

PLEASANT VIEW SCHOOL DISTRICT

14004 ROAD 184 PORTERVILLE, CALIFORNIA 93257

TELEPHONE (559) 784-6769 FAX (559) 784-6819

PLEASANT VIEW ELEMENTARY SCHOOL DISTRICT

MINUTES

REGULAR BOARD MEETING

BOARD OF TRUSTEES

Alexander Garcia

President & Clerk

Thomas Barcellos

Vice President

Davy Gobel

Rusty Gobel

Rachele Alcantar

Mark Odsather

District Superintendent

Kimberly Parrish

Principal

Niguel Baxter

Business Manager

May 10th, 2022

Pleasant View Cafeteria

18900 Ave 145

Porterville, CA

CALL TO ORDER - ROLL CALL: Alex Garcia, called the meeting to order, at 4:30 pm and the following were in attendance:

BOARD:

Tom Barcellos

Davy Gobel

Alex Garcia

ABSENT: Rachele Alcantar, Rusty Gobel

OTHER:

Mark Odsather (Superintendent)

AGENDA: On a motion by Tom Barcellos and a second by Davy Gobel the board approved the Agenda. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel)

PUBLIC COMMENT: No Comment

MINUTES: On a motion by Tom Barcellos and second by Davy Gobel the board voted to approve the April 12th minutes. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel)

ATTENDANCE:

1. On a motion by Tom Barcellos and a second by Davy Gobel the board voted to approve Interdistrict Agreements. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (On File)
2. M. Odsather stated that current enrollment was at 453, M. Odsather stated that current P-2 ADA is around 422, M. Odsather stated the district has picked up a number of students in the last few months, M. Odsather stated the district is still anticipating declining enrollment over the next three to five years. (Exhibit A)



PLEASANT VIEW
FALCONS

DISTRICT FINANCE:

1. M. Odsather presented the vendor payments to the board for review and discussion. Mr. Barcellos inquired about the payments to Classic Charter. M. Odsather stated that was for the 8th grade field trip to Yosemite. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve Vendor payments; Batch #416 for \$89,592.49; Batch #419 \$85,900.61; Batch #420 \$32,923.46; Batch #421 \$84,797.30 (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit B)
2. M. Odsather presented the Budget Comparison report for review and discussion. M. Odsather stated that the district is waiting on May Revise to see what the state's education budget will look like, but anticipates a favorable budget for education. M. Odsather stated the district continues to look into the future and is positioning itself to maintain a balanced budget even with the potential declining enrollment.
(Exhibit C)
3. M. Odsather presented the Budget Revisions to the board for review and discussion. On a motion by Tom Barcellos and a second by Davy Gobel the board voted to approve Budget Revisions with control number #50356767 (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit D)
4. M. Odsather presented the County Review of 2nd Interim to the board for review and discussion. M. Odsather stated that district received a positive certification on its 2nd Interim. M. Odsather stated the county commended the district for its strong financial situation. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the County review of 2nd Interim. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit E)
5. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve April payroll. (4-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Rusty Gobel, Absent: Rachele Alcantar) (Exhibit F)

OLD BUSINESS:

1. M. Odsather presented the Initial Drawings of the proposed PVE Expanded Learning Opportunities Lab. M. Odsather stated that he anticipates it will take the district 6-8 months to get plan approval and will most likely go out to bid in the spring of 23'. Mr. Barcellos asked about the size and location of the storage room as well as the janitor's closet. M. Odsather stated that the room could be moved but with the anticipated activities that will take place, they would need storage. M. Odsather stated that janitors closet was located across from the restrooms for easier access. M. Odsather stated that the elementary campus doesn't have a great deal of storage space. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the planned layout of the new building (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit G)
2. M. Odsather presented to the board a plan to use ELOP monies in the current 21-22 year as well as next years 22-23 ELOP monies to help with expand the facilities projects both the modernization and ELOP building. M. Odsather stated that for years our afterschool program students have been housed in the cafeteria due to just not having the additional

classroom space and custodial personnel to clean. Both the modernization and ELOP project will allow the school to additional classrooms and space necessary to fully run the ELOP program starting in the 23-24 school year. On a motion by Tom Barcellos and a second by Davy Gobel the board approved the ELOP expenditure plan. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit H)

3. M. Odsather presented the Pleasant View Modernization Bid Schedule to the board for review and approval. On a motion by Tom Barcellos and a second by Davy Gobel the board approved the Modernization Schedule. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit H)

NEW BUSINESS:

1. M. Odsather presented the Monthly Calendar for May and June to the board for review. M. Odsather stated that the district had a large number of field trips planned for the remainder of the year, including trips to McDermont, Adventure Park, Fresno State, Porterville Fair and the Fresno Grizzly baseball game. M. Odsather stated graduation would be on June 2nd. (Exhibit I)
2. M. Odsather stated that the district was in the middle of finishing up MAP and CAASPP testing. M. Odsather stated that he would report back on the Local Indicators and multiple surveys at the June meeting.
3. M. Odsather presented the 2021-2023 PVEA contract to the board for review and approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the 2021-2023 Agreement between PVESD and PVEA. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit J)
4. M. Odsather presented the Declaration of Need for Fully Qualified Educators to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the Declaration of Need for Fully Qualified Educators (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit K)
5. M. Odsather presented the Annual Statement of Need to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the Annual Statement of Need (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit L)
6. M. Odsather presented the Integrated Pest Management Plan to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve the Integrated Pest Management Plan (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit M)
7. M. Odsather presented Resolution #8 in the Matter of the Adoption of a Fee Justification Study to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve Resolution #8. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit N)

8. M. Odsather presented Resolution #9 in the Matter of Ordering Regular Governing Board Member Elections Specifications of the Election Order to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve Resolution #9. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit O)
9. M. Odsather presented Resolution #10 in the Matter of Authorizing Inter-Fund Transfers In Accordance with the Budget to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve Resolution #10. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit P)
10. M. Odsather presented Resolution #11 in the Matter of Authorizing Inter-Fund Loan for Cash Flow Purposes to the board for approval. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to approve Resolution #11. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit Q)
11. M. Odsather presented Resolution #12 in the Matter of Authorizing County Superintendent of Schools to make year-end Budget Transfers to the board for approval. On a motion by Tom Barcellos and a second by Davy Gobel the board voted to approve Resolution #12. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit R)
12. M. Odsather presented the State Pre-School Application to the board for review and approval. On a motion by Tom Barcellos and a second by Davy Gobel the board approved the State Pre-School Application. (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit S)
13. M. Odsather presented the updates to the following board policies for second read, an approval On a motion by Tom Barcellos and a second by Davy Gobel the board approved the following board policies (3-0) (Ayes; Alex Garcia, Tom Barcellos, Davy Gobel, Absent: Rachele Alcantar, Rusty Gobel) (Exhibit T)
 - i. BP 0420.42 Charter School Renewal
 - ii. BP 1312.3 and AR 1312.3 Uniform Complaint Procedures
 - iii. AR 3515 Criminal Background Checks for Contractors
 - iv. AR 4217 Layoff/ Rehire
 - v. AR 5125 Student Records
 - vi. AR 5145 Nondiscrimination/Harassment
 - viii. BP 5148 and AR 5148 Child Care Development / Before and After School Programs / Pre School Early Childhood Education Programs
 - ix. BP 6112 & AR 6112 School Day
 - x. BP 6143 & AR 6143 Courses of Study
 - xi. BP 6170 & AR 6170 Independent Study
 - xii. BB 9150 Student Board Members
 - xiii. BB 9320 Meeting and Notices

CLOSED SESSION: On a motion by Tom Barcellos and a second by Davy Gobel the board voted to move into closed session to discuss a confidential personnel matter at 5:32pm (3-0) (Ayes; Alex Garcia, Davy Gobel, Tom Barcellos; Absent; Rachele Alcantar, Rusty Gobel) On a motion by Tom Barcellos and a second by Davy Gobel the board voted to move out of closed session at 5:41 pm (3-0) (Ayes; Alex Garcia, Davy Gobel, Tom Barcellos; Absent; Rachele Alcantar, Rusty Gobel)

REPORT: No action Taken

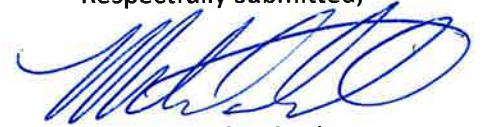
ADJOURNMENT:

1. On a motion by Davy Gobel and a second by Tom Barcellos the board voted to adjourn.
At 5:42pm (3-0) (Ayes; Alex Garcia, Davy Gobel, Tom Barcellos; Absent;
Rachele Alcantar, Rusty Gobel)



Alex Garcia, President & Clerk
or Tom Barcellos, Vice President

Respectfully submitted,



Mark Odsather,
Secretary

Pleasant View Elementary

05/04/2022
09:12 AM

Enrollment by Grade and Teacher

2021-2022

Teacher	TK		K		1		2		3		4		5		6		7		8		ALL(Selected GR)		
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	Total	
001 Alvarado	11	10	21	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11	10	21
005 Garcia	-	-	-	11	9	20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11	9	20
003 Sidhu	-	-	-	10	7	17	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10	7	17
045 Ibarra	-	-	-	-	6	8	14	-	-	-	-	-	-	-	-	-	-	-	-	-	6	8	14
014 Irving	-	-	-	-	8	7	15	-	-	-	-	-	-	-	-	-	-	-	-	-	8	7	15
046 Valdez	-	-	-	-	6	8	14	-	-	-	-	-	-	-	-	-	-	-	-	-	6	8	14
013 Calvillo	-	-	-	-	-	-	7	6	13	-	-	-	-	-	-	-	-	-	-	-	7	6	13
047 Lopez	-	-	-	-	-	-	7	8	15	-	-	-	-	-	-	-	-	-	-	-	7	8	15
008 Vankham	-	-	-	-	-	-	9	5	14	-	-	-	-	-	-	-	-	-	-	-	9	5	14
020 Drummond	-	-	-	-	-	-	-	-	-	11	17	28	-	-	-	-	-	-	-	-	11	17	28
027 Krenk	-	-	-	-	-	-	-	-	-	12	13	25	-	-	-	-	-	-	-	-	12	13	25
012 Moreno	-	-	-	-	-	-	-	-	-	-	9	8	17	-	-	-	-	-	-	-	9	8	17
048 Regaspi	-	-	-	-	-	-	-	-	-	-	10	7	17	-	-	-	-	-	-	-	10	7	17
043 Toledo	-	-	-	-	-	-	-	-	-	-	9	7	16	-	-	-	-	-	-	-	9	7	16
049 Haskins	-	-	-	-	-	-	-	-	-	-	-	-	-	10	5	15	-	-	-	-	10	5	15
033 Patterson	-	-	-	-	-	-	-	-	-	-	-	-	-	10	6	16	-	-	-	-	10	6	16
037 Valdez	-	-	-	-	-	-	-	-	-	-	-	-	-	10	6	16	-	-	-	-	10	6	16
002 Maldonado	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14	10	24	-	-	14	10	24
050 Ulloa	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13	11	24	-	-	13	11	24
040 Camacho	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	9	18	27	9	18	27
041 Ramirez	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13	14	27	13	14	27
038 Corwin	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5	13	18	
035 Luevano	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13	6	19	
051 ValdezC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10	7	17	

School Total: 11 10 21 21 16 37 20 23 43 23 19 42 23 30 53 28 22 50 30 17 47 27 21 48 22 32 54 28 26 54 233 216 449

* Class total is calculated including Nonbinary gender students

Exhibit 4 5-10-22

Teacher	M		PS		Total	ALL(Selected GR)		Total
	M	F	M	F		M	F	
001 Alvarado 4-5	1	1	1	1	2	1	1	2
School Total:	1	1	1	1	2	1	1	2

* Class total is calculated including Nonbinary gender students

Accounts Payable Final PreList - 4/6/2022 3:21:51PM

*** FINAL ***

Batch No 419

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check Account Code	Amount	Flag	EFT	Audit
013731	CENTRAL CITIES PIZZA, INC.	PV-220988	4/1/2022		March	130-70270-0-00000-37000-47000-0	\$420.00			
	CENTRAL CITIES PIZZA, INC.		4/1/2022		March	130-70270-0-00000-37000-47000-0	\$420.00			
	CENTRAL CITIES PIZZA, INC.		4/1/2022		March	130-70270-0-00000-37000-47000-0	\$420.00			
						Total Check Amount:	\$1,260.00			
013355	CLASSIC CHARTER	PV-220989	2/24/2022		156853	010-07200-0-11100-10000-58000-0	\$3,573.00			H
						Total Check Amount:	\$3,573.00			
001292	COTTON CENTER AUTO PARTS/F ARM	PV-220990	3/4/2022		March	010-81500-0-00000-81100-43000-0	\$76.90			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$38.70			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$26.93			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$15.52			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$12.91			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$10.65			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$23.11			
	COTTON CENTER AUTO PARTS/F ARM		3/4/2022		March	010-81500-0-00000-81100-43000-0	\$10.75			
						Total Check Amount:	\$215.47			
012313	CULLIGAN	PV-220991	3/31/2022		March	010-00000-0-00000-72000-43000-0	\$315.25			22
						Total Check Amount:	\$315.25			
013879	INSPIRED LIFE SCHOOL ASSEMBLY	PV-221002	3/30/2022		4228	010-07200-0-11100-10000-58000-0	\$1,985.00			
						Total Check Amount:	\$1,985.00			
013592	MANUEL LUEVANO	PV-220992	4/6/2022		Field Trip	010-07200-0-11100-10000-43000-0	\$570.00			
						Total Check Amount:	\$570.00			
011917	PITNEY BOWES GLOBAL FINANCIAL	PV-220993	3/26/2022		3105428048	010-00000-0-00000-27000-56000-0	\$200.22			
						Total Check Amount:	\$200.22			
013675	PURCHASE POWER	PV-220994	4/3/2022		April	010-00000-0-00000-27000-56000-0	\$1,020.99			

Exhib. B.1.c B 8-10-22

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Batch No 419

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013850	R & L CROW DISTRIBUTING	PV-220995	3/3/2022		March 31st		130-70270-0-00000-37000-47000-0	\$1,020.99		22
Total Check Amount:								\$1,020.99		
013344	REYES, BRENDA	PV-220996	4/5/2022		mileage		010-90271-2-81000-59000-52000-0	\$39.20		
Total Check Amount:								\$39.20		
012766	SISC III	PV-220997	4/1/2022		April		010-00000-0-00000-00000-95024-0	\$56,819.10	G	22
	SISC III		4/1/2022		April		010-00000-0-00000-00000-95028-0	\$2,913.80	G	22
	SISC III		4/1/2022		April		010-00000-0-00000-71100-34020-0	\$5,827.60	G	22
Total Check Amount:								\$65,560.50		
012360	SMART & FINAL IRIS	PV-220999	3/1/2022		March		010-00000-0-11100-10000-43000-0	\$117.20		
	SMART & FINAL IRIS		3/1/2022		March		010-00000-0-11100-10000-43000-0	\$362.58		
	SMART & FINAL IRIS		3/1/2022		March		010-00000-0-11100-10000-43000-0	\$28.65		
	SMART & FINAL IRIS		3/1/2022		March		130-70270-0-00000-37000-43000-0	\$203.81	H	
	SMART & FINAL IRIS		3/1/2022		March		130-70270-0-00000-37000-43000-0	\$415.25	H	
	SMART & FINAL IRIS		3/1/2022		March		130-70270-0-00000-47000-0	\$18.37	H	
	SMART & FINAL IRIS		3/1/2022		March		130-70270-0-00000-37000-43000-0	\$903.72	H	
Total Check Amount:								\$2,049.58		
005383	SOUTHERN CALIF EDISON CO	PV-220998	3/1/2022		Electricity		010-00000-0-00000-36000-58000-0	\$211.87		
	SOUTHERN CALIF EDISON CO		3/1/2022		Electricity		010-00000-0-00000-82000-55000-0	\$1,426.96		
	SOUTHERN CALIF EDISON CO		3/1/2022		Electricity		010-00000-0-00000-82000-55000-0	\$1,181.87		
	SOUTHERN CALIF EDISON CO		3/1/2022		Electricity		010-00000-0-00000-82000-55000-0	\$1,794.93		
Total Check Amount:								\$4,615.63		
013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-220987	4/6/2022		Sept-Nov-March		010-00000-0-00000-72000-43000-0	\$37.07		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$84.56		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$10.16		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$44.20		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$14.97		

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013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-220987	4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$32.76			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$21.62			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-00000-0-00000-72000-43000-0	\$97.71			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-00000-0-00000-72000-43000-0	\$34.40			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$168.19			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$33.74			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$17.26			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$27.56			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$168.63			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$128.83			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$40.97			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$36.87			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-00000-0-00000-27000-43000-0	\$54.52			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$64.89			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-00000-0-00000-72000-43000-0	\$21.81			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$17.67			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$17.67			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$7.30			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$132.19			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$94.27			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$104.27			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-00000-0-00000-72000-43000-0	\$54.13			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$82.76			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$4.70			
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$37.07			

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*** FINAL ***

Batch No 419

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-220987	4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$0.51		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$17.04		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/6/2022		Sept-Nov-March		010-11000-0-11100-10000-43000-0	\$2.35		
							Total Check Amount:	\$1,712.65		
013435	U.S. BANK	PV-221000	3/28/2022		468726096		010-00000-0-00000-27000-56000-0	\$1,114.46		D
							Total Check Amount:	\$1,114.46		
013629	UNION BANK	PV-221003	3/25/2022		March		010-00000-0-11100-10000-58000-0	\$54.84		M
	UNION BANK		3/25/2022		March		010-07200-0-11100-10000-58000-0	\$800.00		M
	UNION BANK		3/25/2022		March		010-07200-0-11100-10000-58000-0	\$288.00		M
	UNION BANK		3/25/2022		March		010-00000-0-11100-10000-43000-0	\$220.60		M
	UNION BANK		3/25/2022		March		010-00000-0-11100-10000-58000-0	\$4.85		M
							Total Check Amount:	\$1,368.29		
006227	WEISENBERGERS ACE HARDWARE	PV-221001	3/29/2022		B1124414		010-81500-0-00000-81100-43000-0	\$163.57		
							Total Check Amount:	\$163.57		

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Batch No 419

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Total District Payment Amount: \$85,900.61

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*** FINAL ***

Batch No 419

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Batch No 419

Total Accounts Payable:

\$85,900.61

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 85,900.61 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Nancy Bayton
 Authorizing Signature Date 4/6/22

Fund Summary	Total
010	\$82,962.66
130	\$2,937.95
Total	\$85,900.61

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*** FINAL ***
Batch No 420

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013820	ADOBE INC.	PV-221004	4/1/2022		214145292		010-00000-0-00000-72000-59000-0	\$2,496.00			
								Total Check Amount:			\$2,496.00
011787	ANDERSON FENCE COMPANY	PV-221020	4/7/2022		25087		010-81500-0-00000-81100-43000-0	\$65.39			
	ANDERSON FENCE COMPANY	PV-221021	4/7/2022		25086		010-81500-0-00000-81100-43000-0	\$196.16			
								Total Check Amount:			\$261.55
006003	ARAMARK UNIFORM SERVICES	PV-221031	3/31/2022		258000125885		010-00000-0-00000-82000-55000-0	\$60.73			
	ARAMARK UNIFORM SERVICES	PV-221032	4/7/2022		258000129680		010-00000-0-00000-82000-55000-0	\$143.70			H
	ARAMARK UNIFORM SERVICES	PV-221033	4/7/2022		258000129679		010-00000-0-00000-82000-55000-0	\$60.73			
								Total Check Amount:			\$265.16
013756	BUZZ KILL PEST CONTROL	PV-221022	4/11/2022		46710		010-00000-0-00000-82000-58000-0	\$394.00			
	BUZZ KILL PEST CONTROL	PV-221023	4/11/2022		46711		010-00000-0-00000-82000-58000-0	\$113.00			
								Total Check Amount:			\$507.00
013751	CENTRAL SANITARY SUPPLY	PV-221038	4/7/2022		1238316		010-00000-0-00000-82000-43000-0	\$3,317.39			
								Total Check Amount:			\$3,317.39
012911	CROUZET IRRIGATION SUPPLY	PV-221005	3/1/2022		0174963		010-81500-0-00000-81100-43000-0	\$350.45			
								Total Check Amount:			\$350.45
013719	ECOLAB	PV-221019	4/11/2022		6710526		130-53100-0-00000-82000-58000-0	\$132.90			
								Total Check Amount:			\$132.90
012481	EMPLOYMENT DEVELOPMENT DEPT	PV-221018	3/1/2022		22-1		010-00000-0-00000-00000-95025-0	\$4,590.72			G
								Total Check Amount:			\$4,590.72
013642	FRESNO CHAFFEE ZOO	PV-221035	4/6/2022		1342368		010-07200-0-11100-10000-58000-0	\$531.00			
								Total Check Amount:			\$531.00
013642	FRESNO CHAFFEE ZOO	PV-221036	3/26/2022		1339970		* 010-07200-0-11100-10000-58000-0	\$536.00			
								Total Check Amount:			\$536.00

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Batch No 420

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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013642	FRESNO CHAFFEE ZOO	PV-221034	4/5/2022		1341004	*	010-07200-0-11100-10000-58000-0	\$752.00	H	
Total Check Amount:								\$752.00		
012736	HOME DEPOT	PV-221037	3/28/2022		March		010-81500-0-00000-81100-43000-0	\$796.76	H	
	HOME DEPOT		3/28/2022		March		010-81500-0-00000-81100-43000-0	\$107.38	H	
	HOME DEPOT		3/28/2022		March		010-81500-0-00000-81100-43000-0	\$29.02	H	
	HOME DEPOT		3/28/2022		March		010-81500-0-00000-81100-43000-0	\$92.84	H	
	HOME DEPOT		3/28/2022		March		010-81500-0-00000-81100-43000-0	\$263.45	H	
	HOME DEPOT		3/28/2022		March		010-11000-0-11100-10000-43000-0	\$291.78	H	
Total Check Amount:								\$1,581.23		
013377	JONES SCHOOL SUPPLY CO. INC	PV-221006	4/5/2022		1865817		010-00000-0-11100-10000-43000-0	\$395.31		
Total Check Amount:								\$395.31		
013163	MANGINI ASSOCIATES INC	PV-221029	3/31/2022		12285		010-81500-0-00000-85000-58000-0	\$319.50		
	MANGINI ASSOCIATES INC	PV-221030	3/31/2022		12264		351-77100-0-00000-85000-58000-0	\$2,633.75	L	
Total Check Amount:								\$2,953.25		
013218	POPLAR COMMUNITY SERVICE DISTR	PV-221007	4/1/2022		March/April		010-00000-0-00000-82000-55000-0	\$650.85		
Total Check Amount:								\$650.85		
011804	PRECISION BRAKE AND WHEEL	PV-221008	4/4/2022		S1-402792		010-00000-0-00000-36000-43000-0	\$62.78		
Total Check Amount:								\$62.78		
013850	R & L CROW DISTRIBUTING	PV-221010	4/4/2022		April 4 & 7		130-70270-0-00000-37000-47000-0	\$859.50		22
	R & L CROW DISTRIBUTING		4/4/2022		April 4 & 7		130-70270-0-00000-37000-47000-0	\$702.00		22
Total Check Amount:								\$1,561.50		
013166	RAY MORGAN COMPANY INC	PV-221009	4/5/2022		3677499		010-00000-0-00000-27000-56000-0	\$216.26		
Total Check Amount:								\$216.26		
013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-221011	4/7/2022		April		010-11000-0-11100-10000-43000-0	\$12.41		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/7/2022		April		010-11000-0-11100-10000-43000-0	\$91.68		

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*** FINAL ***

Batch No 420

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-221011	4/7/2022		April		010-11000-0-11100-10000-43000-0	\$56.90			
								Total Check Amount:			\$160.99
012726	STATE OF CALIFORNIA	PV-221012	4/5/2022		571993		010-00000-0-00000-27000-58000-0	\$98.00			
								Total Check Amount:			\$98.00
012560	SYSO OF CENTRAL CALIFORNIA	PV-221024	4/4/2022		384127979		130-70270-0-00000-37000-47000-0	\$3,157.00			
	SYSO OF CENTRAL CALIFORNIA	PV-221025	4/4/2022		384127978		130-70270-0-00000-37000-47000-0	\$569.10			
	SYSO OF CENTRAL CALIFORNIA	PV-221026	4/4/2022		384127980		130-70270-0-00000-37000-43000-0	\$37.11			
								Total Check Amount:			\$3,763.21
013828	T-Mobile	PV-221015	4/2/2022		April		010-00000-0-11100-10000-59000-0	\$2,020.00			
								Total Check Amount:			\$2,020.00
011719	TULARE CO ENVIRONMENTAL HEALTH	PV-221016	4/5/2022		0199508		130-53100-0-00000-37000-58000-0	\$390.00			
								Total Check Amount:			\$390.00
013009	Tulare County Office of Educat	PV-221027	3/22/2022		221658	*	010-07200-0-11100-31400-58000-0	\$4,975.83			L
								Total Check Amount:			\$4,975.83
012027	TULARE FIRESTONE INC	PV-221014	3/29/2022		PV-339159		010-81500-0-00000-81100-43000-0	\$54.08			
								Total Check Amount:			\$54.08
013764	Valley VoIP	PV-221017	4/1/2022		1161		010-00000-0-00000-72000-59000-0	\$300.00			22
								Total Check Amount:			\$300.00

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Batch No 420

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Total District Payment Amount: \$32,923.46

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*** FINAL ***

Batch No 420

Audit

Amount Flag EFT

Reference Invoice

Number Date

PO # Invoice No

Separate

Check Account Code

Batch No 420

Total Accounts Payable:

\$32,923.46

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 32,923.46 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Verne Baxter
Authorizing Signature
4/12/22
Date

Fund Summary	Total
010	\$24,442.10
130	\$5,847.61
351	\$2,633.75
Total	\$32,923.46

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*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013880	ADVANCE COMMUNICATIONS &	PV-221077	3/31/2022		24845		010-32120-0-00000-24200-58000-0	\$288.10			
	ADVANCE COMMUNICATIONS &	PV-221078	3/31/2022		24847 USAC		010-32120-0-00000-24200-58000-0	\$1,632.53			
	ADVANCE COMMUNICATIONS &	PV-221079	12/31/2021		24311		010-32120-0-00000-24200-58000-0	\$136.80			
	ADVANCE COMMUNICATIONS &	PV-221080	12/31/2021		24312 USAC		010-32120-0-00000-24200-58000-0	\$547.20			
	ADVANCE COMMUNICATIONS &	PV-221081	3/31/2022		24835		010-32120-0-00000-24200-58000-0	\$1,080.44			
	ADVANCE COMMUNICATIONS &	PV-221082	3/31/2022		24840 USAC		010-32120-0-00000-24200-58000-0	\$3,072.69			L
	ADVANCE COMMUNICATIONS &	PV-221083	12/31/2021		24306		010-32120-0-00000-24200-58000-0	\$459.65			
	ADVANCE COMMUNICATIONS &	PV-221084	12/31/2021		24310 USAC		010-32120-0-00000-24200-58000-0	\$908.35			
							Total Check Amount:	\$8,125.76			
006003	ARAMARK UNIFORM SERVICES	PV-221060	4/14/2022		258000133449		010-00000-0-00000-82000-55000-0	\$60.73			
	ARAMARK UNIFORM SERVICES	PV-221061	4/21/2022		258000137021		010-00000-0-00000-82000-55000-0	\$143.70			
	ARAMARK UNIFORM SERVICES	PV-221062	4/21/2022		258000137020		010-00000-0-00000-82000-55000-0	\$60.73			
							Total Check Amount:	\$265.16			
004283	AT&T	PV-221058	4/13/2022		18054112		010-00000-0-00000-72000-59000-0	\$109.71			
013751	CENTRAL SANITARY SUPPLY	PV-221055	4/12/2022		1239261		010-00000-0-00000-82000-43000-0	\$109.71			
							Total Check Amount:	\$193.30			
013603	CENTRAL VALLEY BUSINESS FORMS	PV-221054	4/7/2022		239429		010-00000-0-00000-27000-43000-0	\$176.08			
							Total Check Amount:	\$176.08			
013719	ECOLAB	PV-221053	4/19/2022		6710525		130-53100-0-00000-82000-58000-0	\$144.33			
							Total Check Amount:	\$144.33			
013520	FIDELINA CAMACHO	PV-221056	3/4/2022		00000		010-07200-0-11100-10000-43000-0	\$540.00			
							Total Check Amount:	\$540.00			
013876	IMAGINE COMMUNITY ARTS CENTER	PV-221052	4/14/2022		139		010-90271-2-81000-59000-58000-0	\$409.68			
							Total Check Amount:	\$409.68			
013738	ISOM ADVISORS	PV-221074	4/27/2022		Disclosure2021-184		010-06205-0-00000-85000-58000-0	\$3,050.00			
							Total Check Amount:	\$409.68			

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*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
013310	JOEY'S JUMPING CASTLE INC	PV-221051	4/14/2022		2296		010-111000-0-11100-10000-43000-0	\$2,885.00	H		
							Total Check Amount:	\$3,050.00			
012352	LAWRENCE TRACTOR	PV-221050	4/26/2022		538538		010-815000-0-00000-81100-43000-0	\$2,573.08			
							Total Check Amount:	\$2,885.00			
013877	McDERMONT VENTURE, INC.	PV-221049	4/4/2022		4250		010-07200-0-11100-10000-58000-0	\$1,377.00			
							Total Check Amount:	\$2,573.08			
013881	OUROBOROS FARMS, LLC	PV-221070	2/24/2022		4628		010-07200-0-11100-10000-58000-0	\$540.00			
							Total Check Amount:	\$1,377.00			
006968	PORTERVILLE RECORDER	PV-221045	4/15/2022		966615		010-00000-0-00000-72000-58000-0	\$157.46			
							Total Check Amount:	\$540.00			
013850	R & L CROW DISTRIBUTING	PV-221047	4/25/2022		April 11,18,21,25		130-70270-0-00000-37000-47000-0	\$1,068.30			22
	R & L CROW DISTRIBUTING		4/25/2022		April 11,18,21,25		130-70270-0-00000-37000-47000-0	\$506.70			22
	R & L CROW DISTRIBUTING		4/25/2022		April 11,18,21,25		130-70270-0-00000-37000-47000-0	\$561.60			22
	R & L CROW DISTRIBUTING		4/25/2022		April 11,18,21,25		130-70270-0-00000-37000-47000-0	\$910.80			22
							Total Check Amount:	\$3,047.40			
013166	RAY MORGAN COMPANY INC	PV-221046	4/18/2022		3691481		010-00000-0-00000-27000-56000-0	\$377.61			
							Total Check Amount:	\$377.61			
013418	SCHOOLWORKS INC	PV-221075	4/18/2022		3889		010-90104-0-00000-72000-58000-0	\$2,500.00			
	SCHOOLWORKS INC	PV-221076	4/26/2022		3906		010-06205-0-00000-85000-58000-0	\$7,500.00			L
							Total Check Amount:	\$10,000.00			
005387	SOCALGAS	PV-221071	4/25/2022		April		010-00000-0-00000-82000-55000-0	\$391.44			
	SOCALGAS		4/25/2022		April		010-00000-0-00000-82000-55000-0	\$506.14			
							Total Check Amount:	\$897.58			

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*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013211	SOUTHWEST SCHOOL & OFFICE SUPP	PV-221044	4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$33.19		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$9.92		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$37.39		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$41.46		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$44.85		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$4.48		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$19.28		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$371.00		
	SOUTHWEST SCHOOL & OFFICE SUPP		4/25/2022		April 11-25		010-11000-0-11100-10000-43000-0	\$224.50		
							Total Check Amount:	\$786.07		
012560	SYSCO OF CENTRAL CALIFORNIA	PV-221063	4/11/2022		384135402		130-70270-0-00000-37000-47000-0	\$1,090.42		
	SYSCO OF CENTRAL CALIFORNIA	PV-221064	4/11/2022		384135403		130-70270-0-00000-37000-43000-0	\$390.15		
	SYSCO OF CENTRAL CALIFORNIA	PV-221065	4/15/2022		384139864		130-70270-0-00000-37000-43000-0	\$1,310.95		
	SYSCO OF CENTRAL CALIFORNIA	PV-221066	4/18/2022		384142866		130-70270-0-00000-37000-47000-0	\$1,008.20		
	SYSCO OF CENTRAL CALIFORNIA	PV-221067	4/18/2022		384142867		130-70270-0-00000-37000-47000-0	\$2,986.01		
	SYSCO OF CENTRAL CALIFORNIA	PV-221068	4/18/2022		384142868		130-70270-0-00000-37000-43000-0	\$60.75		
	SYSCO OF CENTRAL CALIFORNIA	PV-221069	4/18/2022		384142869		130-70270-0-00000-37000-43000-0	\$58.69		
							Total Check Amount:	\$6,905.17		
013128	THE HOME DEPOT PRO	PV-221048	4/8/2022		678988361		010-00000-0-00000-82000-43000-0	\$898.29		
013842	Total Compensation Systems,	PV-221042	4/19/2022		10323		010-00000-0-00000-72000-58000-0	\$898.29		
							Total Check Amount:	\$1,440.00		
013304	TRANSACT COMMUNICATIONS, INC	PV-221041	3/31/2022		2021-11541		010-30100-2-11100-10000-58000-0	\$4,512.00		L
							Total Check Amount:	\$4,512.00		
013009	Tulare County Office of Educat	PV-221072	3/29/2022		221796		010-00000-0-00000-27000-58000-0	\$1,000.00		

Accounts Payable Final PreList - 4/28/2022 1:13:20PM

*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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\$1,000.00

Total Check Amount:

010-81500-0-00000-81100-43000-0

\$75.93

Total Check Amount:

\$75.93

010-00000-0-00000-72000-59000-0

\$199.99

Total Check Amount:

\$199.99

010-00000-0-00000-82000-43000-0

\$283.26

130-53100-0-00000-82000-43000-0

\$177.60

Total Check Amount:

\$460.86

010-00000-0-11100-10000-59000-0

\$380.10

Total Check Amount:

\$380.10

010-07200-0-11100-10000-58000-0

\$1,398.00

Total Check Amount:

\$1,398.00

010-07200-0-00000-91000-74380-0

\$31,871.74

Total Check Amount:

\$31,871.74

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*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
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Total District Payment Amount: \$84,797.30


Accounts Payable Final PreList - 4/28/2022 1:13:20PM

*** FINAL ***

Batch No 421

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT	Audit
											Total Accounts Payable:
											\$84,797.30

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 84,797.30 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

 Authorizing Signature
 Date 4/28/22

Fund Summary	Total
010	\$74,522.80
130	\$10,274.50
Total	\$84,797.30

Budget Comparison Report

3:47:12PM

by Fund

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
Revenues						
LCFF Sources						
80110 LCFF State Aid - Current Year	\$3,801,572.00	\$0.00	\$3,801,572.00	\$3,544,630.26	\$0.00	\$3,544,630.26
80120 Education Protection Account	\$1,614,662.00	\$0.00	\$1,614,662.00	\$1,068,557.00	\$0.00	\$1,068,557.00
80190 LCFF/Revenue Limit State Aid - Prior Years	\$0.00	\$0.00	\$0.00	(\$168,685.68)	\$0.00	(\$168,685.68)
80210 Homeowners Exemption	\$0.00	\$0.00	\$0.00	\$894.77	\$0.00	\$894.77
80410 Secured Rolls Tax	\$342,713.00	\$0.00	\$342,713.00	\$231,477.34	\$0.00	\$231,477.34
80420 Unsecured Roll Taxes	\$0.00	\$0.00	\$0.00	\$16,819.00	\$0.00	\$16,819.00
80430 Prior Years' Taxes	\$0.00	\$0.00	\$0.00	\$2,482.24	\$0.00	\$2,482.24
80440 Supplemental Taxes	\$0.00	\$0.00	\$0.00	\$5,219.17	\$0.00	\$5,219.17
80450 Education Revenue Augmentation Fund (ERAF)	\$0.00	\$0.00	\$0.00	(\$14,259.80)	\$0.00	(\$14,259.80)
80470 Community Redevelopment Funds	\$0.00	\$0.00	\$0.00	\$4,748.00	\$0.00	\$4,748.00
80471 Redevelopment PTF Residual Distributions	\$0.00	\$0.00	\$0.00	\$20,225.00	\$0.00	\$20,225.00
Total LCFF Sources	\$5,758,947.00	\$0.00	\$5,758,947.00	\$4,712,107.30	\$0.00	\$4,712,107.30
Federal Revenues						
82900 All Other Federal Revenue	\$0.00	\$1,907,850.84	\$1,907,850.84	\$0.00	\$856,953.34	\$856,953.34
Total Federal Revenues	\$0.00	\$1,907,850.84	\$1,907,850.84	\$0.00	\$856,953.34	\$856,953.34
Other State Revenues						
85200 Child Nutrition	\$0.00	\$0.00	\$0.00	\$0.00	\$44,836.00	\$44,836.00
85500 Mandated Cost Reimbursements	\$14,994.00	\$0.00	\$14,994.00	\$14,994.00	\$0.00	\$14,994.00
85600 State Lottery Revenue	\$68,591.00	\$22,406.00	\$90,997.00	\$54,154.41	\$7,098.14	\$61,252.55
85900 All Other State Revenue	\$176,176.00	\$703,395.26	\$879,571.26	\$176,176.00	\$556,659.06	\$732,835.06
Total Other State Revenues	\$259,761.00	\$725,801.26	\$985,562.26	\$245,324.41	\$608,593.20	\$853,917.61
Other Local Revenues						
86250 Community Redevelopment Funds Not Subject to Revenue Lim	\$0.00	\$6,217.00	\$6,217.00	\$0.00	\$6,217.00	\$6,217.00
86600 Interest	\$25,000.00	\$0.00	\$25,000.00	\$23,547.15	\$0.00	\$23,547.15
86620 Net Increase (Decrease) in the Fair Value of Investments	(\$27,778.07)	\$0.00	(\$27,778.07)	(\$27,778.07)	\$0.00	(\$27,778.07)

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8-10-22

Budget Comparison Report
by Fund

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
86990 All Other Local Revenue	\$38,531.20	\$76,917.00	\$115,448.20	\$38,698.20	\$54,018.63	\$92,716.83
Total Other Local Revenues	\$35,753.13	\$83,134.00	\$118,887.13	\$34,467.28	\$60,235.63	\$94,702.91
Total Revenues	\$6,054,461.13	\$2,716,786.10	\$8,771,247.23	\$4,991,898.99	\$1,525,782.17	\$6,517,681.16
Expenditures						
Certificated Salaries						
11000 Certificated Teachers' Salaries	\$1,673,512.00	\$577,221.78	\$2,250,733.78	\$1,228,848.89	\$400,147.48	\$1,628,996.37
11002 Substitute Teachers	\$50,000.00	\$0.00	\$50,000.00	\$51,566.00	\$0.00	\$51,566.00
12000 Certificated Pupil Support Salaries	\$105,375.00	\$2,800.00	\$108,175.00	\$89,297.50	\$2,800.00	\$92,097.50
13000 Certificated Supervisors and Administrators Salaries	\$263,575.00	\$7,300.00	\$270,875.00	\$220,025.80	\$7,298.20	\$227,324.00
19000 Other Certificated Salaries	\$6,000.00	\$0.00	\$6,000.00	\$5,000.00	\$0.00	\$5,000.00
Total Certificated Salaries	\$2,098,462.00	\$587,321.78	\$2,685,783.78	\$1,594,738.19	\$410,245.68	\$2,004,983.87
Classified Salaries						
21000 Classified Instructional Salaries	\$174,100.00	\$199,025.43	\$373,125.43	\$126,128.43	\$147,590.13	\$273,718.56
22000 Classified Support Salaries	\$251,481.60	\$81,946.70	\$333,428.30	\$201,236.21	\$86,487.00	\$287,723.21
23000 Classified Supervisors' and Administrators' Salaries	\$53,925.00	\$0.00	\$53,925.00	\$44,919.30	\$0.00	\$44,919.30
24000 Clerical, Technical and Office Staff Salaries	\$190,950.00	\$0.00	\$190,950.00	\$161,939.48	\$0.00	\$161,939.48
29000 Other Classified Salaries	\$0.00	\$138,093.52	\$138,093.52	\$0.00	\$110,175.64	\$110,175.64
Total Classified Salaries	\$670,456.60	\$419,065.65	\$1,089,522.25	\$534,223.42	\$344,252.77	\$878,476.19
Employee Benefits						
31010 State Teachers' Retirement System, certificated positions	\$353,525.00	\$324,662.20	\$678,187.20	\$259,926.18	\$57,210.13	\$317,136.31
31020 State Teachers' Retirement System, classified positions	\$3,000.00	\$2,831.73	\$5,831.73	\$2,517.29	\$2,517.29	\$5,034.58
32010 Public Employees Retirement System, certificated positions	\$1,800.00	\$224.00	\$2,024.00	\$3,103.80	\$0.00	\$3,103.80
32020 Public Employees' Retirement System, classified positions	\$147,269.70	\$93,513.43	\$240,783.13	\$101,553.14	\$64,733.54	\$166,286.68
33012 OASDI, Certificated Positions	\$1,300.00	\$301.00	\$1,601.00	\$2,061.67	\$93.00	\$2,154.67
33013 Medicare, Certificated Positions	\$30,500.00	\$8,262.41	\$38,762.41	\$22,995.63	\$5,948.61	\$28,944.24
33022 OASDI, classified positions	\$41,639.15	\$26,644.75	\$68,283.90	\$30,798.00	\$19,272.19	\$50,070.19
33023 Medicare, classified positions	\$9,859.16	\$6,388.35	\$16,247.51	\$7,675.52	\$4,990.06	\$12,665.58
34010 Health & Welfare Benefits, certificated positions	\$417,750.00	\$110,919.00	\$528,669.00	\$284,245.60	\$76,665.12	\$360,910.72

Budget Comparison Report

3:47:12PM

by Fund

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
34020 Health & Welfare Benefits, classified positions	\$191,575.00	\$66,758.71	\$258,333.71	\$152,791.81	\$52,901.44	\$205,693.25
35010 State Unemployment Insurance, certificated positions	\$25,850.00	\$4,897.39	\$30,747.39	\$7,929.32	\$2,051.35	\$9,980.67
35020 State Unemployment Insurance, classified positions	\$8,328.16	\$4,599.47	\$12,927.63	\$2,646.58	\$1,720.70	\$4,367.28
36010 Worker's Compensation Insurance, certificated positions	\$47,875.00	\$12,308.14	\$60,183.14	\$30,932.55	\$8,001.69	\$38,934.24
36020 Worker's Compensation Insurance, classified positions	\$15,737.32	\$9,713.15	\$25,450.47	\$10,324.82	\$6,712.46	\$17,037.28
37010 OPEB, Allocated, certificated positions	\$46,875.00	\$10,851.91	\$57,726.91	\$25,739.33	\$6,600.52	\$32,339.85
37020 OPEB, Allocated, classified positions	\$15,535.15	\$9,444.39	\$24,979.54	\$8,595.03	\$5,538.60	\$14,133.63
37510 OPEB, Active Employees, certificated Positions	\$56,362.00	\$8,200.00	\$64,562.00	\$0.00	\$0.00	\$0.00
37520 OPEB, Active Employees, classified positions	\$15,825.00	\$6,625.00	\$22,450.00	\$0.00	\$0.00	\$0.00
39010 Other Benefits, certificated positions	\$133,328.04	\$0.00	\$133,328.04	\$133,328.04	\$0.00	\$133,328.04
Total Employee Benefits	\$1,563,933.68	\$707,145.03	\$2,271,078.71	\$1,087,164.31	\$314,956.70	\$1,402,121.01
Books and Supplies						
42000 Books and Other Reference Materials	\$0.00	\$40,000.00	\$40,000.00	\$0.00	\$13,717.50	\$13,717.50
43000 Materials and Supplies	\$202,845.92	\$134,582.82	\$337,428.74	\$183,472.97	\$56,227.56	\$239,700.53
44000 Non-Capitalized Equipment	\$82,500.00	\$43,336.69	\$125,836.69	\$47,874.99	\$30,582.09	\$78,457.08
Total Books and Supplies	\$285,345.92	\$217,919.51	\$503,265.43	\$231,347.96	\$100,527.15	\$331,875.11
Services, Other Operating Expenses						
52000 Travel and Conferences	\$9,100.00	\$1,168.00	\$10,268.00	\$6,683.32	\$296.69	\$6,980.01
53000 Dues and Memberships	\$8,200.00	\$0.00	\$8,200.00	\$1,965.26	\$0.00	\$1,965.26
54400 Pupil Insurance	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$0.00	\$0.00
54500 Other Insurance	\$52,000.00	\$0.00	\$52,000.00	\$51,363.00	\$0.00	\$51,363.00
55000 Operation and Housekeeping Services	\$120,000.00	\$0.00	\$120,000.00	\$109,881.55	\$0.00	\$109,881.55
56000 Rentals, Leases, Repairs and Non-Capitalized Improvements	\$54,000.00	\$10,000.00	\$64,000.00	\$47,636.34	\$5,298.25	\$52,934.59
57103 Transfers of Direct Costs - Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
58000 Professional/Consulting Services and Operating Expenditures	\$326,958.59	\$296,126.96	\$623,085.55	\$224,959.84	\$205,145.57	\$430,105.41
58009 Pension Penalties & Interest	\$500.00	\$0.00	\$500.00	\$29.37	\$0.00	\$29.37
59000 Communications	\$63,200.00	\$0.00	\$63,200.00	\$49,223.53	\$0.00	\$49,223.53
Total Services, Other Operating Expenses	\$635,058.59	\$307,294.96	\$942,353.55	\$491,742.21	\$210,740.51	\$702,482.72
Capital Outlay						

Budget Comparison Report

by Fund 3:47:12PM

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
62000 Buildings and Improvement of Buildings	\$0.00	\$834,275.00	\$834,275.00	\$0.00	\$427,203.00	\$427,203.00
Total Capital Outlay	\$0.00	\$834,275.00	\$834,275.00	\$0.00	\$427,203.00	\$427,203.00
Other Outgo						
71420 Other Tuition, Excess Costs, and/or Deficits Payments to COE	\$2,722.51	\$0.00	\$2,722.51	\$1,089.01	\$0.00	\$1,089.01
74380 Debt Service - Interest	\$109,106.26	\$0.00	\$109,106.26	\$87,049.87	\$0.00	\$87,049.87
74390 Other Debt Service - Principal	\$217,941.00	\$0.00	\$217,941.00	\$217,941.00	\$0.00	\$217,941.00
Total Other Outgo	\$329,769.77	\$0.00	\$329,769.77	\$306,079.88	\$0.00	\$306,079.88
Direct Support/Indirect Costs						
73100 Transfers of Indirect Costs	(\$2,239.00)	\$2,239.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Direct Support/Indirect Costs	(\$2,239.00)	\$2,239.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$5,580,787.56	\$3,075,260.93	\$8,656,048.49	\$4,245,295.97	\$1,807,925.81	\$6,053,221.78
Excess (Deficiency) of Revenues	\$473,673.57	(\$358,474.83)	\$115,198.74	\$746,603.02	(\$282,143.64)	\$464,459.38
Other Financing Sources/Uses						
Transfers Out						
76160 From General Fund to Cafeteria Fund	\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$0.00	\$0.00
Total Transfers Out	\$36,000.00	\$0.00	\$36,000.00	\$0.00	\$0.00	\$0.00
Contributions						
89800 Contributions from Unrestricted Resources	(\$717,650.00)	\$717,650.00	\$0.00	\$0.00	\$0.00	\$0.00
89900 Contributions from Restricted Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Contributions	(\$717,650.00)	\$717,650.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Financing Sources/Uses	(\$753,650.00)	\$717,650.00	(\$36,000.00)	\$0.00	\$0.00	\$0.00
Net Increase (Decrease) in Fund	(\$279,976.43)	\$359,175.17	\$79,198.74	\$746,603.02	(\$282,143.64)	\$464,459.38
Beginning Balance						
Assets						
91100 Cash in County Treasury	\$2,797,607.26	\$410,653.73	\$3,208,260.99	\$2,797,607.26	\$410,653.73	\$3,208,260.99

Budget Comparison Report

3:47:12PM

by Fund

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
91110 Fair Value Adjustment to Cash in County Treasury	\$27,778.07	\$0.00	\$27,778.07	\$27,778.07	\$0.00	\$27,778.07
92001 Accounts Receivable Clearing	\$17,284.70	\$147,976.22	\$165,260.92	\$17,284.70	\$147,976.22	\$165,260.92
92009 County Wide Receivables - by COE	\$996,848.28	\$0.00	\$996,848.28	\$996,848.28	\$0.00	\$996,848.28
93100 Due From Other Funds	\$168.93	\$0.00	\$168.93	\$168.93	\$0.00	\$168.93
Total Assets	\$3,839,687.24	\$558,629.95	\$4,398,317.19	\$3,839,687.24	\$558,629.95	\$4,398,317.19
Liabilities						
95009 County Wide Liabilities - by COE	\$425,686.52	\$0.00	\$425,686.52	\$425,686.52	\$0.00	\$425,686.52
95010 Accounts Payable Clearing	\$49,180.01	\$94,169.59	\$143,349.60	\$49,180.01	\$94,169.59	\$143,349.60
95013 Deferred Wages Payable	\$138,393.01	\$0.00	\$138,393.01	\$138,393.01	\$0.00	\$138,393.01
95025 State Unemployment Insurance Payable	\$457.16	\$0.00	\$457.16	\$457.16	\$0.00	\$457.16
95051 Outlawed Employee Refunds & Voluntary Deductions	\$3,055.20	\$0.00	\$3,055.20	\$3,055.20	\$0.00	\$3,055.20
95053 STRS Excess Contributions Liability	\$6.40	\$0.00	\$6.40	\$6.40	\$0.00	\$6.40
96100 Due to Other Funds	\$449.97	\$0.00	\$449.97	\$449.97	\$0.00	\$449.97
96500 Unearned Revenue	\$0.00	\$53,021.92	\$53,021.92	\$0.00	\$53,021.92	\$53,021.92
Total Liabilities	\$617,228.27	\$147,191.51	\$764,419.78	\$617,228.27	\$147,191.51	\$764,419.78
Total Beginning Balance	\$3,222,458.97	\$411,438.44	\$3,633,897.41	\$3,222,458.97	\$411,438.44	\$3,633,897.41
Adjusted Beginning Balance	\$3,222,458.97	\$411,438.44	\$3,633,897.41	\$3,222,458.97	\$411,438.44	\$3,633,897.41
Ending Balance						
Assets						
91100 Cash in County Treasury	\$2,942,482.54	\$770,613.61	\$3,713,096.15	\$4,047,620.01	\$129,294.80	\$4,176,914.81
91110 Fair Value Adjustment to Cash in County Treasury	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
91400 Cash Collections Awaiting Deposit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
92001 Accounts Receivable Clearing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
92004 Due From Employees - Payroll Corrections	\$0.00	\$0.00	\$0.00	\$99.82	\$0.00	\$99.82
92005 Payroll Corrections - Employer Portion	\$0.00	\$0.00	\$0.00	(\$303.16)	\$0.00	(\$303.16)
92009 County Wide Receivables - by COE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
93100 Due From Other Funds	\$0.00	\$0.00	\$0.00	\$50,168.93	\$0.00	\$50,168.93
Total Assets	\$2,942,482.54	\$770,613.61	\$3,713,096.15	\$4,097,585.60	\$129,294.80	\$4,226,880.40

Budget Comparison Report

by Fund

	2021 - 2022 Working Thru 5/3/2022			2021 - 2022 Actual Thru 5/3/2022		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
010 General Fund						
Liabilities						
95009 County Wide Liabilities - by COE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
95010 Accounts Payable Clearing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
95013 Deferred Wages Payable	\$0.00	\$0.00	\$0.00	\$136,948.32	\$0.00	\$136,948.32
95024 Health & Welfare Payable	\$0.00	\$0.00	\$0.00	(\$24,963.74)	\$0.00	(\$24,963.74)
95025 State Unemployment Insurance Payable	\$0.00	\$0.00	\$0.00	\$1,556.55	\$0.00	\$1,556.55
95026 Workers Compensation Payable	\$0.00	\$0.00	\$0.00	\$6,852.60	\$0.00	\$6,852.60
95028 Retiree Benefits Payable	\$0.00	\$0.00	\$0.00	\$4,618.31	\$0.00	\$4,618.31
95051 Outlawed Employee Refunds & Voluntary Deductions	\$0.00	\$0.00	\$0.00	\$3,055.20	\$0.00	\$3,055.20
95053 STRS Excess Contributions Liability	\$0.00	\$0.00	\$0.00	\$6.40	\$0.00	\$6.40
96100 Duc to Other Funds	\$0.00	\$0.00	\$0.00	\$449.97	\$0.00	\$449.97
96500 Unearned Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$0.00	\$128,523.61	\$0.00	\$128,523.61
Total Ending Balance	\$2,942,482.54	\$770,613.61	\$3,713,096.15	\$3,969,061.99	\$129,294.80	\$4,098,356.79
Components of Ending Fund Balance						
Fund Balance, Nonspendable						
97200 Reserve for Encumbrances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Fund Balance, Nonspendable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Balance, Unassigned						
97890 Reserve for Economic Uncertainties	\$302,872.21	\$0.00	\$302,872.21	\$302,872.21	\$0.00	\$302,872.21
97900 Undesignated/Unappropriated	(\$989,503.65)	\$714,633.34	(\$274,870.31)	\$37,075.80	\$73,314.53	\$110,390.33
97910 Beginning Fund Balance	\$3,222,458.97	\$411,438.44	\$3,633,897.41	\$3,222,458.97	\$411,438.44	\$3,633,897.41
Total Fund Balance, Unassigned	\$2,535,827.53	\$1,126,071.78	\$3,661,899.31	\$3,562,406.98	\$484,752.97	\$4,047,159.95
Budgetary and Other Accounts						
98100 Estimated Revenue	(\$5,163,632.55)	(\$3,428,219.10)	(\$8,591,851.65)	(\$5,163,632.55)	(\$3,428,219.10)	(\$8,591,851.65)
98200 Appropriations	\$5,570,287.56	\$3,072,760.93	\$8,643,048.49	\$5,570,287.56	\$3,072,760.93	\$8,643,048.49
98300 Encumbrances	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Budgetary and Other Accounts	\$406,655.01	(\$355,458.17)	\$51,196.84	\$406,655.01	(\$355,458.17)	\$51,196.84

Budget Comparison Report

3:47:12PM

by Fund

	2021 - 2022 Working Thru 5/3/2022		2021 - 2022 Actual Thru 5/3/2022	
	Unrestricted	Restricted	Unrestricted	Restricted
010 General Fund				
Total Components of Ending Fund Balance	\$2,942,482.54	\$770,613.61	\$3,969,061.99	\$129,294.80
		\$3,713,096.15		\$4,098,356.79
		Total		Total

County Fund	District Number	Fund	Current Cash 9110	Previous Total Payroll Objects	Percentage (%)
636	36	0100 General Fund	\$4,176,914.81	\$444,638.85	939.39
ASM	36	1300 Cafeteria Special Revenue Fund	\$56,230.15	\$17,338.92	324.30
None	36	2110 Building Fund #1	\$0.00		
None	36	2160 Non-Treasury COP/ Trustee Building Fund #2	\$0.00		
ATQ	36	2510 Developer Fees Fund	\$41,211.05		
ADO	36	3510 County School Facilities Fund - Modernization	\$140,096.05		
None	36	5610 Non-Treasury Debt Service COP/Revenue Bonds	\$0.00		
None	36	5620 Non-Treasury Debt Service COP/Revenue Bonds #2	\$0.00		
Report Total			\$4,414,452.06		

Budget Revision Report

Bdg Revision Final

Control Number: 50356767

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Fund: 0100 General Fund			
Revenues			
Other State Revenues			
010-00000-0-00000-00000-85900-0	\$3,000.00	\$173,176.00	\$176,176.00
Total:	\$3,000.00	\$173,176.00	\$176,176.00
Other Local Revenues			
010-00000-0-00000-00000-86990-0	\$38,528.62	\$2.58	\$38,531.20
010-90104-0-00000-00000-86250-0	\$0.00	\$6,217.00	\$6,217.00
Total:	\$38,528.62	\$6,219.58	\$44,748.20
Total Revenues	\$41,528.62	\$179,395.58	\$220,924.20
Expenditures			
Classified Salaries			
010-00000-0-00000-72000-22000-0	\$1,000.00	\$1,000.00	\$2,000.00
010-30100-2-11100-10000-21000-0	\$148,542.03	(\$4,512.00)	\$144,030.03
Total:	\$149,542.03	(\$3,512.00)	\$146,030.03
Books and Supplies			
010-00000-0-00000-27000-43000-0	\$3,000.00	\$1,000.00	\$4,000.00
010-00000-0-00000-82000-43000-0	\$35,000.00	\$5,000.00	\$40,000.00
010-07200-0-11100-10000-43000-0	\$0.00	\$1,500.00	\$1,500.00
010-32120-0-11100-10000-43000-0	\$33,770.36	(\$10,000.00)	\$23,770.36
Total:	\$71,770.36	(\$2,500.00)	\$69,270.36
Services, Other Operating Expenses			
010-00000-0-00000-36000-58000-0	\$6,000.00	\$1,000.00	\$7,000.00
010-00000-0-00000-72000-59000-0	\$17,000.00	\$6,000.00	\$23,000.00
010-00000-0-11100-10000-58000-0	\$15,000.00	\$20,000.00	\$35,000.00
010-06205-0-00000-85000-58000-0	\$7,000.00	\$11,000.00	\$18,000.00
010-30100-2-11100-10000-58000-0	\$0.00	\$4,512.00	\$4,512.00
010-32120-0-00000-24200-58000-0	\$0.00	\$10,000.00	\$10,000.00
010-90104-0-00000-72000-58000-0	\$0.00	\$2,500.00	\$2,500.00

Exhibits-10-22

Budget Revision Report

Bdg Revision Final

Control Number: 50356767

Account Classification	Approved / Revised	Change Amount	Proposed Budget
	\$45,000.00	\$55,012.00	\$100,012.00
Total	\$266,312.39	\$49,000.00	\$315,312.39

Total Expenditures

Budgeted Unappropriated Fund Balance before this adjustment:

\$3,582,700.57

Total Adjustment to Unappropriated Fund Balance:

\$130,395.58

Budgeted Unappropriated Fund Balance after this adjustment:

\$3,713,096.15

Budget Revision Report

Bdg Revision Final

Control Number: 50356767

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Fund: 1300 Cafeteria Special Revenue Fund			
Expenditures			
Books and Supplies			
130-53100-0-00000-37000-43000-0	\$29,000.00	(\$8,410.36)	\$20,589.64
130-53100-0-00000-37000-47000-0	\$160,000.00	(\$35,160.27)	\$124,839.73
130-70270-0-00000-37000-43000-0	\$10,000.00	(\$3,000.00)	\$7,000.00
130-70270-0-00000-37000-47000-0	\$39,035.85	\$3,000.00	\$42,035.85
Total:	\$238,035.85	(\$43,570.63)	\$194,465.22
Services, Other Operating Expenses			
130-53100-0-00000-37000-58000-0	\$2,000.00	\$300.00	\$2,300.00
Total:	\$2,000.00	\$300.00	\$2,300.00
Total Expenditures	\$240,035.85	(\$43,270.63)	\$196,765.22

Budgeted Unappropriated Fund Balance before this adjustment:

Total Adjustment to Unappropriated Fund Balance:

Budgeted Unappropriated Fund Balance after this adjustment:

(\$4,802.53)

\$43,270.63

\$38,468.10

36 Pleasant View Elementary School Dis
Fiscal Year: 2022

Budget Revision Report

BGR030
niguel
5/3/2022
3:46:10PM

Bdg Revision Final

Control Number: 50356767

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Fund: 3510 County School Facilities Fund - Modernization Expenditures			
Services, Other Operating Expenses			
351-77100-0-00000-85000-58000-0	\$65,000.00	\$5,000.00	\$70,000.00
Total	\$65,000.00	\$5,000.00	\$70,000.00

Total Expenditures

Budgeted Unappropriated Fund Balance before this adjustment:

\$140,636.93

Total Adjustment to Unappropriated Fund Balance:

(\$5,000.00)

Budgeted Unappropriated Fund Balance after this adjustment:

\$135,636.93

Budget Revision Report

Bdg Revision Final

Control Number: 50356767

Account Classification

Approved / Revised

Change Amount Proposed Budget

At a meeting of the school board on 5/10/22 the board approved the above budget account lines change to those amounts indicated in the proposed budget column.



Authorized by: _____
(County Office Use Only)
Updated at County Office on ___/___/___ by _____

Tulare County Office of Education

Committed to Students, Support & Service

Exhibit E S-10-22

Tim A. Hire
County
Superintendent
of Schools

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
5 Ave. 264
Visalia

April 18, 2022

Mark Odsather, Superintendent
Pleasant View School District
14004 Road 184
Porterville, CA 93257

SUBJECT: REVIEW OF SECOND PERIOD INTERIM REPORT, 2021-22

Dear Mark:

The county office has reviewed the 2021-22 Second Period Interim Report of the Pleasant View School District and will be able to certify to the California Department of Education that the district has submitted a positive report for the period ending January 31st.

We find that these documents reflect a satisfactory fiscal position and indicate the district will be able to meet its financial obligations during this fiscal year and the two subsequent years as certified by your governing board. We thank you for the timely filing of your Interim Report with our office. The efforts of your staff in the preparation and submission of this report along with the supporting documentation is appreciated.

Please read our attached addendum for further comments and recommendations.

If you have any concerns or questions about this review, our comments, or recommendations, please do not hesitate to call at 733-6474.

Sincerely,



Fernie Marroquin, Ed.D.
Assistant Superintendent, Business Services
Tulare County Office of Education

FM/sd
Encl.

cc: Alex Garcia, Board President
District Business Manager

BACKGROUND

Our review of the district's 2021-22 Second Period Interim Report and the comments included are based on information the district had available at the time the Interim Report was prepared. The Governor's proposed budget for 2022-23 reflects unanticipated increases in funding for California Public Education during a time of an unprecedented global pandemic. The State economy has recovered from the COVID-19 pandemic much faster than originally anticipated and state revenues continue to be higher than projected when the 2021 Budget Act was enacted last summer. As a result, the Governor's 2023-24 budget proposal includes significant investments to address the immediate and long-term impacts of the pandemic on K-12 education.

Of most significance is the Governor's proposal to allocate roughly \$3.3 billion in Prop 98 funding to fund a statutory cost of living adjustment (COLA) of 5.33% in 2022-23. In efforts to soften the impact of declining enrollment, the Governor proposes to amend how districts are funded under the Local Control Funding Formula (LCFF). Building upon current law which funds LCFF for school districts on the greater of prior or current year Average Daily Attendance (ADA), a third option would be added looking at the average of three prior years' ADA. Ongoing costs associated with this proposal are estimated to cost \$1.2 billion in Prop 98 funds. The 2022-23 budget proposal also includes significant investments in categorical programs many of which were introduced as part of the 2021 Budget Act:

- \$1 billion in on-going Prop 98 funding to expand Universal Transitional Kindergarten beginning in 2022-23;
- \$4.4 billion in on-going Prop 98 funding for the Expanded Learning Opportunities Program;
- \$2 billion in one-time Prop-98 funding to for college and career pathways;
- \$650 million in on-going Prop-98 funding to fund the Universal Meals Program;
- \$1.5 billion in one-time Prop-98 funding to support the transition to electric school buses;
- \$2.225 billion in one-time non-Prop-98 funding to fund new construction and modernization projects through the State Facility Program;
- \$500 million in one-time Prop-98 funding for grants over five years for high-needs schools for literacy coaches and reading specialists;
- \$500 million in on-going Prop-98 funding to increase the special education base funding formula.

Supplementing the already higher than anticipated funding proposed for schools is the significant amount of federal funding districts have received in the past couple of years to mitigate impacts caused by the COVID-19 pandemic. Most recently this includes the \$900 billion Coronavirus Response and Relief Supplemental Appropriations Act signed into law December 27, 2020 and \$1.9 trillion American Rescue Plan signed into law on March 11, 2021. Both of these acts included significant amounts of funding for education earmarked to assist schools in reopening and address the multitude of new costs incurred by schools attributable to the COVID-19 pandemic

The Department of Finance recognizes that in spite of a global public health crisis the State's economic recovery is outperforming expectations. However, going forward we face unprecedented challenges and disruptions in providing K-12 education that come with hefty costs. A global pandemic combined with risks unique to California including emergency preparedness costs due to wildfires, affordable housing woes, state-wide declining enrollment and reliance on significant one-time federal funding point to the importance of districts exercising fiscal prudence even when times are good.

assigned on an equitable and rotational basis among the Bargaining Unit Members.

ARTICLE XIX: SAFETY

19.1 Short Term Pupil Suspension

A Bargaining Unit Member may suspend a pupil from her/his class for the day of the suspension and the following day for any act that disrupts or diminishes the education process, including, but not limited to, the following:

- 19.1.1 Causing, attempting to cause, or threatening to cause physical injury to another person.
- 19.1.2 Possession, selling, or otherwise furnishing a firearm, knife, explosive, or other dangerous objects.
- 19.1.3 Unlawfully possessing, using, selling, otherwise furnishing or being under the influence of any controlled substance as defined under Health and Safety Code Section 11007, alcoholic beverage, or intoxicant.
- 19.1.4 Committing robbery or extortion.
- 19.1.5 Causing or attempting to cause damage of school or private property.
- 19.1.6 Stealing or attempting to steal school or private property.
- 19.1.7 Committing an obscene or engaging in habitual profanity and vulgarity.
- 19.1.8 Disrupting school activities or willfully defying authority of a Bargaining Unit Member.
- 19.1.9 Committed sexual harassment as defined in Education Code Section 212.5.

19.2 Parent Involvement

It is the belief of the Association and the District that student Achievement is enhanced when parent/guardian involvement is increased. The Association and the District are committed to increasing parent/guardian participation in the education of students. With the active involvement of parents/guardians comes an increase in visitors to the school site. To that end, in order to support the needs and rights of the parent(s)/guardian(s) and Bargaining Unit Members and to ensure the safety of students

and Bargaining Unit Members, the following procedures shall be followed.

- 19.2.1 Upon the Bargaining Unit Member's agreement as to the date and time, the parent(s)/guardian(s) may come to the school to review materials.
- 19.2.2 Such review shall not take place during the Bargaining Unit Member's duty-free lunch-time, or any other duty-free break times during the workday. If, during the course of an observation, the parent(s) / guardian(s) presence becomes disruptive, the Bargaining Unit Member shall have the authority to tell the parent(s)/guardian(s) to leave the classroom.
- 19.2.3 The Bargaining Unit Member shall report any such incidents to the site administrator as soon after the incident as possible.
- 19.2.4 A disruptive parent/guardian shall not be allowed to observe the Bargaining Unit Member's classroom again unless agreed to by the Bargaining Unit Member and the site administrator.
- 19.2.5 Parent(s)/guardian(s) coming onto a worksite for any purpose shall check in at the main office prior to visiting any other location at the site. Personnel in the main office shall contact the Bargaining Unit Member to be visited before the parent(s)/guardian(s) are allowed to leave the office to go to the Bargaining Unit Member's work location at the site. The visiting parent, grandparent or guardian will have written clearance by a school administrator and the visitor must have a visitor's pass.
- 19.2.6 Parents will be encouraged, by the District, to set appointments in advance with Bargaining Unit Members if they need to talk about issues related to their child's school progress, homework, discipline, etc. This can be done by filling out a form in the office or calling the school and speaking with their child's teacher.
- 19.2.7 Parents wishing to observe in the classroom must check with the District administration and get approval and a pass before entering a classroom.

ARTICLE XX: BARGAINING UNIT MEMBER EVALUATIONS

- 20.1 Bargaining Unit Members performance shall be evaluated and assessed on a continuing basis as follows:
- 20.1.1 At least once each school year for probationary Bargaining Unit Members.
 - 20.1.2 At least every other year for Bargaining Unit Members with permanent status.
 - 20.1.3 Upon agreement of the evaluator and the Bargaining Unit Member, at least every five years for permanent Bargaining Unit Members who have been employed by the District at least 10 years, who are highly qualified as defined in 20 USC 7801, and whose previous evaluation rated the Bargaining Unit Member as meeting or exceeding evaluation standards. Either the Bargaining Unit Member or the evaluator may withdraw consent at any time.
- 20.2 Permanent Bargaining Unit Members who receive an unsatisfactory evaluation shall be assessed annually until they receive a satisfactory evaluation or are separated from the District.
- 20.3 The Superintendent or designee shall assess the performance of Bargaining Unit Members as it reasonably relates to the following criteria:
- 20.3.1 Students' progress toward District standards of expected achievement for their grade level in each area of study and, if applicable, towards the state-adopted content standards as measured by state-adopted criterion-referenced assessments.
 - 20.3.2 The instructional techniques and strategies used by the Bargaining Unit Member.
 - 20.3.3 The Bargaining Unit Member's adherence to curricular objectives.
 - 20.3.4 The establishment and maintenance of a suitable learning environment within the scope of the Bargaining Unit Member's responsibilities.
- 20.4 The evaluation of Bargaining Unit Member performance shall not include the use of

publishers' norms established by standardized tests.

20.5 Noninstructional Bargaining Unit Members shall be evaluated on their performance in fulfilling their defined job responsibilities.

20.6 The Superintendent or designee will have a pre-evaluation conference with the Bargaining Unit Member to determine what will be evaluated and when the evaluation will take place. After the evaluation has taken place, there will be a post evaluation conference to discuss the results.

20.7 Evaluations shall include recommendations if necessary, as to areas in need of improvement in the Bargaining Unit Member's performance. If a Bargaining Unit Member is not performing satisfactorily according to teacher standards approved by the Board pursuant to Education Code 44662, the Superintendent or designee shall so notify the Bargaining Unit Member in writing and describe the unsatisfactory performance. The Superintendent or designee shall confer with the Bargaining Unit Member, make specific recommendations as to areas needing improvement and endeavor to provide assistance to the Bargaining Unit Member in his/her performance.

20.8 Any Bargaining Unit Member who receives an unsatisfactory rating in the area of teaching methods or instruction shall be provided a performance improvement plan in writing.

20.9 The Superintendent or designee may require any instructional employee who receives an unsatisfactory rating in the area of teaching methods or instruction to participate in a program designed to improve appropriate areas of performance and to further student achievement and the district's instructional objectives.

20.10 Bargaining Unit Members shall receive a written copy of their evaluation no later than 30 days before the last day of the school year in which the evaluation takes place. Before the last day of the school year, the Bargaining Unit Member and the evaluator shall meet to discuss the evaluation.

20.11 Noninstructional Bargaining Unit Members employed on a 12-month basis shall receive a copy of their evaluation no later than June 30 of the year in which the evaluation takes place. Before July 30, the Bargaining Unit Member and the evaluator shall meet to discuss the evaluation.

20.12 Instructional and noninstructional Bargaining Unit Members shall have the right to

respond in writing to their evaluation. This response shall become a permanent attachment to the Bargaining Unit Member's personnel file.

- 20.13 The Superintendent or designee will give all Bargaining Unit Members a minimum of 3 day's notice prior to any formal evaluation observation. Additionally, no evaluation will take place after May 15 of each school year.

ARTICLE XXI: NEW BARGAINING UNIT MEMBER ORIENTATION (AB119)

- 21.1 Each time a person is newly employed in a position in the bargaining unit, the District shall inform the new employee of their employment status, rights, benefits, duties, responsibilities, and other related matters.
- 21.1.1 The District shall provide an annual new bargaining unit member orientation for all newly hired Bargaining Unit Members to take place within ten (10) calendar days prior to the first day of school, except when no new Bargaining Unit Members are commencing employment at the beginning of the year.
- 21.1.2 Any Bargaining Unit Member(s) hired after the start of the school year shall be provided an in-person orientation/ on-boarding meeting within ten (10) calendar days from the date of hire.
- 21.1.3 New Bargaining Unit Members will be compensated their daily rate of pay for the time spent attending the required orientation/on- boarding meeting when either occurs outside of the Contract year and/or Contract day.
- 21.2 Scheduling of Orientation
- 21.2.1 The District shall provide written notice of the date, time, and location of all Bargaining Unit Member orientations/on-boarding meetings by certified or electronic email to the Chapter President at least ten (10) work days in advance of the annual orientation meeting (s) or ten (10) work days in advance of other orientation/on -boarding meetings that may occur throughout the year.

21.2.2 In the event the District is unable to comply with the above Article 21.2.1, the District shall, at the request of the Association, reschedule the orientation/on-boarding meeting and provide advance notice to the Association.

21.2.3 If, however, the District provides proof that there was an urgent need critical to the employer's orientation that was not reasonably foreseeable, the Association shall be provided as much notice as possible.

21.3 Association Orientation/Onboarding Time

21.3.1 The Association shall be provided up to two (2) hours of uninterrupted time for the Bargaining Unit Member orientation/on-boarding meetings.

21.3.2 The District administration will excuse themselves during the Association's time.

21.3.3 The Association may invite California Teachers Association (CTA) endorsed vendors and CTA staff to Orientation/on-boarding meetings.

21.3.4 If the orientation/on-boarding meetings are held during contractual time, the Association shall have District paid release time for up to two (2) Bargaining Unit Members to attend and participate in the orientation/on-boarding meetings.

21.3.5 If during the school year only one (1) new Bargaining Unit Member needs to have orientation/on boarding, then only one (1) bargaining Unit Member shall attend the orientation/onboarding during the contractual day.

21.4 New Bargaining Unit Member Information

21.4.1 The following new Bargaining Unit Member information will be sent from the District to the Association President and the Kings/Tulare UniServ Unit electronically in Excel and no later than thirty (30) days after the date of hire or by the first pay period of the month of hire:

21.4.1.1 Name (First and Last)

21.4.1.2 Home Address

21.4.1.3 Phone Numbers (cell and/or home, if available)

21.4.1.4 District Email

- 21.4.1.5 Personal email (if provided)
- 21.4.1.6 Date of Hire
- 21.4.1.7 Primary Work Site
- 21.4.1.8 Job Title (Grade Level/Assignment)

21.4.2 The District shall not be required to provide a Bargaining Unit Member's home or cell phone number or personal mail address to the Association if the Bargaining Unit Member does not provide such information to the District, if the Bargaining Unit Member has made a written request that such information not be released, or if the Bargaining Unit Member has an alternatively designated address pursuant to Government Code section 6207 (pertaining to victims of domestic violence, sexual abuse, and stalking).

ARTICLE XXII: EFFECT OF AGREEMENT


22.1 Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties hereto. The terms and conditions may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of the parties in a written amendment executed according to the provisions of this Agreement.

ARTICLE XXIII: TERM

This Agreement shall remain in full force and effect beginning July 1, 2021, through June 30, 2023. Both parties agree to Sunshine their proposal for 2023-2024, at the March School Board meeting. The parties agree to begin negotiations within a reasonable period of time after the proposals are sunshined.

For the Pleasant View School District:



District Superintendent

5-5-2022
Date


Name and Title

Date

Name and Title

Date

For the Pleasant View Educators Association/CTA/NEA:



Association President

5/5/2022
Date

Name and Title

Date

Name and Title

Date

APPENDIX A: 2021-2022 SALARY SCHEDULE

Pleasant View School District
 Salary Schedule
 2021/2022
 190 contract days

Step	I AB		II AB + 45		III AB + 60		IV AB + 70	
	Column I	Daily Rate	Column II	Daily Rate	Column III	Daily Rate	Column IV	Daily Rate
1	54,975	289.34	56,518	297.46	60,029	315.94	63,033	331.75
2	56,991	299.95	58,506	307.93	62,168	327.20	65,171	343.01
3	59,007	310.56	60,543	318.65	64,304	338.44	67,310	354.26
4	61,024	321.18	62,581	329.37	66,443	349.70	69,448	365.52
5	63,039	331.78	64,617	340.09	68,578	360.94	71,587	376.77
6	65,055	342.39	66,708	351.09	70,719	372.21	73,723	388.02
7	67,072	353.01	68,693	361.54	72,856	383.45	75,859	399.26
8	69,088	363.62	70,729	372.26	74,993	394.70	77,998	410.52
9	71,103	374.23	72,765	382.97	77,130	405.95	80,138	421.78
10	73,119	384.84	74,802	393.69	79,268	417.20	82,275	433.03
11	75,136	395.45	76,842	404.43	81,408	428.46	84,415	444.29
12			78,876	415.14	83,543	439.70	86,553	455.54
13			80,913	425.86	85,682	450.96	88,692	466.80
14					87,820	462.21	90,829	478.05
15					89,958	473.46	92,966	489.29
16					89,958	473.46	92,966	489.29
17					89,958	473.46	92,966	489.29
18					92,097	484.72	95,102	500.54
19					92,097	484.72	95,102	500.54
20					92,097	484.72	95,102	500.54
21					94,234	495.97	97,241	511.79
22					94,234	495.97	97,241	511.79
23					94,234	495.97	97,241	511.79
24					94,234	495.97	97,241	511.79
25					97,454	512.92	100,463	528.75

Classification Requirements

- Group I: Bachelor Degree Up to 44 Semester Units, (With short term permit, Clear, Preliminary, or Intern)
- Group II: Bachelor Degree Plus 45 Semester Units, including Credential (Clear, Preliminary, or Intern)
- Group III: Bachelor Degree Plus 60 Semester Units, including Credential (Clear or Preliminary)
- Group IV: Bachelor Degree Plus 70 Semester Units, including Credential (Clear or Preliminary)

APPENDIX A-1: 2022-2023 SALARY SCHEDULE

Pleasant View School District
 Salary Schedule
 2022/2023
 188 contract days
 2% increase

Step	I AB		II AB + 45		III AB + 60		IV AB + 70	
	Column I	Daily Rate	Column II	Daily Rate	Column III	Daily Rate	Column IV	Daily Rate
1	56,075	298.27	57,648	306.64	61,230	325.69	64,294	341.99
2	58,131	309.21	59,676	317.43	63,411	337.29	66,474	353.59
3	60,187	320.14	61,754	328.48	65,590	348.88	68,656	365.19
4	62,244	331.09	63,833	339.54	67,772	360.49	70,837	376.79
5	64,300	342.02	65,909	350.58	69,950	372.07	73,019	388.40
6	66,356	352.96	68,042	361.93	72,133	383.69	75,197	399.98
7	68,413	363.90	70,067	372.70	74,313	395.28	77,376	411.57
8	70,470	374.84	72,144	383.74	76,493	406.88	79,558	423.18
9	72,525	385.77	74,220	394.79	78,673	418.47	81,741	434.79
10	74,581	396.71	76,298	405.84	80,853	430.07	83,921	446.39
11	76,639	407.65	78,379	416.91	83,036	441.68	86,103	457.99
12			80,454	427.95	85,214	453.27	88,284	469.60
13			82,531	438.99	87,396	464.87	90,466	481.20
14					89,576	476.47	92,646	492.80
15					91,757	488.07	94,825	504.39
16					91,757	488.07	94,825	504.39
17					91,757	488.07	94,825	504.39
18					93,939	499.68	97,004	515.98
19					93,939	499.68	97,004	515.98
20					93,939	499.68	97,004	515.98
21					96,119	511.27	99,186	527.59
22					96,119	511.27	99,186	527.59
23					96,119	511.27	99,186	527.59
24					96,119	511.27	99,186	527.59
25					99,403	528.74	102,472	545.06

Classification Requirements

- Group I: Bachelor Degree Up to 44 Semester Units, (With short term permit, Clear, Preliminary, or Intern)
- Group II: Bachelor Degree Plus 45 Semester Units, including Credential (Clear, Preliminary, or Intern)
- Group III: Bachelor Degree Plus 60 Semester Units, including Credential (Clear or Preliminary)
- Group IV: Bachelor Degree Plus 70 Semester Units, including Credential (Clear or Preliminary)

APPENDIX B: POLICIES /RULES RELATING TO SALARY SCHEDULE PLACEMENT ADVANCEMENT

I. Rules Governing Initial Placement Upon the Salary Schedule

- A. Group I: Bachelor Degree up to 44 Semester Units (with Short Term Permit, Clear, Preliminary, or Intern)
- B. Group II: Bachelor Degree Plus 45 Semester Units, including Credential (Clear, Preliminary, or Intern)
- C. Group III: Bachelor Degree Plus 60 Semester Units, including Credential (Clear or Preliminary)
- D. Group IV: Bachelor Degree Plus 70 Semester Units, including Credential (Clear or Preliminary)
- E. All teaching experience in public schools will count for initial placement on salary schedule placement.
- F. Salary schedule placement will be based upon teaching experience plus number of semester units over the Bachelor's Degree.
- G. New Bargaining Unit Members' starting placement will be determined by the Board and the Superintendent after interviewing the applicant and studying the transcripts.
- H. Seventy-Five percent (75%) of a school year in the District, under contract, will be counted as one (1) full year of service.

II. Rules Governing Units for Advancement:

- A. Units for horizontal movement on the salary schedule, which apply to the upcoming school year, must be completed and verification by transcript (a grade card will serve temporarily) must be filed in the office of the District Superintendent on or before April 1, of the current school year.
- B. If units are going to be acquired during the summer, a letter of intent shall be submitted to the District Superintendent by April 1, of the current school year. An official transcript for summer courses must be submitted to the District Superintendent on or before September 10th to be applicable for salary schedule advancement for that school year.

- C. All courses must be upper division or graduate work or the course must directly benefit the Bargaining Unit Member's instruction in the District. Units and Degrees must be from an accredited college or university. Courses must be approved in advance by the administration if the Bargaining Unit Member wishes to receive credit toward advancement on the salary schedule.
- D. A Bargaining Unit Member must receive a grade of "C" or better in any course for salary schedule advancement. "Pass" or "Credit" is acceptable when letter grades are not offered.
- E. To qualify for advancement to Group I, Group II, Group III, or Group IV, all units must be completed after the BA Degree has been granted.
- F. Advancement may never be more than one step or one column in any one given year.

APPENDIX C: STIPENDS

- | | | |
|-------|---|---|
| I. | SCICON | \$100 per night |
| II. | Student Body | \$500 per year |
| III. | Sports Coaching | |
| | A. Football | \$500 per season |
| | B. Volleyball | \$500 per season |
| | C. Soccer | \$500 per season |
| | D. Basketball | \$500 per season |
| | E. Baseball | \$500 per season |
| | F. Softball | \$500 per season |
| | G. Track | \$200 per season |
| | H. Athletic Director | \$500 per trimester |
| | I. Color Guard | \$500 per trimester |
| IV. | Masters Degree | \$1,000 (one or more) |
| V. | Overnight Trip with students | \$100 per night |
| VI. | District Approved Clubs | \$500 per trimester |
| VII. | Character Counts | \$500 per trimester |
| VIII. | TIPS Mentor | \$500 per trimester |
| IX. | STEM Teams | \$500 per trimester |
| X. | Summer School/Tutoring | \$60 per hour |
| XI. | Activity Coach | \$50 per hour |
| | i.e. CyberQuest, Spelling Bee, Math Super Bowl, History Day, Chess Club,
Cheer Leader Advisor, Choir, Drama | |
| XII. | Lead Teacher Stipend | \$500 per month |
| | Long Term substitute lead teacher support when class ratio is greater than 27:1 ratio. Paid every month a co-teacher is out long term (10+ days) with or without a longer term substitute. Grade levels with more than 2 teachers will have stipends split amongst lead teachers. | |
| XIII. | Professional Development | Daily rate of pay/not less than \$275 per day
outside normal work year |
| XIV. | Extra duties will be assigned on an equitable basis in as much as possible. | |

APPENDIX D: 2021-2022 SCHOOL CALENDAR

Revised 3/23/21



Pleasant View Elementary School District Traditional School Calendar 2021-2022

180 DAYS

AUGUST						
S	M	T	W	T	F	S
1						7
8						14
15						21
22						28
29						

SEPTEMBER						
S	M	T	W	T	F	S
						4
5	6					11
12						18
19						25
26						

OCTOBER						
S	M	T	W	T	F	S
						2
3						9
10						16
17						23
24						30
31						

NOVEMBER						
S	M	T	W	T	F	S
						6
7				11		13
14						20
21				25	26	27
28						

DECEMBER						
S	M	T	W	T	F	S
						4
5						11
12						18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9						15
16	17					22
23						29
30						

FEBRUARY						
S	M	T	W	T	F	S
						5
6						12
13	14					19
20	21					26
27						

MARCH						
S	M	T	W	T	F	S
						5
6						12
13	14	15	16	17	18	19
20						26
27						

APRIL						
S	M	T	W	T	F	S
						2
3						9
10					15	16
17	18					23
24						30

MAY						
S	M	T	W	T	F	S
1						7
8						14
15						21
22						28
29	30					

JUNE						
S	M	T	W	T	F	S
						4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- School In Session
- Minimum Day 2:00pm Dismissal
- Minimum Day 1:30pm Dismissal
- Conferences/ Late Conference
- Holiday
- P.D. Required Certificated ONLY

Holidays	
September 6th	Labor Day Holiday
November 11th	Veteran's Day Holiday
November 25-26	Thanksgiving Holiday
Dec 18-Jan 10	Christmas Holiday
January 17	Marlin Luther King
February 14	Lincoln's Birthday
February 21	President's Day
March 12-20	Spring Break
April 15 & 18	Easter Break
May 30	Memorial Day

End of Trimester Dates
Trimester 1: November 5th, 2021 62 days Progress Reports 9/24 - Report Cards 11/12
Trimester 2: February 25th, 2022 58 days Progress Reports 1/21 - Report Cards 3/4
Trimester 3: June 3rd, 2022 60 days Progress Reports 4/22 - Report Cards 6/3

Special Dates	
August 9	First Day
TBD	Back to School Night
October 29	Halloween Carnival
November 18	Late Night Conference
May 5	Open House
TBD	SBAC Testing Window
June 2	Graduation
June 3	Last Day

Home of the Falcons!

APPENDIX D-1: 2022-2023 SCHOOL CALENDAR

Revised 3/22/22



Pleasant View Elementary School District Traditional School Calendar 2022-2023

180 DAYS

AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9A	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27B	28	29	30	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25B	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15C	16C	17LC	18	19
20	21	22A	23	24	25	26
27	28	29	30			

DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16A	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31B				

FEBRUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8C	9C	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28B	29	30	31

APRIL						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25B	26	27	28	29
30						

MAY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE						
S	M	T	W	T	F	S
				1	2A	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- School In Session
- A Minimum Day 1:50pm Dismissal
- OLG Conferences/ Late Conference
- Holiday
- P.D. Required Certificated ONLY

Holidays	
September 5th	Labor Day Holiday
November 11th	Veteran's Day Holiday
November 24-25	Thanksgiving Holiday
Dec 19-Jan 9	Christmas Holiday
January 16	Marlin Luther King
February 13	Lincoln's Birthday
February 20	President's Day
March 13-17	Spring Break
April 7 & 10	Easter Break
May 29	Memorial Day

End of Trimester Dates
Trimester 1: November 4th, 2022 62 days Progress Reports 9/23 - Report Cards 11/14
Trimester 2: February 24th, 2023 57 days Progress Reports 1/20 - Report Cards 3/7
Trimester 3: June 2nd, 2023 41 days Progress Reports 4/21 - Report Cards 6/2

Special Dates	
August 9	First Day
TBD	Back to School Night
October 28	Halloween Carnival
November 17	Late Night Conference
May 4	Open House
TBD	SBAC Testing Window
June 1	Graduation
June 2	Last Day

Home of the Falcons!

APPENDIX E: SELF – ASSESSMENT

Pleasant View Elementary School District California Standards for the Teaching Profession Self-Assessment

Name: _____

Date: _____

Rating Scale: 4 - Advanced (Exceeds Standards)
3- Proficient (Meets Standards)
2 - Basic (Below Standards)
1 – Novice (Way Below Standard)

Circle the number
which best reflects
appraisal

Engaging and supporting all students in learning.

- | | | | | | |
|----|--|---|---|---|---|
| 1. | Builds on student’s prior knowledge, life experience, and interests to achieve learning goals for all students. | 1 | 2 | 3 | 4 |
| 2. | Uses a variety of instructional strategies and resources that respond to student’s diverse needs. | 1 | 2 | 3 | 4 |
| 3. | Facilitates challenging learning experiences for all students in environments that promote autonomy, interaction, and choice. | 1 | 2 | 3 | 4 |
| 4. | Actively engages all students in problem solving and critical thinking within and across subject areas. | 1 | 2 | 3 | 4 |
| 5. | Teaches concepts and skills in ways that encourage students to apply them in real life contexts that make subject matter meaningful. | 1 | 2 | 3 | 4 |
| 6. | Assist all students to become self-directed learners able to demonstrate, articulate and evaluate what they learn. | 1 | 2 | 3 | 4 |

Creating and maintaining effective environments for student learning.

- | | | | | | |
|----|---|---|---|---|---|
| 1. | Creates physical environments that engage all students in purposeful learning activities and encourage constructive interactions among students | 1 | 2 | 3 | 4 |
| 2. | Maintains safe learning environments in which all students are treated fairly and respectfully. | 1 | 2 | 3 | 4 |
| 3. | Encourages all students to participate in making decisions and in working independently and collaboratively. | 1 | 2 | 3 | 4 |
| 4. | Assures that expectations for student behavior are established early, clearly understood, and consistently minded. | 1 | 2 | 3 | 4 |
| 5. | Makes effective use of instructional time as they implement class procedures and routines. | 1 | 2 | 3 | 4 |

Understanding and organizing subject matter for student learning.

- | | | | | | |
|----|--|---|---|---|---|
| 1. | Exhibits strong working knowledge of subject matter and student development. | 1 | 2 | 3 | 4 |
| 2. | Organizes curriculum to facilitate students’ understanding of the central themes, concepts, and skills in the subject area. | 1 | 2 | 3 | 4 |
| 3. | Interrelates ideas and information within and across curricular areas to extend students’ understanding | 1 | 2 | 3 | 4 |
| 4. | Uses knowledge of student development, subject matter, instructional resources, and teaching strategies to make subject matter accessible to all students. | 1 | 2 | 3 | 4 |

Planning instruction and designing learning experiences for all students

- | | | | | | |
|----|--|---|---|---|---|
| 1. | Plans instruction that draws on and values students' backgrounds, prior knowledge, and interests. | 1 | 2 | 3 | 4 |
| 2. | Establishes challenging learning goals for all students based on student experience, language development, and home school expectations. | 1 | 2 | 3 | 4 |
| 3. | Sequences curriculum and designs long-term and short-range plans that incorporate subject matter knowledge, reflect grade level curriculum expectations, and include a repertoire of instructional strategies. | 1 | 2 | 3 | 4 |
| 4. | Uses instructional activities that promote leaning goals and connect with student experiences and interests. | 1 | 2 | 3 | 4 |
| 5. | Modifies and adjusts instructional plans according to student engagement. | 1 | 2 | 3 | 4 |

Assessing student learning.

- | | | | | | |
|----|--|---|---|---|---|
| 1. | Establishes and clearly communicates learning goals for all students. | 1 | 2 | 3 | 4 |
| 2. | Collects information about student performance from a variety of sources. | 1 | 2 | 3 | 4 |
| 3. | Involves all students in assessing their own learning. | 1 | 2 | 3 | 4 |
| 4. | Uses information from a variety of ongoing assessments to plan and adjust learning opportunities that promote academic achievement and personal growth for all students. | 1 | 2 | 3 | 4 |
| 5. | Exchanges information about student learning with students' families and support personnel in ways that improve understanding and encourage further academic progress. | | | | |

Developing as a professional educator.

- | | | | | | |
|----|---|---|---|---|---|
| 1. | Reflects on teaching practice and actively engage in planning their professional development. | 1 | 2 | 3 | 4 |
| 2. | Establishes professional learning goals pursue opportunities to develop professional knowledge and skill and participate in the extended. | 1 | 2 | 3 | 4 |
| 3. | Learns about and works with local communities to improve professional practice. | 1 | 2 | 3 | 4 |
| 4. | Communicates effectively with families and involve them in student learning and the school community. | 1 | 2 | 3 | 4 |
| 5. | Contributes to school activities, promote school goals, and improve professional practice by working collegially with all school staff. | 1 | 2 | 3 | 4 |
| 6. | Balances professional responsibilities and maintain motivation and commitment to all students. | 1 | 2 | 3 | 4 |

Reflection:

APPENDIX F: PLEASANT VIEW ELEMENTARY SCHOOL DISTRICT CERTIFICATED FINAL EVALUATION FORM

Years of Service in District _____ Date _____

Teacher's Name _____ Evaluator's Name _____

Status in District: Permanent Prob. #1 Prob. #2 Temp. Grade/Subject _____

Evaluation Code: "Meets District Standards" should be interpreted to mean competent, satisfactory performance acceptable to the district.

"Unsatisfactory" indicates a weakness in performance and in need of strengthening before the next evaluation. Any mark of unsatisfactory requires a comment in the remark section.

A. STUDENT PROGRESS TOWARDS STANDARDS

- | | | | |
|--------------------------------|---|----|---|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. | Collecting and using multiple sources of information to assess student learning |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. | Involving and guiding all students in assessing their own learning. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 3. | Using the result of assessments to guide instruction. |

B. INSTRUCTIONAL TECHNIQUES AND STRATEGIES

- | | | | |
|--------------------------------|---|-----|---|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. | Connecting students' prior knowledge, life experience, and interest with learning goals by drawing & evaluating students' backgrounds, interests, & developmental learning needs. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. | Using a variety of instructional strategies and resources to respond to students' diverse needs. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 3. | Facilitating learning experiences that promote autonomy, interactions, and choice. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 4. | Engaging students in problem solving, critical thinking, and other activities that make subject matter meaningful. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 5. | Promoting self-directed, reflective learning for all students. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 6. | Using instructional time effectively. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 7. | Establishing and articulating goals for student learning. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 8. | Developing and sequencing instructional activities and materials for student learning. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 9. | Designing short-term & long-term plans to foster student learning. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 10. | Modifying instructional plans to adjust for student needs. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 11. | Planning and implementing classroom procedures & routines that support student learning. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 12. | Establishing and maintaining standards for student behavior. |

4 or more unsatisfactory ratings in this area will result in a referral to the Peer Assistance and Review Program

C. ADHERENCE TO THE DISTRICT'S CURRICULAR/INSTRUCTIONAL OBJECTIVES

- | | | | |
|--------------------------------|---|----|--|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. | Demonstrating knowledge of subject matter content and student development. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. | Organizing curriculum to support student understanding of subject matter. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 3. | Interrelating ideas and information within and across subject matter areas. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 4. | Developing student understanding through instructional strategies that are appropriate subject matter. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 5. | Using material, resources, & technologies to make subject matter accessible to students |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 6. | Establishing and communicating learning goals for all students |

4 or more unsatisfactory ratings in this area will result in a referral to the Peer Assistance and Review Program

- D. ESTABLISHMENT & MAINTENANCE OF A SUITABLE LEARNING ENVIRONMENT**
- | | | |
|--------------------------------|---|---|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. Creating a physical environment that engages students. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. Establishing a climate that promotes fairness and respect. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 3. Promoting social development & group responsibility. |
-

- E. REQUIRED DUTIES AND PROFESSIONAL RESPONSIBILITIES**
- | | | |
|--------------------------------|---|--|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. Reflecting on teaching practice and planning professional development |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. Establishing professional goals and pursuing opportunities to grow professionally |
| | | 3. Submitting Required work to the District and meeting designated timelines. |
-

- F. PERFORMANCE OF ADJUNCT DUTIES**
- | | | |
|--------------------------------|---|---|
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 1. Working with communities to improve professional practice. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 2. Working with families to improve professional practice. |
| <input type="checkbox"/> Meets | <input type="checkbox"/> Unsatisfactory | 3. Working with colleagues to improve professional practice. |
-

Remarks:

If more space is needed, please attach additional sheet(s). Number of attached pages: _____

- | | |
|--|--------------------------|
| Contract for next year will be recommended | <input type="checkbox"/> |
| Recommendation for a referral to PAR | <input type="checkbox"/> |
| Reemployment will not be recommended | <input type="checkbox"/> |
| Other _____ | <input type="checkbox"/> |
-

Evaluator Signature _____ Date _____

TEACHER STATEMENT:

I acknowledge that I have seen this evaluation and have been provided with suggestions where improvement in performance is indicated. I understand that my signature does not necessarily mean that I agree with this evaluation and that I may submit a statement in writing to accompany this form.

- I will submit a written statement to accompany this form.

PAR PROGRAM PARTICIPATION:

- I will participate in the District PAR Program.
 I would like to apply as a volunteer to participate in PAR.
-

Teacher Signature _____ Date _____



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

EXHIBIT 1C 5-8-22

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2022-2023

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Pleasant View Elementary District CDS Code: 54-72058-6054217

Name of County: Tulare County CDS Code: 54-72058

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 10 / 2022 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2022.

Submitted by (Superintendent, Board Secretary, or Designee):

Mark Odsather

Superintendent

Name

Signature

Title

559-789-9681

559-784-6769

05/10/2022

Fax Number

Telephone Number

Date

14004 Road 184 Porterville CA, 93257

Mailing Address

marko@pleasant-view.k12.ca.us

E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>

<i>Mailing Address</i>		

<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	0 _____
Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	0 _____
Teacher Librarian Services	0 _____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	1
Single Subject	
Special Education	
TOTAL	1

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

- TCOE- IMPACT
- Cal State Teach
- Fresno Pacific University, National University

If no, explain why you do not participate in an internship program.



State of California
 Commission on Teacher Credentialing
 Certification Division
 1900 Capitol Avenue
 Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

Exhibit L 5-12-2022

ANNUAL STATEMENT OF NEED 30-DAY SUBSTITUTE and DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION 30-DAY SUBSTITUTE TEACHING PERMITS

INSTRUCTIONS TO THE EMPLOYER

This statement of need must be filed at the school district office each school year when employing holders of Emergency 30-Day Substitute Permits. The employing agency will complete a single statement of need form (below) and retain the form at the school district office.

The form must be completed annually, indicating that either no credentialed person is available or that those available are not deemed qualified for substitute teaching and details of the circumstances that necessitate the use of emergency permit holders rather than fully credentialed teachers.

This statement of need form does not require listing specific employees or their positions. The form must be signed by the superintendent of the employing school district. It does not need to be co-signed by the county superintendent of schools.

A copy of the form does not need to be submitted to the county or the Commission with each Emergency 30-Day Substitute Teaching Permit application; however, the county superintendent of schools, whose responsibilities include areas such as district payroll or district substitute placement, may request a copy of the district's statement of need form to accurately fulfill these duties.

County superintendent of schools offices employing holders of the Emergency 30-Day Substitute Teaching Permit are also required to annually file, at their office, this completed statement of need form. The county superintendent of schools will sign the form.

The Commission does not require that the school board approve the statement of need. The individual school district may establish its own policy regarding this matter.

References: California Education Code, Sections 44225 and 44300 and California Code of Regulations, Title 5, Sections 80023, 80025 and 80026

This form must be signed by either:

The district superintendent of schools and filed at the school district office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a public school operated by a school district.

OR

The county superintendent of schools and filed at the county superintendent of schools' office if the holder of any Emergency 30-Day Substitute Teaching Permit will be employed as a substitute in a county-operated school.

Certification and Authorized Signature

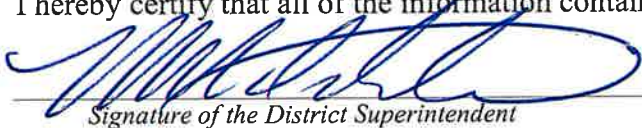
The district superintendent of schools or the county superintendent of schools has reviewed the information contained in this statement of need and certifies one the following:

Either a credentialed person is not available or one or more credentialed persons are available, but are not deemed qualified by the district or county, as applicable, to serve as a day-to-day substitute teacher.

OR

The situation or circumstances that necessitate the use of an emergency permit holder are as follows:
(Attach additional sheets, if necessary.)

I hereby certify that all of the information contained in this statement of need is true and correct.



Signature of the District Superintendent

Pleasant View Elementary

District

05/10/2022

Date

Signature of the County Superintendent of Schools

County

Date

It is not necessary to submit this form to the Commission on Teacher Credentialing.

School District Integrated Pest Management Plan

When completed, this template meets the Healthy Schools Act requirement for an integrated pest management (IPM) plan. An IPM plan is required if a school district uses pesticides¹.

Contacts

Pleasant View Elementary School District 14004 Road 184, Porterville CA 93257
School District Name Address

Keith Stewart 559-784-6769 *kstewart@pleasant-view.org*
District IPM Coordinator IPM Coordinator's Phone Number Email Address

IPM statement

It is the goal of Pleasant View Elementary School District to implement IPM by focusing on long-term prevention or suppression of pests through accurate pest identification, by frequent monitoring for pest presence, by applying appropriate action levels, and by making the habitat less conducive to pests using sanitation and mechanical and physical controls. Pesticides that are effective will be used in a manner that minimizes risks to people, property, and the environment, and only after other options have been shown ineffective.

Our pest management objectives are to: *(Example: Focus on long-term pest prevention)*

Our objective is Long Term Pest Management and Prevention. We will focus best practices to provide a safe and healthy learning environment for students, faculty, staff and the community.

IPM team

In addition to the IPM Coordinator, other individuals who are involved in purchasing, making IPM decisions, applying pesticides, and complying with the Healthy Schools Act requirements, include:

Name and/or Title	Role in IPM program
Keith Stewart	Coordinator / Director of Custodial Services / Purchasing
Mark Odsather	Superintendent / Supervisor / Health and Wellness Coordinator
Jose Miranda	Cafeteria Manager / Health and Wellness
Miguel Reyes	Custodial / Sanitation / Applicator
Mark Pascual	Custodial / Sanitation / Applicator

Pest management contracting

- Pest management services are contracted to a licensed pest control business.
Pest Control Business: BUZZKILL, ECOLAB and ORKIN
- Prior to entering into a contract, the school district has confirmed that the pest control business understands the training requirement and other requirements of the Healthy Schools Act.

Pest identification, monitoring and inspection

Pest Identification is done by: BUZZKILL, ECOLAB and ORKIN / Pest Control Business

Monitoring and inspecting for pests and conditions that lead to pest problems are done regularly by BUZZKILL, ECOLAB, ORKIN and District Staff and results are communicated to the IPM Coordinator.

Specific information about monitoring and inspecting for pests, such as locations, times, or techniques include:

(Example: Sticky monitoring boards are placed in the kitchen and are checked weekly by custodial staff.)
District facilities are cleaned daily by custodial staff and any sign of pests will be reported to the IPM coordinator Keith Stewart. The IPM coordinator will then contact BUZZKILL, ORKIN and ECOLAB to work with them to correct the problem.

Exhibit M 5-10-22

Pests and non-chemical management practices

This school district has identified the following pests and routinely uses the following non-chemical practices to prevent pests from reaching the action level:

Pest	Remove food	Fix leaks	Seal cracks	Install barriers	Physical removal	Traps	Manage irrigation	Other
Gopher/Squirrel	✓	✓	☐	✓	✓	✓	✓	Sanitation
Ants	✓	☐	✓	✓	☐	☐	☐	Sanitation
Spiders	☐	☐	☐	✓	✓	☐	☐	Sanitation
Rodents	✓	☐	✓	✓	☐	✓	☐	Sanitation
Roaches	✓	✓	✓	✓	✓	✓	☐	Sanitation
	☐	☐	☐	☐	☐	☐	☐	

Chemical pest management practices

If non-chemical methods are ineffective, the school district will consider pesticides only after careful monitoring indicates that they are needed according to pre-established action levels and will use pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property and the environment.

This school district expects the following pesticides (pesticide products and active ingredients) to be applied during the year. (This list includes pesticides that will be applied by school district staff or licensed pest control businesses.):

SEE ATTACHED

Healthy Schools Act

This school district complies with the notification, posting, recordkeeping, and all other requirements of the Healthy Schools Act. (Education Code Sections 17608 - 17613, 48980.3; Food & Agricultural Code Sections 13180 - 13188)

Training

Every year school district employees who make pesticide applications receive the following training prior to pesticide use:

- Pesticide specific safety training (Title 3 California Code of Regulations 6724)
- School IPM training course approved by the Department of Pesticide Regulation (Education Code Section 16714; Food & Agricultural Code Section 13186.5).

Submission of pesticide use reports

Reports of all pesticides applied by school district staff during the calendar year, except pesticides exempt¹ from HSA recordkeeping, are submitted to the Department of Pesticide Regulation at least annually, by January 30 of the following year, using the form provided at www.cdpr.ca.gov/schoolipm. (Education Code Section 16711)

Notification

This school district has made this IPM plan publicly available by the following methods (check at least one):

- This IPM plan can be found online at the following web address: www.pleasant-view.k12.ca.us
- This IPM plan is sent out to all parents, guardians and staff annually.

Review

This IPM plan will be reviewed (and revised, if needed) at least annually to ensure that the information provided is still true and correct.

Date of next review: June, 2023

I acknowledge that I have reviewed this school district's IPM Plan and it is true and correct.

Signature: Keith Stewart

Date: 05/010/2022

¹ These pesticides are exempt from all Healthy Schools Act requirements, except the training requirement: 1) products used in self-contained baits or traps, 2) gels or pastes used as crack and crevice treatments, 3) antimicrobials, and 4) pesticides exempt from U.S. EPA registration. (Education Code Section 17610.5)

Chemical Pest Management List

Insecticide	Form	Active Ingrdients
Essentria IC3	Concentrate	Rosemary Oil, Geraniol, peppermint Oil
Raid Max ant & roach	Spray	Distillates, hydortreated light, C9, aromatics, imiprothin, deltametherin

Weed & Grass Killer	Form	Active Ingredients
MSO with Leci-Tech	Concentrate	Methylated vegetable Oil, alchohol ethoxylate, phosphatidylcholine
Forfeit 280	Concentrate	Glufosinate-ammonium

BEFORE THE GOVERNING BOARD OF THE PLEASANT VIEW SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA

In the Matter of) Resolution No. 8
)
THE ADOPTION OF A FEE)
JUSTIFICATION STUDY)
)
)

Exhibi M
5-10-22

WHEREAS, Education Code section 17620 authorizes school districts to levy a fee, charge or dedication against any new construction within its boundaries for the purpose of funding the construction or reconstruction of school facilities; and

WHEREAS, the governing board (“Board”) of the Pleasant View School District (“District”) has caused a study to be prepared by School Works, Inc. entitled 2022 Developer Fee Justification Study (incorporated herein by reference and hereinafter referred to as the “Study”), which identifies the purpose and use for the fee and sets forth a reasonable relationship between the fee to be imposed, the type of development project on which the fee is to be imposed, and the increased school facilities made necessary by virtue of the burden imposed by the development.

NOW, THEREFORE, BE IT RESOLVED, that the Board makes the following findings:

1. Prior to the adoption of this resolution (“Resolution”), the Board of the District conducted a public hearing at which oral and/or written presentations were made as part of the Board’s regularly scheduled May 10, 2022 meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered has been published twice in the Porterville Recorder in accordance with Government Code sections 66017 and 66018.

Additionally, at least 10 days prior to the meeting, the District made all relevant information

available to the public indicating the cost, or estimated cost, of the construction or reconstruction of school facilities made necessary by the residential and/or commercial/industrial development to which the fee shall apply.

AND BE IT FURTHER RESOLVED that the Board incorporates herein by reference, approves and adopts the Study entitled 2022 Developer Fee Justification Study, dated March 2022, and prepared by School Works, Inc. which documents the need for the school facilities fees.

AND BE IT FURTHER RESOLVED that nothing contained or expressed in this Resolution shall be construed to affect the District's authority to increase fees, enter into agreements with developers, or otherwise adopt or impose, to the extent permitted by law, additional fees, to fully mitigate the impact of residential and/or commercial/industrial development upon the District's school facilities.

AND BE IT FURTHER RESOLVED that, in the event that the Board takes action in the future to adopt an alternative fee pursuant to Government Code section 65995.5 or 65995.7, commonly known as "Level 2" or "Level 3" fees, respectively, in an amount greater than that authorized by this Resolution, this Resolution shall be held in abeyance during the time in which the greater Level 2 or Level 3 fee is authorized. If, for any reason, any future Board action to adopt a greater Level 2 or Level 3 fee ceases to be effective, this Resolution shall then immediately return into effect unless otherwise specified by the Board.

This Resolution is adopted this 10th day of May, 2022 by the following vote:

AYES: Tom Borcellis, Day Gobel, Rusty Gobel, Alex Garcia

NOES: _____

ABSTENTIONS: _____

ABSENT: Rachelle Alcenter



Clerk of the Governing Board

Tulare County Office of Education

Committed to Students, Support & Service

March 21, 2022

TO: All Tulare County School Districts Holding elections in 2022
FROM: Tim A. Hire, Tulare County Superintendent of Schools
SUBJECT: **GOVERNING BOARD ELECTIONS – NOVEMBER 8, 2022**

Your district will be among those holding an election this year on November 8, 2022 at the time of the statewide general election.

A sample resolution is enclosed containing the specifications of the election order for your board's use to meet the requirements of Education Code section 5322. **PLEASE SCHEDULE ADOPTION OF THIS RESOLUTION ON YOUR BOARD AGENDA FOR MAY 2022.**

The resolution orders the election, makes certain specifications for County Elections use in arranging for your district's election, consolidates your district's election with the general election, and advises this office of the newspaper in which your district's Notice of Election is to be published.

{NEW ITEM: The boxes you check on page 2, c.-e. of the attached resolution should match your district's Board Bylaw regarding Governing Board Elections (usually found at BB 9220). Please check your bylaws to make sure these are consistent.}

Also enclosed for your information and guidance is a timetable of deadlines relating to the November election. Dates for candidates to file their declaration of candidacy (nomination papers) at the County Elections office are included in the timetable.

After your board adopts the enclosed resolution, immediately distribute as follows:

Send a copy of the adopted resolution to:

Emily Oliveira, Election Program Coordinator
Tulare County Elections
5951 S. Mooney Blvd.
Visalia, CA 93277

Send the ORIGINAL adopted resolution to:

Shelly DiCenzo, Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia, CA 93278-5091

**PLEASE SEND THE RESOLUTION TO SHELLY DICENZO AT TCOE
IN BUSINESS SERVICES AND COUNTY ELECTIONS
NO LATER THAN FRIDAY, JUNE 24, 2022**

If you have any questions, please contact Shelly DiCenzo at (559) 733-6312 or shellyd@tcoe.org

TAH/sd

Enclosures: General Election Timetable
Resolution Ordering Election

Tim A. Hire
County
Superintendent
of Schools

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

**Liberty Center/
Planetarium &
Science Center**
5 Ave. 264
Visalia

EXHIBIT O 5-18-22

BEFORE THE BOARD OF TRUSTEES OF THE
PLEASANT VIEW SCHOOL DISTRICT
TULARE COUNTY, STATE OF CALIFORNIA

In the Matter of Ordering Regular
Governing Board Member Elections;
Specifications of the Election Order

RESOLUTION NO. 9

RECITALS

1. Election Code sections 1302, 10404.5 and 10405.7 authorize school districts and community college districts to establish the election day for governing board members to regularly occur on the same day as the statewide direct primary election, the statewide general election or the general municipal election is held.
2. The Board of Supervisors has received and approved a resolution from this Board establishing election of governing board members on the same day upon which the statewide general election is held.
3. Education Code section 5322 provides that whenever an election for governing board members is ordered, the governing board shall, by resolution, provide for specifications of the election order which shall be delivered to the county superintendent of schools and the officer conducting the election not less than 123 days prior to the date set for the election.
4. Other elections of school districts or other public agencies may be held in whole or part within the territory of this District and it is to the advantage of the District to consolidate therewith.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The above recitals are true and correct.
2. This Board hereby orders an election to be held within the territory included in this District on the 8th day of November, 2022, for the purpose of electing three (3) members for 4-year terms to the governing board of the District in accordance with the following specifications:

**PLEASANT VIEW SCHOOL DISTRICT
SPECIFICATIONS OF THE ELECTION ORDER**

- a. The election shall be held on Tuesday, November 8, 2022.
- b. The purpose of the election is to choose three (3) members of the governing board of this District for 4-year terms.

{NEW ITEM: The boxes you check below for c. – e. should match your district's Board Bylaw regarding Governing Board Elections (usually found at BB 9220).}
Delete this language highlighted in pink for final resolution before printing.

- c. Adopt i or ii (please **check one box** in this section):
 - i. Candidate statements shall be paid for by the candidate. (*Elections Code section 13309 provides procedures for filing by indigent candidates.*)
 - ii. Candidate statements shall be paid for by the District. (*Elections Code section 13307.*)
 - d. Adopt i or ii (please **check one box** in this section):
 - i. Candidate statements shall be limited to 200 words.
 - ii. Candidate statements shall be limited to 400 words. (*Elections Code section 13307.*)
 - e. Adopt i or ii (please **check one box** in this section):
 - i. In the event of a tie vote, the winner of the election shall be determined by lot at a time and place to be designated by this Board.
 - ii. In the event of a tie vote, the governing board shall call a runoff election on the sixth Tuesday following the election at which the tie vote occurred. (*Education Code section 5016*) **All costs and expenses of conducting the special runoff election shall be borne by the District.**
3. The District will reimburse the county for the actual cost incurred by the county elections official in conducting the general election upon receipt of a bill stating the amount due as determined by the elections official.
 4. This Board hereby requests and consents to the consolidation of this election with other elections to be held in whole or in part in the territory of the District, pursuant to Education Code section 5340 et seq. and Elections Code section 10400 et seq.
 5. The Clerk of this Board is ordered to deliver copies of this Resolution, not less than 123 days prior to the date set for the election, to the county superintendent of school who shall deliver the order of election to the Tulare County elections official and, if applicable, to the election official of any other county in which the election is to be held, as required by Education Code section 5324.
 6. This Board requests that the county superintendent publish the notice of election in the following newspaper, which is a newspaper of general circulation that is regularly circulated in the territory:

Pezulik Recorder
(Insert name of newspaper)

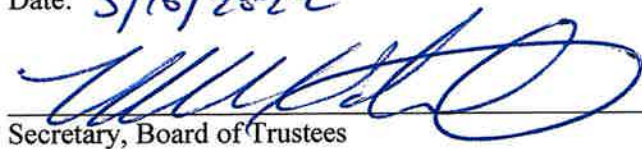
THE FOREGOING RESOLUTION was adopted upon motion by Trustee Dany Gabel seconded by Trustee Ruy Gabel at a regular/special meeting held on 3/10, 2022, by the following vote:

List Board Members Names Below:

AYES:	Tom Boettig, Alex Garcia, Ruy Gabel, Dany Gabel
NOES:	
ABSENT:	Rachelle Alcenter
ABSTAIN:	

I, Maria Gomez secretary of the governing board of the Pleasant View School District, do hereby certify that the foregoing Resolution was duly passed and adopted by said Board, at an official and public meeting thereof, this 10th day of May, 2022.

Date: 5/10/2022


Secretary, Board of Trustees

Distribute as follows:

Original to: Shelly DiCenzo, Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

Copy to: Emily Oliveira, Elections Program Coordinator
Tulare County Elections
5951 S. Mooney Blvd.
Visalia CA 93277

Exhibit P 5-10-22

**RESOLUTION OF THE GOVERNING BOARD OF
PLEASANT VIEW SCHOOL DISTRICT**

In the matter of Authorizing Inter-fund Transfers)
In Accordance with the Budget) RESOLUTION NUMBER 10

WHEREAS, the Governing Board of the District adopted its Annual Budget for the Fiscal Year 2021-2022; and,

WHEREAS, the Governing Board of the District approved Inter-fund Transfers between the various funds of the District as recorded in the budget document in accordance with Education Code;

THEREFORE, BE IT RESOLVED that the Governing Board authorizes District Administration to make inter-fund transfers in accordance with the budget, not to exceed the amount of appropriation.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Tom Borellos, seconded by Rusty Gobel, at a regular meeting of the Governing Board on the 10th day of May, 2022 by the following vote.

Ayes: Tom Borellos, Rusty Gobel, Alex Garcia

Noes:

Abstentions:

Absent: Raabete Alcarraz



Secretary/Clerk of said District Board

Exhibit Q 5/10/22

**RESOLUTION OF THE GOVERNING BOARD OF
PLEASANT VIEW SCHOOL DISTRICT**

In the Matter of Authorizing Inter-fund Loan for)
Cash Flow Purposes) **RESOLUTION NUMBER 11**

WHEREAS, the Pleasant View school district administers various funds; and,

WHEREAS, the school district occasionally has cash shortages in it's segregated funds at the county treasury; and,

WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Pleasant View School District authorizes the District Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2022-2023 school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Tom Bonellos, seconded by Rosy Gebel, at a regular meeting of the Governing Board on the 10th day of May, 2022 by the following vote.

Ayes: Tom Bonellos, Rosy Gebel, Day Gebel, Alex Garcia

Noes:

Abstentions:

Absent: Rachelle Hecker



Secretary/Clerk of said District Board

Exhibit 2 5/10/22

**RESOLUTION OF THE GOVERNING BOARD OF
PLEASANT VIEW SCHOOL DISTRICT**

In the Matter of Authorization for County)
Superintendent of Schools to make year end)
Budget Transfers)

RESOLUTION NUMBER 12

WHEREAS, at the close of any school year the County Superintendent of schools may, with the consent of the Governing Board of a school district previously given, make such transfers between the undistributed reserve and any expenditure classification or classifications or balance any expenditure classifications of the budget of the district for such school year as are necessary to permit the payment of obligations of the district incurred during such school year; and,

WHEREAS, the total amount budgeted as the proposed expenditure of the school district for each major classification of school district expenditures listed in the school district budget forms prescribed by the Superintendent of Public Instruction shall be the maximum amount which may be expended for that classification of expenditures for the school year; and,

WHEREAS, the district wishes to ensure that all expenditures of the school district during the 2021-2022 fiscal year have been appropriately budgeted for.

THEREFORE, BE IT RESOLVED that, at the close of the 2021-2022 Fiscal year the County Superintendent of Schools be authorized in accordance with Education Code Section 42601 to make such transfers between the unappropriated fund balance and/or any expenditures classifications of the budget as are necessary to permit the payment of obligations of the school district incurred during the fiscal year.


THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of Tom Bacellos, seconded by Dusty Gabel, at a regular meeting of the Governing Board on the 10th day of May, 2022 by the following vote.

Ayes: Tom Bacellos, Dusty Gabel, Day Gabel, Alex Garcia

Noes:

Abstentions:

Absent: Rachelle Alcenter


Secretary/Clerk of said District Board

County superintendents who make certain year-end fund balance transfers for small school districts in their county are now required to notify each district of the transfers made. The definition of a small school district has been changed from A... those districts with an average daily attendance of 2,500 or less...@ to those districts identified in EC 41301 which sets forth the state school fund allocation schedule. Small elementary school districts are now defined as having less than 901 units of average daily attendance (ada), small high school districts are now defined as having less than 301 ada, and small unified school districts are now defined as having less than 1,501 ada.

42601. At the close of any school year a school district may, with the approval of the governing board, identify and request the county superintendent of schools to make the transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications, or balance any expenditure classifications of the budget of the district for that school year as necessary to permit the payment of obligations of the district incurred during that school year. For each elementary, high school, and unified school district that, during the preceding school year, had an average daily attendance less than the level, as appropriate, specified in subdivision (a) of Section 41301, the county superintendent of schools, with the consent of the governing board of the school district, may identify and make the transfers, and shall so notify the districts.

PLEASANT VIEW SCHOOL DISTRICT

14004 ROAD 184 PORTERVILLE, CALIFORNIA 93257
TELEPHONE (559) 784-6769 FAX (559) 784-6819

Exhibit S
5/10/22

BOARD OF TRUSTEES

Thomas Barcellos
President & Clerk
Alexander Garcia
Vice President
Davy Gobel
Rusty Gobel
Rachele Alcantar

To Whom It May Concern:

Enclosed please find the Pleasant View Elementary School District's Application for the State Preschool (CSPP) program.

Mark Odeather
District Superintendent
Richard Thornberry
Principal / Programs
Niguel Baxter
Business Manager

Pleasant View Elementary School District serves a small, rural, agricultural population. The majority of the students live in the community of Poplar with a population of 2,200. The school enrollment is currently 451 TK-8th students. 95% of Pleasant View Elementary School students are eligible for free and reduced lunch. 59% of students are English Language Learners. The student population is 88% Hispanic and 12% White and/or other.

The district administration and staff are interested in providing CSPP services to the families of the community. Parents have indicated a need for a full time half-day program for several years. Research indicates that preschool children who attend these programs significantly improve their readiness for school. Staff will work with parents to gain trust in order for them to feel confident in sending their children to the preschool program. Activities that promote home school connections will be coordinated by the program to help decrease the students' and parents' anxiety regarding the transition from preschool to kindergarten.

Thank you for the opportunity to apply for this program and potentially making it possible to provide this service to our community.

Sincerely,



Mark Odsather

Superintendent



PLEASANT VIEW
FALCONS

California State Preschool Program Justification for Days of Operation

Instructions: The California *Education Code (EC)* Section 8207(b)(c) sets forth the required Minimum Days of Operation (MDO) for full-day/full-year, and part-day/part-year California State Preschool Programs (CSPP). If the applicant agency proposes to operate for less than the MDO set forth in *EC* Section 8207(b)(c), as specified below, a justification for operating fewer days must be submitted to the CDE for approval. Complete the justification for days of operation below, as applicable to the CSPP the applicant agency intends to operate. You may attach additional pages if needed. If you are submitting a hard copy of the application either in person or by mail, print and sign this form in blue ink and attach to the application package.

If the applicant agency intends to operate for less than the specified days, and does not submit the justification for days of operation, your application may be screened out.

Full-Day/Full-Year CSPP Applicants:

Pursuant to *EC* Section 8207(c) the Minimum Days of Operation (MDO) for a full-year CSPP is 246 days annually, unless the contract specifies a lower number of days of operation. An applicant proposing to operate a full-day/full-year program for fewer than 246 days per year must attach to the application a justification for operating fewer days. The EED will consider the request at the time the application is reviewed.

Justification for (Insert Legal Name of Applicant Agency):

Part-Day/Part-Year Applicants:

Pursuant to *EC* Section 8207(b) the MDO for a part-year CSPP is 175 days annually, unless the contract specifies a lower number of days of operation. An agency proposing to operate a part-day/part-year program for fewer than 175 days per year must attach to the application a justification for operating fewer days. The EED will consider the request at the time the application is reviewed.

Justification for (Insert Legal Name of Applicant Agency):

Pleasant View Preschool will operate for 180 days annually to match the school districts calendar.

Name of Authorized Representative: MANU OD SATIHA

Signature of Authorized Representative: [Handwritten Signature]

California State Preschool Program Fiscal Year 2021–22 Request for Applications

Applicants must read the accompanying instructions when completing this Request for Applications (RFA). The California State Preschool Program (CSPP) FY 2021–22 RFA Overview and Instructions can be accessed on the RFA webpage at <https://www.cde.ca.gov/fg/fo/r2/cspp21rfa.asp>

Section I—Applicant Information

Required Applicant Information

Legal Name of Applicant:	Pleasant View Elementary School District
Headquartered County:	54 Tulare
Vendor Number (if applicable):	
Executive Director Name:	Mark Odsather
Executive Director Prior Affiliations:	
Executive Director Telephone Number:	(559) 784-6769
Executive Director Fax Number:	(559) 784-6819
Executive Director Email Address:	marko@pleasant-view.k12.ca.us
Program Director Name:	Kimberly Parrish
Program Director Prior Affiliations:	
Program Director Telephone Number:	5597882002
Program Director Email:	kparrish@pleasant-view.k12.ca.us
Agency's Legal Business Address:	14004 Rd. 184
City:	Porterville
Zip Code:	93257

Legal Name of Applicant: Pleasant View Elementary School District

Name and Title of Contact Person Completing the Application: Jamielee Gentry

Contact Person Telephone Number: (559) 788-2002

Contact Person Email Address: jgentry@pleasant-view.k12.ca.us

Section II—Legal Status of Applicant

Select the Applicant's legal Status.
Check one box below:

- School District
- County Office of Education
- Community College District
- Direct Funded Charter School

County School District Code

5472058

Are you a current California State
Preschool Program (CSPP)
Contractor?

Yes No

Section III—County or Counties of Service

Name of county or counties the
applicant will serve with this funding:

Tulare County

Section IV—Slots Requested

Number of children your agency will serve in
Full-Day/Full-Year CSPP with this funding:

Number of children your agency will serve in
Part-Day/Part-Year CSPP with this funding:

24

Section V—Intent to Subcontract Services (if not subcontracting, skip this section)

- Check this box if your agency intends to establish a subcontract relationship with another entity to implement the CSPP services described in this application. Enter the subcontractor(s) information on Form EED 3704B.

All applicant agencies must follow the subcontract requirements detailed in the *California Code of Regulations*, Title 5 (5 CCR), the *California Education Code (EC)* and the *Contract Terms and Conditions (CT&Cs)* for subcontracting services.

Legal Name of Applicant:

Section VI—Intent to Operate a CSPP via a Family Childcare Home Education Network (FCCHEN) (if not operating a FCCHEN, skip this section)

- Check this box if your agency intends to operate a FCCHEN to implement the CSPP services described in this application. Submit one form for each proposed family childcare home provider that will participate in the network. Use additional sheets as necessary.

Family Childcare Home Education Network (FCCHEN) Provider Information

Provider Legal Name:

Home Street Address:

City, Zip Code:

Contact Person Name:

Contact Person Telephone:

Contact Person Address:

Contact Person Fax Number:

CCLD License Number:

License Capacity:

Proposed Number of Children Served in this Home:

Legal Name of Applicant:

Pleasant View Elementary School District

Section VII–Fiscal Worksheets

A. Full-day/Full-year CSPP

Full-Day/Full-Year applicants must complete, print, and submit the following forms. These forms can be accessed on the CSPP Expansion RFA webpage at <https://www.cde.ca.gov/fq/fo/r2/cspp21rfa.asp>

Worksheet	Title
A-1	Full-Day/Full-Year Certified Enrollment Information and Funds Requested
A-2	Full-Day/Full-Year Non-Certified Enrollment Information
A-3	Full-Day/Full-Year Site Summary Information
A-4/A-5	Full-Day/Full Year Projected Annual Program Budget

B. Part-Day/Part-Year CSPP

Part-Day/Part Year CSPP applicants must complete, print, and submit the following forms. These forms can be accessed on the CSPP Expansion RFA webpage at <https://www.cde.ca.gov/fq/fo/r2/cspp21rfa.asp>

Worksheet	Title
B-1	Part-Day/Part-Year Certified Enrollment Information and Funds Requested
B-2	Part-Day/Part-Year Non-Certified Enrollment Information
B-3	Part-Day/Part-Year Site Summary Information
B-4/B-5	Part-Day/Part-Year Projected Annual Program Budget

Section VIII–Fiscal Attachments

Program Staffing Plan

All Applicants must complete and submit a program staffing plan. This attachment can be accessed on the RFA web page at <https://www.cde.ca.gov/fq/fo/r2/cspp21rfa.asp>

Legal Name of Applicant: Pleasant View Elementary School District

Section IX–Program Attachments

Program Calendar

All applicants must complete and submit a tentative program calendar for FY 2022–23. If proposing to offer less than full-year CSPP services (defined as 246 days annually), or part-year CSPP services (defined as 175 days annually) the applicant must also complete and submit the FY 2022–23 Justification for Operating Days.

Program Attachments	Links
FY 2022–23 Program Calendar	https://www.cde.ca.gov/sp/cd/ci/documents/eed9730progcal2223.pdf
FY 2022–23 Justification for Operating Days	https://www.cde.ca.gov/fg/fo/r2/documents/cspp21justifyopdays.pdf

Section X–Program Narrative

Written Program Narrative

Complete and submit a written program narrative. The written program narrative is the sole section of the RFA that is scored. The instructions for completing the written program narrative, including the scoring criteria that is aligned to the scoring rubric can be accessed on the FY 2021–22 CSPP RFA webpage at <https://www.cde.ca.gov/fg/fo/r2/cspp21rfa.asp>

Program Narrative Acknowledgement – Monitoring

Complete and submit the Program Narrative Acknowledgement – Monitoring. This form can be accessed on the FY 2021–22 CSPP RFA webpage at <https://www.cde.ca.gov/fg/fo/r2/cspp21rfa.asp>

Program Narrative Acknowledgement – Quality

Complete and submit the Program Narrative Acknowledgement – Quality. This form can be accessed on the FY 2021–22 CSPP RFA webpage at <https://www.cde.ca.gov/fg/fo/r2/cspp21rfa.asp>

Legal Name of Applicant: Pleasant View Elementary School District

Program Narrative Acknowledgement – Statutes and Regulations

Complete and submit the Program Narrative Acknowledgement – Statutes and Regulations. This form can be accessed on the FY 2021–22 CSPP RFA webpage at <https://www.cde.ca.gov/fg/fo/r2/cspp21rfa.asp>

Section XI–Applicant Certification

I, the authorized representative named below, certify under penalty of perjury that I have read the full contents of this application and that, to the best of my knowledge and belief, the information in this application, and any attachments hereto, are true and correct. I further certify that the applicant agency will, if approved for funding, comply with all requirements set forth in any subsequent contract for services, as well as comply with all applicable state and federal laws and regulations. I further declare:

- I have supervisory authority over the CSPP to be administered, have actual, personal knowledge of the information provided in this Application, and certify that it is true and correct to the best of my belief in all material respects.
- I will ensure that the agency, if funded, complies with all applicable statutes and regulations, including, but not limited to:
 - Subcontracting requirements, if applicable, including competitive bidding, CDE approval, and audit requirements in 5 CCR Section 18026, and any successor regulations;
 - Prohibitions on conflict of interest, including (i) the assurances required to establish the transactions with officers, directors, and any related party transactions are conducted at an arm's length, and (ii) employment limitations stated in the EC Section 8316;
 - Cost reimbursement requirements, including reimbursable costs, documentation requirements, the provisions for determining the reimbursable amount and other provisions in 5 CCR Section 18033, and any successor regulations;
 - Accounting and reporting requirements; and
 - Operations and programmatic requirements

Legal Name of Applicant: Pleasant View Elementary School District

Section XI- Applicant Certification

Printed Name of Applicant's Authorized Representative: Mark Odsather

Title of Applicant's Authorized Representative: Superintendent

Authorized Representative's Phone Number: (559) 784-6769

Authorized Representative's Email Address: marko@pleasant-view.k12.ca.us

Signature of Applicant's Authorized Representative: 

Date of Signature: 4/21/2022

Legal Name of Applicant: Pleasant View Elementary School District

Section XII—Requirements Checklist

Applications that do not meet the following criteria may be screened out. By initialing each section, you are certifying that your application meets each criterion specified.

Criteria	Applicant Initials	EED Use Only
I have completed and included Section I-XII, as applicable, in this application package.	JG	
I have completed and included all Fiscal Worksheets from Section VII of this application package.	JG	
I have completed and included the Fiscal Attachment, Program Staffing Plan from Section VIII of this application package.	JG	
I have completed and included the FY 2021-22 and FY 2022-23 Program Calendars from Section IX of this application package.	JG	
I have completed and included the Justification for Operating Days from Section IX of this application package. (If applicable)	JG	
I have completed and included the Written Program Narrative, using the template provided, from Section IX of this application package and have adhered to all instructions for the Written Program Narrative.	JG	
I have completed and included the Applicant Certification from Section X of this application package.	JG	
This application package is complete and contains all required signatures, in compliance with the application instructions.	JG	

Legal Name of Applicant: Pleasant View Elementary School District

Section XIII–Application Checklist

It is the sole discretion of the applicant to ensure that the application package is complete and received by the CDE on or before **5 p.m. on Thursday, April 21, 2022.**

Electronic Submissions must be sent to:

CSPPRFA@cde.ca.gov

Hard copies that are delivered in person or by mail must be addressed to:

California Department of Education
Early Education Division
Attention: Administration and Fiscal Services Unit
1430 N Street, Suite 3410
Sacramento, CA 95814-5901

Section	Section Description	Page Number	Check Box
I.	Applicant Information	1	<input type="checkbox"/>
II.	Legal Status of Applicant	2	<input type="checkbox"/>
III.	County or Counties of Service	2	<input type="checkbox"/>
IV.	CSPP Slots Requested	2	<input type="checkbox"/>
V.	Intent to Subcontract Services (if applicable)	2	<input type="checkbox"/>
VI.	Intent to Operate a FCCHEN (if applicable)	3	<input type="checkbox"/>
VII.	Fiscal Worksheets	4	<input type="checkbox"/>
VIII.	Fiscal Attachment – Program Staffing Plan	4	<input type="checkbox"/>
IX.	Program Attachments – FY 2022-23 Program Calendar and, if applicable, FY 2022-23 Justification for Days of Operation	5	<input type="checkbox"/>
X.	Written Program Narrative	5	<input type="checkbox"/>

Legal Name of Applicant: Pleasant View Elementary School District

Section	Section Description	Page Number	Check Box
X.	Program Narrative Acknowledgements: <ul style="list-style-type: none">• Monitoring• Quality• Statutes and Regulations	5	<input type="checkbox"/>
XI.	Applicant Certification	7	<input type="checkbox"/>
XII.	Requirements Checklist	8	<input type="checkbox"/>
XII.	Application Checklist	9	<input type="checkbox"/>

California State Preschool Program Fiscal Year 2021–22 Expansion Funding Program Staffing Plan

Program Staffing Plan

Legal Name of Agency: Pleasant View Elementary School District

Code Definitions:

- **(A) Administration**
Includes program directors, site supervisors, fiscal coordinators, secretaries, clerks, and others whose primary function is to facilitate the administrative processes of your agency or the California State Preschool Program (CSPP) Family Childcare Home Education Network (FCCHEN).
- **(IS) Instructional Services**
Includes certificated, classified staff or California Teacher Credentialing (CTC) Commission permit holders providing instruction to children
- **(OS) Other Operational Services**
Includes custodians, cooks, bus drivers, grounds persons, and others performing similar functions.
- **(SS) Support Services**
Includes nurses, counselors, social workers, resource teachers, and others who are licensed and performing specialized professional services.

A. List below the staff positions that will be paid from the requested contract dollars.

Code (A, IS, OS, SS)	Job Title/ Number of Employees (head count)	Number of Full-Time-Equivalent Employees (For This Program Only)	Minimum Salary Range (Hourly or Monthly)	Maximum Salary Range (Hourly or Monthly)
IS	Teacher/Supervisor	1	\$26.00 hourly	\$84.22 hourly
IS	Instructional Aide	.44	\$15.55 hourly	\$21.30 hourly

B. List other staff resources that are not paid through this application but support program activities (In-kind).

Code (A, IS, OS, SS)	Job Title/ Number of Employees (head count)	Number of Full-Time-Equivalent Employees (For This Program Only)
A	Program Director (1)	1
OS	COOK (1)	1
OS	Custodians (2)	2
IS	Teacher (1)	.72
A	secretaries (2)	2
IS	Instructional aide (1)	.28

Fiscal Year 2022-23 Program Calendar

Name of CSPP Contractor	Vendor Number	County	Contract Type
		54 - Tulare	CSPP Full Day/Full Year

Instructions: Enter an UPPERCASE X on each day your program will operate. Your days of operation will auto-calculate in the boxes below each month, and in the Total Days of Operation box at the bottom of the form. The asterisks (*) in the month tables refer to days which fall in either the preceding or the following month. Do not enter any values in boxes with an asterisk.

July 2022						
Sun	M	Tu	W	Th	F	Sat
*	*	*	*	*	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	*	*	*	*	*	*

August 2022						
Sun	M	Tu	W	Th	F	Sat
*	1	2	3	4	5	6
7	8	X	X	X	X	13
14	X	X	X	X	X	20
21	X	X	X	X	X	27
28	X	X	X	*	*	*

September 2022						
Sun	M	Tu	W	Th	F	Sat
*	*	*	*	X	X	3
4	5	X	X	X	X	10
11	X	X	X	X	X	17
18	X	X	X	X	X	24
25	X	X	X	X	X	*

July Days of Operation

August Days of Operation

September Days of Operation

First Quarter Subtotal

October 2022						
Sun	M	Tue	W	Th	F	Sat
*	*	*	*	*	*	1
2	X	X	X	X	X	8
9	10	X	X	X	X	15
16	X	X	X	X	X	22
23	X	X	X	X	X	29
30	X	*	*	*	*	*

November 2022						
Sun	M	Tu	W	Th	F	Sat
*	*	X	X	X	X	5
6	X	X	X	X	11	12
13	X	X	X	X	X	19
20	X	X	23	24	25	26
27	X	X	X	*	*	*

December 2022						
Sun	M	Tu	W	Th	F	Sat
*	*	*	*	X	X	3
4	X	X	X	X	X	10
11	X	X	X	X	X	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October Days of Operation

November Days of Operation

December Days of Operation

Second Quarter Subtotal

January 2023						
Sun	M	Tu	W	Th	F	Sat
1	2	3	4	5	6	7
8	9	X	X	X	X	14
15	16	X	X	X	X	21
22	X	X	X	X	X	28
29	X	X	*	*	*	*

February 2023						
Sun	M	Tu	W	Th	F	Sat
*	*	*	X	X	X	4
5	X	X	X	X	X	11
12	13	X	X	X	X	18
19	20	X	X	X	X	25
26	X	X	*	*	*	*

March 2023						
Sun	M	Tu	W	Th	F	Sat
*	*	*	X	X	X	4
5	6	X	X	X	X	11
12	13	14	15	16	17	18
19	X	X	X	X	X	25
26	X	X	X	X	X	*

January Days of Operation

February Days of Operation

March Days of Operation

Third Quarter Subtotal

April 2023						
Sun	M	Tu	W	Th	F	Sat
*	*	*	*	*	*	1
2	X	X	X	X	7	8
9	10	X	X	X	X	15
16	X	X	X	X	X	22
23	X	X	X	X	X	29
30	*	*	*	*	*	*

May 2023						
Sun	M	Tu	W	Th	F	Sat
*	X	X	X	X	X	6
7	X	X	X	X	X	13
14	X	X	X	X	X	20
21	X	X	X	X	X	27
28	29	X	X	*	*	*

June 2023						
Sun	M	Tu	W	Th	F	Sat
*	*	*	*	X	X	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	*

April Days of Operation

May Days of Operation

June Days of Operation

Fourth Quarter Subtotal

Total Days of Operation

EED Consultant Initials (for CDE use only)

Date approved by EED Consultant (for CDE use only)

California State Preschool Program (CSPP) Request for Application (RFA) Part-Day Fiscal Forms

Department of Education - Early Education Division

Worksheet B1 - Certified Enrollment Information and Funds Requested

Site Specific Adjusted Child Days of Enrollment

General Instructions:

Applicants must complete and submit this worksheet for each proposed site.

Duplicate this page if more than one site is proposed.

Duplicate tab by right-clicking tab, select "Move or Copy", then select "Create a Copy," and select "OK."

Section I Instructions:

Applicants must choose a service county to populate the correct Contract Rate for Full-Day Service and Part-Day Service Adjustment Factor into the forms. Applicants will manually type in the remaining site information.

Information Requested	Information To Complete
Service County:	Tulare
Site Name:	Pleasant View Elementary
Site Address/City/Zip:	18900 Ave 145 Porterville, CA 93257
Number of Classrooms:	1
License Number:	pending approval
License Type:	preschool
License Capacity:	24

California State Preschool Program (CSPP) Request for Application (RFA) Part-Day Fiscal Forms

Department of Education - Early Education Division

Worksheet B2 - Certified Enrollment Information and Funds Requested

Site Specific Adjusted Child Days of Enrollment

General Instructions:

Applicants must complete and submit this worksheet for each proposed site.

Duplicate this page if more than one site is proposed.

Duplicate tab by right-clicking tab, select "Move or Copy", then select "Create a Copy," and select "OK."

Service County Rate Information:

Adjustment Factors	Service Calculations
Contract Rate for Full-Day Service	\$51.87
Part-Day Adjustment Factor	0.6193
Exceptional Needs Part-Day Adjustment Factor	0.9537
Severely Disabled Part-Day Adjustment Factor	1.1952

California State Preschool Program (CSPP) Request for Application (RFA) Part-Day Fiscal Forms

Department of Education - Early Education Division

Worksheet B3 - Certified Enrollment Information and Funds Requested

Site Specific Adjusted Child Days of Enrollment

General Instructions:

Applicants must complete and submit this worksheet for each proposed site.

Duplicate this page if more than one site is proposed.

Duplicate tab by right-clicking tab, select "Move or Copy", then select "Create a Copy," and select "OK."

Section II Instructions:

Manually enter the number of certified children you expect to enroll per day in each category.

Once completed, the Total Adjusted Child Days of Enrollment per day will be calculated.

Section II: Site Specific Child Enrollment Categories	Total Certified Children per day	Adjustment Factor	Total Adjusted Child Days of Enrollment per day
Child Enrollment Categories			
Three and Four Year Olds:			
One-half-time (under 4 hours)	24	0.6193	14.8632
Exceptional Needs:			
One-half-time (under 4 hours)	0	0.9537	0.0000
Limited and Non-English Proficient:			
One-half-time (under 4 hours)	0	0.6193	0.0000
CPS or At Risk of Abuse or Neglect:			
One-half-time (under 4 hours)	0	0.6193	0.0000
Severely Disabled:			
One-half-time (under 4 hours)	0	1.1952	0.0000
Total:	24	N/A	14.8632

California State Preschool Program (CSPP) Request for Application (RFA) Part-Day Fiscal Forms

Department of Education - Early Education Division

Worksheet B4 - Certified Enrollment Information and Funds Requested

Site Specific Adjusted Child Days of Enrollment

General Instructions:

Applicants must complete and submit this worksheet for each proposed site.

Duplicate this page if more than one site is proposed.

Duplicate tab by right-clicking tab, select "Move or Copy", then select "Create a Copy," and select "OK."

Section III Instructions:

Total Adjusted Certified Child Days of Enrollment per day and Service County Rate will auto-populate from Sections I and II.

Applicant will manually type in the Days of Operation from the Program Calendar.

Once completed, the Funds Requested for this site will be calculated.

Section III: Site Specific Funds Requested Calculation

Total Adjusted Child Days of Enrollment per day	Total Days of Operation From Program Calendar	Total Annual Adjusted Child Days of Enrollment	Contract Rate for Full-Day Service	Funds Requested Per Site
14.8632	180	2,675.3760	51.87	138,772
			\$	\$

Worksheet B5 Part-Day/Part-Year Non-Certified Enrollment Information

Total Adjusted Non-Certified Child Days of Enrollment for All Sites

Instructions

Complete this worksheet **only** if you will be serving non-certified children in your program. This worksheet is a total for all Part-Day/Part-Year non-certified sites. Site specific information is not necessary. Manually enter the Total number of non-certified children you expect to enroll per day in each category for all sites. The worksheet will multiply the total of each category by the adjustment factor shown. This will determine the Total Adjusted Non-certified Child Days of Enrollment per day. Children must meet CSPP age eligibility requirements. Reference the RFA Instructions for more information.

Site Specific Child Enrollment Categories

Child Enrollment Categories	Total Non-Certified Children per day	Adjustment Factor	Total Adjusted Non-Certified Child Days of Enrollment per day
Three and Four Year Olds:			
One-half-time (under 4 hours)	0	0.6193	0.0000
Exceptional Needs:			
One-half-time (under 4 hours)	0	0.9537	0.0000
Limited and Non-English Proficient:			
One-half-time (under 4 hours)	0	0.6193	0.0000
CPS or At Risk of Abuse or Neglect:			
One-half-time (under 4 hours)	0	0.6193	0.0000
Severely Disabled:			
One-half-time (under 4 hours)	0	1.1952	0.0000
Total:	0	N/A	0.0000

Worksheet B6- Summary of All Sites

Instructions

For each site from Worksheet B1, B3, B4 manually enter:
 Site Name, Total Certified Children per day per site, and Total Funds Requested Per Site.
 The Grand Totals will calculate and auto-populate.

Site Information

Site Name (From B1, Section 1)	Total Certified Children per day per site (From B3, Section 2, Total on Column B)	Total Funds Requested Per Site (From B4, Section 3, Column E)
Pleasant View Elementary	24	\$138,772
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
[enter site name here]	[enter total certified children here]	[enter total funds per site here]
Grand Totals	24	\$138,772

Worksheet B7 - Part-Day/Part-Year Projected Annual Program Budget

Proposed Budget Plan

General Instructions:

Applicants must fill out the budget information requested in Sections I-III for all funding requested. The budget information will be reviewed to determine the fiscal soundness of your program.

Section I Instructions:

Prepare an annual budget showing ALL costs necessary to operate the part-day program for a year of at least 175 days. If serving both certified and non-certified children, be sure to include ALL costs for the non-certified children in these calculations.

Section I: Related Reimbursable Expenses

Information Requested	Information to be completed
1) Certificated Salaries (1000)	\$ -
2) Classified Salaries (2000)	\$ 54,326
3) Employee Benefits (3000)	\$ 38,650
4) Books and Supplies (4000)	\$ 15,000
5a) Rent/Lease	\$ 6,000
5b) Service Contracts	[enter service contracts expenses]
5c) Nutrition	\$ 42,336
5d) Travel	\$ 4,877
5e) Professional Development	\$ 10,000
5f) Other 2	[enter additional other expenses]
5 Total) Services and Other Operating Expenses (5000)	\$ 63,213
6) New Equipment (6400) Annual, other than Start-Up	\$ -
7) Equipment Replacement (6500) Annual, Other than Start-Up	\$ -
8) Depreciation or Use Allowance	\$ -
9) Indirect Cost	\$ 9,919
10) Other	[enter other reimbursable expenses]
11) Budget Total (Auto-calculates based on above)	\$ 181,108
12) Total Administrative Costs	\$ 8,500

Worksheet B8 - Part-Day/Part-Year Projected Annual Program Budget

Proposed Budget Plan

General Instructions:

Applicants must fill out the budget information requested in Sections I-III for all funding requested. The budget information will be reviewed to determine the fiscal soundness of your program.

Section II Instructions:

Most of the information in the Section II and III tables will auto-populate based on information provided previously in this application. This is the portion of the budget that applies only to certified children.

Section II: Calculation Data for Certified Children

Information Requested	Enrollment and Fiscal Summary
Total Annual Adjusted Certified Child Days of Enrollment	14,8632
Total Adjusted Non-Certified Child Days of Enrollment	0.0000
Proposed Days of Operation	14,8632
Total Annual Adjusted Non-Certified Days of Enrollment	0.0000
Total Enrollment	14,8632
Percentage of Total Certified Enrollment	100.00%
Budget Total	\$ 181,108
Nutrition costs paid for by federal/state nutrition programs	\$ 42,336
Budget Subtotal	\$ 138,772
Certified Budget Portion	\$ 138,772

Worksheet B9 - Part-Day/Part-Year Projected Annual Program Budget

Proposed Budget Plan

General Instructions:

Applicants must fill out the budget information requested in Sections I-III for all funding requested. The budget information will be reviewed to determine the fiscal soundness of your program.

Section III Instructions:

This section will determine the amount of State contract funds being requested. It will also determine whether the applicant will need to secure other sources of income to supplement the program. This section will calculate the maximum amount the contract would earn based on enrollment.

Section III: Funding Calculations

Information Requested	Funding Calculations
Total Funding Requested	\$ 138,772
Certified Budget Portion	\$ 138,772
Requested Contract Maximum Reimbursable Amount	\$ 138,772
Budget Total	\$ 138,772
Other Income Needed*	\$ -

*If there is an amount determined for Other Income Needed, complete Worksheet B10.

California State Preschool Program Fiscal Year 2021–22 Expansion Funding

Program Narrative Acknowledgement–Monitoring

I, Mark Odsather an authorized representative of Pleasant View Elementary School District, acknowledge, understand, and agree that, if awarded California State Preschool Program (CSPP) expansion funding, Pleasant View Elementary School District, and its representatives will comply with all CSPP contract monitoring requirements in accordance with the California *Education Code (EC)* Section 8231, and the *California Code of Regulations, Title 5 (5 CCR)* Section 18279.

By initialing each item below, I acknowledge that the California Department of Education (CDE), Early Education Division (EED) will monitor the CSPP contract as follows:

MO Contractor Self-Reviews

Each CDE contractor is required to complete and submit to the CDE, EED an annual Program Self-Evaluation (PSE) by June 1, of each fiscal year as part of the Desired Results system, pursuant to 5 CCR sections 18270.5 and 18279.

MO External Reviews

The CDE, EED will conduct periodic reviews using the applicable Federal Program Monitoring (FPM) and/or the Early Education Program Instrument (PI) located on the Compliance Monitoring Program Instruments web page at <https://www.cde.ca.gov/ta/cr/>.

Local Education Agency (LEA) applicants that are awarded a CSPP contract must adhere to the Standards and Procedures for Audits of California K-12 Local Education Agencies issued by the Education Audit Appeals Panel (EAAP) as regulations. These regulations are available on the EAAP Audit Guide web page at <https://eaap.ca.gov/audit-guide/>.

The CDE may conduct contract performance audits in accordance with *EC* Section 8335(g)(2).

MO Enrollment and Fiscal Reporting

CSPP contractors must submit monthly reports containing detailed family and child information. All data reporting information can be found on the Child

Development Data Reporting web page at:
<https://www.cde.ca.gov/sp/cd/ci/ccdata.asp>.

MO Attendance and Fiscal Reporting

Contractors must submit the required attendance and fiscal reports as outlined in the Contract Terms and Conditions (CT&Cs) of the CSPP contract. The CT&Cs can be accessed at <https://www.cde.ca.gov/fg/aa/cd/ftc2021.asp>.

California State Preschool Program Fiscal Year 2021–22 Expansion Funding

Program Narrative Acknowledgement–Statutes and Regulations

I, Mark Odsather, an authorized representative
of Pleasant View Elementary School District, acknowledge, understand, and agree
that if awarded California State preschool Program (CSPP) expansion funding,
Pleasant View Elementary School District, and its representatives will comply
and adhere to all of the following statutes and regulations, including the Contract Terms
and Conditions (CT&Cs) and Program Requirements of the CSPP contract.

By initialing each item below, I acknowledge, understand, and agree to comply with
each of the statutes and regulations:

MO Early Education Act, commencing with California *Education Code (EC)* Section
8200.

MO Regulations set forth in the *California Code of Regulations*, Title 5 (5CCR),
commencing with Section 18000, including the 12-month Eligibility
Implementation Guidance and any successor regulations adopted by the CDE.

MO *California Code of Regulations*, Title 22 (22 CCR) child care licensing
regulations, as applicable

MO Uniform Administrative Requirements, Cost Principles, and Audit Requirements
for Federal Awards *Code of Federal Regulations*, Title 2 (2 CFR) Part 200

California State Preschool Program Fiscal Year 2021–22 Expansion Funding

Program Narrative Acknowledgement–Program Quality

I, Mark Odsather, an authorized representative of Pleasant View Elementary School District, acknowledge, understand, and agree that, if awarded California State Preschool Program (CSPP) expansion funding, Pleasant View Elementary School District, and its representatives will comply with all California State Preschool Program (CSPP) contract requirements, including, but not limited to, the following indicators of quality for early education programs, in accordance with the California *Education Code (EC)* Section 8203.

By initialing each item below, I acknowledge, understand and agree to comply with each of the quality indicators:

- MO A physical environment that is safe and appropriate for preschool children and meets applicable licensing standards
- MO Program activities and services that are appropriate for preschool children and meet the developmental needs of each child
- MO Family engagement, including, but not limited to, opportunities to participate on parent advisory committees and parent education
- MO Community engagement, coordination, and local partnerships that support successful transition from preschool to the early elementary grades
- MO Efficient and effective local program administration
- MO Staff that possess the appropriate and required qualifications or experience, or both. The appropriate staff qualifications shall reflect the diverse linguistic and cultural makeup of the children and families in the preschool program. The use of intergenerational staff shall be encouraged
- MO The promotion of inclusive experiences through the program activities and support for parents to access services that meet the needs children with exceptional needs, and their families
- MO Support services for children, families, early education staff and administrators
- MO Program activities that support equity by eliminating implicit bias, exclusionary discipline practices, and discrimination through staff training and development

MO Provision for the nutritional needs of children, including nutrition education at preschool and, when appropriate, shared resources for families

MO Social services that include, but are not limited to, identification of child and family need and referral to appropriate agencies

MO Health services that include referral of children to appropriate agencies for services

Exh. 5
Exh. 6
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4-12-22

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition thoroughly and in a timely manner, consistent with the timelines set out in the Education Code. The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education (SBE) on appeal after initial denial by the Board.

(cf. 0420.4 - Charter School Authorization)
(cf. 0420.41 - Charter School Oversight)
(cf. 0420.43 - Charter School Revocation)
(cf. 0500 - Accountability)

The Board shall deny the renewal petition of any charter school operated as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

When a charter school, concurrently with its renewal petition, proposes to expand operations to one or more additional sites or grade levels, the charter school shall request a material revision to its charter. The material revision may be made only with the approval of the Board and in accordance with the standards and criteria in Education Code 47605 for material revisions. (Education Code 47607)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. (Education Code 47607; 5 CCR 11966.4)

Criteria for Granting or Denying Renewal

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. However, a charter renewal shall not be denied based on the fiscal impact of the charter school on the district or a finding that the charter school is demonstrably unlikely to serve the interests of the entire community in which the school is located, as described in Education Code 47605. (Education Code 47607)

The signature requirement for charter authorization petitions is not applicable to petitions for renewal. (Education Code 47607; 5 CCR 11966.4)

CHARTER SCHOOL RENEWAL (continued)

In determining whether to grant a charter renewal, the Board shall review both schoolwide performance and the performance of numerically significant student subgroups on the state and local indicators included in the California School Dashboard, giving greater weight to performance on measurements of academic performance. If the Dashboard indicators are not yet available for the most recently completed academic year before renewal, the Board shall consider verifiable data provided by the charter school related to the Dashboard indicators, such as data from the California Assessment of Student Performance and Progress, or any successor system, for the most recent academic year. The Board shall only consider data from sources adopted by SBE. (Education Code 47607, 47607.2)

Following the Board's review, a renewal of the charter petition may be granted in accordance with a three-tiered system based on school performance, as follows:

1. Renewal of Five to Seven Years

- a. A charter school that is not eligible for technical assistance pursuant to Education Code 47607.3 shall be granted renewal for a period of five to seven years when, for two consecutive years immediately preceding the renewal, or for two of the most recent years for which state data is available preceding the renewal if the two consecutive years immediately preceding the renewal decision include the 2019-20 or 2020-21 school year, the charter school achieved either of the following: (Education Code 47607)
 - (1) Received the two highest performance levels schoolwide on all the state indicators included in the Dashboard for which the charter school receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years
 - (2) For all measurements of academic performance, received performance levels schoolwide that are the same or higher than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are higher than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups
- b. If the charter school satisfies the above criteria, it shall only be required to update the renewal petition to include a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed and, as necessary, to reflect the current program offered by the charter school. (Education Code 47607)

CHARTER SCHOOL RENEWAL (continued)

2. Renewal of Five Years

- a. A renewal shall be granted for five years if clear and convincing evidence, demonstrated by verified data, shows either of the following: (Education Code 47607.2)
 - (1) Measurable increases in academic achievement, as defined by at least one year's progress for each year in school
 - (2) Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers
- b. For any such charter school, the Board may deny the renewal petition only upon making written factual findings that the charter school failed to meet or make sufficient progress toward meeting standards that provide a benefit to students at the school, that the closure of the charter school is in the best interest of students, and that the Board's decision provided greater weight to performance on measurements of academic performance. (Education Code 47607.2)

3. Denial/Two-Year Renewal

- a. The Board shall generally not renew a charter if, for two consecutive years immediately preceding the renewal decision, or for two of the most recent years for which state data is available immediately preceding the renewal if the two consecutive years immediately preceding the renewal decision include the 2019-20 or 2020-21 school year, either of the following applies: (Education Code 47607.2)
 - (1) The charter school has received the two lowest performance levels schoolwide on all the state indicators included in the Dashboard for which it receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years
 - (2) For all measurements of academic performance, the charter school has received performance levels schoolwide that are the same or lower than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are lower than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups

CHARTER SCHOOL RENEWAL (continued)

- b. However, the Board may grant a two-year renewal to any such charter school if the Board makes written factual findings, setting forth specific facts to support the findings, that: (Education Code 47607.2)
- (1) The charter school is taking meaningful steps to address the underlying cause(s) of low performance, and those steps are reflected, or will be reflected, in a written plan adopted by the governing body of the charter school.
 - (2) There is clear and convincing evidence, demonstrated by verified data, showing achievement of the criteria specified in item #2a above

In addition to all the grounds stated above for denial of a charter renewal, the Board may deny renewal of a charter upon a finding that the school is demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors or a finding that the school is not serving all students who wish to attend. When denying a charter renewal for either of these reasons, the Board shall provide the charter school at least 30 days' notice of the alleged violation and a reasonable opportunity to cure the violation, including the submission of a proposed corrective action plan. The Board may deny the renewal for these reasons only upon a finding that either the corrective action proposed by the charter school has been unsuccessful or that the violations are sufficiently severe and pervasive as to render a corrective action plan unviable. Any finding that a school is not serving all students who wish to attend shall specifically identify the evidence supporting the finding. (Education Code 47607)

A charter school that qualifies for the state's Dashboard Alternative School Status shall not be subject to any of the above criteria. Instead, in determining whether to grant a charter renewal for such a charter school, the Board shall consider, in addition to the charter school's performance on the state and local indicators included in the Dashboard, the charter school's performance on alternative metrics applicable to the charter school based on the student population served. The Board shall meet with the charter school during the first year of the charter school's term to mutually agree to discuss alternative metrics to be considered and shall notify the charter school of the alternative metrics to be used within 30 days of this meeting. The Board may deny a charter renewal only upon making written findings, setting forth specific facts to support the findings, that the closure of the charter school is in the best interest of students. (Education Code 47607)

Timelines for Board Action

Within 60 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school, determine the level of support for the

CHARTER SCHOOL RENEWAL (continued)

petition, and obtain public input. A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

The Board shall either grant or deny the charter renewal within 90 days of receiving the petition. The date may be extended by an additional 30 days if both the petitioner and the Board agree to the extension. (Education Code 47605)

At least 15 days before the public hearing at which the Board will grant or deny the charter petition, the Board shall publish all staff recommendations and recommended findings regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605)

If the Board fails to make a written factual finding when required for denial of the petition pursuant to the section "Criteria for Granting or Denying Renewal" above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board of Education within 30 days of the Board's written factual findings supporting the denial. (Education Code 47605, 47607.5)

School Closure

If a charter is not renewed and the charter school ceases operation, the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962 shall be implemented. (Education Code 47604.32, 47605)

Legal Reference: (see next page)

CHARTER SCHOOL RENEWAL (continued)

Legal Reference:

EDUCATION CODE

47600-47616.7 *Charter Schools Act of 1992*

52052 *Definition of numerically significant student subgroup*

56145-56146 *Special education services in charter schools*

60600-60649 *Assessment of academic achievement*

CODE OF REGULATIONS, TITLE 5

11962-11962.1 *Definitions*

11966.4 *Submission of charter renewal petition*

11966.5 *Charter petitions that have not been renewed; submission to county board of education*

UNITED STATES CODE, TITLE 20

7221-7221j *Expanding opportunity through quality charter schools*

Management Resources:

CSBA PUBLICATIONS

Charter Schools: A Guide for Governance Teams, rev. June 2021

WEB SITES

CSBA: <http://www.csba.org>

California Charter Authorizing Professionals: <https://calauthorizers.org>

California Charter Schools Association: <https://www.ccsa.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/ch>

National Association of Charter School Authorizers: <https://www.qualitycharters.org>

U.S. Department of Education: <http://www.ed.gov>

UNIFORM COMPLAINT PROCEDURES

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

Complaints Subject to UCP

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)
(cf. 5146 - Married/Pregnant/Parenting Students)
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)
(cf. 6200 - Adult Education)
3. After School Education and Safety programs (Education Code 8482-8484.65)
(cf. 5148.2 - Before/After School Programs)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
6. Child care and development programs (Education Code 8200-8488)
(cf. 5148 - Child Care and Development)
7. Compensatory education (Education Code 54400)
(cf. 6171 - Title I Programs)
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)

UNIFORM COMPLAINT PROCEDURES (continued)

9. Course periods without educational content (Education Code 51228.1-51228.3)

(cf. 6152 - Class Assignment)

10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

11. Educational and graduation requirements for students in foster care, homeless students, students from military families, and students formerly in a juvenile court school (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6173.3 - Education for Juvenile Court School Students)

12. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)

13. Local control and accountability plan (Education Code 52075)

(cf. 0460 - Local Control and Accountability Plan)

14. Migrant education (Education Code 54440-54445)

(cf. 6175 - Migrant Education Program)

15. Physical education instructional minutes (Education Code 51210, 51222, 51223)

(cf. 6142.7 - Physical Education and Activity)

UNIFORM COMPLAINT PROCEDURES (continued)

16. Student fees (Education Code 49010-49013)

(cf. 3260 - Fees and Charges)

17. Reasonable accommodations to a lactating student (Education Code 222)

18. Regional occupational centers and programs (Education Code 52300-52334.7)

(cf. 6178.2 - Regional Occupational Center/Program)

19. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

(cf. 0420 - School Plans/Site Councils)

20. School safety plans (Education Code 32280-32289)

(cf. 0450 - Comprehensive Safety Plan)

21. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

(cf. 0420 - School Plans/Site Councils)

22. State preschool programs (Education Code 8207-8225)

(cf. 5148.3 - Preschool/Early Childhood Education)

23. State preschool health and safety issues in license-exempt programs (Education Code 8212)

24. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

25. Any other state or federal educational program the Superintendent of Public Instruction or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used

UNIFORM COMPLAINT PROCEDURES (continued)

to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency. (5 CCR 4611)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

UNIFORM COMPLAINT PROCEDURES (continued)

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services. (5 CCR 4611)
3. Any complaint alleging that a student, while in an education program or activity in which the district exercises substantial control over the context and respondent, was subjected to sexual harassment as defined in 34 CFR 106.30 shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.
5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with AR 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
6. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)
7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15582)
8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with AR 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)

UNIFORM COMPLAINT PROCEDURES (continued)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

- 200-262.4 Prohibition of discrimination
- 8200-8488 Child care and development programs
- 8500-8538 Adult basic education
- 18100-18203 School libraries
- 32280-32289.5 School safety plan, uniform complaint procedures
- 35186 Williams uniform complaint procedures
- 46015 Parental leave for students
- 48645.7 Juvenile court schools
- 48853-48853.5 Foster youth
- 48985 Notices in language other than English
- 49010-49014 Student fees
- 49060-49079 Student records, especially:
- 49069.5 Records of foster youth
- 49490-49590 Child nutrition programs
- 49701 Interstate Compact on Educational Opportunity for Military Children
- 51210 Courses of study grades 1-6
- 51222 Physical education, secondary schools
- 51223 Physical education, elementary schools
- 51225.1-51225.2 Foster youth, homeless children, former juvenile court school students, military-connected students, migrant students, and newly arrived immigrant students; course credits; graduation requirements
- 51226-51226.1 Career technical education
- 51228.1-51228.3 Course periods without educational content
- 52059.5 Statewide system of support
- 52060-52077 Local control and accountability plan, especially:
- 52075 Complaint for lack of compliance with local control and accountability plan requirements
- 52300-52462 Career technical education
- 52500-52617 Adult schools
- 54400-54425 Compensatory education programs
- 54440-54445 Migrant education
- 54460-54529 Compensatory education programs
- 59000-59300 Special schools and centers
- 64000-64001 Consolidated application process; school plan for student achievement
- 65000-65001 School site councils

GOVERNMENT CODE

- 11135 Nondiscrimination in programs or activities funded by state
- 12900-12996 Fair Employment and Housing Act

Legal Reference continued: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference: (continued)

HEALTH AND SAFETY CODE

1596.792 *California Child Day Care Act; general provisions and definitions*

1596.7925 *California Child Day Care Act; health and safety regulations*

PENAL CODE

422.55 *Hate crime; definition*

422.6 *Interference with constitutional right or privilege*

CODE OF REGULATIONS, TITLE 2

11023 *Harassment and discrimination prevention and correction*

CODE OF REGULATIONS, TITLE 5

3200-3205 *Special education compliance complaints*

4600-4670 *Uniform complaint procedures*

4680-4687 *Williams uniform complaint procedures*

4690-4694 *Complaints regarding health and safety issues in license-exempt preschool programs*

4900-4965 *Nondiscrimination in elementary and secondary education programs*

15580-15584 *Child nutrition programs complaint procedures*

UNITED STATES CODE, TITLE 20

1221 *Application of laws*

1232g *Family Educational Rights and Privacy Act*

1681-1688 *Title IX of the Education Amendments of 1972*

6301-6576 *Title I Improving the academic achievement of the disadvantaged*

6801-7014 *Title III language instruction for English Learners and immigrant students*

UNITED STATES CODE, TITLE 29

794 *Section 504 of Rehabilitation Act of 1973*

UNITED STATES CODE, TITLE 42

2000d-2000e-17 *Title VI and Title VII Civil Rights Act of 1964, as amended*

2000h-2-2000h-6 *Title IX of the Civil Rights Act of 1964*

6101-6107 *Age Discrimination Act of 1975*

11431-11435 *McKinney-Vento Homeless Assistance Act*

12101-12213 *Title II equal opportunity for individuals with disabilities*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 *Nondiscrimination on basis of disability; complaints*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 *Family Educational Rights and Privacy Act*

100.3 *Prohibition of discrimination on basis of race, color or national origin*

104.7 *Designation of responsible employee for Section 504*

106.1-106.82 *Nondiscrimination on the basis of sex in education programs, especially:*

106.8 *Designation of responsible employee and adoption of grievance procedures*

106.30 *Definitions*

106.44 *Response to notice of sexual harassment*

106.45 *Titles IX sexual harassment complaint procedures*

110.25 *Notification of nondiscrimination on the basis of age*

Management Resources: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample UCP Board Policies and Procedures

Uniform Complaint Procedure 2021-22 Program Instrument

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Questions and Answers on the Title IX Regulations on Sexual Harassment, July 2021

Part 1: Questions and Answers Regarding the Department's Title IX Regulations, January 2021

Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National

Origin Discrimination Affecting Limited English Proficient Persons, 2007

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Department of Fair Employment and Housing: <https://www.dfeh.ca.gov>

California Department of Social Services: <https://www.cdss.ca.gov>

Student Privacy Policy Office: <http://www2.ed.gov/about/offices/list/opepd/sppo>

U.S. Department of Agriculture: <https://www.usda.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/ocr>

U.S. Department of Justice: <http://www.justice.gov>

UNIFORM COMPLAINT PROCEDURES

Except as may otherwise be specifically provided in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying Board policy.

- (cf. 1312.1 - Complaints Concerning District Employees)*
- (cf. 1312.2 - Complaints Concerning Instructional Materials)*
- (cf. 1312.4 - Williams Uniform Complaint Procedures)*
- (cf. 4030 - Nondiscrimination in Employment)*

Compliance Officers

The district designates the individual(s), position(s), or unit(s) identified below as responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual(s), position(s), or unit(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment responsible for handling complaints regarding unlawful discrimination, harassment, intimidation, or bullying and in AR 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment.

- (cf. 5145.3 - Nondiscrimination/Harassment)*
- (cf. 5145.7 - Sexual Harassment)*
- (cf. 5145.71 - Title IX Sexual Harassment Complaints Procedures)*

 Superintendent
 (title or position)
 Pleasant View District Office
 (unit or office)
14004 Road 184, Porterville Ca, 93257
 (address)
(559) 784-6769
 (telephone number)
marko@pleasant-view.org
 (email)

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

UNIFORM COMPLAINT PROCEDURES (continued)

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 4331 - Staff Development)
(cf. 9124 - Attorney)

The compliance officer or, if necessary, an appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

In addition, the Superintendent or designee shall annually provide written notification of the district's UCP to students, employees, parents/guardians of district students, district advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

The notice shall include:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy

UNIFORM COMPLAINT PROCEDURES (continued)

2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate
3. A statement that a UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred
4. A statement that a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct
5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities

(cf. 3260 - Fees and Charges)

6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint

(cf. 0460 - Local Control and Accountability Plan)

7. A statement that the district will post a standardized notice of the educational and graduation requirements of foster youth, homeless students, children of military families, and former juvenile court school students now enrolled in the district, as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

(cf. 6173.3 - Education for Juvenile Court School Students)

(cf. 6175 - Migrant Education Program)

8. A statement that complaints will be investigated in accordance with the district's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant

UNIFORM COMPLAINT PROCEDURES (continued)

9. A statement that, for programs within the scope of the UCP as specified in the accompanying Board policy, the complainant has a right to appeal the district's investigation report to the California Department of Education (CDE) by filing a written appeal, including a copy of the original complaint and the district's decision, within 30 calendar days of receiving the district's decision
10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable
11. A statement that copies of the district's UCP are available free of charge

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.6 shall be posted on the district and district school web sites and may be provided through district-supported social media, if available.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint. (5 CCR 4600)

UNIFORM COMPLAINT PROCEDURES (continued)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy may be filed by any individual, public agency, or organization. (5 CCR 4600)
2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee.
3. A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Governing Board. (5 CCR 4630)
4. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges having personally suffered unlawful discrimination, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. (5 CCR 4630)
5. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)
6. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
7. When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit

UNIFORM COMPLAINT PROCEDURES (continued)

the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

Mediation

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation to resolve the complaint. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

UNIFORM COMPLAINT PROCEDURES (continued)

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform the parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Refusal by the district to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

Timeline for Investigation Report

Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint.

UNIFORM COMPLAINT PROCEDURES (continued)

Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

(cf. 9321 - Closed Session)

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant, and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

Investigation Report

For all complaints, the district's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered
2. A conclusion providing a clear determination for each allegation as to whether the district is in compliance with the relevant law
3. Corrective action(s) whenever the district finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal the district's investigation report to CDE, except when the district has used the UCP to address a complaint not specified in 5 CCR 4610
5. Procedures to be followed for initiating an appeal to CDE

UNIFORM COMPLAINT PROCEDURES (continued)

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

In consultation with district legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination, harassment, intimidation, and bullying, notice of the investigation report to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient (LEP) student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

For complaints alleging unlawful discrimination, harassment, intimidation, and bullying based on state law, the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the district's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination.

Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

(cf. 5137 - Positive School Climate)

UNIFORM COMPLAINT PROCEDURES (continued)

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling

(cf. 6164.2 - Guidance/Counseling Services)

2. Academic support

3. Health services

4. Assignment of an escort to allow the victim to move safely about campus

5. Information regarding available resources and how to report similar incidents or retaliation

6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim

7. Restorative justice

8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints of retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law

2. Parent/guardian conference

3. Education regarding the impact of the conduct on others

4. Positive behavior support

5. Referral to a student success team

(cf. 6164.5 - Student Success Teams)

UNIFORM COMPLAINT PROCEDURES (continued)

6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law

(cf. 6145 - Extracurricular and Cocurricular Activities)

7. Disciplinary action, such as suspension or expulsion, as permitted by law

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that the district does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the law regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the law regarding student fees, the district, by engaging in reasonable efforts, shall attempt in good faith to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the district's investigation report. (5 CCR 4632)

UNIFORM COMPLAINT PROCEDURES (continued)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the district's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. The district failed to follow its complaint procedures.
2. Relative to the allegations of the complaint, the district's investigation report lacks material findings of fact necessary to reach a conclusion of law.
3. The material findings of fact in the district's investigation report are not supported by substantial evidence.
4. The legal conclusion in the district's investigation report is inconsistent with the law.
5. In a case in which the district found noncompliance, the corrective actions fail to provide a proper remedy.

Upon notification by CDE that the district's investigation report has been appealed, the Superintendent or designee shall forward the following documents to CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the district's investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint
5. A copy of the district's UCP
6. Other relevant information requested by CDE

If notified by CDE that the district's investigation report failed to address allegation(s) raised by the complaint, the district shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

UNIFORM COMPLAINT PROCEDURES (continued)**Health and Safety Complaints in License-Exempt Preschool Programs**

Any complaint regarding health or safety issues in a license-exempt California State Preschool Program (CSPP) shall be addressed through the procedures described in 5 CCR 4690-4694.

In order to identify appropriate subjects of CSPP health and safety issues pursuant to Health and Safety Code 1596.7925, a notice shall be posted in each license-exempt CSPP classroom in the district notifying parents/guardians, students, and teachers of the health and safety requirements of Title 5 regulations that apply to CSPP programs pursuant to Health and Safety Code 1596.7925 and the location at which to obtain a form to file any complaint alleging noncompliance with those requirements. For this purpose, the Superintendent or designee may download and post a notice available from the CDE web site. (Education Code 8212; 5 CCR 4691)

The district's annual UCP notification distributed pursuant to 5 CCR 4622 shall clearly indicate which of its CSPP programs are operating as exempt from licensing and which CSPP programs are operating pursuant to requirements under Title 22 of the Code of Regulations. (5 CCR 4691)

Any complaint regarding specified health or safety issues in a license-exempt CSPP program shall be filed with the preschool program administrator or designee, and may be filed anonymously. The complaint form shall specify the location for filing the complaint, contain a space to indicate whether the complainant desires a response to the complaint, and allow a complainant to add as much text as desired to explain the complaint. (Education Code 8212; 5 CCR 4690)

If it is determined that the complaint is beyond the authority of the preschool program administrator, the matter shall be forwarded to the Superintendent or designee in a timely manner, not to exceed 10 working days, for resolution. The preschool administrator or the Superintendent or designee shall make all reasonable efforts to investigate any complaint within their authority. (Education Code 8212; 5 CCR 4692)

Investigation of a complaint regarding health or safety issues in a license-exempt CSPP program shall begin within 10 days of receipt of the complaint. (Education Code 8212; 5 CCR 4692)

The preschool administrator or designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the preschool administrator or Superintendent's designee shall, within 45 working days of the initial filing of the complaint, report the resolution of the complaint to the

UNIFORM COMPLAINT PROCEDURES (continued)

complainant and CDE's assigned field consultant. If the preschool administrator makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 8212; 5 CCR 4692)

If a complaint regarding health or safety issues in a license-exempt CSPP program involves an LEP student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Board at a regularly scheduled hearing and, within 30 days of the date of the written report, may file a written appeal of the district's decision to the Superintendent of Public Instruction in accordance with 5 CCR 4632. (Education Code 8212; 5 CCR 4693, 4694)

All complaints and responses are public records. (5 CCR 4690)

(cf. 1340 - Access to District Records)

On a quarterly basis, the Superintendent or designee shall report summarized data on the nature and resolution of all CSPP health and safety complaints, including the number of complaints by general subject area with the number of resolved and unresolved complaints, to the Board at a regularly scheduled Board meeting and to the County Superintendent. (5 CCR 4693)

UNIFORM COMPLAINT PROCEDURES

**NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS:
PRESCHOOL COMPLAINT RIGHTS**

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8212, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. Outdoor shade that is safe and in good repair
2. Drinking water that is accessible and readily available throughout the day
3. Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children
4. Restroom facilities that are available only for preschoolers and kindergartners
5. Visual supervision of children at all times
6. Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time
7. Playground equipment that is safe, in good repair, and age appropriate

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's uniform complaint procedures as required by law. A complaint form may be obtained at the school or district office, or downloaded from the school or district web site. You may also download a copy of the California Department of Education complaint form when available from the following web site: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the complaint form from the California Department of Education.

UNIFORM COMPLAINT PROCEDURES

**PRESCHOOL COMPLAINT FORM:
UNIFORM COMPLAINT PROCEDURES**

Education Code 8212 requires that the district's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Contact information: (if response is requested)

Name: _____

Address: _____

Phone number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint:

School name/address: _____

Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

- The preschool does not have outdoor shade that is safe and in good repair.
- Drinking water is not accessible and/or readily available throughout the day.
- The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.
- Restroom facilities are not available only for preschoolers and kindergartners.
- The preschool program does not provide visual supervision of children at all times.
- Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.

UNIFORM COMPLAINT PROCEDURES (continued)

- Playground equipment is not safe, in good repair, or age appropriate.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation.

Please file this complaint at the following location:

(preschool administrator or designee)

(address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

(Signature)

(Date)

CRIMINAL BACKGROUND CHECKS FOR CONTRACTORS

Except in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable, any entity contracting with the district for services that may require the entity's employees to interact with students, outside of the immediate supervision and control of parents/guardians or school staff, shall certify to the district that each of its employees who may interact with students has a valid criminal records summary as described in Education Code 44237 and that neither the entity nor any of those employees has been convicted of a violent or serious felony as defined in Education Code 45122.1. Such contracting entity shall also be required to immediately provide the district with any subsequent arrest and conviction information received pursuant to the subsequent arrest service. (Education Code 44237, 45125.1)

On a case-by-case basis, the Superintendent or designee may require any entity with which the district has a contract to comply with these same requirements. (Education Code 45125.1)

For an individual who is operating as the sole proprietor of an entity, the Superintendent or designee shall treat the individual as an employee of the entity and shall prepare and submit the individual's fingerprints to the Department of Justice (DOJ). (Education Code 45125.1)

Any contracting entity's employee who has been convicted of a violent or serious felony, as defined in Education Code 45122.1, shall not be permitted to interact with students unless a certificate of rehabilitation and pardon pursuant to Penal Code 4852.01-4852.22 has been submitted to the Superintendent or designee. (Education Code 45125.1)

The Superintendent or designee may determine that criminal background checks will not be required if the contract is for the construction, reconstruction, rehabilitation, or repair of a school facility and the contracting entity is providing services in an emergency or exceptional situation, or the district uses one or more of the following methods to ensure student safety: (Education Code 45125.2)

1. The installation of a physical barrier at the worksite to limit contact with students
2. Continual supervision and monitoring of all employees of the entity by an employee of the entity whom DOJ has ascertained has not been convicted of a violent or serious felony
3. Surveillance of employees of the entity by school personnel

The Superintendent or designee may take appropriate steps to protect the safety of any students who may come in contact with employee's of contracting entities, including, but not limited to, ensuring that the employee's of such entities perform work during nonschool hours, do not work alone when students are present, have

CRIMINAL BACKGROUND CHECKS FOR CONTRACTORS (continued)

limited access to school grounds, are provided with a visible means of identification, and/or that there are regular patrols or supervision of the site from district security or personnel.

(cf. 3515.3 - District Police/Security Department)

Legal Reference:

EDUCATION CODE

41302.5 *School districts, definition*

44237 *Applicants for employment; fingerprints for purpose of criminal record summary*

45122.1 *Classified employees, conviction of a violent or serious felony*

45125.1 *Criminal background checks for contractors; criminal records summary*

45125.2 *Criminal background checks for construction*

PENAL CODE

667.5 *Prior prison terms, enhancement of prison terms*

1192.7 *Plea bargaining limitation*

4852.01-4852.22 *Procedure for restoration of rights and application for pardon*

Management Resources:

WEB SITES

Department of Justice: <https://oag.ca.gov/fingerprints>

Classified Personnel

AR 4217.3(a)

LAYOFF/REHIRE

Classified employees shall be subject to layoff for lack of work or lack of funds. (Education Code 45114, 45308)

A classified employee shall not be laid off if a short-term employee is retained to render a service that the classified employee is qualified to render. (Education Code 45117)

(cf. 4121 - Temporary/Substitute Personnel)

Order of Layoff Within a Classification/Determination of Seniority

Within each class, the order of layoff shall be determined by length of service. (Education Code 45114, 45308)

LAYOFF/REHIRE (continued)

Length of service shall be determined by the date of hire. The employee who has been employed the shortest time by the district shall be laid off first. (Education Code 45308)

For an employee in a "restricted position" under Education Code 45105 or 45259, the original date of employment in the restricted position shall be used to determine the length of service, provided the employee has completed six months of satisfactory service and has successfully passed the qualifying examination required for service in the class. (Education Code 45105)

(cf. 4200 - Classified Personnel)

Notice of Layoff and Hearing Rights

Whenever a permanent classified employee is to be laid off for lack of work or lack of funds, the Superintendent or designee shall, no later than March 15 and before the employee is given formal notice by the Governing Board, give to the employee written notice of the recommendation, the reasons that the employee's services will not be required for the ensuing year, any displacement rights, reemployment rights, and the employee's right to a hearing. The district shall adhere to the notice, hearing, and layoff procedures in Education Code 45117, Government Code 11503 and 11505, and other applicable provisions of law. (Education Code 45117)

An employee who is so notified may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. The request shall be in writing and shall be delivered to the person who sent notice to the employee, on or before March 15 but not less than seven days after the date the notice is served on the employee. Failure of an employee to request a hearing on or before the date specified shall constitute a waiver of the employee's right to a hearing. (Education Code 45117)

The Superintendent or designee shall serve an employee who timely requests a hearing with the District Statement of Reduction in Force documents. The employee has five calendar days from service of the District Statement of Reduction in Force documents to timely file a notice of participation with the district. The parties are entitled to discovery, if requested within 15 days of service of the District Statement of Reduction in Force documents. (Education Code 45117)

If a hearing is requested by a permanent classified employee, the proceeding shall be conducted and a decision made by an administrative law judge in accordance with Government Code 11500-11529. The Board shall make a final decision regarding the sufficiency of the cause and disposition of the layoff upon receipt of the administrative law judge's proposed decision. None of the findings, recommendations, or determinations in the proposed decision prepared by the administrative law judge shall be binding on the Board. (Education Code 45117)

LAYOFF/REHIRE (continued)

Following the Board's decision, the Superintendent or designee shall give final notice of termination to the affected employee(s) before May 15 unless a continuance was granted after a request for hearing was made, in which case such date may be extended by the number of days of the continuance. (Education Code 45117)

If during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies, the Board determines that the district's local control funding formula apportionment per unit of ADA for that fiscal year has not increased by at least two percent, and that it is therefore necessary to decrease the number of classified employees due to lack of work or lack of funds, the Board may issue a District Statement of Reduction in Force to those employees in accordance with a schedule of notice and hearing adopted by the Board, and layoff proceedings shall be carried out as required by law. (Education Code 45117)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

When classified positions are eliminated as a result of the expiration of a specifically funded program, the district shall give written notice to the affected employee(s) not less than 60 days prior to the effective date of the layoff informing the employee(s) of the layoff date, any displacement rights, and employment rights. (Education Code 45117)

The district is not required to provide a layoff notice to any person hired as a short-term employee for a period not exceeding 60 days whose service may not be extended or renewed. (Education Code 45117)

Additionally, the district may release probationary classified employees without notice or hearing for reasons other than lack of work or lack of funds. (Education Code 45117)

Reemployment

Classified employees laid off because of lack of work or lack of funds shall be eligible for reemployment for a period of 39 months and shall be reemployed in preference to new applicants. Reemployment shall be in order of seniority. Persons so laid off also have the right to apply and establish their qualification for vacant promotional positions within the district during the 39-month period. (Education Code 45114, 45298, 45308)

When a vacancy occurs, the district shall give the employee with the most seniority an opportunity to accept or reject the position, by first calling the employee at the employee's last known telephone number to notify the employee of the vacancy and then sending written notice by certified and standard mail to the employee's last known address. The employee shall advise the district of the decision by any means no later than 10 calendar days from the date the notice was sent. If the employee accepts, the employee shall report to work no later than two calendar weeks from the vacancy notification date or on a later date specified by the district.

LAYOFF/REHIRE (continued)

In order to be reemployed, the employee must be capable of performing the essential duties of the job with or without reasonable accommodations. When an otherwise eligible employee is unable to perform the essential duties of the job, the employee shall be kept on the reemployment list until another opportunity becomes available or the period of reemployment eligibility expires, whichever occurs first.

(cf. 4032 - Reasonable Accommodation)

Upon rejecting two offers of reemployment, the employee's name shall be removed from the reemployment list and the employee will forfeit all reemployment rights to which the employee would otherwise be entitled.

When an employee is notified of a vacancy and fails to respond or report to work within time limits specified by district procedures, the employee's name shall be removed from the reemployment list and all reemployment rights to which the employee would otherwise be entitled shall be forfeited.

If an employee is reemployed in a new position and fails to complete the probationary period in the new position, the employee shall be returned to the reemployment list for the remainder of the 39-month period. The remaining time period shall be calculated as the time remaining in the 39-month period as of the date of reemployment. (Education Code 45114, 45298)

Reinstatement of Benefits

When a laid-off employee is reemployed, all accumulated sick leave credit shall be restored.

A laid-off permanent employee shall be reemployed with all rights and benefits accorded at the time of layoff.

A laid-off probationary employee shall be reemployed as a probationary employee, and the previous time served toward the completion of the required probationary period shall be counted. The employee shall also be reemployed with all rights and benefits accorded to a probationary employee at the time of layoff.

A laid-off employee, when reemployed, shall be placed on the salary step held at the time of layoff. An employee who was bumped into a lower class shall, when reinstated to the previous class, be placed on the salary step to which the employee would have progressed had the employee remained there. An adjusted anniversary date shall be established for step increment purposes so as to reflect the actual amount of time served in the district.

CHILD CARE AND DEVELOPMENT (continued)

written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Welfare and Institutions Code 10271)

Second priority for enrollment shall be given to families, regardless of the number of parents in the home, who are income eligible, as defined in Welfare and Institutions Code 10271.5. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Welfare and Institutions Code 10271 and 10271.5)

The district shall allow eligible children 11-12 years of age to combine enrollment in a before-school or after-school program with subsidized child care services during the time that the before-school or after-school program does not operate. Children 11-12 years of age, except for children with disabilities, shall be eligible for subsidized child care services only for the portion of care needed that is not available in a before-school or after-school program. (Welfare and Institutions Code 10273)

After all children eligible for subsidized services have been enrolled, the district may enroll other children in accordance with the priorities established by the Governing Board.

The district's decision to approve or deny services shall be communicated to the parent/guardian through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 18094, 18118)

Upon establishing eligibility for services, a family shall be eligible for and shall receive services for not less than 12 months before having the family's eligibility or need recertified and shall not be required to report changes to income or other changes for at least 12 months. However, a family establishing eligibility on the basis of income shall report any increases in income that exceed the threshold for ongoing income eligibility specified in Welfare and Institutions Code 10271.5, and the family's ongoing eligibility shall be recertified at that time. At any time a family may voluntarily report income or other changes, which shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of eligibility before recertification. (Welfare and Institutions Code 10271)

The Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

CHILD CARE AND DEVELOPMENT (continued)

1. A determination made during recertification or the update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified
2. Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing
3. An indication by the parent/guardian that the service is no longer wanted
4. The death of a parent/guardian or child
5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate

The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed application for services, documentation used to determine the child's eligibility and need, and copies of all Notices of Action. (5 CCR 18081, 18095)

Fees and Charges

Except when offering a program that is prohibited by law from charging any fees, the Superintendent or designee may charge fees for services according to the state fee schedule, the actual cost of services, or the maximum daily/hourly rate specified in the contract, whichever is least. (Welfare and Institutions Code 10260, 10270, 10290, 10291, 10436; 5 CCR 18078, 18108-18110)

However, for the 2021-22 fiscal year, family fees shall not be collected as specified in Welfare and Institutions Code 10290.

No fee shall be charged to a family that is receiving CalWORKS cash aid, an income-eligible family whose child is enrolled in a part-day California State Preschool Program, or a family whose income level, in relation to family size, is less than the first entry in the fee schedule. (Education Code 8253; Welfare and Institutions Code 10291; 5 CCR 18110)

In addition, any family receiving child care on the basis of having neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency, may be exempt from these fees for up to 12 months. (Welfare and Institutions Code 10271 and 10291)

CHILD CARE AND DEVELOPMENT (continued)

Fees shall be assessed at initial enrollment and reassessed when a family is recertified or experiences a change in status. Fees shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (Welfare and Institutions Code 10290; 5 CCR 18082, 18114, 18115)

The Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers. This process shall also be used to determine whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Welfare and Institutions Code 10292)

Disenrollment

When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Welfare and Institutions Code 10272.5)

1. Families with the highest income in relation to family size shall be disenrolled first.
2. If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.
3. Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last.

Health Examination and Immunizations

Prior to or within six weeks of enrollment, a child enrolling in a child care center shall obtain a physical examination and evaluation and receive age-appropriate immunizations. (Welfare and Institutions Code 10271)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

CHILD CARE AND DEVELOPMENT (continued)

The requirement for a physical examination and evaluation shall be waived if a parent/guardian submits a letter stating that such examination is contrary to the parent/guardian's religious beliefs. (Welfare and Institutions Code 10271)

A child may be exempted from the immunization requirements only if: (Health and Safety Code 120335)

1. A licensed physician indicates that immunization is not safe due to the physical condition or medical circumstances of the child.

A medical exemption shall be submitted using the standardized medical exemption certification form developed by California Department of Public Health and transmitted using the California Immunization Registry. The request shall include, but not be limited to, a description of the medical basis for which the exemption for each individual immunization is sought and whether the medical exemption is permanent or temporary, including the date upon which a temporary medical exemption will expire. A temporary exemption shall not exceed one year. (Health and Safety Code 120372)

2. The parent/guardian submitted a letter or affidavit prior to January 1, 2016 stating that such examination is contrary to the parent/guardian's personal beliefs. An exemption from immunization granted for personal beliefs is effective only until the next grade span (i.e., birth through preschool, grades K-6, and grades 7-12).

If there is good cause to believe that a child is suffering from a recognized contagious or infectious disease, the child shall be temporarily excluded from the child care and development program until it is determined that the child is not suffering from that contagious or infectious disease. (Welfare and Institutions Code 10271)

(cf. 5141.22 - Infectious Diseases)

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence, and signature of parent/guardian or district representative. (5 CCR 18065, 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Welfare and Institutions Code 10213.5)

CHILD CARE AND DEVELOPMENT (continued)

2. Family emergency (Welfare and Institutions Code 10213.5)

A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident, or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Welfare and Institutions Code 10213.5)

4. Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Welfare and Institutions Code 10213.5)

An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of child protective services or are at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Any absence due to a reason other than any of those stated above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the child's parent/guardian. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

Rights of Parents/Guardians

At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of the rights specified in 22 CCR 101218.1, including, but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health and Safety Code 1596.857; 22 CCR 101218.1)

The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to

CHILD CARE AND DEVELOPMENT (continued)

the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian. (Health and Safety Code 1596.857)

In addition, if a parent/guardian disagrees with any district action to deny a child's eligibility for subsidized child care services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for a hearing, the Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian. (5 CCR 18120)

The hearing shall be conducted in accordance with the procedures specified in 5 CCR 18120 by a district administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the district administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to the CDE. (5 CCR 18120-18122)

Records

The Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required under the state contract.

(cf. 3580 - District Records)

(cf. 5125 - Student Records)

BEFORE/AFTER SCHOOL PROGRAMS

The Governing Board desires to provide before-school and/or after-school enrichment programs that support the regular education program in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the district's vision and goals for student learning, local control and accountability plan, curriculum, and academic standards.

- (cf. 0000 - Vision)*
- (cf. 0200 - Goals for the School District)*
- (cf. 0460 - Local Control and Accountability Plan)*
- (cf. 0470 - COVID-19 Mitigation Plan)*
- (cf. 5147 - Dropout Prevention)*
- (cf. 5148 - Child Care and Development)*
- (cf. 6011 - Academic Standards)*
- (cf. 6176 - Weekend/Saturday Classes)*
- (cf. 6177 - Summer Learning Programs)*
- (cf. 6179 - Supplemental Instruction)*

The district's program shall be planned through a collaborative process that includes parents/guardians, students, and representatives of participating schools, governmental agencies including city and county parks and recreation departments, local law enforcement, community organizations, and, if appropriate, the private sector. (Education Code 8422, 8482.5, 46120)

To the extent feasible, the district shall give priority to establishing before-school and/or after-school programs in low-performing schools and/or programs that serve low-income and other at-risk students.

- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*
- (cf. 1700 - Relations Between Private Industry and the Schools)*
- (cf. 6020 - Parent Involvement)*

Any After School Education and Safety Program (ASES), 21st Century Community Learning Center Program (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs), or other program to be established pursuant to Education Code 8421, 8482.3 or 8484.75 shall be approved by the Board and the principal of each participating school.

The Superintendent or designee shall ensure that all staff who directly supervise students in the district's before-school and/or after-school program possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

- (cf. 1240 - Volunteer Assistance)*
- (cf. 4131 - Staff Development)*
- (cf. 4222 - Teacher Aides/Paraprofessionals)*
- (cf. 4231 - Staff Development)*
- (cf. 4331 - Staff Development)*

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Each program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 6142.7 - Physical Education and Activity)

OPTION 1: No fee shall be charged for participation in the program.

OPTION 2: A family fee may be charged to participating families based on the actual cost of services.

However, for the ASSETs program, a family fee shall be waived or reduced for families with students who are eligible for free or reduced-price meals. (Education Code 8422)

For ASES, 21st CCLC, and/or Expanded Learning Opportunities programs, no fee shall be charged for a student who is eligible for free or reduced-price meals, or a student who the district knows is a homeless youth or in foster care. In addition, family fees shall be calculated on a sliding scale that considers family income and ability to pay. (Education Code 8482.6, 46120)

(cf. 3260 - Fees and Charges)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)

Eligible students who are 11 or 12 years of age shall be placed in a before-school or after-school program, if and when available, rather than subsidized child care and development services. During the time that the before-school or after-school program does not operate, such students may be provided the option of enrolling in child care and development services in accordance with the enrollment priorities established in AR 5148 - Child Care and Development. (Welfare and Institutions Code 10273)

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments; feedback from staff, participating students, and parents/guardians; and observations of program activities.

(cf. 0500 - Accountability)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Every three years, the Superintendent or designee shall review the after-school program plan, including, but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.
(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

8281.5 California Prekindergarten Planning and Implementation Grant Program
8295-8305 Child development program personnel qualifications
8420-8428 21st Century After-School Program for Teens
8482-8484.65 After School Education and Safety Program
8484.7-8484.9 21st Century Community Learning Centers
17264 New construction; accommodation of before- and after-school programs
35021.3 After-school physical recreation instructors
45125 Criminal record check
45330 Paraprofessionals; instructional aides
45340-45349 Paraprofessionals; instructional aides
46120 Expanded Learning Opportunities Program
49024 Criminal background check; Activity Supervisor Clearance Certificate
49430-49434 Nutrition standards
49540-49546 Child Care Food Program
49553 Free or reduced-price meals
69430-69460 Cal Grant program

WELFARE AND INSTITUTIONS CODE

10207-10490 Child Care and Development Services Act, especially:
10273 Preferred placement for otherwise eligible children ages 11 or 12

UNITED STATES CODE, TITLE 20

6311 State plans
6314 Title I schoolwide programs
7171-7176 21st Century Community Learning Centers

UNITED STATES CODE, TITLE 42

1766-1766a Child and Adult Care Food Program
11434a Education for homeless children and youths

CODE OF FEDERAL REGULATIONS, TITLE 7

226.17 Child care center nutrition standards

Management Resources: (see next page)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Expanded Learning Opportunities Program FAQs, October 2021

Request for Applications: 21st Century Community Learning Centers Elementary/Middle Schools, September 2020

Request for Applications: 21st Century High School After School Safety and Enrichment for Teens, September 2020

21st CCLC and ASSETs FAQs, September 2020

Quality Program Improvement Plan Instructions: Instructions for Completing a Quality Program Improvement Plan for Expanded Learning Programs in California, August 2020

A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools, 2014

Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, 2014

California After School Physical Activity Guidelines, 2009

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

21st Century Community Learning Centers, Nonregulatory Guidance, February 2003

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Expanded Learning: <https://www.cde.ca.gov/ls/ex>

California Healthy Kids Survey: <https://chks.wested.org>

California School-Age Consortium: <http://calsac.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Partnership for Children and Youth: <http://partnerforchildren.org>

U.S. Department of Agriculture: <http://www.fns.usda.gov/cnd/care/afterschool.htm>

U.S. Department of Education: <http://www.ed.gov>

BEFORE/AFTER SCHOOL PROGRAMS

Definitions

Expanded learning opportunities means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences. *Expanded learning opportunities* does not mean an extension of instructional time, but rather, opportunities to engage students in enrichment, play, nutrition, and other developmentally appropriate activities. (Education Code 8482.1, 46120)

Unduplicated student means a student enrolled in a district who is either classified as an English learner, eligible for a free or reduced-price meal, or is a foster youth. (Education Code 42238.02, 46120)

Grades K-9

The district's After School Education and Safety (ASES) program or 21st Century Community Learning Center (21st CCLC) program shall serve students in any of grades K-9 as the district may determine based on local needs. (Education Code 8482.3, 8484.7, 8484.75, 8484.8)

The district's 21st CCLC program shall primarily serve students in Title I schoolwide programs. (Education Code 8484.8; 20 USC 7173)

(cf. 6171 - Title I Programs)

The district's Expanded Learning Opportunities (ELO) program shall serve students in grades TK-6. For the 2021-22 school year, the district shall offer access to ELO programs to all unduplicated students in grades TK-6 and provide access to such programs to at least 50 percent of enrolled unduplicated students. Commencing with the 2022-23 school year, the district shall offer all students in grades TK-6 access to ELO programs, and ensure that access is provided to any student whose parent/guardian requests placement in a program. (Education Code 46120)

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code 8281.5)

The district's ASES, 21st CCLC, and ELO program(s) shall be operated in accordance with the following:

1. Program Elements

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3, 8484.75, 46120)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6142.93 - Science Instruction)

(cf. 6154 - Homework/Makeup Work)

(cf. 6163.4 - Student Use of Technology)

- b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, technology, physical fitness, and prevention activities. (Education Code 8482.3, 8484.75, 46120)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.62 - Tobacco)

(cf. 6142.6 - Visual and Performing Arts)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6178 - Career Technical Education)

2. Nutrition

- a. If snacks or meals are made available in the program, they shall conform to nutrition standards specified in Education Code 49430-49434 or 42 USC 1766 as applicable. (Education Code 8482.3, 8484.75, 46120; 42 USC 1766-1766a; 7 CFR 226.17)
- b. The district's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. (Education Code 8483.1, 8484.75)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3554 - Other Food Sales)

(cf. 5030 - Student Wellness)

3. Location of Program

- a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3, 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the Superintendent or designee may, with the approval of the Superintendent of Public Instruction, provide services at another school site. Such transfer of services shall occur only if the school to which the program will be transferred agrees to receive students from the transferring school and has an existing grant of the same type as the transferring school, or does not have a 10-percent lower percentage of students eligible for free or reduced-price meals than the transferring school. A significant barrier includes any of the following: (Education Code 8482.8, 8484.75)
- (1) Fewer than 20 students participating in the program component
 - (2) Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation
 - (3) A reduction in the program grant of an existing school due to its merging into a new school opened by the district or the splitting of its students with a new school

In such cases, the district shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8, 8484.75)

(cf. 3540 - Transportation)

4. Staffing

- a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4, 8484.75, 45330, 45344, 45344.5)

(cf. 4222 - Teacher Aides/Paraprofessionals)

- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy. (Education Code 8483.4, 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

(cf. 1240 - Volunteer Assistance)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

- c. The student-to-staff ratio shall be no more than 20 to 1, except that programs serving transitional kindergarten or kindergarten students shall maintain a student-to-staff member ratio of no more than 10 to 1 (Education Code 8483.4, 8484.75, 46120)

5. Hours of Operation

- a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1, 8484.75)
- b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483, 8484.75)
- c. An ELO program shall provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, shall not be less than nine hours of combined instructional time and expanded learning opportunities per instructional day. (Education Code 46120)

6. Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6, 8484.75)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:
 - (1) First priority for enrollment shall be given to students who are identified as homeless youth, as defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year, to students who are identified by the program as being in foster care, and to students who are eligible for free or reduced-price meals. (Education Code 8483, 8483.1, 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

The district is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment. (Education Code 8483, 8483.1)

The district shall inform the parent/guardian of a homeless or foster youth of the right of the child to receive priority enrollment and how to request priority enrollment. (Education Code 8483, 8484.75)

(cf. 5145.6 - Parental Notifications)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)

- (2) Second priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1, 8484.75)
- (3) Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulation.

(cf. 6179 - Supplemental Instruction)

- (4) Any remaining capacity shall be filled by students selected at random.
- (5) A waiting list shall be established to accommodate additional students if space becomes available.

7. Attendance/Early Release

- a. Each student admitted into a district program shall be expected to attend the full number of hours that the program is in operation every day that the student participates.
- b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable late daily arrival for the before-school program or the reasonable early daily release from the after-school program. The Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

8. Summer/Intersession/Vacation Programs

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- a. ELO programs shall offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days, during intersessional periods.
- b. A before-school program operating during summer, intersession, and/or vacation days shall be offered for a minimum of two hours per day. An after-school program offered during summer, intersession, and/or vacation days may be operated for either three hours or six hours per day in accordance with Education Code 8483.76. When both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2, 8483.76)
- c. A program offered during summer, intersession, and/or vacation periods may open eligibility to every student attending a school in the district, with priority for enrollment given to students enrolled in the school that received the grant. (Education Code 8483.76)
- d. To address the needs of students and school closures, the program may be conducted at an off-site location or an alternate school site. The program shall notify the California Department of Education (CDE) of the change of location and shall include a plan to provide safe transportation pursuant to Education Code 8484.6. (Education Code 8483.76)
- e. Any program operating for six hours per day shall provide at least one nutritionally adequate free or reduced-price meal to each eligible student during each program day. (Education Code 8483.76)
- f. For any program operating six hours per day, district procedures pertaining to student attendance and early release as specified in item #7 above shall apply. (Education Code 8483.76)

(cf. 6177 - Summer Learning Programs)

Grades 9-12

The district's 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program shall serve students in any of grades 9-12 as the district may determine based on local needs. (Education Code 8421)

The program shall be operated in accordance with the following guidelines:

1. Program Elements

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- a. The program shall include an academic assistance element that is coordinated with the regular academic program and includes, but is not limited to, at least one of the following: (Education Code 8421)
 - (1) Tutoring
 - (2) Career exploration, including activities that help students develop the knowledge and skills that are relevant to their career interests and reinforce academic content
 - (3) Homework assistance
 - (4) College preparation, including information about the Cal Grant program pursuant to Education Code 69430-69460

- b. The program shall include an enrichment element that may include, but is not limited to: (Education Code 8421)
 - (1) Community service
 - (2) Career and technical education
 - (3) Job readiness
 - (4) Opportunities for mentoring and tutoring younger students
 - (5) Service learning
 - (6) Arts
 - (7) Computer and technology training
 - (8) Physical fitness
 - (9) Recreation activities

(cf. 6142.4 - Service Learning/Community Service Classes)

- c. The program shall include a nutritional snack and/or meal and a physical activity element. (Education Code 8423)

- d. The program shall provide for access to, and availability of, computers and technology. (Education Code 8423)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

- e. The Superintendent or designee shall assess students' preferences for program activities. (Education Code 8423)
2. Location of Program
- a. The district's program may operate on one or multiple school sites or at another location approved by CDE. (Education Code 8421)
 - b. If applying for a location off school grounds, the Superintendent or designee shall ensure that safe transportation is available for students, if necessary, and the program is at least as available and accessible as similar programs conducted on school sites. (Education Code 8421)
3. Hours of Operation
- a. The district's program shall operate for a minimum of 15 hours per week. (Education Code 8421)
 - b. The district's program may be operated either after school only or for any combination of after school, before school, weekends, summer, intersession, and vacations. (Education Code 8422)

Volunteers

The Superintendent or designee may establish a registry of volunteer after-school physical recreation instructors and other before-school and after-school program volunteers. (Education Code 35021.3)

To be included in the registry, a volunteer shall submit to a criminal background check pursuant to Education Code 45125. The volunteer shall also submit current contact information to the district and shall update that information whenever the information changes. (Education Code 35021.3)

The Superintendent or designee may use a volunteer registered with the district or may select another person to provide physical recreation to students after school hours or to provide other services. (Education Code 35021.3)

Reports

The Superintendent or designee shall annually submit to CDE outcome-based data, including, but not limited to: (Education Code 8427, 8482.3, 8484)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

1. For participating students, school day attendance on an annual basis and program attendance on a semi-annual basis
2. Evidence of a program quality improvement process that is data driven and based on CDE program quality standards

(cf. 0500 - Accountability)

PRESCHOOL/EARLY CHILDHOOD EDUCATION

The Governing Board recognizes the value of high-quality preschool experiences to enhance children's social-emotional development, knowledge, skills, and abilities. The Board desires to provide a supervised, and cognitively rich environment designed to facilitate the transition to kindergarten for three- and four-year-old children.

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or countywide plan to increase children's access to high-quality preschool programs.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 5148 - Child Care and Development)

The Superintendent or designee shall provide information about preschool options in the community to parents/guardians upon request.

District Preschool Programs

When the Board determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools, either directly or through a subcontract with a public or private provider.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

The Board shall approve, for the district's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

The Board shall set priorities for establishing or expanding services as resources become available, giving consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

(cf. 6171 - Title I Programs)

Preschool classroom needs shall be addressed in the district's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations or agencies.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

(cf. 1330.1 - Joint Use Agreements)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

The Superintendent or designee shall coordinate the district's preschool program, transitional kindergarten program (TK), and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or child care program. (Education Code 8205, 48000)

(cf. 6011 - Academic Standards)
(cf. 6170.1 - Transitional Kindergarten)

The district's program shall be aligned with preschool learning foundations and curriculum frameworks developed by CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills in the areas of language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The district's preschool program shall include activities and services that meet the needs of dual language learners for support in the development of their home language and English. (Education Code 8203)

The district's preschool program shall provide appropriate services to support the needs of at-risk children.

(cf. 0415 - Equity)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6174 - Education for English Learners)
(cf. 6175 - Migrant Education Program)

COURSES OF STUDY (continued)

- b. The American legal system, the operation of the juvenile and adult criminal justice systems, and the rights and duties of citizens under the criminal and civil law and the state and federal constitutions

This course may include participation in a teen court or peer court program.
(Education Code 51220.2)

(cf. 5138 - Conflict Resolution/Peer Mediation)

- c. The development of the American economic system, including the role of the entrepreneur and labor
- d. The relations of persons to their human and natural environments, including the wise use of natural resources (Education Code 51221)

(cf. 6142.5 - Environmental Education)

- e. Eastern and western cultures and civilizations
- f. Human rights issues, with particular attention to the study of the inhumanity of genocide (which may include, but is not limited to, the Armenian, Cambodian, Darfur, and Rwandan genocides), slavery, and the Holocaust
- g. Contemporary issues

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

(cf. 6142.3 - Civic Education)

(cf. 6142.94 - History-Social Science Instruction)

- 3. World language(s): understanding, speaking, reading, and writing, beginning not later than grade 7 (Education Code 51220)

(cf. 6142.2 - World Language Instruction)

- 4. Physical education: with emphasis on physical activities conducive to health and vigor of body and mind, as required by Education Code 51222 (Education Code 51220)

(cf. 6142.7 - Physical Education and Activity)

- 5. Science: physical and biological aspects; emphasis on basic concepts, theories, and processes of scientific investigation and on the place of humans in ecological systems; appropriate applications of the interrelation and interdependence of the sciences (Education Code 51220)

COURSES OF STUDY (continued)

(cf. 6142.93 - Science Instruction)

6. Mathematics: mathematical understandings, operational skills, and problem-solving procedures; algebra (Education Code 51220, 51224.5)

(cf. 6142.92 - Mathematics Instruction)

7. Visual and performing arts: dance, music, theatre, and visual arts, with emphasis upon development of aesthetic appreciation and creative expression (Education Code 51220)

(cf. 6142.6 - Visual and Performing Arts Education)

8. Applied arts: consumer education, family and consumer sciences education, industrial arts, general business education, or general agriculture (Education Code 51220)

9. Career technical/vocational-technical education: in the occupations and in the numbers appropriate to the personnel needs of the state and community served and relevant to the career desires and needs of students (Education Code 51220)

(cf. 6178 - Career Technical Education)

10. Comprehensive sexual health and HIV prevention (Education Code 51225.36, 51934)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

11. Personal and public safety, accident prevention and health, including instruction in: (Education Code 51202, 51203)

- a. Emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and CPR when appropriate equipment is available

Instruction shall be provided in compression-only CPR based on national guidelines and shall include hands-on practice. (Education Code 51225.6)

- b. Fire prevention
- c. The protection and conservation of resources, including the necessity for the protection of the environment
- d. Venereal disease

COURSES OF STUDY (continued)

- e. The effects of alcohol, narcotics, drugs, and tobacco upon the human body
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 6142.8 - Comprehensive Health Education)

- f. Prenatal care for pregnant individuals
 - g. Violence as a public health issue
12. Violence awareness and prevention
13. Ethnic studies

Commencing in the 2025-26 school year, the district shall offer a one-semester course in ethnic studies as specified in Education Code 51225.3.

In addition, the course of study for grade 7 and/or 8 may include parenting skills and education, including, but not limited to, child growth and development, parental responsibilities, household budgeting, child abuse and neglect issues, personal hygiene, maintenance of healthy relationships, teen parenting issues, and self-esteem. (Education Code 51220.5)

(cf. 5146 - Married/Pregnant/Parenting Students)

High schools shall offer automobile driver education that includes instruction in: (Education Code 51220, 51220.1, 51220.4)

1. Vehicle Code provisions and other relevant state laws
2. Proper acceptance of personal responsibility in traffic
3. Appreciation of the causes, seriousness, and consequences of traffic accidents
4. Knowledge and attitudes necessary for the safe operation of motor vehicles
5. The safe operation of motorcycles
6. The dangers involved in consuming alcohol or drugs in connection with the operation of a motor vehicle
7. The rights and duties of a motorist as they pertain to pedestrians and the rights and duties of pedestrians as they pertain to traffic laws and traffic safety

COURSES OF STUDY (continued)**Certification of College Preparatory Courses**

The Superintendent or designee shall identify district courses that may qualify for designation as "a-g" college preparatory courses, including courses in history-social science, English, mathematics, laboratory science, languages other than English, visual and performing arts, career technical education, and college preparatory electives. The Superintendent or designee shall submit any necessary information regarding each identified course to the University of California (UC) for "a-g" designation.

Notification and Information to Students in Grades 9-12

At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following: (Education Code 51229)

1. A brief explanation of the course requirements for admission to UC and the California State University (CSU)
2. A list of the current UC and CSU web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for admission to UC and CSU
3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)
4. The Internet address for the portion of the CDE web site where students can learn more about career technical education
5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses

The Superintendent or designee shall provide information to students and parents/guardians regarding the completion and submission of the Free Application for Federal Student Aid (FAFSA) and/or the California Dream Act Application (CADAA) at least once before grade 12. (Education Code 51225.8)

(cf. 5145.6 - Parental Notifications)
(cf. 6164.2 - Guidance/Counseling Services)

Financial Aid Requirements for Students in Grade 12

Commencing in the 2022-23 school year, the Superintendent or designee shall ensure that each student in grade 12 completes and submits a FAFSA to the U.S. Department of Education or, if a student is exempt from paying nonresident tuition a CADAA to the Student Aid Commission (CSAC), unless either: (Education Code 51225.7)

COURSES OF STUDY (continued)

1. The student's parent/guardian, emancipated minor, or student age 18 years or older submits an opt-out form to the district
2. If the district determines that a student is unable to complete a requirement of Education Code 51225.7, the district shall exempt the student or the student's parent/guardian from completing the FAFSA, CADAA, or opt-out form and shall complete and submit an opt-out form on the student's behalf

The Superintendent or designee shall ensure that each high school student in grade 12, and if applicable, the student's parent/guardian, be directed to any support and assistance necessary to complete the FAFSA and/or CADAA that may be available through outreach programs, including, but not limited to, programs operated by CSAC, postsecondary immigration resource centers, college readiness organizations, community-based organizations, and/or legal resource organizations. (Education Code 51225.7)

Information shared by students and parents/guardians in completing and submitting the FAFSA and/or CADAA shall be handled in compliance with the federal Family Rights and Privacy Act and applicable state law, regardless of any person's immigration status or other personal information. (Education Code 51225.7)

- (cf. 1340 - Access to District Records)*
- (cf. 5022 - Student and Family Privacy Rights)*
- (cf. 5125 - Student Records)*
- (cf. 5145.13 - Response to Immigration Enforcement)*
- (cf. 6159 - Individualized Education Program)*

INDEPENDENT STUDY

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 on a full-time or part-time basis and in conjunction with part- or full-time classroom study.

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.

(cf. 0420.4 - Charter School Authorization)
(cf. 6181 - Alternative Schools/Programs of Choice)

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 participation in independent study shall be voluntary. (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)

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 minimum period of time for any independent study option shall be three consecutive school days. (Education Code 51747)

General Independent Study Requirements

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 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 and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

INDEPENDENT STUDY (continued)

(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6200 - Adult Education)

The minimum instructional minutes for 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)

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. 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 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. 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. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning of required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

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 or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

INDEPENDENT STUDY (continued)

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

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: (Education Code 51747)

1. Are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or 10 percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar
2. Are found to be not participatory pursuant to Section 51747.5 for more than the greater of three schooldays or 60 percent of the scheduled days of synchronous instruction in a school month as applicable by grade span
3. Are in violation of their written agreement

Tiered reengagement strategies procedures used in district independent study programs shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the recording of a non-attendance day or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
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

INDEPENDENT STUDY (continued)

The Superintendent or designee shall 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)

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)

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. (Education Code 51747)

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 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

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 the 2021-22 school year only, the district shall obtain a signed written agreement from each student participating in an independent study program for any length of time, no later than 30 days after the first day of instruction in the independent study program.

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 not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, 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

INDEPENDENT STUDY (continued)

2. The objectives and methods of study for the student's work and the methods used to evaluate that work
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
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. 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. 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.
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.

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

(cf. 5144.1 - Suspension and Expulsion/Due Process)

INDEPENDENT STUDY (continued)

10. Before the commencement of independent study, 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, 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, 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 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.

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

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. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6
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.

(cf. 4112.2 - Certification)

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 as creditable under the A-G admissions

INDEPENDENT STUDY (continued)

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 students in transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.

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 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.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, 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. A written record of the evaluation findings shall be 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

INDEPENDENT STUDY (continued)

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.

(cf. 5125 - Student Records)

6. Examinations shall be administered by a proctor.
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.

(cf. 6162.51 - State Academic Achievement Tests)

8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
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.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

(cf. 3260 - Fees and Charges)

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.

INDEPENDENT STUDY (continued)

14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.
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

Before enrolling a student in a course within this 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. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
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 #3 of the Course-Based Independent Study section above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
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. 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. 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

INDEPENDENT STUDY (continued)

their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

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 who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the 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. 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. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
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. 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.
12. For 2022-23 school year and thereafter, before the commencement of an independent study course, 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 for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to 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.

INDEPENDENT STUDY (continued)

Written 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 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 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

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

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. A copy of the Board policy, administrative regulation, and other procedures related to independent study
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. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher

INDEPENDENT STUDY (continued)

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. 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. 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)

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)

(cf. 3580 - District Records)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

Program Evaluation

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.

INDEPENDENT STUDY (continued)

(cf. 0500 - Accountability)
 (cf. 5121 - Grades/Evaluation of Student Achievement)
 (cf. 6162.5 - Student Assessment)

*Legal Reference:*EDUCATION CODE

17289 Exemption for facilities
 41020 Audit guidelines
 41422 Apportionment credit for student inability to attend in-person or school closure due to COVID-19
 41976.2 Independent study programs; adult education funding
 42238 Revenue limits
 42238.05 Local control funding formula; average daily attendance
 44865 Qualifications for home teachers and teachers in special classes and schools
 46100 Length of school day
 46200-46208 Instructional day and year
 46300-46307.1 Methods of computing average daily attendance
 46390-46393 Emergency average daily attendance
 46600 Interdistrict attendance computation
 47612-47612.1 Charter school operation
 47612.5 Independent study in charter schools
 48204 Residency
 48206.3 Home or hospital instruction; students with temporary disabilities
 48220 Classes of children exempted
 48340 Improvement of pupil attendance
 48915 Expulsion; particular circumstances
 48916.1 Educational program requirements for expelled students
 48917 Suspension of expulsion order
 49011 Student fees
 51225.3 Requirements for high school graduation
 51745-51749.6 Independent study programs
 52060 Local control and accountability plan
 52522 Adult education alternative instructional delivery
 52523 Adult education as supplement to high school curriculum; criteria
 56026 Individuals with exceptional needs
 58500-58512 Alternative schools and programs of choice

FAMILY CODE

6550-6552 Authorization affidavits
CODE OF REGULATIONS, TITLE 5
 11700-11703 Independent study

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers
 6311 State plans

COURT DECISIONS

Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

INDEPENDENT STUDY (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

2021-22 AA & IT Independent Study FAQs, 2021

Clarifications for Student Learning in Quarantine, 2021

Conducting Individualized Determinations of Need, 2021

Legal Requirements for Independent Study, 2021

Elements of Exemplary Independent Study

California Digital Learning Integration and Standards Guidance, April 2021

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

INDEPENDENT STUDY

Definitions

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 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 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 teacher 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

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)

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

(cf. 6143 - Courses of Study)

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. Continuing and special study during travel

(cf. 5112.3 - Student Leave of Absence)

5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement

INDEPENDENT STUDY (continued)

6. 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

(cf. 0420.4 - Charter School Authorization)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

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.

(cf. 5113 - Absences and Excuses)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

(cf. 6146.1 - High School Graduation Requirements)

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)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

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-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)

INDEPENDENT STUDY (continued)**Eligibility for Independent Study**

To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)

For the 2022-23 school year and thereafter, 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.

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)

(cf. 5111.1 - District Residency)

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)

(cf. 6159 - Individualized Education Program)

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 temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51747)

(cf. 6183 - Home and Hospital Instruction)

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)

(cf. 6200 - Adult Education)

INDEPENDENT STUDY (continued)

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)

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6184 - Continuation Education)

Monitoring Student Progress

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 the student. 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.

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)

Responsibilities of Independent Study Administrator

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

INDEPENDENT STUDY (continued)

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)

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)

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 #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

INDEPENDENT STUDY (continued)

6. Regularly meeting with the student to discuss the student's progress
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
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.

(cf. 4131 - Staff Development)

TRANSITIONAL KINDERGARTEN

The Governing Board desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The TK program shall assist students in developing the academic, social, and emotional skills needed to succeed in kindergarten and beyond.

The district's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in the development, implementation, and evaluation of the district's TK program.

(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Eligibility

The district's TK program shall admit children as follows: (Education Code 48000):

1. For the 2021-22 school year, children whose fifth birthday is between September 2 through December 2
2. For the 2022-23 school year, children whose fifth birthday is between September 2 and February 2
3. For the 2023-24 school year, children whose fifth birthday is between September 2 and April 2
4. For the 2024-25 school year, children whose fifth birthday is between September 2 and June 2
5. For the 2025-26 school year, and in each school year thereafter, children who turn four by September 1

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or childcare program. (Education Code 48000).

Parents/guardians of eligible children shall be notified of the availability of the TK program and of the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

(cf. 5111 - Admission)
(cf. 5111.1 - District Residency)
(cf. 5141.22 - Infectious Diseases)

TRANSITIONAL KINDERGARTEN (continued)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

On a case-by-case basis, a child whose fifth birthday is on or before September 1 may be admitted into the district's TK program upon request of a child's parents/guardians, if the Superintendent or designee determines that it is in the child's best interest.

At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after the date specified for admittance for the applicable year as described above, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)

Curriculum and Instruction

The district's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education (CDE). It shall be designed to facilitate students' development in essential knowledge and skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Learners)

The Board shall establish the length of the school day in the district's TK program, which shall be at least three hours but no more than four hours long except for TK students enrolled in expanded learning opportunity programs provided by the district pursuant to Education Code 46120. If the district has adopted an extended-day kindergarten, the length of the school day for the TK program may be different than the length of the school day for the kindergarten program either at the same or different school sites. The Superintendent or designee shall annually report to CDE as to whether the district's TK programs are offered full day, part day, or both. (Education Code 8973, 37202, 46111, 46115, 46117, 48003)

TRANSITIONAL KINDERGARTEN (continued)

(cf. 5148.2 - Before/After School Programs)

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

The Superintendent or designee shall develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the district's expanded learning offerings, the After School Education and Safety Program, the California State Preschool Program (CSPP), Head Start programs, and other community-based early learning and care programs. The Superintendent or designee shall present such plan for consideration by the Board at a public meeting on or before June 30, 2022. (Education Code 8281.5)

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

TK students may be commingled in the same classroom with four-year-old students from a CSPP program as long as the commingled program meets all of the requirements of each program as well as the following requirements: (Education Code 8207, 48000):

1. The classroom does not include students enrolled in TK for a second year or students enrolled in a regular kindergarten
2. An early childhood environment rating scale, as specified in 5 CCR 18281, is completed for the classroom
3. All children enrolled for 10 or more hours per week are evaluated using the Desired Results Developmental Profile, as specified in 5 CCR 18272
4. The classroom is taught by a teacher that holds a credential issued by the Commission on Teacher Credentialing in accordance with Education Code 44065 and 44256
5. The classroom is in compliance with the adult-child ratio specified in Education Code 8241
6. Contractors of the district report the services, revenues, and expenditures for children in the preschool program in accordance with 5 CCR 18068 except for contractors of the TK program

(cf. 5148.3 - Preschool/Early Childhood Education)

The district shall maintain an average TK class enrollment of not more than 24 students for each school site. (Education Code 48000)

TRANSITIONAL KINDERGARTEN (continued)

Staffing

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 - Certification)

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2023, have at least 24 units in early childhood education and/or child development, comparable professional experience in a preschool setting, and/or a child development teacher permit issued by CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children, including, but not limited to, developing competencies in serving inclusive classrooms and dual language learners.

The district shall, commencing with the 2022-23 school year, maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. (Education Code 48000)

(cf. 4131 - Staff Development)

Continuation to Kindergarten

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

TRANSITIONAL KINDERGARTEN (continued)**Assessment**

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress. The Superintendent or designee shall monitor and regularly report to the Board regarding program implementation, the progress of students in meeting related academic standards, and student preparedness for future education.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)

*Legal Reference:*EDUCATION CODE

- 8207 California State Preschool Program administration
 - 8241 Staffing ratios for center-based programs
 - 8281.5 California Prekindergarten Planning and Implementation Grant Program
 - 8970-8974 Early primary programs; extended-day kindergarten
 - 17375 Establishment of California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program
 - 37202 School calendar; equivalency of instructional minutes
 - 44065 Issuance of and functions requiring credentials
 - 44256 Authorization for teaching credentials
 - 44258.9 Assignment monitoring by county superintendent of schools
 - 46111 Kindergarten, hours of attendance
 - 46114-46119 Minimum school day, kindergarten
 - 46120 Expanded Learning Opportunities Program
 - 46300 Computation of ADA, inclusion of kindergarten and transitional kindergarten
 - 48000 Age of admission, kindergarten and transitional kindergarten
 - 48002 Evidence of minimum age required to enter kindergarten or first grade
 - 48003 Kindergarten annual report
 - 48011 Admission on completing kindergarten
 - 48200 Compulsory education, starting at age six
- CODE OF REGULATIONS, TITLE 5
- 18000-18434 Child care and development programs, especially:
 - 18068 Attendance and expenditure reports
 - 18272 Developmental profile
 - 18281 Environment rating scales

Management Resources: (see next page)

TRANSITIONAL KINDERGARTEN (continued)

Management Resources:

CSBA PUBLICATIONS

What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

Desired Results Developmental Profile: A Developmental Continuum from Early Infancy up to Kindergarten Entry, 2015

Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013

California Preschool Curriculum Framework, Vol. 3, 2013

California Preschool Learning Foundations, Vol. 3, 2012

California Preschool Curriculum Framework, Vol. 2, 2011

California Preschool Learning Foundations, Vol. 2, 2010

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Kindergarten Association: <https://californiakindergartenassociation.org/>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://tkcalifornia.org>

STUDENT BOARD MEMBERS

In order to enhance communication and collaboration between the Governing Board and the student body and to teach students the importance of civic involvement, the Board supports the participation of high school students in district governance.

Student Board members may, at the Board's discretion, receive elective course credit for service as a student Board member based on the number of equivalent daily instructional minutes for the student Board member's services provided. (Education Code 35012, 35120)

Student Board member(s) shall be entitled to be reimbursed for mileage to the same extent as other members of the Board, but shall not receive monetary compensation for attendance at Board meetings. (Education Code 35012)

(cf. 3350 - Travel Expenses)
(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

A student Board member shall not be liable for any acts of the Board. (Education Code 35012)

(cf. 9323.2 - Actions by the Board)

Petition

High school students may submit a petition to the Board requesting the appointment of at least one student Board member. (Education Code 35012)

To qualify for Board consideration, the petition for student representation shall contain the signatures of at least 500 students or 10 percent of the number of students regularly enrolled in district high schools, whichever is less. (Education Code 35012)

Within 60 days of receiving a student petition, or at the next regularly scheduled Board meeting if no meeting is held within those 60 days, the Board shall order the inclusion of at least one student member on the Board. (Education Code 35012)

Choosing Student Board Members

A student Board member shall be chosen by students enrolled in the district's high schools in accordance with procedures prescribed by the Board. (Education Code 35012)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)

The term of student Board member(s) shall be one year, commencing on July 1. However, the Board may adjust the term of a student Board member only if a vacancy occurs or in order to give more students an opportunity to serve on the Board. (Education Code 35012)

STUDENT BOARD MEMBERS (continued)

Role and Responsibilities of Student Board Members

Student Board members shall not be considered members of a legislative body for purposes of the Brown Act. (Education Code 35012)

A student Board member shall not be counted in determining the vote required to carry any measure before the Board or whether a quorum is in attendance at a Board meeting.

Student Board member(s) shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

(cf. 9321 - Closed Session)

All materials presented to Board members, except those related to closed sessions, shall be presented to student Board members at the same time they are presented to other Board members. Student Board member(s) shall also be invited to attend staff briefings or be provided with a separate staff briefing within the same timeframe as the briefing of other Board members. In addition, all materials given to Board members by the district between meetings, except for materials that pertain to closed session items, shall be distributed to student Board members. (Education Code 35012)

(cf. 9322 - Agenda/Meeting Materials)

Student Board member(s) shall be recognized at Board meetings as full member(s), shall be seated with other members of the Board, and shall be allowed to participate in questioning witnesses and discussing issues. (Education Code 35012)

Student Board member(s) shall be allowed to cast preferential votes on all matters except those subject to closed session discussion. *Preferential voting* means a formal expression of opinion that is recorded in the minutes and cast before the official vote of the Board. Preferential votes shall not affect the final numerical outcome of a vote. (Education Code 35012)

(cf. 9324 - Minutes and Recordings)

Student Board member(s) may make motions that may be acted upon by the Board, except on matters dealing with employer-employee relations pursuant to Government Code 3540-3549.3. (Education Code 35012)

Student Board members shall be appointed to subcommittees of the Board in the same manner as other Board members, and shall be made aware of the time commitment required to participate in subcommittee meetings and work and of the right to decline an appointment.

STUDENT BOARD MEMBERS (continued)

The availability of all subcommittee members, including the availability of student Board members, may be considered when scheduling subcommittee meetings. (Education Code 35012)

(cf. 9130 - Board Committees)

Student Board members shall be invited to attend functions of the Board, such as forums, meetings with students and parents/guardians, and other general assemblies. (Education Code 35012)

Student Board Member Training

The Superintendent or designee may, at district expense, provide learning opportunities to student Board members through trainings, workshops, and conferences, such as those offered by the California School Boards Association and other organizations, to enhance their knowledge, understanding, and performance of leadership skills and their Board responsibilities.

(cf. 9240 - Board Training)

The Superintendent or designee may periodically provide information to student Board member candidates to give them an understanding of the position. Once chosen or appointed, incoming student Board members shall be provided an orientation designed to build knowledge of the district and an understanding of the responsibilities and expectations of the position.

(cf. 9230 - Orientation)

Alternate Student Board Member

If the Board determines that the student Board member's duties are not being fulfilled, the Board may appoint another student to serve out the term of the student Board member. If an alternate student Board member is appointed, the Board shall suspend the prior student Board member's rights and privileges related to service on the Board. (Education Code 35012)

Elimination of Student Board Member Position

Once established, the student Board member position shall continue to exist until the Board, by majority vote of all voting Board members, approves a motion to eliminate the position. Such a motion shall be listed as a public agenda item for a Board meeting prior to the motion being voted upon. (Education Code 35012)

Legal Reference: (see next page)

STUDENT BOARD MEMBERS (continued)

Legal Reference:

EDUCATION CODE

33000.5 *Appointment of student member to State Board of Education*

35012 *Board members; number, election and terms; student members*

35120 *Course credit for student board members*

35160 *Authority of governing boards*

GOVERNMENT CODE

3540-3549.3 *Educational Employment Relations Act*

54950-54964 *Ralph M. Brown Act*

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Association of Student Councils: <http://www.casc.net>

California Association of Student Leaders: <http://www.caslboard.com>

MEETINGS AND NOTICES

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

However, an employee or district official may engage in separate conversations or communications with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1, 54954.2)

Regular Meetings

The Board shall hold one regular meeting(s) each month. Regular meetings shall be held at 4:30 p.m. on the second (Tuesday) at the Pleasant View Elementary Cafeteria.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's web site. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

MEETINGS AND NOTICES (continued)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose at the time the materials are distributed to all or a majority of the Board. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an *emergency situation* for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

MEETINGS AND NOTICES (continued)

An *emergency situation* means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(*cf.* 4141.6/4241.6 - *Concerted Action/Work Stoppage*)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(*cf.* 3516 - *Emergencies and Disaster Preparedness Plan*)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification is given to the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and place and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

MEETINGS AND NOTICES (continued)**Study Sessions, Retreats, Public Forums, and Discussion Meetings**

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

MEETINGS AND NOTICES (continued)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques

MEETINGS AND NOTICES (continued)

9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a location designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

The Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for

MEETINGS AND NOTICES (continued)

members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within district boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing
2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees
3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be given and posted as otherwise required by the Brown Act
2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option

Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board.

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3
4. Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time
5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed

MEETINGS AND NOTICES (continued)

6. If during a Board meeting a disruption occurs which prevents the district from broadcasting the meeting to members of the public or for members of the public to offer public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

(cf. 9323.2 - Actions by the Board)

The district may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. The state of emergency continues to directly impact the ability of the Board to meet safely in person
2. State or local officials continue to impose or recommend measures to promote social distancing

Legal Reference: (see next page)

MEETINGS AND NOTICES (continued)

Legal Reference:

EDUCATION CODE

- 35140 *Time and place of meetings*
- 35143 *Annual organizational meeting, date, and notice*
- 35144 *Special meeting*
- 35145 *Public meetings*
- 35145.5 *Agenda; public participation; regulations*
- 35146 *Closed sessions in connection with a student*
- 35147 *Open meeting law exceptions and applications*

GOVERNMENT CODE

- 3511.1 *Local agency executives*
- 6252-6270 *California Public Records Act*
- 8625-8629 *California Emergency Services Act*
- 11135 *State programs and activities; prohibition of discrimination*
- 54950-54963 *The Ralph M. Brown Act, especially:*
- 54953 *Meetings to be open and public; attendance; teleconference*
- 54954 *Time and place of regular meetings*
- 54954.2 *Agenda posting requirements, board actions*
- 54956 *Special meetings; call; notice*
- 54956.5 *Emergency meetings*

UNITED STATES CODE, TITLE 42

- 12101-12213 *Americans with Disabilities Act*
- CODE OF FEDERAL REGULATIONS, TITLE 28
- 35.160 *Effective communications for individuals with disabilities*
- 36.303 *Auxiliary aids and services for individuals with disabilities*

COURT DECISIONS

Garnier v. Poway Unified School District (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208

Knight First Amendment Institute at Columbia University v. Trump (2019) 928 F.3d 226

Wolfe v. City of Fremont (2006) 144 Cal.App. 4th 533

ATTORNEY GENERAL OPINIONS

- 88 Ops. Cal. Atty. Gen. 218 (2005)
- 84 Ops. Cal. Atty. Gen. 181 (2001)
- 84 Ops. Cal. Atty. Gen. 30 (2001)
- 79 Ops. Cal. Atty. Gen. 69 (1996)
- 78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources continued: (see next page)

MEETINGS AND NOTICES (continued)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2019

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public V: A Guide to the Ralph M. Brown Act, 2016

WEB SITES

CSBA: <http://www.csba.org>

CSBA, GAMUT Meetings:

<http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy>

California Attorney General's Office: <http://oag.ca.gov/home>

Institute for Local Government: <http://www.ca-ilg.org>

League of California Cities: <http://www.cacities.org>