1 SITE ACQUISITION/APPRaisal/TITLE	\$ -	\$ -	
2 SURVEY	\$ -	\$ -	
3 SITE SUPPORT - BOND FEES	\$ -	\$ -	
4 LEGAL FEES - Allowances	\$ 5,000	\$ 5,000	Allowance
5 OTHER (EIR/Negative Declaration)	\$ -	\$ -	
6 OTHER	\$ -	\$ -	
SITE SUBTOTAL	\$ 5,000	\$ 5,000	
B. PLANS			
1 ARCHITECT'S FEE FOR PLANS	\$ 58,760	\$ 58,760	Per contract with HKIT Architects
2 DSA FEES	\$ 5,978	\$ 5,978	Per DSA fee schedule
DSA HOURLY FEES ALLOWANCE	\$ -	\$ -	
4 HEALTH DEPARTMENT	\$ -	\$ -	
5 ENERGY ANALYSIS FEES	\$ -	\$ -	
6 DEPARTMENT OF EDUCATION - PLAN CHECK FEE	\$ -	\$ -	
7 PRELIMINARY TESTS	\$ -	\$ -	
A. SOILS	\$ -	\$ -	
B. OPSC & YRE CONSULTANTS	\$ 2,500	\$ 2,500	
C. BIDDING AND ADVERTISING	\$ 5,000	\$ 5,000	
D. ENGINEERING/CONSULTING	\$ -	\$ -	
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ 5,000	\$ 5,000	
8 ADMINISTRATIVE COSTS	\$ -	\$ -	
PLANS SUBTOTAL	\$ 77,238	\$ 77,238	
C. CONSTRUCTION			
1 A. UTILITY SERVICE FEES	\$ -	\$ -	
B. UTILITY SERVICE IMPROVEMENTS	\$ -	\$ -	
2 OFF-SITE DEVELOPMENT	\$ -	\$ -	
3 SERVICE SITE DEVELOPMENT	\$ -	\$ -	
4 GENERAL SERVICE SITE DEVELOPMENT	\$ -	\$ -	
5 MODERNIZATION	\$ 350,000	\$ 302,800	Per bid from Vanden Bos Electric
6 DEMOLITION / INTERIM HOUSING*	\$ -	\$ -	
7 NEW CONSTRUCTION	\$ -	\$ -	
8 A. UNCONVENTIONAL ENERGY SOURCES	\$ -	\$ -	
B. SPECIAL ACCESS COMPLIANCE	\$ -	\$ -	
C. TECHNOLOGY ALLOWANCE	\$ -	\$ -	
9 ENVIRONMENTAL ABATEMENT	\$ 10,000	\$ 10,000	Allowance
10 AIR MONITOR CLEARANCE	\$ -	\$ -	
11 PROJECT MANAGEMENT	\$ 29,500	\$ 40,000	Per Contract with RGMK
AFTER HOURS SUPERVISION ALLOWANCE		\$ 25,000	Allowance
12 OTHER (ITEMIZE)	\$ -	\$ -	
A. Labor Compliance	\$ -	\$ -	
B. MOVING/STORAGE (District Expense)	\$ -	\$ -	
C. UNDERGROUND UTILITY SEARCH	\$ -	\$ -	
CONSTRUCTION SUBTOTAL	\$ 389,500	\$ 377,800	
D. TESTS (CONSTRUCTION LAB)	\$ -	\$ -	
E. INSPECTION (IOR)	\$ 32,500	\$ 26,400	Per Contract with CAS Inspections
F. FURNITURE AND EQUIPMENT	\$ -	\$ -	
G. CONTINGENCIES	\$ 52,500	\$ 52,500	
TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)	\$ 556,738	\$ 538,938	

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: _____

From: Katherine Wright, Superintendent

Item Number: 19

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request Approval of Action Taken During Closed Session Regarding Student Discipline/Expulsion Hearing(s) Action Taken to be Announced and Voted on by Student Case Number to Maintain Student Confidentiality (Ed. Code 49070 (c) and 76232(c) - Board President
4.1.1 Student Case #2223-321-001

BACKGROUND:

During Closed Session the Board reviewed expulsion documents and recommendation submitted by Site Administrators and the River Delta Unified School District Administrative Discipline Panel.

STATUS:

The Board is to make a final decision on the expulsion case and vote in Open Session using student case number.

PRESENTER:

Board President

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

That the Board votes in Open Session on the student expulsion case #2223-321-001.

Time allocated: 2 minutes

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 20.

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve the SFID #2 Projects List

BACKGROUND:

On February 15, 2022 the Board approved the Master Plan for the Measure J and K Facilities Bond Programs. RGM Kramer, Inc. and HKIT Architects reviewed the Master Plan and gathering information through meetings with School Site Principals, Superintendent Wright; Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Director of MOT; parents; community members and many other stakeholder groups. At the March 8, 2022 Board Meeting RGM Kramer Inc. put together an update for both Measure J and Measure K Bond Programs and provided an initial projects list for consideration.

STATUS:

The Facilities Steering Committee had several meetings to review the current projects and are recommending a second round of additional projects for SFID#2. The Committee obtained rationale for each of the additional projects and will provide an update on the information for Board review and approval of additional SFID #2 Bond projects they are recommending.

PRESENTER:

Katherine Wright, Superintendent and Tammy Busch, Chief Business Officer

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

N/A

RECOMMENDATION:

That the Board reviews and approves the Bond Projects List for SFID #2

Time allocated: 2 minutes

River Delta Unified School District
Proposed Measure J Bond Projects
Presented on 12/13/2022

SITE	PROPOSED PROJECT
RIVERVIEW MIDDLE	BUILDING A (“Student Building”)
DH WHITE ELEMENTARY	ADMINISTRATIVE BUILDING (“Front Office”)
ISLETON ELEMENTARY	ADMINISTRATIVE BUILDING (“Front Office”)
RIO VISTA HIGH	GYMNASIUM & LOCKER ROOMS

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Ken Gaston, Director of MOT

Item Number: 21

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request Approval From the Board to Purchase a 2022 Kubota 4WD Tractor for a cost of \$16,800 and New Kubota Front Loader for a cost of \$5,700, for a Total Cost not to exceed \$ 22,821.38, including sales tax.

BACKGROUND:

The maintenance department has to complete several major projects needing a tractor. The purchase of this 4WD Tractor and Front Loader will allow the maintenance department to complete projects in a timely manner, work more efficiently and eliminate the hiring of outside contractors to complete these projects.

STATUS:

The Kubota 4WD Tractor and Front Loader is currently located at Dolk Tractor Company. The purchases of the 4WDTractor and Front Loader requires Board approval.

PRESENTER:

Ken Gaston, Director of MOT

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

\$22,821.38 – Maintenance Funds

RECOMMENDATION:

That the Board approves the purchases of the 2022 Kubota 4WD Tractor and Front Loader.

Time allocated: 5 minutes



242 N Front Street
 Rio Vista, CA 94571
 (707) 374-6438

Quote Sheet

DATE: 10/24/2022

MAKE	DESCRIPTION	PRICE
Kubota	(2022 Harvest Return) L2501HST 4WD Tractor	\$16,800
	Includes: 24 Engine Horsepower; R4 Industrial Tires	
	Approximately 75 Hours on tractor; Full Factory Warranty	
Kubota	(NEW) LA526 Front Loader	\$5,700
	Includes: 66" Quick Attach Bucket	
	LESS GOVERNMENT/SCHOOL DISTRICT	<\$1400>
	California Tire Tax	\$7
	8.125% Sales Tax	\$1714.38
	TOTAL	\$22,821.38

**Limited supply of harvest returns;
 Price good through DEC 31st, 2022**

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Tammy Busch, Asst. Superintendent of Business Services Item Number: 22

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve the Contract with Black Point Environmental, Inc. for the Destruction of the Domestic Well Located at 11785 Washington Avenue, Courtland and the Destruction of the Monitoring Well MW-2 Located On-site at 146 Magnolia Avenue, Courtland

BACKGROUND:

In past years, the District's on site underground storage tanks leaked to an adjacent dwelling's underground well. The District has worked with Black Point Environmental, Inc. to coordinate the water service hook-up subcontractor and the dwelling owner to schedule the water service connection work to the dwelling of the contaminated well site. Black Point Environmental, Inc. has assisted the District in receiving reimbursement funds from the UST Clean-up Funds at multiple sites.

STATUS:

The destruction of the domestic well and on-site monitoring well should surmise the remaining field work to be completed for the site prior to obtaining no further action status from the Sacramento County Environmental Management Department (SCEMD). The scope of work includes preparation and submittal of a summary report of the well's destruction activities to SCEMD. Authorization to proceed with the work described for the destruction of the domestic well located at 11785 Washington Avenue, Courtland and the on-site monitoring well located at 146 Magnolia Avenue and requires Board approval.

PRESENTER:

Ken Gaston, Director of MOT and Tammy Busch, Assistant Superintendent of Business Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Estimated cost of \$27,882 from General Funds.

RECOMMENDATION:

That the Board approves the contract with Black Point Environmental, Inc. for the destruction of the domestic well located at 11785 Washington Avenue, Courtland and the destruction of the on-site monitoring well located at 146 Magnolia Avenue.

Time allocated: 3 minutes



October 14, 2022

Project No. 247

Mr. Ken Gaston
River Delta Unified School District
445 Montezuma Street
Rio Vista, California 94571

**Cost Estimate to Destroy Domestic Well at 11785 Washington Avenue,
and Monitoring Well MW-2 at 146 Magnolia Avenue, Courtland, CA
146 Magnolia Avenue
Courtland, California**

Dear Ken:

This letter presents Black Point Environmental, Inc.'s (BPE's) cost estimate for the destruction of the domestic well located at 11785 Washington Avenue and the destruction of the monitoring well located on-site at 146 Magnolia Avenue, Courtland, CA. The destruction of the domestic well and on-site monitoring well should surmise the remaining of field work to be completed for the site prior to obtaining no further action status from the Sacramento County Environmental Management Department (SCEMD).

The scope of work that will be performed includes:

- Obtaining appropriate permits by Subcontractor
- Pre-field activities by Subcontractor
 - Mark for USA
 - Locate utilities
- The destruction of the domestic well at 11785 Washington Avenue by Subcontractor
 - Saw cut concrete and excavation of top ~3 feet of material
 - Destroy well casing by blast perforation
 - Backfill with approved concrete/grout fill material
 - Surface completion of location with concrete to match surrounding driveway
- The destruction of the monitoring well at 146 Magnolia Avenue by Subcontractor
 - Destroy well by pressure grouting well casing and sand pack with approved grout material
 - Removal and disposal of well Christy box
 - Surface completion of location with gravel or concrete to match surrounding surface

Mr. Ken Gaston
October 14, 2022
Page 2

- Collection and analysis of one composite soil sample of well destruction materials for disposal at an off-site landfill
- Preparation of a summary report of the well destructions activities and submit to SCEMD

The total estimated cost for the surface completion scope of work is \$27,882.00, as detailed in the attached cost estimate spreadsheet. This estimate assumes that two days of site visits by Black Point Environmental, Inc (BPE) personnel will be required. All work will be performed on a time and materials basis in accordance with our Schedule of Fees. Enclosed is BPE's extra work order for the above scope of work. Please sign the work order, retain a copy for your records, and mail or email the original to BPE's office as your authorization to proceed with the work described above.

If you have any questions or comments regarding this cost estimate or the scope of work to be performed, please contact me at (707) 837-7407.

Sincerely,



Steve Silva
Principal Geologist

Attachments: Cost Estimate Destroy Domestic Well at 11785 Washington Avenue, Courtland, CA
and Monitoring Well MW-2
Extra Work Order

Cost Estimate
Destroy Domestic Well at 11785 Washington Avenue, Courtland, CA
and Monitoring Well MW-2

Courtland Bus Garage
146 Magnolia Avenue
Courtland, California

	Quantity	Units	Rate	Total
Task 1 - Destroy Off-Site Domestic Well and On-Site Monitoring Well				
Project Manager	4	hours	\$152.00	\$608.00
Project Geologist	18	hours	\$131.00	\$2,358.00
Vehicle Mileage - 2 trips	420	each	\$0.625	\$262.50
Equipment	1	each	\$172.00	\$172.00
Drilling Subcontractor	1	each	\$19,228.00	\$19,228.00
Subtotal Task 1:				\$22,628.50
Task 2 - Disposal of Generated Waste				
Project Manager	1.5	hours	\$152.00	\$228.00
Analytical for Soil Disposal Profiling (TPH Gas, TPH Diesel, TPH Motor Oil, VOCs, CAM 17 Metals, Total Lead)	1	each	\$412.50	\$412.50
Disposal Subcontractor w/ disposal fees	1	each	\$2,200.00	\$2,200.00
Subtotal Task 2:				\$2,840.50
Task 3 - Preparation of Summary Report				
Professional Geologist	3	hours	\$152.00	\$456.00
Project Geologist	12	hours	\$131.00	\$1,572.00
CAD Drafting	4	hours	\$80.00	\$320.00
Clerical	1	hours	\$65.00	\$65.00
Subtotal Task 3:				\$2,413.00

ESTIMATED TOTAL COSTS

\$27,882.00



EXTRA WORK ORDER

Client: River Delta Unified School District

Date: 10/14/2022

Address: 445 Montezuma Street

Work Order No: 247-WO14

Rio Vista, California 94571

Project Number: 247

Project Location: 146 Magnolia Avenue, Courtland, California

Tasks Covered by This Work Order Are Described in Black Point Environmental, Inc.'s letter Cost Estimate to Destroy Domestic Well at 11785 Washington Avenue and Monitoring well MW-2 at 146 Magnolia Avenue, Courtland, CA, dated October 14, 2022

This work order authorizes the following tasks to be completed which were not described in BPE's Professional Services Agreement No. 3051.

Description of Work	Estimated Cost
Destruction of domestic and monitoring wells	\$ 22,628.50
Disposal of Generated Waste	\$ 2,840.50
Preparation of Summary Report	\$ 2,413.00
TOTAL ESTIMATED COST	\$ 27,882.00

Black Point Environmental, Inc.

River Delta Unified School District

By:

By: _____

Title: PRESIDENT

Title: _____

Date: 10/14/22

Date: _____

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Marcy Rossi, Principal

Item Number: 23

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve a Journalism Course Beginning the Spring Semester of 2023 at Riverview Middle School

BACKGROUND:

Prior to the 2021-22 school year, Riverview offered a variety of electives, including art. When 6th grade moved to DH White and with the change to a block schedule, we now have fewer elective options. Currently, Riverview's only elective options are AVID and Leadership. We would like to add Journalism as a choice for students in the Spring 2023 semester. If this course is approved, Riverview would offer one section of AVID and one section of Journalism, instead of the current schedule of 2 AVID classes.

In addition to adding an elective choice, a Journalism class will also align with Riverview's current goal of improving the writing skills of students. Journalism would also allow students to create a school newspaper and bring back "Panther Press", a popular weekly news video created in previous years.

In a recent survey of students who are scheduled to be in AVID for the Spring 2023 semester, exactly 50% of the students chose AVID and 50% chose Journalism.

STATUS:

New courses need approve from the Board of Trustees.

PRESENTER:

Marcy Rossi, Principal

OTHER PEOPLE WHO MIGHT BE PRESENT:

Melody Greco, Proposed Journalism Teacher

COST AND FUNDING SOURCES:

No additional costs are expected. The "Introductory News Literacy" curriculum is a free, online resource. We will use current district ipads to record and edit "Panther Press", and our school newspaper will be a digital resource.

RECOMMENDATION:

That the Board approves the new Journalism course for Riverview Middle School.

Time allocated: 3 minutes

River Delta Unified School District
REQUEST TO USE A COURSE NAME AND AERIES #

- I. DEPARTMENT: English
- II. COURSE TITLE: Journalism
- III. COURSE #: J51209
- IV. SHORT TITLE: Journalism
- V. LONG TITLE: Journalism
- VI. GRADE LEVEL(S): 7-8
- VII. COURSE LENGTH: Semester

- VIII. COURSE DESCRIPTION (please attached proposed syllabus): This course provides an overview of the journalism profession and incorporates elements of expository writing, research, current events, and civic responsibility. Students will learn how to gather information, organize ideas, format stories for different forms of news media, and edit their stories and their peers' stories for publication. There will also be a video news program component to the course.

- IX. RATIONALE FOR THE COURSE: This course will reinforce Riverview's goal to improve the writing skills of our students. Journalism will also provide students with a student-generated school newspaper and video news program.

- X. RESOURCES: Introductory News Literacy: Adapted from High Five 2012: The Integrated Language Arts and Journalism Curriculum for Middle School Students (An educational resource from American Press Institute). See attached.

- XI. Course Alignment: This course aligns with the English Department and the California Common Core Standards for English (see attached).

DISTRICT APPROVAL?

Yes No

Grade 7	Grade 8
Reading Standards for Informational Text	
Cite several pieces of textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.	Cite the textual evidence that most strongly supports an analysis of what the text says explicitly as well as inferences drawn from the text.
Analyze the interactions between individuals, events, and ideas in a text (e.g., how ideas influence individuals or events, or how individuals influence ideas or events).	Analyze how a text makes connections among and distinctions between individuals, ideas, or events (e.g., through comparisons, analogies, or categories)
Analyze the structure an author uses to organize a text, including how the major sections contribute to the whole and to the development of the ideas. a. Analyze the use of text features (e.g., graphics, headers, captions) in public documents.	Analyze in detail the structure of a specific paragraph in a text, including the role of particular sentences in developing and refining a key concept. a. Analyze the use of text features (e.g., graphics, headers, captions) in consumer materials.
Compare and contrast a text to an audio, video, or multimedia version of the text, analyzing each medium’s portrayal of the subject (e.g., how the delivery of a speech affects the impact of the words).	Evaluate the advantages and disadvantages of using different mediums (e.g., print or digital text, video, multimedia) to present a particular topic or idea.
Trace and evaluate the argument and specific claims in a text, assessing whether the reasoning is sound and the evidence is relevant and sufficient to support the claims	Delineate and evaluate the argument and specific claims in a text, assessing whether the reasoning is sound and the evidence is relevant and sufficient; recognize when irrelevant evidence is introduced.
Analyze how two or more authors writing about the same topic shape their presentations of key information by emphasizing different evidence or advancing different interpretations of facts.	Analyze a case in which two or more texts provide conflicting information on the same topic and identify where the texts disagree on matters of fact or interpretation.
Writing Standards	
Write narratives to develop real or imagined experiences or events using effective technique, relevant descriptive details, and well-structured event sequences.	Write narratives to develop real or imagined experiences or events using effective technique, relevant descriptive details, and well-structured event sequences.

<p>a. Engage and orient the reader by establishing a context and point of view and introducing a narrator and/or characters; organize an event sequence that unfolds naturally and logically.</p> <p>b. Use narrative techniques, such as dialogue, pacing, and description, to develop experiences, events, and/or characters.</p> <p>c. Use a variety of transition words, phrases, and clauses to convey sequence and signal shifts from one time frame or setting to another.</p> <p>d. Use precise words and phrases, relevant descriptive details, and sensory language to capture the action and convey experiences and events.</p> <p>e. Provide a conclusion that follows from and reflects on the narrated experiences or events.</p>	<p>a. Engage and orient the reader by establishing a context and point of view and introducing a narrator and/or characters; organize an event sequence that unfolds naturally and logically.</p> <p>b. Use narrative techniques, such as dialogue, pacing, description, and reflection, to develop experiences, events, and/or characters.</p> <p>c. Use a variety of transition words, phrases, and clauses to convey sequence, signal shifts from one time frame or setting to another, and show the relationships among experiences and events.</p> <p>d. Use precise words and phrases, relevant descriptive details, and sensory language to capture the action and convey experiences and events.</p> <p>e. Provide a conclusion that follows from and reflects on the narrated experiences or events</p>
<p>Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.</p>	<p>Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.</p>
<p>With some guidance and support from peers and adults, develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on how well the purpose and audience have been addressed.</p>	<p>With some guidance and support from peers and adults, develop and strengthen writing as needed by planning, revising, editing, rewriting, or trying a new approach, focusing on how well the purpose and audience have been addressed.</p>
<p>Use technology, including the Internet, to produce and publish writing and link to and cite sources as well as to interact and collaborate with others, including linking to and citing sources.</p>	<p>Use technology, including the Internet, to produce and publish writing and present the relationships between information and ideas efficiently as well as to interact and collaborate with others.</p>
<p>Conduct short research projects to answer a question, drawing on several sources and generating additional related, focused questions for further research and investigation.</p>	<p>Conduct short research projects to answer a question (including a self-generated question), drawing on several sources and generating additional related, focused questions that</p>

	allow for multiple avenues of exploration.
Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.	Gather relevant information from multiple print and digital sources, using search terms effectively; assess the credibility and accuracy of each source; and quote or paraphrase the data and conclusions of others while avoiding plagiarism and following a standard format for citation.
Apply grade 7 Reading standards to literary nonfiction (e.g., “Trace and evaluate the argument and specific claims in a text, assessing whether the reasoning is sound and the evidence is relevant and sufficient to support the claims”).	Apply grade 8 Reading standards to literary nonfiction (e.g., “Delineate and evaluate the argument and specific claims in a text, assessing whether the reasoning is sound and the evidence is relevant and sufficient; recognize when irrelevant evidence is introduced”).
Listening and Speaking Standards	
<p>Engage effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grade 7 topics, texts, and issues, building on others’ ideas and expressing their own clearly.</p> <ol style="list-style-type: none"> a. Come to discussions prepared, having read or researched material under study; explicitly draw on that preparation by referring to evidence on the topic, text, or issue to probe and reflect on ideas under discussion. b. Follow rules for collegial discussions, track progress toward specific goals and deadlines, and define individual roles as needed. c. Pose questions that elicit elaboration and respond to others’ questions and comments with relevant observations and ideas that bring the discussion back on topic as needed. d. Acknowledge new information expressed by others and, when warranted, modify their own views. 	<p>Engage effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grade 8 topics, texts, and issues, building on others’ ideas and expressing their own clearly.</p> <ol style="list-style-type: none"> a. Come to discussions prepared, having read or researched material under study; explicitly draw on that preparation by referring to evidence on the topic, text, or issue to probe and reflect on ideas under discussion. b. Follow rules for collegial discussions and decision making, track progress toward specific goals and deadlines, and define individual roles as needed. c. Pose questions that connect the ideas of several speakers and respond to others’ questions and comments with relevant evidence, observations, and ideas. d. Acknowledge new information expressed by others, and, when warranted, qualify or justify their own views in light of the evidence

	presented.
Analyze the main ideas and supporting details presented in diverse media and formats (e.g., visually, quantitatively, orally) and explain how the ideas clarify a topic, text, or issue under study.	Analyze the purpose of information presented in diverse media and formats (e.g., visually, quantitatively, orally) and evaluate the motives (e.g., social, commercial, political) behind its presentation.
Delineate a speaker’s argument and specific claims, and attitude toward the subject, evaluating the soundness of the reasoning and the relevance and sufficiency of the evidence.	Delineate a speaker’s argument and specific claims, evaluating the soundness of the reasoning and relevance and sufficiency of the evidence and identifying when irrelevant evidence is introduced.
Language Standards	
Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. <ul style="list-style-type: none"> a. Explain the function of phrases and clauses in general and their function in specific sentences. b. Choose among simple, compound, complex, and compound-complex sentences to signal differing relationships among ideas. c. Place phrases and clauses within a sentence, recognizing and correcting misplaced and dangling modifiers.* 	Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. <ul style="list-style-type: none"> a. Explain the function of verbals (gerunds, participles, infinitives) in general and their function in particular sentences. b. Form and use verbs in the active and passive voice. c. Form and use verbs in the indicative, imperative, interrogative, conditional, and subjunctive mood. d. Recognize and correct inappropriate shifts in verb voice and mood.*
Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing. <ul style="list-style-type: none"> a. Use a comma to separate coordinate adjectives. b. Spell correctly. 	Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing. <ul style="list-style-type: none"> a. Use punctuation (comma, ellipsis, dash) to indicate a pause or break. b. Use an ellipsis to indicate an omission. c. Spell correctly.
Use knowledge of language and its conventions when writing, speaking, reading, or listening. <ul style="list-style-type: none"> a. Choose language that expresses ideas precisely and concisely, recognizing and 	Use knowledge of language and its conventions when writing, speaking, reading, or listening. <ul style="list-style-type: none"> a. Use verbs in the active and passive

<p>eliminating wordiness and redundancy.*</p>	<p>voice and in the conditional and subjunctive mood to achieve particular effects (e.g., emphasizing the actor or the action; expressing uncertainty or describing a state contrary to fact).</p>
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7th/8th Grade Journalism

Ms. Greco

Riverview Middle School

mgreco@rdusd.org

Course Description: This course provides an overview of the journalism profession and incorporates elements of expository writing, research, current events, and civic responsibility. Students will learn how to gather information, organize ideas, format stories for different forms of news media, and edit their stories and their peers' stories for publication. There will also be a video news program component to the course.

Learning and Developmental Goals: The goals for this course will be to provide students the opportunity to engage in a myriad of writing techniques and strategies including, but not limited to, analysis of a text, providing textual evidence, researching, cross-referencing multiple authors, comparing and contrasting various articles and essays. Students will develop in both their written and oral presentation skills and learn how to distinguish between what is fact and what is falsified—or embellished on—in the media. They will be presented with opportunities to read about real world issues, as well as research issues of the past that are still relevant today, and draw connections between what has happened before, and what we are still struggling with, or benefiting from, today. Through peer editing and reviews, students will strengthen their ability to mentor fellow students and improve their writing and reading abilities simultaneously. Through research and publishing of their work, students will develop a sense of pride in their knowledge of local and global news and be able to see the reward of their efforts through the monthly release of the school newspaper, as well as the weekly “Panther Press” news video release. Not only will Core Standards be worked on daily, but a sense of pride in student work and writing will also manifest within the students, when they see their work distributed throughout the school.

By the end of the course students will be able to:

- Think Critically and analytically
- Write persuasively
- Differentiate between fact and fiction in the media
- Provide evidence and multiple sources to support their claims
- Research and develop their claims and counterclaims

All Students will be required to:

- Research
- Write
- Edit

- Revise
- Participate in video presentations (either scriptwriting, editing, behind the camera or in front of)

Weekly and ongoing assignments:

- Weekly releases of video “Panther Press” news
- Monthly release of school newspaper, including sports updates, world news updates, opinion articles, local news updates, “this day in history” for one chosen day each month, student of the month (by teacher) for a student each month, and various other brief articles throughout the semester.
- Editing and revising of written assignments weekly, prior to publication
- Research and development of claims prior to publication

Grading: Students will be graded based on their class participation, writing and revision, as well as their written and oral presentations both in the classroom and through their video production and involvement in the production process.

Article Writing: 25%

Editing and Revision: 15%

Video Production: 15%

Class Participation: 25%

Newspaper Production: 20%

Scoring Breakdown:

A: 90-100%

B: 80—89%

C: 70-79%

D: 60-69%

F: 59% and below

Introductory News Literacy

*Adapted from High Five 2012: The Integrated Language Arts and
Journalism Curriculum for Middle School Students*

An educational resource from the

AMERICANPRESS
institute

americanpressinstitute.org

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INTRODUCTION

The American Press Institute's Introductory News Literacy Units are lightweight general usage lesson plans for introducing middle school students to how to read and understand news media and current events. While the Institute offers more specific and in-depth materials and ideas for promoting news literacy, these new units provide a resource for the time-pressed teacher working with students at an important age. Split into three units of one-to-two weeks each, the curriculum briefly overviews critical elements in news understanding and healthy processes for determining source information and bias. Individual lessons can be adapted and used to fit specific classroom needs.

Where does the curriculum come from?

The Introductory News Literacy Units were developed in response to requests from classroom teachers who have used the former Newspaper Association of America Foundation's "High Five" curriculum units published in 2012. These teachers valued the lessons but wanted options to cover material within shorter time frames. Following its 2012 merger with the NAA Foundation, the American Press Institute began developing youth news literacy programs of its own and set out to meet the teachers' requests. While the original "High Five" units are each designed for a six-week period, with 30 lessons in each unit, the Introductory News Literacy units can each be taught in one to two weeks. Unit A has five lessons, and Unit B and C each have seven lessons.

Each Introductory News Literacy Unit contains lessons that achieve the same goals as the larger High Five Units. All the Introductory News Literacy lessons are based on, and sometimes the same as, the High Five Units' lessons. All the lessons are correlated to national educational standards and to Common Core State Standards.

What the Introductory News Literacy units offer to teachers is flexibility. Each unit is a complete unit and can be taught as such. But if a teacher wishes to go into more depth in a particular topic, the unit indicates which corresponding High Five lessons will "extend the lesson." For example, Introductory News Literacy Unit A, Lesson 1 *Five Media Principles* directs the teacher

to the High Five Unit A, Lessons 4, 5, 6 and 7 for additional activities. The teacher can decide to use some or all of these related activities, as time permits.

Can you tell me a little more about the relationship between the High Five project, the NAA Foundation and API's work in youth media literacy?

The former Newspaper Association of America (NAA) Foundation, with support from the John S. and James L. Knight Foundation, developed *High Five* in 2012 in an effort to address concerns about student achievement. The NAA Foundation had a history of supporting Newspaper in Education (NIE) programs at newspapers across the country and produced research on youth newspaper readership. As part of its late 2012 merger with the foundation, the American Press Institute has the opportunity to build upon what was passed down. It remains committed to an underlying principle of these projects: the importance of equipping youth with the skillsets and healthy consumption habits needed to properly understand and evaluate media for life.

What is the American Press Institute?

The American Press Institute was founded in 1946 to help journalists fulfill the mission of the First Amendment – to sustain a free press in the public interest. That mission continues in the digital age. The Press Institute conducts research, training, convenes thought leaders and creates tools to help chart a path ahead for journalism in the 21st century. Part of sustaining a free press requires a critical news audience, however, so the Institute additionally works to build programs and resources to empower news consumers to face a of information *and* misinformation overload.

The Institute initially was located at Columbia University's Journalism School before moving in 1974 to Reston, Va. In early 2012, the Institute merged with the NAA Foundation of the Newspaper Association of America and is now located in Arlington, Va. The NAA Foundation was established in 1963.

What is the origin of the Introductory News Literacy and High Five projects?

High Five was designed as a research and instructional program that uses objective, scientifically based evidence to demonstrate effectiveness of using newspapers to teach literacy skills. The NAA Foundation developed, implemented and assessed the effectiveness of a comprehensive, integrated, NIE/student journalism project for middle-school students. The project places special emphasis on schools with students who are majority-minority, low-income and/or primarily conversant in a language other than English. Further, it expands the reach of student newspapers, found most often in high schools, into middle schools.

High Five provides an integrated curriculum that includes reading, writing, journalism, grammar, linguistics and visual literacy. All materials are age-appropriate for middle-school students. While the concepts apply to all forms of news media, the curriculum uses the daily print newspaper as the primary textbook and information source.

In its update and shortening of the High Five project, Introductory News Literacy units do the same.

CURRICULUM

This curriculum is organized around three two-week units. Each unit is designed to be used as a stand-alone piece. However, the power of the curriculum lies in interrelated concepts presented in the individual units.

Understanding media literacy

Unit A is organized around five media principles cited in past and current information on media literacy. After an introductory overview, each is addressed in detail. The principle is applied to a variety of print and non-print media for analysis and discussion. The last half of the unit demonstrates how media principles apply specifically to print newspapers and their online counterparts. Appropriate media principles will be revisited in subsequent lessons related to “Become a Journalist” in Unit B and “Go to Press” in Unit C. For example, the news media’s unique role in a democracy influences the purpose, or context, of a media message. Production of news media reflects principles about the language, forms and genres of media. Thus, activities in Unit A help students establish knowledge needed for better understanding of elements addressed in Units B and C.

Become a journalist

Unit B focuses on the ethics of journalism, informed analysis of news sources and writing different news text structures. It begins with the content and role of the news media, followed by discussion of the First Amendment and press ethics. The third section has students analyze different types of writing and text structure found in news, feature and sports stories, editorials, how-to columns and arts/entertainment reviews. The unit ends with important newspaper-related issues, such as tabloid journalism and the separation between editorial and advertising content.

Go to press

Unit C is organized as a separate unit for creating a news publication (in this instance, a newspaper). However, it incorporates elements of Units A and B in the instruction. In the first lesson of this unit, students look at newspapers and news media careers before creating their own classroom or school newspaper. In the third week, they explore technical aspects of creating their newspaper. During the fourth week, they work on specific news assignments. During the

fifth week, they evaluate and revise their newspaper in preparation for final production. In the last week, they discuss online news media and reflect on their experiences in creating a newspaper.

STANDARDS

The Introductory News Literacy and the original High Five curriculum identify and meet national standards for reading/language arts and information literacy, and both address and identify social studies and media literacy standards. All lessons are correlated to the Common Core State Standards.

HOW INTRODUCTORY NEWS LITERACY LESSONS ARE ORGANIZED

Each lesson plan contains:

Objectives—These identify instructional goals for the lesson.

Common Core State Standards for English Language Arts & Literacy in History/Social Studies, Science, and Technical Subjects—Each lesson plan specifies the Common Core College and Career Readiness Anchor Standards for Reading, Writing, Speaking and Listening, and Language that are integrated into the activities.

Instructional background box—Information to help you integrate the lesson into classroom objectives and to make connections with other lessons in *Introductory News Literacy units*.

Related Lessons—Lessons in all units related to the current lesson are identified. Some referred lessons may have been completed previously, so they may be revisited and reviewed. Other lessons appear after the current one, so you can see how the lesson prepares students for later work.

Skills—Levels of understanding and appropriate verbs from Bloom’s taxonomy are identified.

Vocabulary—Words that students may need to know before they begin the lesson are identified. Generally, these are not already in the glossary.

Looking Ahead—This section appears in lesson plans for which you will need more than the usual preparation, such as finding specific examples to use in presenting a lesson.

Background—This section provides background about the topic.

Media required—This section lists different media that will be used in the lesson.

Instructions—This section lists step-by-step instructions for doing the lesson with students.

Extending the lesson—This section connects the lesson to lessons in the original *High Five* curriculum if a teacher wants to spend more time on a particular lesson or concept.

Assessment—This section allows you to determine students' level of understanding of the lesson's objectives.

Student activity page—Each lesson has one or more student activity pages that guide students through the activity and provide places for them to record their work.

Same Content Structure—Different Delivery Systems

How do you want your news? In a full-page paper product? On your computer screen? On a tablet or phone? Today's news publications are often ready to provide news you need in the format you want. Print and online newspapers are the same in some important ways but different in others.

You will find much of the same content in print newspapers and their online counterparts—news stories, features, photos, columns, review, advertising. The content structure or text structure of specific components, such as news stories, editorials, features, etc., is the same whether you read it on paper or online. A news story must answer the *who, what, when, where, why/how* questions. Hard-news stories still contain the most important information at the top. Editorials must state a position, provide supporting information, address counter arguments and make a recommendation. Sports stories still use powerful verbs to describe action.

So when you are helping students learn to *access, analyze, evaluate* and *create* messages in news media, show them that the writing in online news media sources requires the same high quality as that in print newspapers. Good writing is good writing in the paper and online. You do not have to teach different skills in analyzing the

structure of newspaper writing, used for these units in the classroom, just because it is delivered over the Internet.

How newspaper companies deliver news varies today. Some people appreciate the portability and ease of reading the traditional print newspaper. They like scanning full pages for stories, features and ads. Many like to access news through the Internet, however, so newspapers along with other news media increasingly focus most attention there.

You will find different formats for online news. Some news media publish news content on their websites in a familiar web format—one column of information in the center of the page with navigational links on the left side of the screen and more links, or ads, on the right. Sometimes, navigational links appear across the top. These news sites look like many other informational websites. Occasionally the format is more creative or more interactive. In general, however, common elements remain. Headlines are usually printed in a different font, size or color, and photos are often important.

Another way to get specifically newspaper content on the Web is the “e-edition” of a newspaper. This type of delivery is common across Newspaper in Education (NIE) programs. It shows a replica of a full newspaper page, and the reader may be able to click on a story to enlarge the type on the screen for easier reading. Some e-editions allow perusing the newspaper by clicking on the lower corner of the replica and “turning” the page to the next screen. Some e-editions contain features of traditional Web pages and the new full-page replica design. On these sites, you may see the replica of the print newspaper page, but when you click on a story, it appears in a single-column linear format, much like other informational Web pages.

Online news publications have advantages over print newspapers. They can provide links to other websites or to archived information in previous editions, let you contact any newspaper department by clicking on an email option and provide audio and video coverage of news events.

The following websites provide links to newspapers across the country and around the world and their websites: www.50states.com/news, www.newspapers.com, www.thepaperboy.com and www.onlinenewspapers.com. You may wish to explore one or more of these sites and identify newspapers you want your class to read and evaluate.

You will want to become familiar with the online format of your local newspaper so you can help students learn to navigate print and electronic news sources.

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Nancy Vielhauer, Asst. Superintendent of Ed. Services

Item Number: 24

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Purchase a 2022 Torchmate Plasma Cutting System and 30 Dell Laptops and Laptop Charging Cart for the Agriculture Mechanics Department at Rio Vista High School.

BACKGROUND:

Rio Vista High School Applied for the K12 Strong Workforce Programs Grant and was awarded Funding. The grant approved the purchase of a welding plasma cutter, laptops, and a Charging Cart.

STATUS:

The CTE Coordinator and Agriculture Mechanics Teacher Researched 4 Different Plasmas From 2 Different Companies. The Torchmate Quote Attached Includes a 2 Day On-School-Site Training. The Laptops are Needed to Run the Software for the Torchmate Cutting System.

PRESENTER:

Nancy Vielhauer, Assistant Superintendent of Educational Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

K12 Strong Workforce Programs Funding to be used; Cost Not to Exceed \$69,500.00.

RECOMMENDATION:

That the Board Approves the Purchase of the 2022 Torchmate Plasma Cutting System, 30 Laptops, and Charging Cart.

Time allocated: 2 minutes



Prepared By:

Quote #:

Date:

Cust Phone #:

Prepared For:

Distributor:

Cust Email:

TSR:

2022 Torchmate 4000 Series

The Torchmate® 4000 series CNC plasma cutting systems by Lincoln Electric® are single source engineered plasma cutting tables developed to deliver exceptional repeatability, accuracy, and precise speed. Rapid delivery and setup time will get your machine up and running quickly. Our industry-leading support and low operational costs ensure you spend more time cutting projects and limiting business downtime. The Torchmate 4000 Series plasma tables are available as 4x4, 4x8, and 5x10 plasma cutting tables, with model numbers 4400, 4800, and 4510, respectively.

The Torchmate plasma cutting machines are available in multiple configurations and include all of the components needed to operate the system, including an integrated touchscreen HMI, height control, magnetic torch breakaway, plasma power supply, laser pointer, and water table.

The largest machine in the line, the Torchmate 4510, is a machine that gives you a 5' x 10' plasma cutting table able to support a 5' x 10' sheet of steel, giving you 36% more material capacity than a 4800, allowing you to spend more time cutting and less time changing sheets. This allows you to cut larger single piece sheets to expand the capabilities of your shop for all types of jobs. All three table models now support optional 1" thick A36 mild steel at maximum advertised cutting dimensions.



NOTICE: THIS PROPOSAL IS CONTINGENT ON A LACK OF IMPACT BY THE CORONAVIRUS NATIONAL EMERGENCY. Given the existence of the coronavirus pandemic, Lincoln Electric Cutting Systems will use its best efforts to manufacture, staff and service this project to meet the scheduled delivery date(s). However, Lincoln Electric Cutting Systems reserves its right to seek an excusable extension of time if Lincoln Electric Cutting Systems or its subcontractors or suppliers are unable to meet their contractual obligations due to the illness, supply shortages or governmental restraints on business, travel and/or assembly. To the extent that the project is suspended, Lincoln Electric Cutting Systems reserves its right to seek additional costs associated with the suspension.

Finance your Investment
starting at

\$545.75

per month o.a.c.


**Cutting
Systems**

Quote Valid for 30 Days

MACHINE	POWER SUPPLY	PRODUCT NUMBER	QTY	PRICE
Torchmate 4400 [4'x4'] CNC Plasma Cutting System	Flexcut 80 Amp, 3/4" Pierce	LECS-080-4510-00	1	\$ 39,499.00
Torchmate 4800 [4'x8'] CNC Plasma Cutting System	Flexcut 125 Amp, 1" Pierce			
Torchmate 4510 [5'x10'] CNC Plasma Cutting System				
				Single or Three phase power, 50/60hz, 208-575vAC
MACHINE TOTAL				\$ 39,499.00
ACCESSORIES, CONSUMABLES AND SOFTWARE OPTIONS	PRODUCT NUMBER	QTY	PRICE	
4000 TC Tube & Pipe Cutter	LECS-080-4XTC-00		\$ 19,999.00	
Lincoln Electric PlateGuard™ Water Table Additive (5 Gallons)	TMS-310-0001-00	3	\$ 623.04	
Pneumatic Plate Marking Tool (Assembly required)	TMS-203-1000-24		\$ 2,902.78	
Optional Handheld Plasma Torch 25 ft - FC80 Only	K2849-1		\$ 1,099.00	
Flexcut Consumable Starter Kit	TMS-010-0001-17		\$ 1,000.00	
TMCAD Design Upgrade: Nesting and Vectorizing	TMS-106-0011-11		\$ 585.26	
TMCAD ART Upgrade: ProText, Art Files, Fonts, Text Manipulation	TMS-106-0011-04		\$ 626.32	
TMCAD Education: Unlimited Student Licenses + Design & Art upgrades	TMS-106-0011-19	1	\$ 1,421.05	
TMCAD Additional License Dongle	TMS-106-0011-18		\$ 162.82	
Two Stage Air filtration, moisture separation and dryer assembly	TMS-214-0000-00		\$ 610.93	
Accessories Total				\$ 2,044.09
TRAINING OPTIONS	PRODUCT NUMBER	QTY	PRICE	
Torchmate Success Package Bronze	TMS-010-0001-14	1	\$ 750.00	
TMCAD Basic Project Book Classroom Series	TMS-106-0010-10		\$ 52.58	
Torchmate Academy, 4000 Series Online Learning Portal	TMS-010-0001-06		\$ 750.00	
4000 Series Virtual Training. Two, 4 hour blocks	TMS-010-0001-10		\$ 750.00	
Basic Onsite Training, 2 Days	TMS-010-0003-02	1	\$ 5,250.00	
Advanced Onsite Training, 3 Days	TMS-010-0003-03		\$ 6,750.00	
Three Day Lincoln Electric Classroom Training. Reno NV, or Cleveland OH	TMS-010-0002-01		\$ 1,000.00	
Training Total				\$ 6,000.00
CUSTOMER CONTACT INFORMATION:				
CUSTOMER NAME Rio Vista High School			Subtotal	\$ 47,543.09
CONTACT NUMBER (707) 374-1732	Standard Shipping		Shipping Total	\$ 1,700.00
EMAIL abartlett@rdusd.org			8.13% Tax	\$ 4,001.00
SHIPPING ADDRESS 410 So. 4th Street, Rio Vista, CA 94571				
REQUESTED SHIPPING DATE				
FOB Reno to Hawaii Alaska International FOB S.F.	Mileage	Grand Total		
PO #	Date			
Card Holder	CW			
Billing Address				
Phone Number	I have been made aware of my Training Options, Plasma Cutter Power Requirements, Shipping/Unloading Requirements, Site Prep Guide and Terms and Conditions. Customer Signature			
Sales Associate RORARY PRISOCK				
TSR				
Distributor				
Distributor Contact				

This quote is valid for 30 days, and is governed by Seller's Terms and Conditions of Sale attached hereto and/or located at the website indicated below. Any reference to Buyer's request for quote incorporates only the technical information described therein. ALL TERMS AND CONDITIONS IN BUYER'S REQUEST FOR PROPOSAL/QUOTE ARE DEEMED MATERIAL ALTERATIONS AND ARE HEREBY EXPRESSLY REJECTED. Seller's Website: <https://torchmate.com/terms-and-conditions>

CHOOSE YOUR CONFIGURATION

4400 TABLE

The Torchmate 4400 is a powerful and fully assembled CNC Plasma cutting table. Designed to begin cutting immediately, this robust machine contains production grade components to deliver consistent cuts every time. This high-end cutting table has a small footprint and can easily fit into any small-to-medium sized fabrication shops. All that is required to begin cutting is compressed air, power, dedicated ground rod, and water. The water table fume extraction, slat supports, computer, CAD Software, CNC controller, height control, and magnetic torch breakaway are included in the base price.



4800 TABLE

Designed for growing businesses, the Torchmate 4800 is the ideal cutting machine. Within minutes of uncrating, the fully assembled Torchmate 4800 machine will be ready for any job. With a longer cutting area, additional shearing fees and costs can be avoided. Lincoln Electric engineers have performed extensive tests to ensure that the table will consistently cut the same quality, regardless of where the material is positioned.



4510 TABLE

Like the other 4x00 machines, the Torchmate 4510 is fully assembled and made to begin cutting in less than an hour after being delivered. This machine has the largest cutting area of all the 4x00 tables. With a 5'x10' cutting area, the Torchmate 4510 has 36% more material capacity than the Torchmate 4800. This machine was designed to save you time and money while providing the same great benefits the Torchmate 4400 and 4800 offer.



CHOOSE YOUR POWER SUPPLY



FLEXCUT® 80

80 Amp Plasma

3/4" CUT CAPACITY (MILD STEEL)

The FlexCut 80 is a constant current, plasma cutting power source that delivers faster cut speeds, optimal cut performance, and durability. The Flexcut 80 provides unparalleled plasma cutting efficiency.



FLEXCUT® 125

125 Amp Plasma

1.0" CUT CAPACITY (MILD STEEL)

The FlexCut 125 is the industry's first conventional air plasma cutter equipped with plasma marking. The powerful mechanized plasma cutter provides exceptional pierce and cut capabilities.

CHOOSE YOUR ACCESSORIES

HAND-HELD PLASMA TORCH

The hand-held plasma torch allows for precise and fast material cutting. It includes a 25ft or 50 ft torch cable and one set of all required torch expendable parts.
(For FlexCut 80 Plasma only)



TWO STAGE AIR FILTER ASSEMBLY

Extend the life of your consumables and protect your plasma cutter from harmful particulates and moisture from the compressed air source. This easy to install assembly filters particulates down to 5 microns, and dries the air with a moisture separator and desiccant drier stage.



PLATEGUARD WATER TABLE ADDITIVE

Prevent surface corrosion on steel plate loaded on the table, and extend the life of your machine bed by adding Lincoln Electric's recommended concentrated Plateguard solution.



PNEUMATIC PLATE MARKER

The Plate Marker Accessory is a pneumatic oscillating engraving tool that allows for high-precision markings and details on a wide range of metals.



4000 TC PIPE & TUBE CUTTER



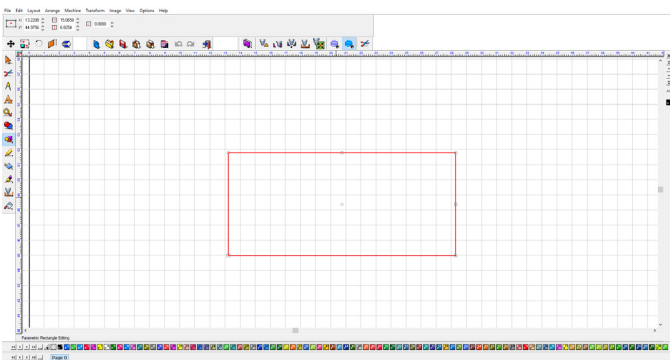
The two-axis tube cutter is capable of cutting and profiling schedule 40 pipe with an outside diameter of 1.5 to 6 inches and a machine cutting envelope of 84 inches. It easily connects to the 4x00 series tables with cable connections. The 2 inch through chuck offers motorized bevel cutting up to a 45° cut angle for weld coupons.

CHOOSE YOUR SOFTWARE



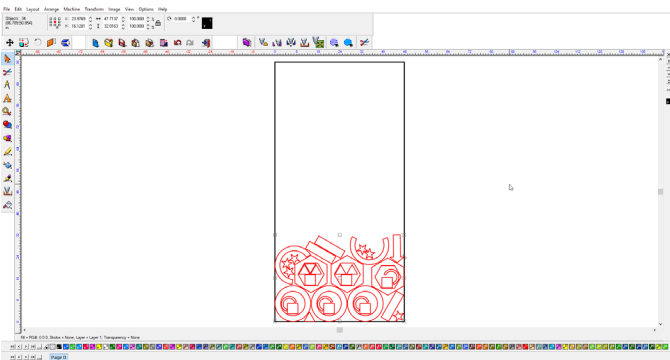
Torchmate VMD/Nest (Included with 4000 Series Plate Machines)

Torchmate Visual Machine Designer (VMD) is the human-machine interface (HMI) to the Torchmate 4000 Series CNC Machines. VMD automatically programs cut parameters for the most common materials into the G-Code file, such as Feedrate, Pierce Height, and Cut Height. VMDnest provides the machine operator with onboard single-sheet nesting capabilities. Bring multiple DXF or DWG's directly to the machine from your CAD software and have the operator nest them to a sheet, no offline software required.



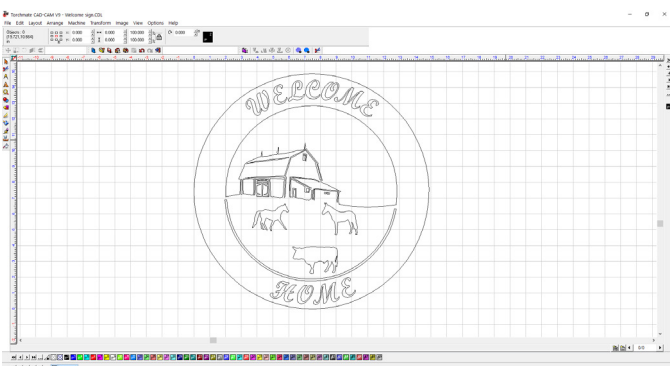
Torchmate CAD/CAM Design (Included with 4000 Series Plate Machines)

Torchmate CAD offers versatile drawing features including shape creating, importation of other file types such as DXF, tracing of scanned images, and text design. The user-friendly interface allows both new and experienced users to design any part imaginable from simple tabs and brackets to intricate signs and art scenes. Torchmate CAM compensates for the cut width (kerf) of the plasma arc to ensure that a part is cut as accurately as it was drawn. Torchmate CAD/CAM software is supported by Torchmate with a selection of digital training options.



Torchmate CAD/CAM Design Upgrade

Includes Offline Nesting, a vectorization tool and Advanced Shape Library. Offline Nesting minimizes the amount of scrap material produced during cutting using an efficient algorithm to place many components tightly together leaving minimal material waste. The vectorization tool allows you to convert image files into editable CAD drawings. The off-line shape library give you 89 preselected common shapes that can be edited to fit your needs.



Torchmate CAD ART Upgrade

This upgrade gives you 1,400 fonts to choose from and allows them to accurately fit the text to an arc or any other shape in the cutting area automatically. There are hundreds of silhouette images that are suitable for plasma cutting. These are time-saving upgrades that can be worth while for businesses that heavily use the text tool. (TM CAD/CAM Design & upgrade required)

CHOOSE YOUR TRAINING PACKAGE

Torchmate 4000 Series Success Packages

Torchmate Success Packages are the best way for you to get up and running successfully with your new Torchmate machine in as little time as possible. The packages offer training options that fit your needs - from Virtual Group Training in our Bronze Package, all the way to our onsite training option included in our Gold package. By choosing one of these packages you will be able to operate your machine with confidence and be able to rapidly integrate the machine into your day to day operation.

BRONZE

\$750

- Torchmate Academy online training - 1 one year subscription. [\$750 account credit if completed within 30 days]
- Direct FlexCut consumables discount [15% for 1 year]

GOLD

\$2,250

- Torchmate Academy online training - 1 one year subscription. [\$750 account credit if completed within 30 days]
- 3 day Torchmate training at Lincoln Electric Reno or Cleveland facility* [\$1,000 value]
- \$1,000 consumables package for FlexCut plasma cutters
- Direct FlexCut consumables discount [15% for 2 years]

SILVER

\$2,000

- Torchmate Academy online training - 1 one year subscription. [\$750 account credit if completed within 30 days]
- Torchmate LIVE virtual training - 2 four hour sessions [\$750 value]
- \$1,000 consumables package for FlexCut plasma cutters
- Direct FlexCut consumables discount [15% for 2 years]

*Travel and lodging not included

ONLINE

Torchmate Academy Machine and CAD Training

Torchmate Academy is an online-based learning platform that takes the user guide's information to a new level. It covers all of the key features and functions in more detail. Video walkthroughs and supporting documentation are provided throughout to assist you in getting the most out of your Torchmate investment.

<https://torchmate.com/academy>

- Basic Operations
- Visual Machine Designer Operation
- Maintenance and troubleshooting
- Plasma cutter and consumable overview
- Torchmate CAD Operations and Basic Training
- Importing and manipulating DXF files
- Nesting and layers
- Uses video, slides, and quizzes
- One year of access

VIRTUAL

Torchmate LIVE - Machine and CAD Training

Torchmate LIVE is an interactive training solution for individuals that cannot travel or have the time for in-house training, but need personal interaction of an on-site training. We bring the instructor to your facility via the internet. Join via ZOOM with our expert trainers to cover the machine basics and operations.

Schedule your time on our website:

www.torchmate.com/seminars

Block 1 - TM CAD (4 hours)

- Basic features and tools
- Functions of the toolbar
- Common menu items
- Shape creation
- Text usage
- Tool path creation
- Cut path output
- Nameplate project

Block 2 - Machine Operations (4 hours)

- Machine overview
- Plasma cutter and consumables
- Proper start-up
- Visual Machine Designer overview
- Cut Quality and Line Speed test
- Nameplate cut process
- Proper Shutdown
- Machine Maintenance

ONSITE

Torchmate Onsite - Machine and CAD Training

Have our expert technicians come to your facility for 1-, 2-, or 3-day machine training and servicing at your facility. The provider will cover the machine operations, proper maintenance, and software training for a flat rate.

To get an updated cost and scheduling availability, email our team: LECSfieldservice@lincolnelectric.com

One Day

- Owner's Manual Review
- Verify all connections
- Verify factory specifications
- Perform factory acceptance test cut.
- Consumable Training
- Re-order information
- Plasma power supply operation

Second Day

- TMCAD overview and workflow
- Shape creation
- Text usage
- Tool path creation
- Cut path output
- Nameplate project
- Shape Library
- Job Set Up and Nesting
- Cut customer file
- Machine maintenance
- Acceptance sign off

Third Day

- Advanced CAD Training
- Working with Customer Files
- Additional hands-on Training



The previous scope of work defines the various options for CAD training, onsite machine commissioning, and operations training for the Torchmate 4000 series configurations. Please note that CAD training is not included in onsite machine commissioning and operations training options. Torchmate is not able to provide third-party CAD training. Any work outside the agreed scope will be billed separately for time and material via an approved Lincoln Electric Cutting Systems extra work order. Lincoln Electric Cutting Systems defines a workday as a typical 8 hour day with a 1-hour lunch break. Overtime hours requires approval.

3 DAY IN-HOUSE TORCHMATE TRAINING

Torchmate In-House

In-house training is a 3-day, hands-on project-based classroom training held in Reno & Cleveland. Learn and create real-world projects that cover the TMCAD software and its features. Take those projects and cut them out on the machine where the trainers will cover everything from cut quality to proper maintenance. Build the proper foundation to streamline your success.



3 Day Basic Torchmate Operations Training

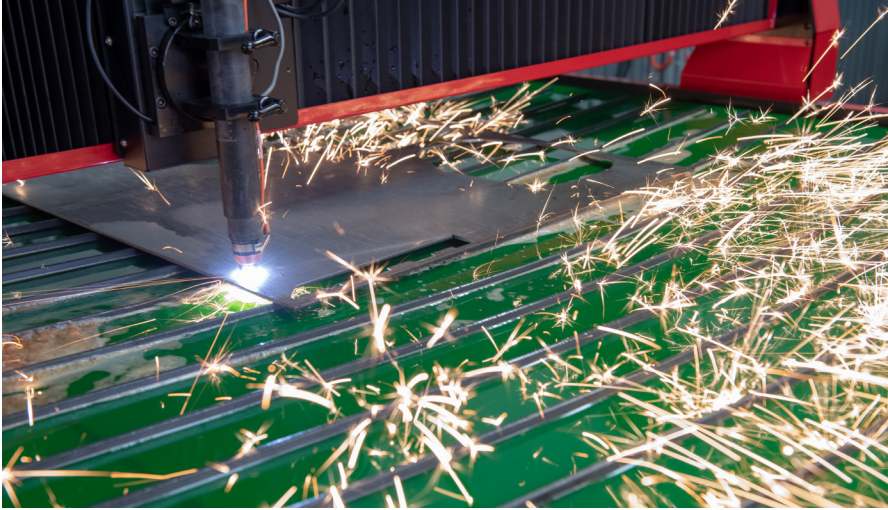
- Introduce the CAD software
- Go over basic functions and tools
- Generate basic shapes
- Discuss WELDING and MAKE/BREAK PATH functions
- Generate NAMEPLATE project
- Generate CLIP ART project
- Import images from web and use VECTORIZATION tool
- Node Editing
- Polyarc vs. Polygon
- Generate precision part by node editing
- Discuss multispeed files and their creation
- Array, Nesting, and Badging



BOOK TODAY www.torchmate.com/seminars



SYSTEM INCLUDES



- Complete 4x4, 4x8 or 5x10 Multiple Station Cutting Area CNC Plasma Table
- Ohmic Initial Height Sense with Automatic Torch Arc-Voltage Height Control
- Laser Pointer Attachment
- Magnetic Torch Breakaway
- Water table fume extraction
- CNC Controller
- CAD Software
- DXF & DWG Importer (use with most CAD programs)
- Industrial Touchscreen HMI
- Consumable Starter Kit
- Technical Phone Support
- 2 Year Complete System Warranty

TABLE SPECIFICATIONS

Power Requirements

- 115V / 15A Dedicated circuit
- 87-109 psi [6-7.5 bar] 380 SCFH 180 SLPM
- FC80 1 phase: 208,230 50/60hz or 3 phase 208,230,400,460,575 50/60hz
- FC125 3 phase: 380,400,415,460,575 50/60hz

Machine Size

- 4400 74" x 67" x 63" [As Shipped 85" x 77" x 71"]
- 4800 74" x 114" x 63" [As Shipped 122" x 77" x 71"]
- 4510 86" x 138" x 63" [As Shipped 144" x 91" x 74"]

Shipping Weight

- 4400 1,177 lbs [531 kg]
- 4800 1,615 lbs [732 kg]
- 4510 2,220 lbs [1007 kg]

See OSHA guidelines for proper forklift

Water Capacity

- 4400 60 Gallons [230 Liters]
- 4800 107 Gallons [405 Liters]
- 4510 140 Gallons [530 Liters]

Cut Speed

- Flexcut 80 1/4" [148 ipm], 1/2" [52 ipm], 3/4" [26 ipm]
- Flexcut 125 1/4" [210 ipm], 1/2" [88 ipm], 3/4" [52 ipm], 1" [32 ipm]

Plasma Pierce Capacity

- Flexcut 80 3/4" Mild Steel
- Flexcut 125 1" Mild Steel

Traverse Speed

- 500 ipm

Material Weight Capacity

- 4400 at 48" x 48" holds maximum of 652.8 lbs [40.8 lbs per square foot]
- 4800 at 48" x 96" holds maximum of 1,305.06 lbs [40.8 lbs per square foot]
- 4510 at 60" x 120" holds maximum of 2,040 lbs [40.8 lbs per square foot]

Motors

- Stepper Motors [3] 396 oz-in

Drive System

- Spring loaded Rack and Pinion

Linear Guidance

- Dual 20 mm Y axis and Dual 15mm X axis

Height Control

- Magnetic Breakaway
- Ohmic Sensing
- Automatic Torch Arc Voltage Height Control

Software

- Easy-To-Use Lincoln Electric VMD User Interface
- Onboard DXF CAM Importer with Irregular Part Nesting
- Onboard Popular Shape Library
- Offline Torchmate Cad/Cam Software

Safety

- Safety System Supporting Emergency Stop Switch
- Safety System Extended To External Peripherals
- External Drive Power On Switch

Machine Construction

- Fabricated Steel Frame with Powder Coated Finish

Warranty

- 2 Year Machine and Plasma Torch Lead Warranty
- 3 Year Plasma Power Supply Warranty

PLASMA SPECIFICATIONS

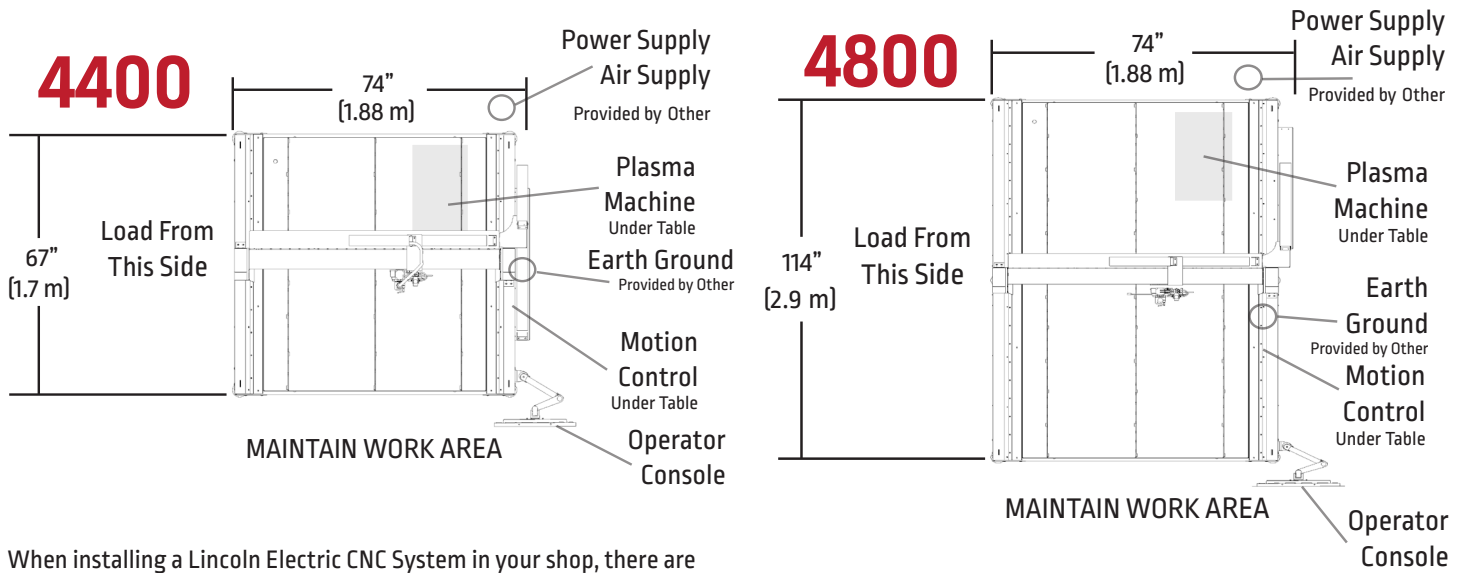


Product Name	Input Power Voltage/Phase/Hz	Rated Input Current/Voltage/Duty Cycle	Air Pressure Required	Production Cutting Capacity	
FlexCut 80	208/230/400/460/575 3PH 50/60Hz	60A/140V /100% 80A/140V /80%	87-109 PSI (6.0 - 7.5 Bar)	Mild Steel	3/4" (20 mm)
	230 1PH 50/60Hz	60A/140V /100% 80A/140V /80%		Stainless	5/8" (16 mm)
	200-208 1PH 50/60Hz	60A/140V /100% 80A/140V /80%		Aluminum	5/8" (16 mm)
FlexCut 125	308-400-415/460/575V 3PH 50/60Hz	125 A/125V /100%	90-120 PSI (6.2 - 8.2 Bar)	Mild Steel	1.0" (25mm)
				Stainless	3/4" (20 mm)
				Aluminum	1.0" (25 mm)

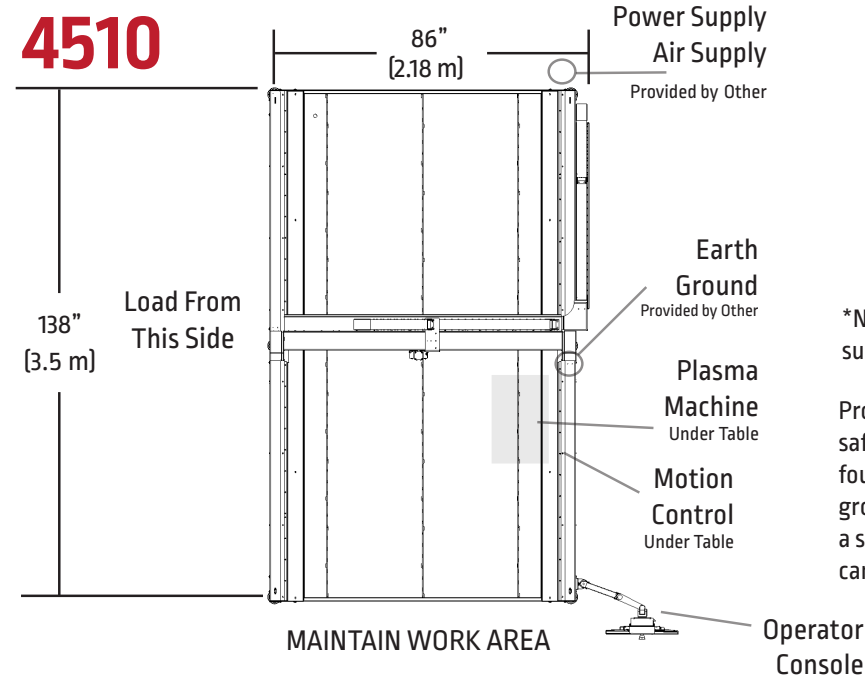
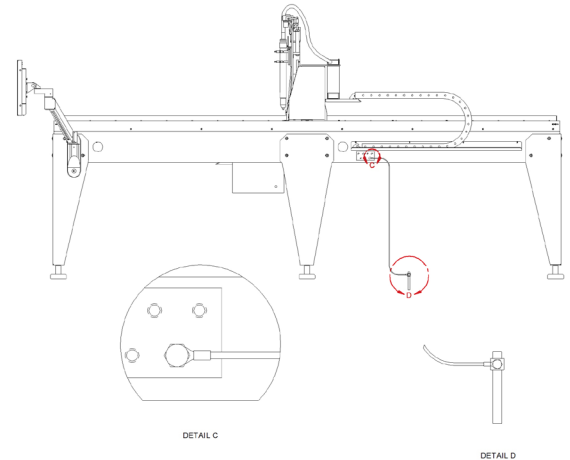
*Cut speeds for best quality, production results may vary.



LOCATION



When installing a Lincoln Electric CNC System in your shop, there are many factors that will influence the potential productivity, ease of use of the machine, and the safety of the operator. The main factors to prepare for include the physical layout and placement of the machine in the shop, the availability of power, an EMI ground, compressed air and other gases, and ventilation.



*Note: Power supply does not include a plug, must be supplied by an electrician.

Proper grounding must be provided to ensure personnel safety and to suppress high frequency noise. The foundation of good grounding is an effective earth ground rod. A star ground point connects to the rod with a short, heavy conductor. A simple copper clad steel rod can be driven into the ground to create a grounding rod.

MAINTAIN YOUR WORK AREA

- When preparing to install the Lincoln Electric CNC Cutting System, provide sufficient space. Three feet of work space should be maintained at front of machine
- Overhead Crane or forklift to load material opposite the cable carrier only. Utilize the back of the machine to park the gantry while loading material.
- A dedicated earth ground must be provided and should be installed in a manner to reduce trip hazard
- The table power leads included is limited to 10 feet.

CUSTOMER EXPERIENCE HIGHLIGHT

MOTOBILT

Motobilt focuses on providing high quality Jeep and truck accessories to 4x4 enthusiasts around the world. They utilize their Torchmate 4800 CNC plasma cutting table to cut out their metal parts.



Watch full story [\(link to YouTube\)](#)

Back Alley Metals

Back Alley Metals ships their high-quality custom metal work across the globe. With the capabilities of their Torchmate machine, they are able to create customized intricate wall art, bear boxes, and precision tools for home builders.



Watch full story [\(link to YouTube\)](#)



[The Fabrication Forum](#) is an online community of Torchmate customers where you can find tips and tricks, project ideas, troubleshooting, and general fabrication help for your torchmate machine. The forum offers an interactive platform for individuals

FabricationForum.com

to openly communicate and collaborate with Torchmate customers across the globe.

The forum provides a new perspective to showcase the different applications your Torchmate machine can be used for. With over a thousand discussions and members from various industries, you are sure to find your next Torchmate project to cut. Login to FabricationForum.com today to start your next project!

Learn more about our training options at www.torchmate.com/academy



To purchase consumables, please visit www.torchmatestore.com



The Lincoln Electric Company is manufacturing and selling high quality welding equipment, consumables, and cutting equipment. Our challenge is to meet the needs of our customers and to exceed their expectations. On occasion, purchasers may ask Lincoln Electric for information or advice about their use of our products. Our employees respond to inquiries to the best of their ability based on information provided to them by the customers and the knowledge they may have concerning the application. Our employees, however, are not in a position to verify the information provided or to evaluate the engineering requirements for the particular weldment. Accordingly, Lincoln Electric does not warrant or guarantee or assume any liability with respect to such information or advice. Moreover, the provision of such information or advice does not create, expand, or alter any warranty on our products. Any express or implied warranty that might arise from the information or advice, including any implied warranty of merchantability or any warranty of fitness for any customers' particular purpose is specifically disclaimed. Lincoln Electric is a responsive manufacturer, but the selection and use of specific products sold by Lincoln Electric is solely within the control of, and remains the sole responsibility of the customer. Many variables beyond the control of Lincoln Electric affect the results obtained in applying these types of fabrication methods and service requirements. Subject to Change – This information is accurate to the best of our knowledge at the time of printing. Please refer to www.lincolnelectric.com for any updated information.

 **Warning:** Cancer and Reproductive Harm - <https://www.p65warnings.ca.gov/>

QUOTE FOR



RDUSD - *RVHS* 30 Laptops and Cart for AG Mechanics

Prepared by:
Datapath
 Ricky Maestas
 (209) 300-7333
 rmaestas@mydatapath.com

Prepared for:
River Delta USD
 445 Montezuma St.
 Rio Vista, CA 94571
 Jennifer Kitchens
 (707) 374-1700
 jkitchens@rdusd.org

Quote Information:
Quote #: 020879
 Version: 3
 Delivery Date: 11/17/2022
 Expiration Date: 11/26/2022

Dell Option

	Price	Qty	Ext. Price
Dell Latitude 3000 3120 11.6" Convertible 2 in 1 Notebook - HD - 1366 x 768 - Intel Celeron N5100 Quad-core (4 Core) 1.10 GHz - 4 GB Total RAM - 128 GB SSD - Intel Chip - Windows 11 Pro Education - Intel UHD Graphics - English (US) Keyboard - Front Camera 	\$429.34	30	\$12,880.20
California Electronic Waste Recycling Fee - Screen Less than 15 Inches	\$4.60	30	\$138.00
Ergotron Zip40 Charging Cart - 3 Shelf - 255 lb Capacity - 4 Casters - 5" Caster Size - Steel - 30" Width x 26.1" Depth x 45.4" Height - Gray, White - For 40 Devices 	\$2,312.51	1	\$2,312.51

Subtotal: \$15,330.71

Quote Summary

	Amount
Dell Option	\$15,330.71
Subtotal:	\$15,330.71
Shipping:	\$45.00
Estimated Tax:	\$1,234.41
Total:	\$16,610.12

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

By accepting this quote Customer is agreeing to the Datapath Terms of Service and Payment Terms:

- [Terms of Service](#)
- [Payment Terms](#)

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Nancy Vielhauer, Assistant Superintendent of Educational Services Item Number: 25

Type of item: (Action, Consent Action or Information Only): Action

SUBJECT:

Request to Approve the Purchase of Chromebooks and Chromebook Carts for the Beyond the Bell After School Program.

BACKGROUND:

The last time Chromebooks were purchased for the Beyond the Bell After School Program was in May of 2016. The current Chromebooks are old and outdated. Beyond the Bell After School Program uses these Chromebooks to complete homework and more.

STATUS:

It is necessary to purchase new Chromebooks for the Beyond the Bell After School Program to replace the outdated Chromebooks. We would like to purchase 287 Chromebooks and 9 Charging Carts to replace the old devices.

PRESENTER:

Nancy Vielhauer, Assistant Superintendent of Educational Services

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Not to exceed \$121,438.48 from the After School Program's roll over funds.

RECOMMENDATION:

That the Board Approve the Purchase of Chromebooks and Chromebook Carts for the Beyond the Bell After School Program.

Time allocated: 2 minutes

Emergent Technology Services

10463 Grant Line Rd. Suite 113

CA 95624 US

+1 9166224111

accounting@emergentechservices.com

www.emergentechservices.com



ADDRESS

River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571-1651

SHIP TO

River Delta Unified School District
445 Montezuma Street
Rio Vista, CA 94571-1651

Estimate E23-2166

DATE 11/29/2022

ACTIVITY	QTY	RATE	AMOUNT
Laptop:HP 436B7UT HP Chromebook 11MK G9 Education Edition - 11.6" - Kompanio 500 MT8183 - 4 GB RAM - 32 GB eMMC - US	287	241.00	69,167.00T
Recycling fee:SB50-1 CA E-Waste Recycling Fee (5"-14")	287	4.00	1,148.00
License:Google CROSSWDISEDUNEW Google Chrome OS Management Console - License - academic	287	35.00	10,045.00
Charging Cart:Anywhere Cart AC-PLUS Anywhere Cart 36 Bay Cycle Charging Cart	9	1,045.00	9,405.00T
Laptop:HP 6C174UT HP EliteBook 840 G9 Notebook - Wolf Pro Security - 14" - Core i5 1235U - 16 GB RAM - 512 GB SSD - US - with HP Wolf Pro Security Edition (1 year)	16	1,265.00	20,240.00T
Recycling fee:SB50-2 CA E-Waste Recycling Fee (15"-35")	16	5.00	80.00
Services:White Glove Includes WG Services, TGoogle Update OS, Enroll to Domain	287	10.00	2,870.00

Please make PO out to Emergent Technology Services Inc.

HP NASPO MNNVP-133 - (PA), 7-15-70-34-001

SUBTOTAL	112,955.00
TAX	8,028.48
SHIPPING	500.00

TOTAL \$121,483.48

Accepted By

Accepted Date

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 94571-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: x

From: Tammy Busch, Asst. Supt., Business

Item Number: 26

Type of item: (Action, Consent Action or Information Only): Action Item

SUBJECT:

Request to Approve the Job Description for a Supervisor of Food Services

BACKGROUND:

The District has not had a Supervisor of Food Services for many years. As the state is requiring meal prep services for students, this person would be able to provide directive and supervise cafeteria staff appropriately. This position would report to Asst. Supt. of Business Services.

STATUS:

Currently, Asst. Supt. of Business Services handles staffing, site visits, and compliance issues while working with Sodexo that is a consultant to the District.

PRESENTER:

Tammy Busch, Asst. Supt. of Business

OTHER PEOPLE WHO MIGHT BE PRESENT:

COST AND FUNDING SOURCES:

Fund 13 – Cafeteria

RECOMMENDATION:

The Board approves the job description for a Supervisor of Food Services

Time allocated: 15 minutes

**RIVER DELTA UNIFIED SCHOOL DISTRICT
SUPERVISOR, FOOD SERVICES**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

To supervise, assign and participate in the activities related to Food Services, including menu planning, food preparation and purchasing, and record keeping; to coordinate with all school sites; provide responsible administrative support to the Assistant Superintendent of Business Services; and to perform a variety of tasks relative to assigned areas of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Assistant Superintendent of Business Services.

Exercises direct supervision over food services staff.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS -- *Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

1. Plan, supervise, assign and review the work of staff responsible for providing food services in the schools.
2. Participate in the development and implementation of goals, objectives, policies, and priorities for Food Services.
3. Plan, coordinate and review the work plan for Food Services, including planning, designing and developing the menu; develop menu production records and specifications; ensure compliance with all nutritional requirements of the Universal Free Meal Program.
4. Conduct site and employee quality checks; ensure compliance with regulations pertaining to Food Services.
5. Select, train, motivate, and evaluate Food Service personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination process.
6. Participate in the development of the Food Services budget; monitor expenditure; recommend adjustments.
7. Review and approve vendor invoices and related billings for payment; maintain meal count records for reimbursement; ensure they are accurate and complete.
8. Order all food products; conduct vendor meetings; test and research products; recommend new products.
9. Serve as liaison for Food Services with each school site, the District Office, and outside agencies; resolve issues and concerns

Marginal Functions:

1. Participate in the full range of duties assigned to staff, including food preparation, customer service, and cleanup.
2. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Operational characteristics, services and activities of a school food service and nutrition program.

Principles of nutrition and food science.

Menu planning and preparation techniques.

Food preparation and cooking methods and techniques.

Modern office methods and equipment.

First aid methods and techniques.

Pertinent Federal, State and Local laws, codes and regulations.

Ability to:

Supervise and coordinate the work of lower-level staff.

Develop meal menu with appropriate nutritional value.

Cook and prepare food.

Prepare clear, and concise reports.

Interpret and apply Federal, State and local policies, laws and regulations.

Communicate clear and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Maintain audio-visual discrimination and perception needed for successful job performance.

Maintain mental capacity which allows the capability of making sound decisions and demonstrating intellectual capabilities.

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Four years of increasingly responsible experience in food services and nutrition, including two years of supervisory or administrative responsibility, preferably in public school system.

Training:

Equivalent completion of the twelfth grade, supplemented by college level course work in nutrition, food science business administration or a related field.

License or Certificate:

Possession of, or ability to obtain, a valid California Driver's license issued by the California Department of Motor Vehicles. Possession of ServSafe Certification.

WORKING CONDITIONS:

Environmental Conditions:

Office environment; cafeteria environment; exposure to hot and heavy kitchen equipment.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for walking, standing, bending, or stooping for prolonged periods of time; moderate to heavy lifting; operate a motorized vehicle.

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, California 9457-1561

BOARD AGENDA BRIEFING

Meeting Date: December 13, 2022

Attachments: X

From: Codi Agan, Director of Personnel

Item Number: 27

Type of item: (Action, Consent Action or Information Only): _____ Consent Action

SUBJECT:

Request to Approve the Provisional Internship Permit as authorized by the Commission on Teacher Credentialing for 2022-2023 school year.

BACKGROUND:

Due to the unavailability of fully qualified and acceptable teaching candidates to teach for the 2022-2023 school year, RDUSD has had to assign teachers under the provision of a Provisional Internship Permit as authorized by the Commission on Teacher Credentialing.

STATUS:

Public posting, attached, was posted December 9, 2022 – December 13, 2022. Applicants have been prepared and are ready to be submitted to the commission on Teacher Credentialing for Alfonso Valles, Delta High School.

PRESENTER:

Codi Agan, Director of Personnel

OTHER PEOPLE WHO MIGHT BE PRESENT:

Staff

COST AND FUNDING SOURCES:

RECOMMENDATION:

That the Board approves the Provisional Internship Permit Request for Alfonso Valles.

Time allocated: 2 minutes



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street

Rio Vista, California 94571-1651

(707) 374-1700

Fax (707) 374-2995

<http://riverdelta.org>

PUBLIC NOTICE

INTENT TO REQUEST A PROVISIONAL INTERNSHIP PERMIT (PIP) FROM THE COMMISSION ON TEACHER CREDENTIALING

I, Katherine Wright, Superintendent for River Delta Unified School District do hereby declare that a need has been shown that the district is currently unable to recruit fully qualified and acceptable teaching candidates. Therefore, it is my intent to employ the following people under the provisions of a Provisional Internship Permit as authorized by the California Commission on Teacher Credentialing.

Alfonso Valles

Delta High School

Education Specialist Mild/Moderate

As required by law, this notice will be posted in a public place for a minimum of Seventy-two (72) hours. The period of this posting shall commence on Friday, December 9, 2022, at 5:00 p.m. and will end on Tuesday, December 13, 2022, at 5:00 p.m.

Any person having an objection to the use of a Provisional Internship Permit for the filing of the above-mentioned teaching positions shall submit such objection in writing to Superintendent, Katherine Wright, 445 Montezuma Street, Rio Vista, CA 94571.

NOTE: The Board of Trustees encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent's Office at (707) 374-1711 at least 48 hours before the scheduled meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132).]

12-8-22

Dated

Katherine Wright
Superintendent

PLEASE POST

Bates School
Clarksburg Middle

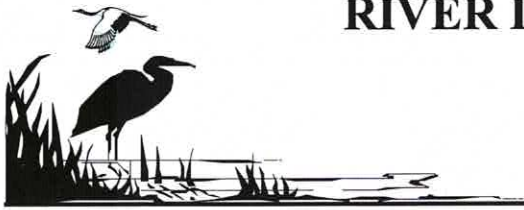
Isleton School
Riverview Middle

Walnut Grove School
D. H. White Elementary
River Delta High/Elementary School
Delta Elementary Charter School

Delta High School
Rio Vista High School
River Delta Community Day School

Wind River School
Mokelumne High School

Creating Excellence To Ensure That All Students Learn



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

NOTICIA PUBLICA

INTENCION DE SOLICITAR UN PERMISO DE PASANTIA PROVISIONAL (PIP) DE LA COMISION DE CREDENCIALIZACION DE MAESTROS

Yo, Katherine Wright, Superintendente del Distrito Escolar Unificado River Delta, declaro por lo presente que se ha demostrado la necesidad de que el distrito actualmente no puede reclutar candidatos docentes aceptables y completamente calificados. Por lo tanto, tengo la intención de emplear a las siguientes personas bajo las disposiciones de un Permiso de Pasantía Provisional según lo autoriza la Comisión de Acreditación de Maestros de California.

Alfonso Valles Escuela Secundaria Delta Credencial de especialista en educación leve/moderada

Según lo exige la ley, esta noticia se publicará en un lugar público por un mínimo de setenta y dos (72) horas. El periodo de esta publicación comenzara el viernes, 9 de diciembre de 2022, a las 5:00 p.m. y finalizara el martes, 13 de diciembre de 2022, a las 5:00 p.m.

Cualquier persona que tenga una objeción al uso de un Permiso de Pasantia Provisionales para la presentación de los puestos docentes mencionados anteriormente deberá presentar dicha objeción por escrito a la Superintendente, Katherine Wright, 445 Montezuma Street, Rio Vista, CA 94571.

NOTA: La Junta Directiva anima a las personas con discapacidades a que participen plenamente en el proceso de la reunión pública. Si necesita una modificación o adaptación relacionada con una discapacidad, incluidos servicios o ayudas auxiliares, para participar en la reunión pública, comuníquese con la Oficina de la Superintendente al (707) 374-1711 por lo menos 48 horas anterior a la reunión programada para hacer los esfuerzos razonables para complacerle. [Codigo de Gobierno § 54954.2; Ley de Estadounidenses con Discapacidades de 1990, § 202 (42 U.S.C. § 12132).]

12-8-22
Fecha

Katherine Wright
Katherine Wright
Superintendente

POR FAVOR PUBLICAR

Creating Excellence To Ensure That All Students Learn

Bates School	Isleton School	Walnut Grove School	Delta High School	Wind River School
Clarksburg Middle	Riverview Middle	D. H. White Elementary	Rio Vista High School	Mokelumne High School
	River Delta High/Elementary School	River Delta Community Day School		
	Delta Elementary Charter School			