

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Agenda
Tuesday, October 8, 2019

Time: 6:00 PM. – Closed Session 7:00 PM Open Session;
Location: Shandon High School- Library

All persons desiring to address the Board at anytime tonight should complete a "Request to Address the Board of Trustees" card located at the entrance to the board room and provide it to the Board Recording Secretary prior to the start of the meeting.

Per Government Code 54953.5, this Open Session Meeting of the Board may be recorded with an audio or video recorder, which recording shall be subject to inspection pursuant to the California Public Records Act, at the SJUSD District Office. This recording may be erased or destroyed after 30 days of the recording.

1.0 OPEN SESSION

- 1.1 Call to Order and Roll Call
Marlene Thomason, President
Kate Twisselman, Clerk
Jennifer Moe
Robert Van Parlet
Nataly Ramirez

1.2 Public Comment Limited to Closed Session Items

The opportunity is provided to allow the public to comment for a period of up to three (3) minutes prior to the Board's consideration of any closed session agenda item. An additional opportunity is provided later in the agenda for comment on open session agenda items or items not on the agenda. [G.C. § 54954.3]

2.0 CLOSED SESSION

- 2.1 Conference with Labor Negotiators (G.C. 54957.6)- Negotiator: Kristina Benson
Organization: STA/CTA/NEA, CSEA, and Management /Confidential Employees
Unrepresented
- 2.2 Review and Possible Action on Appointment, Employment, Discipline, Resignation and
Dismissal of District Employee(s) Pursuant to Government Code § 54957, Public Employment
- 2.3 Superintendent's Evaluation-Goals
- 2.4 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d)
of Government Code section 54956.9)

3.0 RECONVENE SESSION / PLEDGE OF ALLEGIANCE TO THE FLAG

4.0 REPORT ON ACTION FROM CLOSED SESSION

5.0 ADOPTION OF AGENDA

6.0 PUBLIC COMMENT

6.1 PUBLIC COMMENT

Comments from the public are limited to items both within the Board's jurisdiction, as well as not on the agenda. The Board may limit public comments to not more than three (3) minutes per person or a total of 20 minutes per topic at the discretion of the Board President. Public comment will also be allowed on each specific agenda item prior to Board action thereon. [G.C. § 54954.2, .EC. § 35145.5, BB 9323]

7.0 REPORTS FROM SCHOOL RELATED GROUPS (oral)

- 7.1 Student Body Reports
- 7.2 Staff Reports
- 7.3 Bargaining Representative Reports
- 7.4 Board Report
 - Recognition of Donation Letter

8.0 INFORMATION/PRESENTATION ITEM

- 8.1 SJUSD Enrollment**
-A monthly report provided by the Shandon High School's Office Clerk of students that leave or start in Shandon Joint Unified School District.
- 8.2 District Calendar of Events**
-A monthly report of the "District Calendar of Events" happening in the Shandon Joint Unified School District, this calendar is also on the SJUSD website.
- 8.3 Special Education Report**
-A monthly report provided by the Special Education Coordinator of students receiving services in the District.
- 8.4 Cafeteria Report**
-A monthly report submitted by Jessie Wesch, cafeteria manager of the SJUSD.
- 8.5 Certificate of Recognition**
-Certificate of recognition to Shandon School District with gratitude for the Boys and Girls Club partnership from John Peschong.
- 8.6 California School Dashboard**
-The California School Dashboard provides parents and educators with meaningful information on school and district progress so they can participate in decisions to improve student learning.
- 8.7 Shandon Elementary School Report**
-A monthly report provided by Mrs. Kepins, Principal of the Shandon Elementary School. This report includes events, activities, or fundraisers happenings at the Elementary or Middle School.
- 8.8 Superintendent's Report**
-A monthly report provided by Ms. Benson, Superintendent of SJUSD.

9.0 APPROVAL OF CONSENT AGENDA

(Unless the Board pulls an item for separate action, the items listed below are approved without discussion.)

- 9.1 Approval of the Minutes of September 3, 2019
- 9.2 Approval of Warrants and Payroll
- 9.3 Approval of Budget Report
- 9.4 Approval of Student Body Funds
- 9.5 Approval of Personnel Action Report
- 9.6 Approval of BP 3510 Green School Operations- Second Reading
- 9.7 Approval of BP 3511 Energy and Water Management- Second Reading
- 9.8 Approval of BP 3540 Transportation- Second Reading
- 9.9 Approval of BP 4119.22/4219.22/4319.22 Dress and Grooming (Personnel)-Second Reading
- 9.10 Approval of BP 5131.2 Bullying-Second Reading
- 9.11 Approval of BP 5132 Dress and Grooming (Students)- Second Reading
- 9.12 Approval of BP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction- Second Reading
- 9.13 Approval of BP 6142.6 Visual and Performing Arts Education- Second Reading
- 9.14 Approval of BP 6146.1 High School Graduation Requirements- Second Reading
- 9.15 Approval of the Quarterly Report on Williams Uniform Complaint

10.0 DISCUSSION/ACTION ITEM

- 10.1 Presentation and Discussion of Facility Use Agreement between American Red Cross and SJUSD**
-Karen Gray, External Affairs Lead will be present to answer any questions the Board might have in regards of the use facility agreement.
- 10.2 Discussion and Approval of Resolution 2019-20-04 Annual Accounting of Development Fees for 2018-2019 Fiscal Year and Five Year Development Fee Summary**
-Districts collecting development fees must make an annual accounting of those fees available to the public.
- 10.3 Discussion and Approval of 2019-20 Agreement for Psychologist Services between PVSD and SJUSD**
- This contract represents the continuing relationship with Pleasant Valley School District. This contract includes, salary for the half day once per week, mileage and statutory benefit to be paid to SJUSD.
- 10.4 Discussion and Approval of the District Wide Safe School Plan 2019-2020**
-Districts are required to develop a District-Wide Safe School Plan designed to prevent or minimize the effects of serious violent incidents and emergencies.
- 10.5 Discussion and Approval of Resolution 2019-20-05 Authorizing Assignment of Teachers To Teach Outside Of Their Credential Area**
-Due to the lack of credentialed teachers in specified areas, the Board of Trustees of the SJUSD finds it in the best interest of the district to assign teachers pursuant to Education Code Section 44258.
- 10.6 Discussion of Shandon Ag Science Relocatable Approval and Certification Process**
- DSA has required some additional work be completed on the Ag-Science Relocatable in order to bring it up to current code and allow for the path of travel on our current project to be completed.
- 10.7 Proposed Revision to BP 1112 Media Relations (First Reading)**
-Policy updated to expand the section on "Crisis Communications Plan" to apply to natural disasters, involve district technology personnel in the development of the plan, and expand the contents of the plan.
- 10.8 Proposed Revision to BP 3551 Food Service Operations/Cafeteria Fund (First Reading)**
-Policy updated to reflect new federal regulation and updated CDE guidance giving districts with an average daily attendance of less than 2,500 greater flexibility in the hiring of food service directors.
- 10.9 Proposed Revision to BP 4119.24/4219.24/4319.24 Maintaining Appropriate Adult-Student Interactions**
-New policy addresses the avoidance of unlawful and inappropriate interactions between staff and students, an employee's responsibility to report another employee's violation of this policy etc.
- 10.10 Proposed Revision to BP 4218 Dismissal/Suspension/Disciplinary Action (First Reading)**
-New policy contains material formerly in AR pertaining to board actions in disciplinary hearing for classified employees and new material consistent with BP 4118.
- 10.11 Proposed Revision to BP 4218.1 Dismissal/Suspension/Disciplinary Action (Merit System)(First Reading)**
-New policy and regulation address requirements for disciplinary proceedings for classified employees in merit system districts.
- 10.12 Proposed Revision to BP 5123 Promotion/Acceleration/Retention (First Reading)**
-Policy updated to make revision reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.
- 10.13 Proposed Revision to BP 5136 Gangs (First Reading)**
-Policy updated to expand material related to supports and services for students identified as gang members and reflect best practices for gang prevention, intervention, and suppression.
- 10.14 Discussion and Approval of MOU between SLOCOE and SJUSD for IEP support services to the District**
-This MOU between SJUSD and SLOCOE if for the purpose of providing IEP support services to the District.

11.0 FUTURE AGENDA ITEM REQUESTS

12.0 ANNOUNCEMENTS

The next regular meeting of the Board of Trustees is scheduled for October 8, 2019 at
Shandon High School Library, Closed Session at 6:30 PM, Open/Regular Session at 7:00 PM

13.0 ADJOURMENT

Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the Shandon School District may be inspected at the following address during normal business hours, 7:30 – 4:00:

Shandon Joint Unified School District, 101 South 1st Street Box 79, Shandon, CA 93461

These materials are also available on the district's website: www.shandonschools.org

In compliance with the Americans with Disabilities Act, if you need special assistance to access or participate in a meeting of the Board of Trustees, including auxiliary aids or services, please contact the District Office at 805-238-0286. Notification of at least 48 hours prior to the meeting will assist the staff in assuring that reasonable accommodations may be made.

OFFICIAL AGENDA POSTED AT THE DISTRICT OFFICE/SHANDON HIGH SCHOOL

October 2019 ASB Board Report

September ASB Events

- Class Meeting September 4, 2019
- September 11, 2019 Remembrance-8:15 a.m.-(Posters hung in Gym)
- ASB Meeting September 11, 2019-Lunch in room 3
- Suicide Awareness Day. Lunch activity in quad.
- September 12th-Go Viral in the Gym
- September 13th -FNL sign up and BIG activity in quad.
- September 17th-Giant Jenga in the quad.
- Block S Meeting September 18, 2019-(30 kids) in room 3
- September 20th-FNL meeting in room 3-(29 kids)
- September 25th-ASB lunch time game in quad
- September 26th-Fresno State game after school
- September 27th-FNL Skill Building activity in quad

ASB officers

ASB President- Maria Uzeta
 ASB Vice President-Vicki Solis
 ASB Secretary-Christian Uzeta
 ASB Treasurer-Isaac Lopez

Junior class officers

President-Rosemary Hernandez
 Vice President-Eden Casillas
 Secretary-Angela Ramirez
 Treasurer-Estenny Flores

Freshmen class officers

President-Maile Lau
 Vice President-Katrina Russell
 Secretary-Leilani Lopez
 Treasurer-Cadence Guizar

Senior class officers

President-Kelsey Kennedy
 Vice President-Noa Syhabouth
 Secretary-Noemi Neave
 Treasurer-Kevin Martinez

Sophomore class officers

President-Yanet Uzeta
 Vice President-Esmeralda Mendoza
 Secretary-Hailey Kennedy
 Treasurer-Millagros Martinez

Commissioners

Estefany Arroyo	Raul Piceno	Luke Ramirez
Aubree Lopez	Itzel Casillas	Faith Alexander
Cristol Solis	Maira Casilla	Gabriel Yanez
Raul Granado	Lisbeth Contreras	Angel Contreras

October ASB Events

- October 2nd- Spirit Day and Walk, Ride or Bike to school day
- October 2nd-Class Meeting
- October 4, 11, 18, and 25-FNL meetings at lunch and activities
- October 7th, 14th, and 29th-Lunch activities in the quad
- October 9th-Block S meeting
- October 21st-25th-Red Ribbon Week-25th-Extended lunch in the gym
- October 28th-College Night
- October 31st-1pm-3pm-Fall Activity-team building activities and fun.

Shandon Joint Unified School District Monthly Enrollment 2019-20 SCHOOL YEAR

School	Grade of Class	Female	Male	September Enrollment 2019	August Enrollment 2019
Parkfield	Kdgn	0	1	1	1
	1st	1	1	2	2
	2nd	0	0	0	0
	3rd	0	0	0	0
	4th	1	0	1	1
	5th	0	0	0	0
	6th	1	0	1	1
Parkfield Totals	5	3	2	5	5
Shandon Elem.	Transitional K	2	4	6	5
	Kdgn	9	6	15	15
	1st	9	10	19	19
	2nd	8	13	21	21
	3rd	13	11	24	24
	4th	9	9	18	18
	5th	14	14	28	27
	6th	13	14	27	27
	7th	8	13	21	19
	8th	10	8	18	18
SES Total	197	95	102	197	193
Shandon High School	9th	17	8	25	24
	10th	12	8	20	20
	11th	6	14	20	19
	12th	7	14	21	21
SHS Total	86	42	44	86	84
Ind. Study	2	2	0	2	2
Home Hospital	0	0	0	0	0
NPS Students	0	0	0	0	0
Total Miscellaneous		2	0	2	2
TOTAL ENROLLMENT		142	148	290	284
			diff	6	

3 OCT, THU

● All day

SES and Parkfield Parent Teacher Conferences

● All day

Minimum Day- SES and Parkfield

● All day

SHS Periods 1-4

● 11:30am – 12pm

*SHS Dance Club (Mr. Voorheis Room)

● 4:30 – 6:30pm

Food Bank Distribution

● 5 – 6pm

*SHS Girls Varsity Volleyball (Away) Cuyama Valley High S...

+ Create

4 OCT, FRI

● All day

SHS Periods 5-8

● 8 – 8:30am

SHS ASVAB

● 9:30am – 12:30pm

*SHS Templeton Senior Center Presentation

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

7 OCT, MON

● All day

SHS Periods 1-4

● 11:30am – 12pm

SHS Dance Club (Mr. Voorheis Room)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

8 OCT, TUE

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

End of First Quarter Middle and High School

● All day

SHS Periods 5-8

● 8:20 – 11:30am

*SHS CAASPP (All grades)

● 4 – 6pm

*SHS Girls JV & Varsity Volleyball (Home) Shandon High S...

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

● 7 – 8pm

Board Meeting

9 OCT, WED

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

Minimum Day

● All day

SHS Periods 1-4

● 9:30am – 12:30pm

*SHS / SES Vision Screening

● 11:30am – 12pm

*ASB Meetings

● 3 – 4pm

School Site/ DELAC Meeting

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

● All day

SHS/ SMS (Aeries window for Grades Posting)

10 OCT, THU

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

SHS Periods 5-8

● 8:20 – 11:30am

*SHS CAASPP (All grades)

● 11am – 1pm

*Harvest of the month

● 11:30am – 12pm

*SHS Dance Club (Mr. Voorheis Room)

● 3:30 – 6pm

*SMS Volleyball Game Away Arroyo Grandre

● 5 – 6pm

*SHS Girls Varsity Volleyball (Away) Maricopa High School

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

11 OCT, FRI

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

SHS Periods 1-4

● 8:20 – 11:30am

*SHS CAASPP (All grades)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

12 OCT, SAT

● All day

*COLC- South Coast Region & CATA Fall Regional Meeting S

13 OCT, SUN

● All day

*COLC- South Coast Region & CATA Fall Regional Meeting S

14 OCT, MON

● All day

SHS Periods 5-8

● 11:30am – 12pm

SHS Dance Club (Mr. Voorheis Room)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

15 OCT, TUE

● All day

SHS Periods 1-4

● 3:30 – 4:30pm

*SHS Girls JV & Varsity Volleyball (Home) Shandon High S...

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

16 OCT, WED

● All day

Minimum Day

● All day

SHS Periods 5-8

● 8 – 11:30am

SHS PSAT

● 11:30am – 12pm

*S. Block Meeting

● 3:10 – 4pm

*Food Bank- Children's Farmers Market

● 4:30 – 7pm

SHS Girls Volleyball Game (Home) Shandon High School

● All day

SHS Periods 1-4



17 OCT, THU

● All day

SHS Periods 1-4

● 9:45am – 1:15pm

*Nutrition Education All TK- 5 classrooms

● 11am – 12pm

*SHS ASB Lunch Activity

● 11:30am – 12pm

*SHS Dance Club (Mr. Voorheis Room)

● 3:30 – 6pm

*SMS Volleyball Game Away Paso Robles Kennedy Club Fitne

● 5 – 6pm

*SHS Girls Varsity Volleyball (Home) Shandon High School

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

18 OCT, FRI

● All day

SHS Periods 5-8

● All day

SHS Promise Day (All Seniors)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

21 OCT, MON

● All day

*Red Ribbon Week

● All day

SHS Periods 1-4

● 8am – 12pm

*ASVAB (Sophomores)

● 11:30am – 12pm

SHS Dance Club (Mr. Voorheis Room)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

22 OCT, TUE

● All day

*Red Ribbon Week

● All day

SHS Periods 5-8

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

23 OCT, WED

● All day

*Red Ribbon Week

● All day

Minimum Day

● All day

SHS Periods 1-4

● 3:30 – 4:30pm

*SMS Volleyball Game Away Paso Robles St Rose

● 3:30 – 4pm

CSEA meeting (SHS Library)

● 5 – 9pm

County Public Works Department

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

● 6 – 7:30pm

*FFA Monthly Chapter Meeting Shandon Agriculture Depar...

24 OCT, THU

● All day

*Red Ribbon Week

● All day

SES Bus Evacuations

>

+ Create

25	OCT, FRI	● All day	*Red Ribbon Week
		● All day	SHS Periods 1-4
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

+ Create

28	OCT, MON	● All day	*SHS Campus tour SB
		● All day	SHS Periods 5-8
		● 11:30am – 12pm	SHS Dance Club (Mr. Voorheis Room)
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

29	OCT, TUE	● All day	SHS Periods 1-4
		● 3:30 – 6pm	*SMS Volleyball Game Home
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

30	OCT, WED	● All day	Minimum Day
		● All day	SHS Periods 5-8
		● 1 – 3pm	SES Fall Carnival
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

31	OCT, THU	● All day	SHS Periods 1-4
		● 11:30am – 12pm	*SHS Dance Club (Mr. Voorheis Room)
		● 1 – 3pm	SHS Fall Event
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

1	NOV, FRI	● All day	*D.E.A.R. Day
		● All day	*SES & SHS Picture Re-takes
		● All day	SHS Periods 5-8
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

4	NOV, MON	● All day	SHS Periods 1-4
		● 11:30am – 12pm	SHS Dance Club (Mr. Voorheis Room)
		● 6 – 8pm	SHS Girls Volleyball Practice Shandon High School

5	NOV, TUE	● All day	SHS/ SMS (Aeries window for Grades Posting)
		● All day	SHS Periods 5-8

5 NOV, TUE

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

SHS Periods 5-8

● 11:30am – 12pm

*SHS ASB Meetings

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

● 7 – 8pm

Board Meeting

+ Create

6 NOV, WED

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

Minimum Day

● All day

SHS Periods 1-4

● 12:50 – 1:30pm

*Class Meeting

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

● 6 – 7pm

*Shandon 4-H SES Cafeteria

● 7 – 8pm

Shandon Community Advisory Meeting

7 NOV, THU

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

SHS Periods 5-8

● 11am – 1pm

*Harvest of the Month

● 11:30am – 12pm

*SHS Dance Club (Mr. Voorheis Room)

● 4:30 – 6:30pm

Food Bank Distribution

● 4:30 – 6pm

Neighborhood Food Distribution SHS Parking Lot

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

8 NOV, FRI

● All day

SHS/ SMS (Aeries window for Grades Posting)

● All day

End of First Trimester- SES and Parkfield

● All day

SHS Periods 1-4

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

9 NOV, SAT

● 9am – 4pm

SHS Carwash

11 NOV, MON

● All day

No School- Veterans Day

● 11:30am – 12pm

SHS Dance Club (Mr. Voorheis Room)

● 6 – 8pm

SHS Girls Volleyball Practice Shandon High School

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Report to School Board of Shandon Joint Unified School District Special Education Department October 2019

Current students receiving special education services: 48 +3 served in Regional/private programs and 1 student working on a settlement.

- PK - 8th grade: 34 IEPs
- 9th - 12th grade: 12 IEPs
- 3 504 Plans for Elementary and Middle-School
- 5 504 plans for High School

Students receiving only speech therapy service: 13

Students of residence being served outside of Shandon School District: 3

Staff Credentialed special education teachers: 2

- 9th-12th grade - Open position (Substitute teacher and SLOCOE Employee)
- SDC Classroom - Jeannie Thornton
- TK-8th grade - Danya Pratt

Classified Paraeducators supporting special education: 7

- 6-12th grades: Cassandra Uzeta, Enrique Ramirez, Maria Sendejas (a.m.), Yesenia Mercado
- TK -5th grades: Jenni Valdez, Martha Soto, Sunshine Wright, Maria Sendejas (p.m.)
- Substitutes: Sheryl Easterbrook, Michelle Fielder

Service Specialists providing special education services: 5

- Adaptive PE: Jolene Martin (2 hours/month) - serves 1 student
- Occupational Therapist: Jeanette Daily (1 day/week) - serves 6 students
- Speech Pathologist: Tracy White (3 days/week) - serves 27 students
- School Psychologist: Andy Needles (4 days/week) - serves District through student assessment, individual counseling and facilitating most IEP meetings.
- Casemis Operator: Jean DeClue, Templeton USD

Prepared and Submitted by:

Danya Pratt, Special Education Coordinator

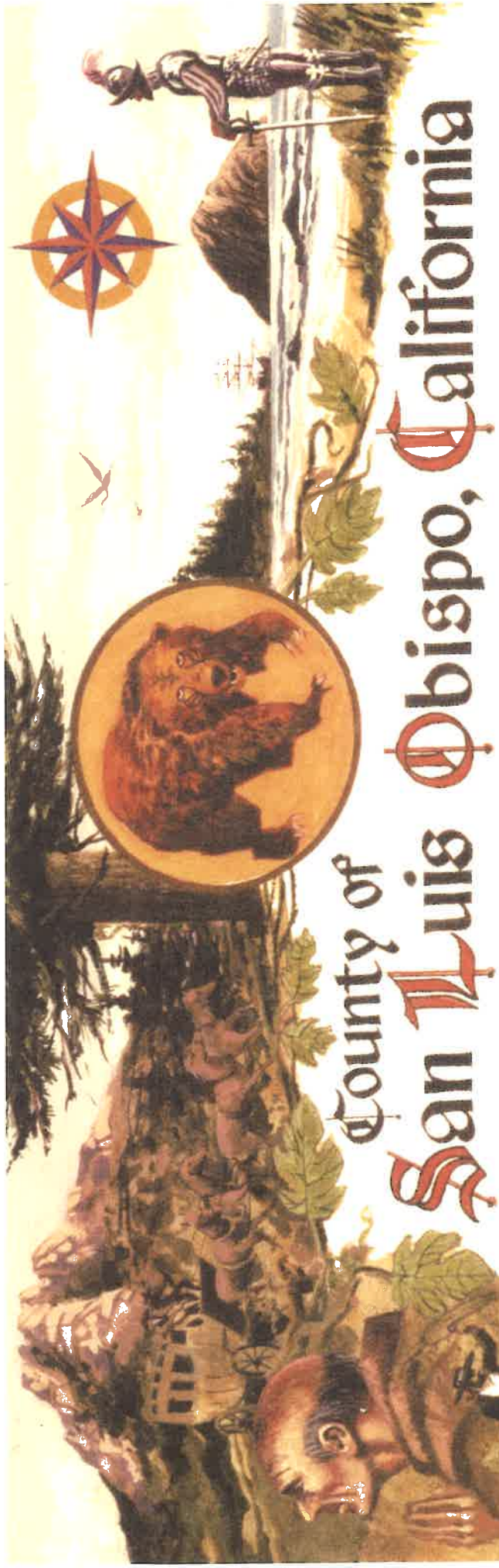
Nutrition and Food Services Report October 2019

Happy Fall! We are serving up some fan favorites this month- pozole, breakfast for lunch, chicken Caesar salad, pesto pasta, and chili and cornbread.

Our breakfast and lunch participation numbers are increasing for our middle school students with the help of doing a “second chance” breakfast during their morning break. I have enjoyed going up to the middle school and most them appreciate the second chance at eating breakfast.

Our first harvest of the month will be October 10th. The county will have personnel come out and do a taste test of Charleston Grey Melons of Robinsong farms in Templeton.

We had our first health inspection of the school year for SES and Shandon High and we received an award of excellence for our outstanding food safety and sanitation procedures for both schools!



Certificate of Recognition to Shandon School Districts

with gratitude for your Boys & Girls Club partnership and in celebration of the opening of a new club in Shandon

September 9, 2019

John Peschong
Supervisor, District One

California School Dashboard













SJUSD Board Presentation
October 2019

8.6

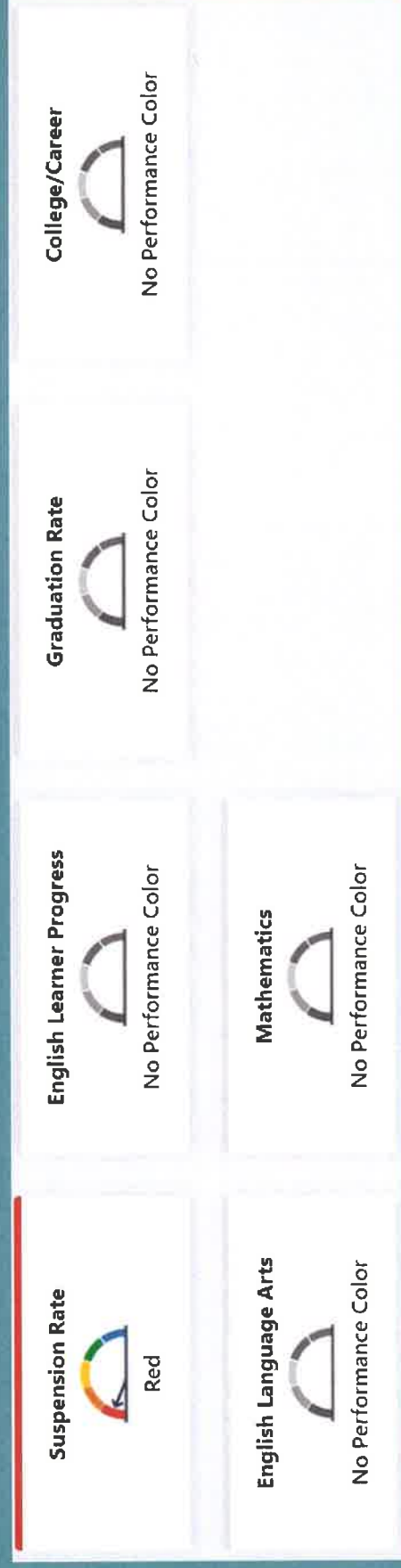
Dashboard Purpose

- The Dashboard is an online tool that shows how local educational agencies and schools are performing on the state and local indicators included in California's school accountability system.
- The Dashboard provides information that schools can use to improve.






Current SJUSD Dashboard "Scores"

Chronic Absenteeism  Yellow	Suspension Rate  Green	English Learner Progress  No Performance Color	Graduation Rate  No Performance Color
College/Career  No Performance Color	English Language Arts  Orange	Mathematics  Yellow	Basics: Teachers, Instructional Materials, Facilities 
Implementation of Academic Standards 	Parent and Family Engagement 	Local Climate Survey 	Access to a Broad Course of Study 

Current SHS Dashboard "Scores"



Current SES Dashboard "Scores"

Chronic Absenteeism	 Yellow	Suspension Rate	 Green	English Learner Progress	 No Performance Color	English Language Arts	 Orange
Mathematics	 Yellow						

Conclusion

- All Local Indicators Must be Updated Annually
Based on Local Information and Data
 - Met
 - Not Met
 - Not Met for Two Years
- Reported to the Local Governing Board at a Regularly Scheduled Meeting and to the Stakeholders and the Public



Board Report for October 2019
Parkfield & Shandon Elementary

Fall Carnival

Shandon Elementary will host our Annual Fall Carnival and Pumpkin Decorating Contest on October 30th. At 12:15pm students in grades K-5 will participate in a costume parade through town. The carnival will begin after school at 1:30 and end at 3:00. The event is being coordinated by Mrs. Wright, Ms. Ibarra, Ms. Larinto, and Mrs. Stanley.

Professional Development

Shandon and Parkfield Elementary continue to expand our multi-tiered systems of support to address the academic and behavioral needs of our students. Mrs. Lieber will be taking the lead in supporting our writing program by training staff in Write from the Beginning and scaffolding through Thinking Maps. Mrs. Solis has taken on the challenge of guiding staff to create Next Generation Science lessons and investigations and Ms. Ibarra will be participating in a series of professional development designed to increase awareness and access to assistive technology for literacy.

Please see our Wednesday collaboration calendar for a complete list of scheduled trainings.

Health Education

Shandon Elementary is partnering with the County of San Luis Obispo Health Agency to provide nutrition education to students in TK-5. Weekly nutrition lessons have been provided for each grade level. Teachers are responsible for teaching each weekly lesson and the Health Agency visits the classrooms once a month to do a cooking demonstration for the students and recipes to share with their families. In addition, on the first Thursday of each month the Health Agency will set up a food tasting booth during lunch for students to try new fruits and vegetables. These fruits and vegetables will then be incorporated into our lunch menu.

Mr. Sciocchetti and the middle school students are maintaining our school garden and helping to bring farm to table foods to the cafeteria. They are currently growing bell peppers, bush beans, potatoes, carrots, tomatoes, jalapeños, and Swiss chard. In the near future they plan to plant cabbage, snap peas, squash, and radishes. The students have taken an active interest not only in the planting of these vegetables but also with weeding the garden, making repairs to the planting beds and irrigation system, and cultivating soil.

Fundraising

The Jamba Juice Fundraiser has begun! Students began collecting preorders for Jamba Juice cards on September 26th. Jamba Juice cards will be available for student delivery on October 11th. Each card is \$12. The school earns \$6 per card and the money will be used towards the Fall Carnival and student incentives.

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

9.1

AGENDA ITEM TITLE:

Approval of the Minutes September 3, 2019

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☒ Consent ☐ Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Provided for your approval are the minutes from the September 3, 2019 Board Meeting.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Minutes
Tuesday, September 3, 2019

1.0 OPEN SESSION

Board President called the meeting to order at 6:32 PM

*Members present: Marlene Thomason, President; Robert Van Parlet; Nataly Ramirez;
Kate Twisselman, Clerk*

Members absent: Jennifer Moe

Staff Present: Kristina Benson, Superintendent; Diana Larsen

1.1 Public Comment Limited to Closed Session Items

There were no requests to address the governing Board on closed session items.

The Board adjourned to closed session at 6:33PM

Board Member Jennifer Moe arrived at 6:41PM

2.0 CLOSED SESSION

2.1 Conference with Labor Negotiators (G.C. 54957.6)- Negotiator: Kristina Benson
*Organization: STA/CTA/NEA, CSEA, and Management /Confidential Employees
Unrepresented*

**2.2 Review and Possible Action on Appointment, Employment, Discipline, Resignation and
Dismissal of District Employee(s) Pursuant to Government Code§ 54957, Public Employment**

2.3 Superintendent's Evaluation

The Board adjourned closed session at 6:52PM

3.0 RECONVENE SESSION / PLEDGE OF ALLEGIANCE TO THE FLAG

Board President Thomason reconvened the meeting to open session at 7:00PM and Board Member Van Parlet led the Pledge of Allegiance.

4.0 REPORT ON ACTION FROM CLOSED SESSION

Board President Thomason reported there was no action taken on any of the items discussed.

5.0 ADOPTION OF AGENDA

A motion passed to approve the agenda with the addition of item 10.18 Approval of Counseling Contract for Neely and Lassiter (Moe/Twisselman) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.

6.0 PUBLIC COMMENT

6.1 PUBLIC COMMENT- *there was no request for public comment.*

6.2 PUBLIC HEARING- *Regarding Sufficiency of Instructional Materials for 2019-2020*

7.0 REPORTS FROM SCHOOL RELATED GROUPS (oral)

7.1 Student Body Reports- *FFA representatives Isaac Lopez, Victoria Solis, Yaneht Uzeta, and Maria Uzeta reported that Shandon placed 3rd overall against 6 schools and there were three industrial arts projects submitted into the auction. Yaneht talked about the hog projects at the CMSF and how great of a year it was. She revealed that Christian Uzeta moved onto second round for showmanship and that Samuel Ruiz placed 4th in his market class. Maria Uzeta talked about lamb and beef projects. She noted that Christopher Ramos was a class winner and Alex Zavala placed 2nd in his class. Isaac Lopez talked about the James W Brabeck Youth Legacy Project scholarship he received. The project raised over \$300,000 dollars and he will be serving as an ambassador for the remainder of the school year.*

- 7.2 *There were no Staff Reports.*
- 7.3 *There were no Bargaining Representative Reports.*
- 7.4 *Board Report- Board Clerk, Kate Twisselman reported she has been trying to get a hold of the Leseberg family in regards of the funeral services for Linda Leseberg.*

8.0 INFORMATION/PRESENTATION ITEM

- 8.1 *SJUSD Enrollment –was provided in the Board Packet.*
- 8.2 *District Calendar of Events -was provided in the Board Packet.*
- 8.3 *Special Education Report- was provided in the Board Packet.*
- 8.4 *Cafeteria Report- was provided in the Board Packet.*
- 8.5 *Certification of Compliance-was provided in the Board Packet.*
- 8.6 *Shandon Elementary School Report- was provided in the Board Packet.*
- 8.7 *Superintendent's Report -Ms. Benson reported that the vision screening for the SJUSD students will be provided by the school nurse. Sergeant Kontly is a recruiter for the Marines and he will be coming to talk to students during lunch. Career Interest Survey, Board Members were provided with a copy of the survey but the survey will not be use anymore. Update on coaching positions, we are still in need for flag football coach. CSI update, go viral (6-12), spread kindness (K-5).*

9.0 APPROVAL OF CONSENT AGENDA

A motion passed to approve the consent agenda with the removal of 9.1 Minutes of August 6, 2019 meeting (Twisselman/Moe) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.

A motion passed to approve 9.1 Minutes of August 6, 2019 meeting (Twisselman/Parlet) (4/0/1) Moe, Parlet, Thomason, and Twisselman voted aye. Ramirez abstained due to being absent at the August 6, 2019 board meeting.

10.0 DISCUSSION/ACTION ITEM

- 10.1 *A motion passed to approve Resolution 2019-20-02 Regarding Sufficiency of Instructional Materials (Moe/Twisselman) roll call; Moe, Twisselman, Thomason, Ramirez, and Parlet voted aye.*
 - 10.2 *A motion passed to approve Resolution 2019-20-03 District Appropriations Limits (commonly called "GANN limits") (Moe/Twisselman) Roll call; Moe, Twisselman, Thomason, Ramirez, and Parlet voted aye.*
 - 10.3 *A motion passed to authorize Ms. Benson to begin negotiations to purchase the Classroom Modular Building at Las Vinas MSHS starting at \$16,000 (Twisselman/Moe) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*
 - 10.4 *A motion passed to table the Facility Use Agreement between American Red Cross and SJUSD (Parlet/Twisselman) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*
 - 10.5 *A motion passed to approve the 2018-19 Unaudited Actuals Financial Report for Prior Year (Moe/Parlet) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*
- Board member Parlet stepped outside to take a phone call at 8:42PM and returned to the meeting at 8:43PM.*
- 10.6 *A motion passed to approve the Declaration of Need for Fully Qualified Educators (Moe/Parlet) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*
 - 10.7 *A motion passed to approve the Interdistrict Transfer Student 2019-20-05 for one year (Twisselman/Moe) (5/0) Moe, Parlet, Ramirez, Thomason, Twisselman voted aye.*
 - 10.8 *A motion passed to approve the ALICE Training for the SJUSD staff (Twisselman/Ramirez) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*
 - 10.9-10.17 *A motion passed to approve BP 3510 Green School Operations, BP 3511 Energy and Water Management, BP 3540 Transportation, BP 4119.22/4219.22/4319.22 Dress and Grooming (Personnel), BP 5131.2 Bullying, BP 5132 Dress and Grooming (Students), BP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction, BP 6142.6 Visual and Performing Arts Education, BP 6146.1 High School Graduation Requirements with notes (Twisselman/Moe) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*

- 10.18 *A motion passed to approve the counseling contract for Neely and Lassiter for \$37,570 each (Moe/Twisselman) (5/0) Moe, Parlet, Ramirez, Thomason, and Twisselman voted aye.*

11.0 FUTURE AGENDA ITEM REQUESTS

- *Facility use agreement between American Red Cross and SJUSD*

12.0 ANNOUNCEMENTS

The next regular meeting of the Board of Trustees is scheduled for October 8, 2019 at
Shandon High School Library, Closed Session at 6:30 PM, Open/Regular Session at 7:00 PM

13.0 ADJOURMENT

Board President Thomason adjourned the meeting at 9:22PM

Marlene Thomason, President of the Board

Or

Kristina Benson, Superintendent and Secretary to the
Board of Trustees

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

9.2

AGENDA ITEM TITLE:

Approval of Warrants and Payroll for September 2019

PREPARED BY:

Sadie Howard

AGENDA SECTION:

☐ Reports ☒ Consent ☐ Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:Warrant Approvals:

Below is the warrant approval listing for the Board's approval. The single grand total provided in the report is broken into individual fund subtotals below:

Batch #09-12

General Fund (01)	\$ 131,908.85
Food Service/Cafeteria Fund (13)	\$11,039.07
Bond Fund (21)	\$0.00

TOTAL WARRANT APPROVALS

\$142,947.92

Payroll Warrant Approval:

Payroll warrants are issued to district employees on the tenth and last day of each month. The total shown below includes the actual end-of-month and/or mid-month payroll for the current month.

Sept. 10 th	\$37,273.05
Sept. 30 th	\$214,263.31

TOTAL

\$251,253.36

RECOMMENDED ACTION:

Approve Accounts Payable and Payroll warrants

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AIRGAS USA LLC	INV#9092918757,S		306.55	09/17/2019
AIRGAS USA LLC	INV#9092257817,S		32.07	09/02/2019
AMERIPRIDE UNIFORM SERVICES	INV#1502472660,T	2019/2020 CUSTODIAL TOWELS	175.77	09/20/2019
AMERIPRIDE UNIFORM SERVICES	INV#1502463216,T	2019/2020 CUSTODIAL TOWELS	175.77	09/20/2019
ARBOGAST, ED	WOOD CHIPPER		2,700.00	09/02/2019
AT&T	BAN#9391001883,P	2019/2020 PHONE BILL	269.11	09/20/2019
AT&T	ACC#9391001883,P	2019/2020 PHONE BILL	234.25	09/02/2019
BIG BRAND TIRE AND SERVICE	INV#11530232,S-1		156.06	09/20/2019
BIG BRAND TIRE AND SERVICE	INV#11511213,201		73.93	09/02/2019
BIG BRAND TIRE AND SERVICE	INV#11512188,201		98.44	09/03/2019
BLAKE'S INC	INV#1304167,MOT		9.69	09/06/2019
BREZDEN PEST CONTROL	INV#333094,ELEM	2019/2020 PEST CONTROL	430.00	09/02/2019
CDW-GOVERNMENT	INV#TQB6547,CARM	CAMERA INSTALL	4,106.63	09/02/2019
CENTURY LINK	INV#5PKGCRJV1,PH	2019/2020 PHONE BILL	218.27	09/03/2019
COAST PIPE	INV#59965,FFA CO		308.99	09/17/2019
COAST VALLEY PREP LEAGUE	SHANDON,MS.LEAGU		200.00	09/02/2019
CRYSTAL SPRINGS WATER	CLOSE PO	2019/2020 DRINKING WATER	0.00	09/17/2019
CURRICULUM ASSOCIATES INC	INV#90609315,SPE	SPEC ED CURRICULUM	287.92	09/06/2019
DAVIS, MICHAEL LEE	INV#510,BUS#5,45	2019/2020 BUS REPAIRS	100.00	09/20/2019
DAVIS, MICHAEL LEE	INV#511,BUS#2,LA	2019/2020 BUS REPAIRS	75.00	09/20/2019
DAVIS, MICHAEL LEE	INV#508,BUS#2,45	2019/2020 BUS REPAIRS	100.00	09/20/2019
DAVIS, MICHAEL LEE	INV#507,BUS#145	2019/2020 BUS REPAIRS	150.00	09/20/2019
DAVIS, MICHAEL LEE	INV#511,BUS#2,8-		483.84	09/20/2019
DAVIS, MICHAEL LEE	INV#509,BUS#7,45	2019/2020 BUS REPAIRS	100.00	09/20/2019
DEMCO INC.	INV#6667537,LAMI	LIBRARY LAMINATE	164.56	09/06/2019
EASTERBROOK, SHERYL	REIMB.SUB MILEAG		29.00	09/02/2019
ESGI	INV#23779,19/20	12 MONTH LICENSE	525.00	09/02/2019
ESSER, LORI	REIMB.CLASSROOM		103.91	09/03/2019
FLUID SCREEN PRINT	INV#2678,MOT/BUS		273.49	09/17/2019
FOUNDATION FOR CALIFORNIA	INV#1021957,COLL		363.75	09/02/2019
FRONTIER COMMUNICATIONS	ACC#805463233105	2019/2020 PRKFLD PHONE BILL	124.96	09/20/2019
FRONTIER COMMUNICATIONS	ACC#805463233105	2019/2020 PRKFLD PHONE BILL	124.96	09/02/2019
GAVILANES, GABRIELA	MILAGE 8/26/19,T		96.28	09/02/2019
HARRIS, PATRICIA	REIMB.CLASSROOM		150.00	09/06/2019
HEINEMANN	INV#10150558,4TH	READING GRADE 4	6,838.80	09/17/2019
HEINEMANN	INV#7110996,KIND	KINDER READING SUPPLIES	116.79	09/06/2019
HEINEMANN	IVN#7112321,K-8		350.37	09/06/2019
HOWARD, SADIE	MILEAGE,9/6/19,S		60.32	09/06/2019
J.B.DEWAR INC.	INV#76099,	2019/2020 TRANSP. FUEL AND GAS	329.52	09/17/2019
J.B.DEWAR INC.	INV#76098,	2019/2020 TRANSP. FUEL AND GAS	230.94	09/06/2019
J.B.DEWAR INC.	INV#83213,	2019/2020 TRANSP. FUEL AND GAS	390.64	09/02/2019
LAKESHORE	INV#5302020819,E	ESSER CLASSROOM SUPPLIES	46.09	09/02/2019
LASSITER, TERESA	INV#0000001,AUG.	2019/20 COUNSELING SER.	1,397.50	09/02/2019
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,MAINT.S		397.07	09/03/2019
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,SUPER H		53.20	09/03/2019
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,BUS RAD		37.87	09/03/2019
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,FFA SUP		468.54	09/03/2019
MILLER, SUZANNE	REIMB.CLASSROOM		112.09	09/03/2019

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
NAPA AUTO PARTS	INV#941863,2.5 D		21.53	09/20/2019
NAPA AUTO PARTS	CREDIT,939497,BA		19.40	09/06/2019
NAPA AUTO PARTS	INV#938991,BATTE		200.33	09/06/2019
NASCO	INV#536501,PE SU	PE SUPPLIES	221.96	09/17/2019
NEEDLES, ANDY	REIMB.TB TEST		20.00	09/02/2019
NEELY, JEANNE	INV#0000001,AUG.	2019/20 COUNSELING SERV.	1,397.50	09/02/2019
NEW ENGLAND SECURITY LOCK CO.	INV#8001208,LOCK	H.S.LOCKS	555.84	09/17/2019
OFFICE DEPOT	INV#367502622001	A.SCIOCCHETTI CLASSROOM	29.56	09/06/2019
OFFICE DEPOT	INV#367505146001	A.SCIOCCHETTI CLASSROOM	23.09	09/06/2019
OFFICE DEPOT	ACC#372248217001	2019/2020 PAPER	176.91	09/17/2019
OFFICE DEPOT	INV#376220072001	2019/2020 HIGH SCHOOL SUPPLIES	60.09	09/17/2019
OFFICE DEPOT	INV#372264055001		64.81	09/17/2019
OFFICE DEPOT	INV#372263812001		107.24	09/17/2019
OFFICE DEPOT	INV#366938897001	2019/2020 PAPER	353.82	09/06/2019
OFFICE DEPOT	INV#367505147001	A.SCIOCCHETTI CLASSROOM	95.62	09/06/2019
OFFICE DEPOT	INV#36153597001,	2019/2020 HIGH SCHOOL SUPPLIES	98.32	09/02/2019
OFFICE DEPOT	INV#364531707001	2019/2020 HIGH SCHOOL SUPPLIES	22.70	09/02/2019
OFFICE DEPOT	INV#359486274001	2019/2020 HIGH SCHOOL SUPPLIES	102.89	09/02/2019
OFFICE DEPOT	INV#363437929001	2019/2020 HIGH SCHOOL SUPPLIES	73.21	09/02/2019
OFFICE DEPOT	INV#366900388001	2019/2020 HIGH SCHOOL SUPPLIES	80.58	09/02/2019
OFFICE DEPOT	INV#365822860001	2019/2020 HIGH SCHOOL SUPPLIES	155.68	09/02/2019
OFFICE DEPOT	INV#359336472001	J.IBARRA CLASSROOM	70.62	09/02/2019
OFFICE DEPOT	INV#359361394001	J.IBARRA CLASSROOM	8.42	09/02/2019
OFFICE DEPOT	INV#359361390001	J.IBARRA CLASSROOM	0.89	09/02/2019
OFFICE DEPOT	INV#364534020001		47.26	09/02/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#6978927856-6	2019/2020 PG&E	102.33	09/06/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3	2019/2020 PG&E	393.25	09/06/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2019/2020 PG&E	9,411.63	09/17/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2019/2020 PG&E	189.36	09/17/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7	2019/2020 PG&E	241.08	09/02/2019
PACIFIC GAS & ELECTRIC COMPANY	ACC#0028511953-3	2019/2020 PG&E	11.94	09/02/2019
PACIFIC GAS & ELECTRIC COMPANY	INV#3644187859-6	2019/2020 PG&E	197.10	09/02/2019
PASO ROBLES SAFE & LOCK	INV#150226,KEYS		105.86	09/06/2019
PROCARE JANITORIAL SUPPLY INC.	INV#129085,CUSTO		301.51	09/06/2019
PROCARE JANITORIAL SUPPLY INC.	INV#129085-1, CU		103.17	09/06/2019
PROCARE JANITORIAL SUPPLY INC.	INV#129513,CUSTO		793.54	09/20/2019
PROCARE JANITORIAL SUPPLY INC.	INV#128866,CUSTO		80.65	09/02/2019
PROCARE JANITORIAL SUPPLY INC.	INV#128838,CUSTO		684.72	09/02/2019
PROCARE JANITORIAL SUPPLY INC.	INV#128731,CUSTO		297.40	09/02/2019
RANCH WIFI	INV#51525,SEPT.2	2019/2020 PRKFLD INTERNET	140.00	09/20/2019
READY REFRESH	INV#09H090002448	DRINKING WATER	174.66	09/17/2019
READY REFRESH	INV#09H090005198	DRINKING WATER	99.45	09/17/2019
SAN LUIS OBISPO COUNTY OFFICE	SEPT.30,19 EMPLO		418.00	09/17/2019
SAN LUIS OBISPO COUNTY OFFICE	INV#200189,FINGE		320.00	09/20/2019
SAN LUIS OBISPO COUNTY OFFICE	CLOSE		0.00	09/17/2019
SAN LUIS OBISPO SELPA	J.IBARRA,ASSISTI		19.00	09/17/2019
SAN MIGUEL GRABAGE	ACC#318244,SEPT.	2019/2020 GARBAGE FEES	1,044.50	09/17/2019
SCHOLASTIC INC	INV#M6831124,CHO		991.71	09/02/2019

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
SCHOOL FACILITY CONSULTANTS	INV#13914,JULY 2	MODERNIZATION AND HARDSHIP MON	262.50	09/03/2019
SELF INSURED SCHOOLS OF CA.	ID#68833,SHANDON		57,694.60	09/06/2019
SENDEJAS, MARIA	MILEAGE,CIT TRAI		60.32	09/17/2019
SHANDON HIGH SCHOOL A.S.B.	REIMB.ASB FOR FF		37.50	09/02/2019
SHMOOP	INV#3109CA4R,201	2019/2020 SHMOOP	2,050.00	09/17/2019
SOLIS, MAYRA	MILEAGE,NGSS 7/3		283.04	09/02/2019
SOLIS, MAYRA	CLASSROOM SUPPLI		146.73	09/02/2019
SPURR	INV#102234,	2019/2020 NATURAL GAS	202.11	09/17/2019
STANLEY, SHELBI	CLASSROM, TEACHE		19.00	09/17/2019
STANLEY, SHELBI	REIMB.CLASSROOM		110.28	09/02/2019
THE ATP GROUP INC	INV#760313,WELDI		746.57	09/02/2019
THINKING MAPS INC.	INV#0056561,WRIT	WRITING SUPPLIES	426.33	09/02/2019
THINKING MAPS INC.	INV#0056562,K-8	K-8 WRITING SUPPLIES	1,705.28	09/02/2019
TRAILER BARN	INV#95829,BIGTEX		13,200.00	09/17/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,TONER		101.32	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,MOT SUPPL		130.87	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,HS.SUPPLI		424.80	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,ASB		121.07	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,ELEM ASB		289.92	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,LAMINTE F		212.29	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,CUSTOD.SU		11.90	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,TOOLS		37.34	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,ACSA REG		733.00	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	VALENCIA,SUPERS		47.39	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	VALENCIA,TB TEST		20.00	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,HOWARD TB		40.00	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,PROF.DEV.		172.88	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,HS VOLLEY		196.38	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,MS.VBALL/		353.51	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	RENDON,MAGNC.SIG		212.36	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,IT SUPPLI		18.85	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,ENGLISH B		291.36	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	FULLER,CLSRM SUP		582.77	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	BENSON,AG HORTIC		78.59	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	MORTON,CLASSROOM		892.27	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	MORTON,CALIF.FFA		2,148.60	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	FULLER,FFA RETRE		1,554.03	09/02/2019
U.S. BANK EQUIPMENT FINANCE	INV#393387584,CO	2019/2020 COPIER FEES	1,710.61	09/06/2019
VALLEY CHRISTIAN ACADEMY	9/14/19,V.BALL T		300.00	09/17/2019
VELASCO, MILAGRO	MILEAGE,CPR 8/24		52.20	09/02/2019
VERIZON - 508105832-00001	ACC#508105832-00	2019/2020 PRKFLD HOT SPOT	38.01	09/17/2019
WASTE MANAGEMENT	INV#932844905277	2019/2020 PRKFLD TRASH	42.17	09/06/2019
WESTERN JANITOR SUPPLY INC	INV#166662,CUSTO		6.36	09/20/2019
WESTERN JANITOR SUPPLY INC	INV#166487,CUSTO		161.56	09/17/2019
WESTERN JANITOR SUPPLY INC	INV#166402,O3 WA		230.59	09/06/2019
WESTERN JANITOR SUPPLY INC	INV#166403,DRINK		83.32	09/06/2019

TOTAL FUND 01

131,908.85

VENDOR NAME	FUND : 13 DESCRIPTION	CAFETERIA FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AMERIPRIDE UNIFORM SERVICES	INV#1502472660,C	2019/2020 CUSTODIAL TOWELS	20.00	09/20/2019
AMERIPRIDE UNIFORM SERVICES	INV#1502463216,C	2019/2020 CUSTODIAL TOWELS	20.00	09/20/2019
CALIFORNIA DEPT.OF EDUCATION	INV#20 SF-32946,		219.45	09/17/2019
CRYSTAL CREAMERY	INV#621260906,CA	2019/2020 CAFE FOOD	213.45	09/20/2019
CRYSTAL CREAMERY	INV#621225906,CA	2019/2020 CAFE FOOD	432.59	09/02/2019
CRYSTAL CREAMERY	INV#621232907,CA	2019/2020 CAFE FOOD	320.17	09/02/2019
CRYSTAL CREAMERY	INV#621239906,CA	2019/2020 CAFE FOOD	411.86	09/02/2019
CRYSTAL CREAMERY	INV#621253906,CA	2019/2020 CAFE FOOD	413.99	09/17/2019
CRYSTAL CREAMERY	INV#621246905,CA	2019/2020 CAFE FOOD	413.99	09/06/2019
EDNA'S BAKERY	INV#1011760,CAFE	2019/2020 CAFE FOOD	60.60	09/02/2019
EDNA'S BAKERY	INV31009501,CAFE	2019/2020 CAFE FOOD	195.25	09/02/2019
EDNA'S BAKERY	INV#1010964,CAFE	2019/2020 CAFE FOOD	108.15	09/02/2019
EDNA'S BAKERY	INV#1018308,CAFE	2019/2020 CAFE FOOD	104.95	09/17/2019
EDNA'S BAKERY	INV#1016094,CAFE	2019/2020 CAFE FOOD	84.60	09/17/2019
EDNA'S BAKERY	INV#1013941,CAFE	2019/2020 CAFE FOOD	121.60	09/06/2019
GOLD STAR FOODS INC.	INV#2796557,CAFE	2019/2020 CAFE FOOD	232.92	09/02/2019
GOLD STAR FOODS INC.	INV#2809047,CAFE	2019/2020 CAFE FOOD	238.31	09/02/2019
GOLD STAR FOODS INC.	INV#2790668,CAFE	2019/2020 CAFE FOOD	1,161.37	09/02/2019
GOLD STAR FOODS INC.	INV#2790964,CAFE	2019/2020 CAFE FOOD	647.48	09/02/2019
GOLD STAR FOODS INC.	INV#2796625, CAF	2019/2020 CAFE FOOD	147.61	09/02/2019
GOLD STAR FOODS INC.	INV#2819768,CAFE	2019/2020 CAFE FOOD	138.66	09/02/2019
GOLD STAR FOODS INC.	INB#2827406,CAFE	2019/2020 CAFE FOOD	183.94	09/17/2019
GOLD STAR FOODS INC.	INV#2819769,CAFE	2019/2020 CAFE FOOD	1,155.56	09/17/2019
GOLD STAR FOODS INC.	INV#2838462,CAFE	2019/2020 CAFE FOOD	30.28	09/17/2019
GOLD STAR FOODS INC.	INV#2825617,CAFE	2019/2020 CAFE FOOD	24.56	09/17/2019
GOLD STAR FOODS INC.	INV32796938,CAFE	2019/2020 CAFE FOOD	414.12	09/06/2019
GOLD STAR FOODS INC.	INV#2796945,CAFE	2019/2020 CAFE FOOD	469.31	09/06/2019
GOLD STAR FOODS INC.	INV#2825613,CAFE	2019/2020 CAFE FOOD	26.38	09/06/2019
GOLD STAR FOODS INC.	INV#2809049,CAFE	2019/2020 CAFE FOOD	452.42	09/06/2019
P & R PAPER SUPPLY COMPANY	INV#10733960,CAF	CAFE PAPER SUPPLIES	53.54	09/17/2019
P & R PAPER SUPPLY COMPANY	INV#10733959,CAF	CAFE PAPER SUPPLIES	558.26	09/17/2019
THE BERRY MAN INC.	INV#10586105, CA	2019/2020 CAFE FOOD	207.65	09/06/2019
THE BERRY MAN INC.	INV#10588584,CAF	2019/2020 CAFE FOOD	196.80	09/17/2019
THE BERRY MAN INC.	INV#10591090,CAF	2019/2020 CAFE FOOD	317.50	09/17/2019
THE BERRY MAN INC.	INV#10581334,CAF	2019/2020 CAFE FOOD	191.70	09/02/2019
THE BERRY MAN INC.	INV#10583715,CAF	2019/2020 CAFE FOOD	119.70	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	WESCH.CAFE SUPPL		581.15	09/02/2019
U.S. BANK CORPORATE PMT SYSTEM	WESCH.CAFE FOOD		349.20	09/02/2019
TOTAL FUND 13			11,039.07	
TOTAL DISTRICT			142,947.92	

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

9.3

AGENDA ITEM TITLE:

Approval of the Budget Report

PREPARED BY:

Sadie Howard

AGENDA SECTION:

☐ Reports ☒ Consent ☐ Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Attached is the Budget Report through June 30, 2020 for approval.

RECOMMENDED ACTION:

Approve the Budget Report.

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
REVENUE LIMIT SOURCES :							
8011	REV LIMIT STATE AID-CURR YEAR	1,683,797.00		1,683,797.00	817,854.00	865,943.00	48.57
8012	Rev Limit State Aid EPA	57,762.00		57,762.00	15,126.00	42,636.00	26.18
8021	HOME OWNERS EXEMPTION	11,748.00		11,748.00	.00	11,748.00	0.00
8041	SECURED TAX ROLLS	1,870,835.00		1,870,835.00	.00	1,870,835.00	0.00
8042	UNSECURED ROLL TAXES	49,463.00		49,463.00	54,984.46	5,521.46	111.16
8043	PRIOR YEARS TAXES	4,670.00		4,670.00	997.74	3,672.26	21.36
8044	SUPPLEMENTAL TAXES	61,792.00		61,792.00	6,168.73	55,623.27	9.98
8045	EDUC REV AUGMENTATION FUND	161,357.00		161,357.00	.00	161,357.00	0.00
8097	PROPERTY TAXES TRANSFERS	101,467.00		101,467.00	.00	101,467.00	0.00
TOTAL REVENUE LIMIT SOURCES :		4,002,891.00	.00	4,002,891.00	895,130.93	3,107,760.07	22.36
FEDERAL REVENUES :							
8181	SP ED ENTITLEMENT PER UDC	50,556.00		50,556.00	.00	50,556.00	0.00
8182	SPEC ED-DISCRETIONARY GRANTS	611.00		611.00	375.00	236.00	61.37
8290	ALL OTHER FEDERAL REVENUES	213,287.00	332.00	213,619.00	48,217.00	165,402.00	22.57
TOTAL FEDERAL REVENUES :		264,454.00	332.00	264,786.00	48,592.00	216,194.00	18.35
OTHER STATE REVENUES :							
8550	MANDATED COST REIMBURSEMENT	11,614.00		11,614.00	.00	11,614.00	0.00
8560	STATE LOTTERY REVENUE	59,915.00		59,915.00	.00	59,915.00	0.00
8590	ALL OTHER STATE REVENUES	146,156.00		146,156.00	14,840.00	131,316.00	10.15
TOTAL OTHER STATE REVENUES :		217,685.00	.00	217,685.00	14,840.00	202,845.00	6.81
OTHER LOCAL REVENUES :							
8650	LEASES & RENTALS	22,500.00		22,500.00	4,575.00	17,925.00	20.33
8660	INTEREST	15,000.00		15,000.00	.00	15,000.00	0.00
8677	INTERAGENCY SERV BETWN LEA'S	16,963.00		16,963.00	.00	16,963.00	0.00
8698	STALE-DATED WTS/PRIOR YR WTS	.00		.00	1,275.30	1,275.30	NO BDGT
8699	ALL OTHER LOCAL REVENUES	35,936.00		35,936.00	3,604.67	32,331.33	10.03
8792	TF OF APPORT FROM COE	174,529.00		174,529.00	45,843.00	128,686.00	26.26
TOTAL OTHER LOCAL REVENUES :		264,928.00	.00	264,928.00	55,297.97	209,630.03	20.87
* TOTAL YEAR TO DATE REVENUES		4,749,958.00 *	332.00 *	4,750,290.00 *	1,013,860.90 *	3,736,429.10 *	21.34

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
CERTIFICATED SALARIES :							
1100	CERTIFICATED TEACHER	1,317,242.00	9,990.00	1,327,232.00	244,617.65	1,082,614.35	18.43
1130	CERTIFICATED TEACHER HOURLY	.00		.00	409.81	409.81	NO BDGT
1150	CERTIFICATED TCHER EXTRA DUTY	21,796.00		21,796.00	3,481.25	18,314.75	15.97
1160	CERTIFICATED TEACHER SUBSTITUT	43,000.00		43,000.00	1,120.00	41,880.00	2.60
1190	CERTIFICATED TEACHER OTH ASSIG	45,448.00		45,448.00	7,111.32	38,336.68	15.64
1200	CERT PUPIL SUPPORT SALARY	161,519.00	6,646.00	168,165.00	32,376.40	135,788.60	19.25
1300	CERTIFICATED SUPERV & ADM SAL	37,950.00	2,530.00	40,480.00	10,415.25	30,064.75	25.72
1340	SCHOOL ADMINISTRATORS	188,716.00		188,716.00	51,265.76	137,450.24	27.16
TOTAL CERTIFICATED SALARIES :		1,815,671.00	19,166.00	1,834,837.00	350,797.44	1,484,039.56	19.11
CLASSIFIED SALARIES :							
2100	INSTRUCTIONAL AIDE SALARIES	183,538.00		183,538.00	30,663.97	152,874.03	16.70
2130	INSTRUCTIONAL AIDE HOURLY	890.00		890.00	.00	890.00	0.00
2160	INSTRUCTIONAL AIDE SUBSTITUTE	13,000.00		13,000.00	143.00	12,857.00	1.10
2190	INSTRUCTIONAL AIDE STUDENTS	28,276.00		28,276.00	796.80	27,479.20	2.81
2200	CLASSIFIED SUPPORT SALARIES	297,947.00		297,947.00	64,737.11	233,209.89	21.72
2250	CLASSIFIED SUPPORT EXTRA DUTY	3,000.00		3,000.00	141.99	2,858.01	4.73
2260	CLASSIFIED SUPPORT SUBSTITUTE	3,000.00		3,000.00	.00	3,000.00	0.00
2270	CLASSIFIED SUPPORT OVERTIME	8,500.00		8,500.00	36.33	8,463.67	0.42
2400	CLERICAL/TECHNICAL/OFFICE SAL	193,674.00		193,674.00	38,473.93	155,200.07	19.86
2450	CLERICAL AND OFFICE EXTRA DUTY	4,000.00		4,000.00	.00	4,000.00	0.00
2460	CLERICAL & OFFICE SUBSTITUTE	3,000.00		3,000.00	.00	3,000.00	0.00
2470	CLERICAL & OFFICE OVERTIME	4,500.00		4,500.00	.00	4,500.00	0.00
2900	OTHER CLASSIFIED SALARIES	20,673.00		20,673.00	2,064.03	18,608.97	9.98
TOTAL CLASSIFIED SALARIES :		763,998.00	.00	763,998.00	137,057.16	626,940.84	17.93
EMPLOYEE BENEFITS :							
3101	STRS CERTIFICATED	433,004.00	3,799.00-	429,205.00	56,069.42	373,135.58	13.06
3201	PERS CERTIFICATED	10,427.00		10,427.00	1,893.38	8,533.62	18.15
3202	PERS CLASSIFIED	150,877.00		150,877.00	26,392.87	124,484.13	17.49
3301	SOCIAL SECURITY CERTIFICATED	3,035.00		3,035.00	573.95	2,461.05	18.91
3302	SOCIAL SECURITY CLASSIFIED	47,379.00		47,379.00	8,183.93	39,195.07	17.27
3311	MEDICARE - CERTIFICATED	27,116.00	330.00-	26,786.00	4,935.75	21,850.25	18.42
3312	MEDICARE - CLASSIFIED	11,085.00		11,085.00	1,913.97	9,171.03	17.26
3401	HEALTH & WELFARE CERTIFICATED	275,815.00	4,809.00-	271,006.00	24,561.70	246,444.30	9.06
3402	HEALTH & WELFARE CLASSIFIED	137,067.00		137,067.00	13,003.71	124,063.29	9.48
3420	HEALTH & WELFARE BOARD	8,835.00		8,835.00	.00	8,835.00	0.00
3501	UNEMPLOYMENT - CERTIFICATED	936.00	11.00-	925.00	280.98	644.02	30.37
3502	UNEMPLOYMENT - CLASSIFIED	376.00		376.00	65.96	310.04	17.54
3601	WORKERS COMP - CERTIFICATED	43,197.00	526.00-	42,671.00	7,758.21	34,912.79	18.18
3602	WORKERS COMP - CLASSIFIED	17,134.00		17,134.00	3,009.59	14,124.41	17.56
TOTAL EMPLOYEE BENEFITS :		1,166,283.00	9,475.00-	1,156,808.00	148,643.42	1,008,164.58	12.84

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
BOOKS AND SUPPLIES :							
4100	APPRVD TEXTBKS/CORE CURRICULA	74,909.00	291.00-	74,618.00	24,987.81	49,630.19	33.48
4200	BOOKS AND REFERENCE MATERIALS	225.00	291.00	516.00	1,037.93	521.93-	201.14
4300	MATERIALS AND SUPPLIES	82,384.00	1,147.00	83,531.00	31,346.42	52,184.58	37.52
4310	FUEL GAS	36,750.00		36,750.00	2,886.28	33,863.72	7.85
4318	COPIER USAGE	30,000.00		30,000.00	5,131.83	24,868.17	17.10
4319	TIRES AND TUBES	4,000.00		4,000.00	156.06	3,843.94	3.90
4320	GREASE & OIL	1,000.00		1,000.00	172.37	827.63	17.23
4321	CUSTODIAL SUPPLIES	12,000.00		12,000.00	4,733.11	7,266.89	39.44
4325	TOOLS	500.00		500.00	232.14	267.86	46.42
4328	TESTING MATERIALS	700.00		700.00	.00	700.00	0.00
4339	REPAIR PARTS	10,550.00		10,550.00	748.23	9,801.77	7.09
4355	SOFTWARE	70.00		70.00	363.75	293.75-	519.64
4375	FOOD FOR IN-HOUSE INSERVICE	.00		.00	261.90	261.90-	NO BDGT
4380	PAPER	4,479.00		4,479.00	707.64	3,771.36	15.79
4398	FUEL TAX	500.00		500.00	67.28	432.72	13.45
4400	NON-CAPITALIZED EQUIPMENT	10,000.00	29,631.00	39,631.00	32,085.38	7,545.62	80.96
4700	FOOD	1,800.00		1,800.00	.00	1,800.00	0.00
TOTAL BOOKS AND SUPPLIES :		269,867.00	30,778.00	300,645.00	104,918.13	195,726.87	34.89
SERVICES, OTHER OPER. EXPENSE:							
5110	Subagmt SPED outside agency	90,978.00		90,978.00	.00	90,978.00	0.00
5200	TRAVEL & CONFERENCE	53,315.00		53,315.00	9,011.69	44,303.31	16.90
5230	MILEAGE	9,027.00		9,027.00	292.44	8,734.56	3.23
5300	DUES & MEMBERSHIPS	10,180.00	300.00	10,480.00	8,292.00	2,188.00	79.12
5400	INSURANCE	35,625.00		35,625.00	40,753.30	5,128.30-	114.39
5510	WATER	5,000.00		5,000.00	580.30	4,419.70	11.60
5520	GAS	6,800.00		6,800.00	699.17	6,100.83	10.28
5530	ELECTRICITY	75,000.00		75,000.00	23,308.11	51,691.89	31.07
5550	DISPOSAL/GARBAGE REMOVAL	12,040.00		12,040.00	3,453.39	8,586.61	28.68
5600	RENTALS,LEASES,REPAIRS,IMPROVM	10,000.00		10,000.00	.00	10,000.00	0.00
5640	REPAIRS/MAINT OF EQUIPMENT	15,600.00		15,600.00	4,485.00	11,115.00	28.75
5650	REPAIRS/MAIN - VEHICLES	500.00		500.00	572.60	72.60-	114.52
5800	PROFES'L/CONSULTG SVCS/OP EXP	132,791.00	78,125.00	210,916.00	31,255.45	179,660.55	14.81
5810	SERVICES PROVIDED BY SLOCOE	144,435.00		144,435.00	5,324.67-	149,759.67	0.00
5822	MAINTENANCE AGREEMENTS	7,000.00		7,000.00	.00	7,000.00	0.00
5830	HAZARDOUS WASTE DISPOSAL	1,000.00		1,000.00	.00	1,000.00	0.00
5840	PHYSICAL EXAMS-FINGERPRINTING	1,150.00		1,150.00	640.00	510.00	55.65
5841	PHYSICAL EXAMS-IMMUNIZATION	500.00		500.00	.00	500.00	0.00
5845	RANDOM DRUG/ALCOHOL TESTING	400.00		400.00	.00	400.00	0.00
5855	OUTSIDE PRINTING	1,200.00		1,200.00	1,236.24	36.24-	103.02
5865	IN LIEU OF TRANSPORTATION	18,148.00		18,148.00	.00	18,148.00	0.00
5872	LEGAL FEES	22,675.00		22,675.00	4,131.36	18,543.64	18.21
5874	AUDIT FEES	6,165.00		6,165.00	.00	6,165.00	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
SERVICES, OTHER OPER. EXPENSE:							
5890	OTHER SERVICES	2,500.00		2,500.00	.00	2,500.00	0.00
5894	LICENSES AND PERMITS	1,471.00		1,471.00	1,481.00	10.00-	100.67
5899	CATEGORICAL HOLDING ACCOUNT	86,030.00	71,830.00-	14,200.00	.00	14,200.00	0.00
5922	COMMUNICATION - TELEPHONE SVCS	9,810.00		9,810.00	2,294.98	7,515.02	23.39
5930	COMMUNICATION - POSTAGE/METER	3,400.00		3,400.00	825.00	2,575.00	24.26
TOTAL SERVICES, OTHER OPER. EXPENSE:		762,740.00	6,595.00	769,335.00	127,987.36	641,347.64	16.63
CAPITAL OUTLAY :							
6400	EQUIPMENT	10,000.00		10,000.00	.00	10,000.00	0.00
TOTAL CAPITAL OUTLAY :		10,000.00	.00	10,000.00	.00	10,000.00	0.00
OTHER OUTGOING :							
7141	OTH TUIT,EXC CST PMT TO DIST	74,498.00		74,498.00	9,992.01-	84,490.01	0.00
7142	OTH TUIT,EXC CST PMT TO COE	104,850.00		104,850.00	1,078.08-	105,928.08	0.00
TOTAL OTHER OUTGOING :		179,348.00	.00	179,348.00	11,070.09-	190,418.09	0.00
DIRECT SUPPORT/INDIRECT COSTS:							
TOTAL DIRECT SUPPORT/INDIRECT COSTS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES * *		4,967,907.00 *	47,064.00 *	5,014,971.00 *	858,333.42 *	4,156,637.58 *	17.11
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - OUT :							
7616	INT-FD TF FR GENERAL TO CAFE	31,243.00-		31,243.00-	.00	31,243.00-	0.00
TOTAL INTERFUND TRANSFERS - OUT :		31,243.00-	.00	31,243.00-	.00	31,243.00-	0.00
CONTRIB.- RESTRICTED PROGRAMS:							
TOTAL CONTRIB.- RESTRICTED PROGRAMS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE OTHER FINANCING *		31,243.00-*	.00 *	31,243.00-*	.00 *	31,243.00-*	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	1,347,315.46	175,555.56-	1,171,759.90
9130	REVOLVING CASH ACCOUNT	1,500.00	.00	1,500.00
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	122,127.42	16,172.05-	105,955.37
9508	SALES TAX PAYABLE	854.11-	195.75-	1,049.86-
9510	ACCOUNTS PAYABLE (CURRENT LIAB)	258,418.27-	231,001.09	27,417.18-
9515	UNEMPLOYMENT	68.34	67.66	136.00
9516	W/COMP PASS THROUGH		12,196.35-	12,196.35-
9521	MEDICAL	146,102.32-	85,467.44	60,634.88-
9550	PAYROLL HAND WARRANTS	34.00-	.00	34.00-
9650	DEFERRED REVENUE	43,111.00-	43,111.00	.00
* NET YEAR TO DATE FUND BALANCE * *		1,022,491.52 *	155,527.48 *	1,178,019.00 *
9791	FUND BAL-BEGINNING BALANCE	1,022,491.52-	.00	1,022,491.52-
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	155,527.48 *	155,527.48 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	4,749,958.00	332.00	4,750,290.00	1,013,860.90	3,736,429.10	21.34
B.	EXPENDITURES	4,967,907.00	47,064.00	5,014,971.00	858,333.42	4,156,637.58	17.11
C.	EXCESS REVENUES (EXPENDITURES)	217,949.00-	46,732.00-	264,681.00-	155,527.48	420,208.48-	0.00
D.	OTHER FINANCING SOURCES (USES)	31,243.00-	.00	31,243.00-	.00	31,243.00-	0.00
E.	NET CHANGE IN FUND BALANCE	249,192.00-	46,732.00-	295,924.00-	155,527.48	451,451.48-	0.00
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	1,022,491.52	.00	1,022,491.52	1,022,491.52	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	1,022,491.52	.00	1,022,491.52	1,022,491.52	.00	100.00
G.	ENDING BALANCE	773,299.52	46,732.00-	726,567.52	1,178,019.00	451,451.48-	162.13

UNRESTRICTED/RESTRICTED COMBINED

FUND: 13 CAFETERIA FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
FEDERAL REVENUES :							
8220	CHILD NUTRITION PROGRAMS	206,000.00		206,000.00	739.62	205,260.38	0.35
TOTAL FEDERAL REVENUES :		206,000.00	.00	206,000.00	739.62	205,260.38	0.35
OTHER STATE REVENUES :							
8520	CHILD NUTRITION	15,735.00		15,735.00	63.08	15,671.92	0.40
TOTAL OTHER STATE REVENUES :		15,735.00	.00	15,735.00	63.08	15,671.92	0.40
OTHER LOCAL REVENUES :							
8634	FOOD SERVICE SALES	8,000.00		8,000.00	.00	8,000.00	0.00
8660	INTEREST	149.00		149.00	.00	149.00	0.00
8699	ALL OTHER LOCAL REVENUES	2,000.00		2,000.00	489.70	1,510.30	24.48
TOTAL OTHER LOCAL REVENUES :		10,149.00	.00	10,149.00	489.70	9,659.30	4.82
* TOTAL YEAR TO DATE REVENUES		231,884.00 *	.00 *	231,884.00 *	1,292.40 *	230,591.60 *	0.55

EXPENDITURE DETAIL

CLASSIFIED SALARIES :							
2200	CLASSIFIED SUPPORT SALARIES	64,127.00		64,127.00	10,698.82	53,428.18	16.68
2260	CLASSIFIED SUPPORT SUBSTITUTE	2,304.00		2,304.00	.00	2,304.00	0.00
2300	CLASSIFIED SUPERV & ADMIN SAL	50,430.00		50,430.00	12,776.82	37,653.18	25.33
TOTAL CLASSIFIED SALARIES :		116,861.00	.00	116,861.00	23,475.64	93,385.36	20.08
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	24,191.00		24,191.00	4,361.29	19,829.71	18.02
3302	SOCIAL SECURITY CLASSIFIED	7,245.00		7,245.00	1,381.72	5,863.28	19.07
3312	MEDICARE - CLASSIFIED	1,695.00		1,695.00	323.14	1,371.86	19.06
3402	HEALTH & WELFARE CLASSIFIED	36,778.00		36,778.00	3,157.85	33,620.15	8.58
3502	UNEMPLOYMENT - CLASSIFIED	58.00		58.00	11.15	46.85	19.22
3602	WORKERS COMP - CLASSIFIED	2,665.00		2,665.00	508.13	2,156.87	19.06
TOTAL EMPLOYEE BENEFITS :		72,632.00	.00	72,632.00	9,743.28	62,888.72	13.41
BOOKS AND SUPPLIES :							
4300	MATERIALS AND SUPPLIES	6,000.00		6,000.00	1,858.99	4,141.01	30.98
4355	SOFTWARE	305.00		305.00	.00	305.00	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 13 CAFETERIA FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
BOOKS AND SUPPLIES :							
4700	FOOD	65,000.00		65,000.00	12,219.65	52,780.35	18.79
TOTAL BOOKS AND SUPPLIES :		71,305.00	.00	71,305.00	14,078.64	57,226.36	19.74
SERVICES, OTHER OPER. EXPENSE:							
5200	TRAVEL & CONFERENCE	54.00		54.00	.00	54.00	0.00
5800	PROFES'L/CONSULTG SVCS/OP EXP	930.00		930.00	3,092.00	2,162.00-	332.47
5890	OTHER SERVICES	733.00		733.00	.00	733.00	0.00
5894	LICENSES AND PERMITS	612.00		612.00	630.00	18.00-	102.94
TOTAL SERVICES, OTHER OPER. EXPENSE:		2,329.00	.00	2,329.00	3,722.00	1,393.00-	159.81
* TOTAL YEAR TO DATE EXPENDITURES * *		263,127.00 *	.00 *	263,127.00 *	51,019.56 *	212,107.44 *	19.38

OTHER FINANCING SOURCES (USES)

INTERFUND TRANSFERS - IN :							
8916	INTFD TF TO CAFETERIA FR GEN	31,243.00		31,243.00	.00	31,243.00	0.00
TOTAL INTERFUND TRANSFERS - IN :		31,243.00	.00	31,243.00	.00	31,243.00	0.00
* TOTAL YEAR TO DATE OTHER FINANCING * *		31,243.00 *	.00 *	31,243.00 *	.00 *	31,243.00 *	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 13 CAFETERIA FUND

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	20,562.26-	18,873.67-	39,435.93-
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	32,305.17	32,305.17-	.00
9508	SALES TAX PAYABLE	37.42-	.00	37.42-
9510	ACCOUNTS PAYABLE (CURRENT LIAB)	1,451.68-	1,451.68	.00
* NET YEAR TO DATE FUND BALANCE * *		10,253.81 *	49,727.16-*	39,473.35-*
9791	FUND BAL-BEGINNING BALANCE	10,253.81-	.00	10,253.81-
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	49,727.16-*	49,727.16-*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	231,884.00	.00	231,884.00	1,292.40	230,591.60	0.55
B.	EXPENDITURES	263,127.00	.00	263,127.00	51,019.56	212,107.44	19.38
C.	EXCESS REVENUES (EXPENDITURES)	31,243.00-	.00	31,243.00-	49,727.16-	18,484.16	159.16
D.	OTHER FINANCING SOURCES (USES)	31,243.00	.00	31,243.00	.00	31,243.00	0.00
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	49,727.16-	49,727.16	NO BDGT
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	10,253.81	.00	10,253.81	10,253.81	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	10,253.81	.00	10,253.81	10,253.81	.00	100.00
G.	ENDING BALANCE	10,253.81	.00	10,253.81	39,473.35-	49,727.16	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 21 BUILDING FUND - BOND PROCEEDS

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	11,809.54	9,809.54-	2,000.00
9510	ACCOUNTS PAYABLE (CURRENT LIAB)	11,809.54-	9,809.54	2,000.00-
* NET YEAR TO DATE FUND BALANCE	* *	.00 *	.00 *	.00 *
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	.00 *	.00 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	.00	.00	.00	.00	.00	NO BDGT
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	.00	.00	.00	.00	.00	NO BDGT
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	.00	.00	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	.00	.00	.00	.00	.00	NO BDGT
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	.00	.00	.00	.00	.00	NO BDGT
G.	ENDING BALANCE	.00	.00	.00	.00	.00	NO BDGT

UNRESTRICTED/RESTRICTED COMBINED

FUND: 25 CAPITAL FACILITIES FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8660	INTEREST	500.00		500.00	.00	500.00	0.00
TOTAL OTHER LOCAL REVENUES :		500.00	.00	500.00	.00	500.00	0.00
* TOTAL YEAR TO DATE REVENUES		500.00 *	.00 *	500.00 *	.00 *	500.00 *	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 25 CAPITAL FACILITIES FUND

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	54,818.96	.00	54,818.96
* NET YEAR TO DATE FUND BALANCE	* *	54,818.96 *	.00 *	54,818.96 *
9791	FUND BAL-BEGINNING BALANCE	54,818.96-	.00	54,818.96-
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	.00 *	.00 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	500.00	.00	500.00	.00	500.00	0.00
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	500.00	.00	500.00	.00	500.00	0.00
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	500.00	.00	500.00	.00	500.00	0.00
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	54,818.96	.00	54,818.96	54,818.96	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	54,818.96	.00	54,818.96	54,818.96	.00	100.00
G.	ENDING BALANCE	55,318.96	.00	55,318.96	54,818.96	500.00	99.09

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

9.4

AGENDA ITEM TITLE:

Approval of the Student Body Funds

PREPARED BY:

Sadie Howard

AGENDA SECTION:

☐ Reports ☒ Consent ☐ Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Attached for your review and approval are the Student Body Funds for Shandon Elementary School and Shandon High School for the month of Aug. 2019.

RECOMMENDED ACTION:

Approve the Student Body Funds.

Shandon Elementary ASB Heritage Oaks Bank

August 1, 2019

CLASSES/CLUBS	BALANCE FORWARD 7/31/2019	WITHDRAWALS	DEPOSIT	ENDING BALANCE 7/31/2019
SES ABS General	\$ 4,790.19	\$ 356.67	\$ 155.35	\$ 4,588.87
SES ASB Middle School	\$ 744.08	\$ 97.35		\$ 646.73
8th Grade	\$ 634.71			\$ 634.71
Library	\$ 154.85			\$ 154.85
Parkfield	\$ 470.07			\$ 470.07
Gate	\$ -			\$ -
Cross County	\$ 0.41			\$ 0.41
Kindergarten	\$ 304.78	\$ 119.86		\$ 184.92
Stabley PGE Funds	\$ 561.56			\$ 561.56
Drone Program	\$ 420.00			\$ 420.00
TOTAL	\$ 8,080.65	\$ 573.88	\$ 155.35	\$ 7,662.12

Alvarez

SHANDON UNIFIED SCHOOL DISTRICT
SHANDON HIGH SCHOOL STATEMENT OF STUDENT BODY FUNDS
August-2019

CLASSES	Authorized	ENDING BAL.	BALANCE	WITHDRAWALS	DEPOSITS	ENDING BAL.
CLUBS	Advisor	7/31/2019	FORWARD			7/31/2019
High General	D.Sciocchetti	\$ 1,070.03	\$ 1,070.03		245.83	1,315.86
Seniors 18-19		\$ 245.83	\$ 245.83	245.83		0.00
Seniors	Fuller/Morton	\$ 2,949.99	\$ 2,949.99			2,949.99
Junior	Stuart/Voorhies	\$ 882.42	\$ 882.42			882.42
Sophomore	Dobberpuhl	\$ 727.78	\$ 727.78			727.78
Freshman	D.Sciocchetti	\$ -	\$ -			0.00
Comm.Outreach Project	D.Sciocchetti	\$ 124.18	\$ 124.18			124.18
FNL	D.Sciocchetti	\$ 59.70	\$ 59.70			59.70
Gate/Officials	Sciocchetti/Bus. Off.	\$ -	\$ -	65.00		(65.00)
Ag Mechanics Class	Fuller	\$ 571.41	\$ 571.41			571.41
Drama Class	Barthauer	\$ 495.49	\$ 495.49			495.49
F.F.A. General	Morton/Fuller	\$ 7,846.02	\$ 7,846.02			7,846.02
F.F.A. Revolving	Morton/Fuller	\$ 1,720.79	\$ 1,720.79	97.49		1,623.30
YearBook Class	D.Sciocchetti	\$ 60.10	\$ 60.10			60.10
BLOCK-S	D.Sciocchetti	\$ 525.00	\$ 525.00			525.00
*Football	D.Sciocchetti	\$ -	\$ -			0.00
*H.S. Volleyball	D.Sciocchetti	\$ 110.16	\$ 110.16			110.16
*Basketball	D.Sciocchetti	\$ -	\$ -			0.00
*Softball	D.Sciocchetti	\$ -	\$ -			0.00
*Baseball	D.Sciocchetti	\$ -	\$ -			0.00
TOTAL in Fund Balances/Ties to Bank Balance		\$ 17,388.90	\$ 17,388.90	\$ 408.32	\$ 245.83	\$ 17,226.41

Meuwa

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Trustees
MEETING DATE: October 8, 2019

9.5

AGENDA ITEM TITLE:

Ratification of the Personnel Action Report

PREPARED BY:

Sadie Howard

AGENDA SECTION:

____ Reports X Consent ____ Action ____ First Reading ____ Information ____ Resolution

PERSONNEL ACTION REPORT

NEW HIRES

CLASSIFICATION

EFFECTIVE DATE

SPORT COACHES

Steve Martin
Steve Martin

Track and Field
Cross Country

10/1/19
10/1/19

RESIGNATIONS

RECOMMENDED ACTION:

Approval of the Personnel Action Report

SHANDON JOINTUNIFIED SCHOOL DISTRICT
Board Policy
Green School Operations

BP 3510

Business and Noninstructional Operations

The Governing Board believes that all citizens have a responsibility to be stewards of the environment and desires to integrate environmental accountability into all district programs and operations. The Superintendent or designee shall develop strategies to promote district use of "green" school principles and practices in order to conserve natural resources, reduce the impact of district operations on the environment, and protect the health of students, staff, and the community.

In developing such strategies and assessing the environmental conditions in district facilities and operations, the Superintendent or designee shall involve staff at all levels and with varying job responsibilities, including administrators, certificated staff, and classified staff. As appropriate, the Superintendent or designee may also consult with health professionals; representatives of local governmental agencies, utilities, solid waste and recycling companies, and community organizations; and/or others with expertise.

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 7131 - Relations with Local Agencies)

In selecting and prioritizing strategies, the Superintendent or designee shall give consideration to the initial cost, long-term potential cost savings, feasibility of implementation, quality and performance of the product or service, health impacts, environmental considerations, and potential educational value.

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

District strategies may include, but not be limited to:

1. Reducing energy and water consumption and using renewable and clean energy technologies and alternatives when available

(cf. 3511 - Energy and Water Management)

2. Establishing recycling programs in district facilities

(cf. 3511.1 - Integrated Waste Management)

3. Reducing the consumption of disposable materials, by reusing materials and by using electronic rather than paper communications when feasible

4. Using environmentally preferable products and services whenever practical, including, but not limited to, products that:

- a. Minimize environmental impacts, toxins, pollutants, odors, and hazards
- b. Contain postconsumer recycled content
- c. Are durable and long-lasting
- d. Conserve energy and water
- e. Reduce waste

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

5. Using least toxic, independently certified green cleaning products when feasible, as well as high-efficiency cleaning equipment that reduces the need to use chemicals

6. Providing professional development to maintenance staff in the proper use, storage, and disposal of cleaning supplies

(cf. 4231 - Staff Development)

7. Using effective, least toxic pest management practices for the control and management of pests

(cf. 3514.2 - Integrated Pest Management)

8. Ensuring that any construction of new facilities complies with green building standards pursuant to 24 CCR 101.1-703.1, and focusing on sustainability and student health in the design and implementation of facilities modernization projects

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

(cf. 7150 - Site Selection and Development)

Reducing vehicle emissions by:

- a. Encouraging students to walk or bicycle to school or to use district or public transportation

(cf. 5142.2 - Safe Routes to School Program)

- b. Using reduced or zero emission school buses and vehicles and providing accompanying infrastructure such as charging stations

(cf. 3540 - Transportation)

- c. Limiting unnecessary idling of school buses in accordance with 13 CCR 2480
 - d. Limiting unnecessary idling of personal vehicles by encouraging parents/guardians, through signage or other means of communication, to turn off their vehicles when parked on and around school grounds
10. Implementing green school practices in the district's food service programs by:
- a. Providing fresh, locally sourced, unprocessed, organic food, including plant-based options, when available
 - b. Reducing food packaging and using packaging that is recyclable and/or biodegradable
 - c. Utilizing reusable products
 - d. Encouraging zero-waste lunches when food is brought from home
 - e. Maintaining a system for food waste, such as composting
 - f. Providing sharing tables where unused cafeteria food items may, in accordance with Health and Safety Code 114079, be returned for student use or donated to a food bank or other nonprofit charitable organization

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

(cf. 3551 - Food Service Operations/Cafeteria Fund)

11. Integrating green school practices and activities into the educational program by providing instruction to students on the importance of the environment, involving students in the implementation and evaluation of green school activities and projects as appropriate, and utilizing green school activities and projects as learning tools

(cf. 6142.5 - Environmental Education)

Legal Reference:

EDUCATION CODE

8700-8707 Environmental education

17070.96 Leroy F. Greene School Facilities Act of 1996, consideration of high performance standards

17072.35 New construction grants; use for designs and materials for high performance schools

17608-17614 Healthy Schools Act of 2000

32370-32376 Recycling paper

33541 Environmental education

101012 Kindergarten through 12th grade school facilities program

FOOD AND AGRICULTURAL CODE

13180-13188 Healthy Schools Act of 2000

HEALTH AND SAFETY CODE

114079 General food safety requirements; unused or returned food

PUBLIC CONTRACT CODE

12400-12404 Environmentally preferable purchasing

PUBLIC RESOURCES CODE

25410-25422 Energy conservation assistance

40050-40063 Integrated waste management act

42630-42647 Schoolsite source reduction and recycling assistance program

CODE OF REGULATIONS, TITLE 2

1859.70.4 Funding for high performance incentive grants

1859.71.6 Additional grant for high performance incentive, new construction

1859.77.4 Additional grants for high performance incentive, site and modernization

CODE OF REGULATIONS, TITLE 5

14010 Standards for school site selection

CODE OF REGULATIONS, TITLE 13

2480 Limitation to school bus idling and idling at schools

CODE OF REGULATIONS, TITLE 24

101.1-703.1 Green building standards

Management Resources:

CALIFORNIA AIR RESOURCES BOARD PUBLICATIONS

School Bus Fleet Webinar, April 20, 2018

COLLABORATIVE FOR HIGH PERFORMING SCHOOLS PUBLICATIONS

CHPS Best Practices Manual

GLOBAL GREEN USA PUBLICATIONS

Healthier, Wealthier, Wiser: A Report on National Green Schools

GREEN SCHOOLS INITIATIVE PUBLICATIONS

Green Schools Buying Guide

HEALTHY SCHOOLS CAMPAIGN PUBLICATIONS

The Quick and Easy Guide to Green Cleaning in Schools, 2nd ed., 2008

WEB SITES

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

California Air Resources Board: <http://www.arb.ca.gov>

California Department of General Services, Green California: <http://www.green.ca.gov>

California Energy Commission: <http://www.energy.ca.gov>

Collaborative for High Performance Schools: <http://www.chps.net>

Global Green USA: <http://www.globalgreen.org>

Green Schools Initiative: <http://www.greenschools.net>

Healthy Schools Campaign: <http://www.healthyschoolscampaign.org/programs/gcs>

U.S. Environmental Protection Agency: <http://www.epa.gov>

U.S. Green Building Council, LEED Green Building Rating System: <http://www.usgbc.org>

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Board Policy****Energy And Water Management****BP 3511****Business and Noninstructional Operations**

The Governing Board recognizes the environmental and financial benefits that can be derived from conserving energy, water, and other natural resources, preparing for extreme weather and other natural events, and providing an environment that promotes the health and well-being of students and staff. To support district goals for energy and water management, the Superintendent or designee shall develop a resource management program which may include strategies for implementing effective and sustainable resource use practices, exploring the use of renewable and clean energy technology and/or sources, reducing energy and water consumption, and promoting conservation principles in the educational program.

(cf. 0200 - Goals for the School District)

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3510 - Green School Operations)

(cf. 3511.1 - Integrated Waste Management)

(cf. 3512 - Equipment)

(cf. 6142.5 - Environmental Education)

The Superintendent or designee may solicit input from staff, students, and parents/guardians regarding the district's resource management program. The Superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the district's goals, and may establish a reward program to recognize outstanding accomplishments.

(cf. 1150 - Commendation and Awards)

The Superintendent or designee shall regularly inspect district facilities, monitor operations and make recommendations for maintenance and repairs which may help the district reach its conservation and management goals and improve efficiency.

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall make every effort to identify funding opportunities and cost-reducing incentive programs to help the district achieve its conservation and management goals. The district may coordinate with other local or regional entities to capitalize on their expertise and maximize the efficient use of resources, such as through joint or shared use agreements.

(cf. 1330.1 - Joint Use Agreements)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee shall regularly report to the Board on the district's progress in meeting its conservation and resource management goals.

Storm Water Management

To the maximum extent practicable, the district shall reduce the discharge of pollutants into the water system in order to minimize the threat to water quality from storm water runoff.

The Superintendent or designee shall ensure that the district complies with storm water discharge standards specified by any applicable General Permit coverage required by law, including all requirements of the Construction General Permit issued by the State Water Resources Control Board for any project that disturbs one acre or more of soil. (40 CFR 122.34).

(cf. 3514 - Environmental Safety)
 (cf. 3514.1 - Hazardous Substances)
 (cf. 3514.2 - Integrated Pest Management)

The Superintendent or designee shall develop a storm water management plan that complies with the provisions of the applicable permit and describes best management practices, design strategies, measurable goals, and timetables for implementation. The plan and a resolution authorizing its implementation shall be submitted to the Board for approval. (40 CFR 122.34)

For all projects, the district shall comply with any city or county ordinance that regulates drainage improvements and conditions. (Government Code 53097)

Emergency Interruption of Services

The Superintendent or designee shall develop a plan to minimize disruption to the educational program in the event of power outages or other emergency interruption of utility services. The plan shall include actions to be taken to facilitate student and staff safety, administrative control of operations, protection of equipment, effective communications, and coordination with local fire, police, and emergency personnel and utility service providers.

(cf. 0450 - Comprehensive Safety Plan)
 (cf. 3516 - Emergencies and Disaster Preparedness Plan)
 (cf. 3516.5 - Emergency Schedules)

Legal Reference:

EDUCATION CODE

17213.1 School sites

17280 Construction of school buildings

35275 Coordination of new facilities with recreation and park authorities

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

GOVERNMENT CODE

53097 Local agencies
 PUBLIC RESOURCES CODE
 25410-25421 Energy conservation assistance
 WATER CODE
 189.3 Recommendations for best design and use practices
 13383 Compliance with the federal Water Pollution Control Act
 13383.5 Storm water discharge monitoring requirements
 CODE OF REGULATIONS, TITLE 23
 490-495 Model Water Efficient Landscape Ordinance
 2200 Discharge permit fees
 UNITED STATES CODE, TITLE 33
 1342 National pollutant discharge elimination system
 CODE OF FEDERAL REGULATIONS, TITLE 40
 122.1-122.64 National pollutant discharge elimination system

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
 Guidance for Stormwater and Dry Weather Runoff CAPTURE (California Practices to Use Runoff Effectively) at Schools, December 2018
 A Blueprint for Environmental Literacy: Educating Every Student In, About, and For the Environment, 2015
 Average Daily Attendance Credit During Periods of Emergency, Management Advisory 90-01, rev. February 10, 2005
 CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS
 Guidance for Design and Construction of Vegetated Low Impact Development Projects, 2016
 U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS
 National Management Measures to Control Nonpoint Source Pollution from Urban Areas, 2005
 WEB SITES
 CSBA: <http://www.csba.org>
 Alliance to Save Energy: <http://www.ase.org>
 California Department of Education, Facilities: <http://www.cde.ca.gov/ls/fa>
 California Department of Water Resources: <http://water.ca.gov>
 California Division of State Architect: <http://www.dgs.ca.gov/DSA>
 California Energy Commission: <http://www.energy.ca.gov>
 California State Water Resources Control Board: <http://www.swrcb.ca.gov>
 California Stormwater Quality Association: <http://www.casqa.org/resources>
 Collaborative for High Performance Schools (CHPS): <http://chps.net>
 Green School Yards America: <http://www.greenschoolyards.org>
 U.S. Environmental Protection Agency: <http://www.epa.gov>

(3/01 7/07) 5/19

Policy adopted by the Shandon JUSD board of trustees: 11/14/17

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Policy
Transportation

BP 3540
Business and Noninstructional Operations

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance and reduce tardiness. In determining the extent to which the district provides for transportation services, the Board shall weigh student and community needs against the cost of providing such services.

(cf. 3100 - Budget)
(cf. 3541 - Transportation Routes and Services)
(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 3541.2 - Transportation for Students with Disabilities)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 6178.2 - Regional Occupational Center/Program)

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services.

(cf. 3510 - Green School Operations)

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

(cf. 3311 - Bids)
(cf. 3312 - Contracts)

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

(cf. 3250 - Transportation Fees)

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education

Code 35350 or the evacuation of students as necessary for their safety.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 5131.1 - Bus Conduct)

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

(cf. 3542 - School Bus Drivers)

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

39800 Powers of governing board to provide transportation for pupils to and from school; definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

52311 Regional occupational centers, transportation

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PENAL CODE

637.7 Electronic tracking devices

VEHICLE CODE

2807 School bus inspection

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

(6/92 10/97) 5/19

Policy Adopted by Shandon Board of Education: January 11, 2000

Revised: 4/17/18

9.9

Shandon Joint Unified School District

Board Policy

Dress And Grooming

BP 4119.22/4219.22/4319.22

Personnel

The Governing Board believes that appropriate dress and grooming by district employees contribute to a productive learning environment and model positive behavior. During school hours and at school activities, employees shall maintain professional standards of dress and grooming that demonstrate their high regard for education, present an image consistent with their job responsibilities and assignment, and do not endanger the health or safety of employees or students. All employees shall be held to the same standards unless their assignment provides for modified dress as approved by their supervisor.

(cf. 0415 - Equity)
 (cf. 4118 - Dismissal/Suspension/Disciplinary Action)
 (cf. 4112.21/4212.21/4312.21 - Professional Standards)
 (cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)
 (cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The district shall allow employees to appear and dress in a manner consistent with their gender identity or gender expression. (Government Code 12949)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
 (cf. 4030 - Nondiscrimination in Employment)
 (cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

In addition, the district shall not dismiss an employee, discriminate against an employee in compensation or in terms, conditions, or privileges of employment, or refuse to hire a job applicant on the basis of religious dress or grooming practices. (Government Code 12926, 12940)

This policy shall be presented to employees upon employment, through the employee handbook or other appropriate means, and may be periodically reviewed with all employees as necessary.

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

35160.1 Broad authority of school districts

GOVERNMENT CODE

3543.2 Scope of representation

12926 Definitions

12940 Unfair employment practices

12949 Dress standards, consistency with gender identity

COURT DECISIONS

San Mateo City School District v. PERB (1983) 33 Cal. 3d 850

Domico v. Rapides Parish School Board (5th Cir. 1982) 675 F.2d 100
East Hartford Education Assn. v. Board of Education (2d Cir. 1977) 562 F. 2d 856
Finot v. Pasadena Board of Education (1967) 250 Cal.App.2d 189
PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS
Santa Ana Unified School District (1998) 22 PERC P29, 136
Inglewood Unified School District (1985) 10 PERC P17, 000

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

Transgender Rights in the Workplace

WEB SITES

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

Public Employment Relations Board: <http://www.perb.ca.gov>

(9/91 7/04) 5/19

No current policy

Shandon Joint Unified School District

Board Policy

Bullying

BP 5131.2

Students

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. No individual or group shall, through physical, written, verbal, visual, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, or retaliate against them for filing a complaint or participating in the complaint resolution process.

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The Superintendent or designee shall develop strategies for addressing bullying in district schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community.

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 6020 - Parent Involvement)

Such strategies shall be incorporated into the comprehensive safety plan and, to the extent possible, into the local control and accountability plan and other applicable district and school plans.

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

(cf. 1312.3 - Uniform Complaint Procedures)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
 (cf. 4119.21/4219.21/4319.21 - Professional Standards)
 (cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
 32282 Comprehensive safety plan
 32283.5 Bullying; online training
 35181 Governing board policy on responsibilities of students
 35291-35291.5 Rules
 48900-48925 Suspension or expulsion
 48985 Translation of notices
 52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime
 647 Use of camera or other instrument to invade person's privacy; misdemeanor
 647.7 Use of camera or other instrument to invade person's privacy; punishment
 653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504
 106.8 Designation of responsible employee for Title IX
 110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062
 J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094
 Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014
 Providing a Safe, Nondiscriminatory School Environment for Transgender and

Gender-Nonconforming Students, Policy Brief, February 2014
 Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012
 Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
 Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010
 Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009
 CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
 Bullying Module
 California's Social and Emotional Learning: Guiding Principles, 2018
 Social and Emotional Learning in California: A Guide to Resources, 2018
 Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008
 Bullying at School, 2003
 CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS
 Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018
 U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
 Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
 Guidance to America's Schools: Bullying of Students with Disabilities, October 2014
 Dear Colleague Letter: Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability, October 26, 2010
 Dear Colleague Letter: Harassment and Bullying, October 2010
 WEB SITES
 CSBA: <http://www.csba.org>
 California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lss/>
 California Office of the Attorney General: <http://oag.ca.gov>
 Center on Great Teachers and Leaders: <http://gtlcenter.org>
 Collaborative for Academic Social and Emotional Learning: <http://casel.org>
 Common Sense Media: <http://www.common Sense Media.org>
 National School Safety Center: <http://www.schoolsafety.us>
 Partnership for Children and Youth: <http://www.partnerforchildren.org>
 U.S. Department of Education: <http://www.ed.gov>

(7/15 5/18) 5/19

No current policy

Shandon Joint Unified School District

9.11

Board Policy

Dress And Grooming

BP 5132

Students

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to wear clothing that is suitable for the school activities in which they participate. Students shall not wear clothing that presents a health or safety hazard or is likely to cause a substantial disruption to the educational program.

(cf. 4119.22/4219.22/4319.22 - Dress and Grooming)

District and school rules pertaining to student attire shall be included in student handbooks, may be posted in school offices and classrooms, and may be periodically reviewed with all students as necessary.

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The principal or designee is authorized to enforce this policy and shall inform any student who does not reasonably conform to the dress code. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size.

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

(cf. 0415 - Equity)

(cf. 5145.2 - Freedom of Speech/Expression)

School administrators, teachers, and other staff shall be notified of appropriate and equitable enforcement of the dress code.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

(cf. 5144 - Discipline)

Gang-Related Apparel

The principal, staff, and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a proposed dress code shall be presented to the Board, which shall approve the plan upon determining that it is necessary to protect the health and safety of the school environment. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5136 - Gangs)

When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

Uniforms

The Board may approve a school-initiated dress code requiring students at the school to wear a school uniform whenever the Board determines that such a dress code will promote student achievement, a positive school climate, and/or student safety.

The Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against, or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Education Code 35183)

Legal Reference:

EDUCATION CODE

220 Nondiscrimination

32281 School safety plans

35183 School dress codes; uniforms

35183.5 Sun-protective clothing

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

COURT DECISIONS

Jacobs v. Clark County School District, (2008) 26 F. 3d 419

Harper v. Poway Unified School District, (2006) 445 App. 3d 166

Marvin H. Jeglin et al v. San Jacinto Unified School District et al, (C.D. Cal. 1993)
827 F.Supp. 1459

Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251

Hazelwood School District v. Kuhlmeier, (1988) 108 S. Ct. 562

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Tinker v. Des Moines Independent Community School District, (1969) 393 U.S. 503

(10/94 10/96) 5/19

No current policy

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Board Policy

9.12

BP 6142.1

Instruction

Sexual Health and HIV/AIDS Prevention Instruction

The Governing Board desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency virus (HIV) prevention. The district's educational program shall address the goals of the California Healthy Youth Act pursuant to Education Code 51930-51939, including providing students with the knowledge and skills necessary to protect them from risks presented by sexually transmitted infections, unintended pregnancy, sexual harassment, sexual assault, sexual abuse, and human trafficking and to have healthy, positive, and safe relationships and behaviors. The district's educational program shall also promote students' understanding of sexuality as a normal part of human development and their development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, gender identity, gender expression, sexual orientation, relationships, marriage, and family.

(cf. 5030 - Student Wellness)
 (cf. 5141.22 - Infectious Diseases)
 (cf. 5141.25 - Availability of Condoms)
 (cf. 5146 - Married/Pregnant/Parenting Students)
 (cf. 6142.8 - Comprehensive Health Education)

The district shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

Comprehensive sexual health education and HIV prevention education shall be offered to all students in grades 7-12, including at least once in junior high or middle school and at least once in high school. (Education Code 51934)

(cf. 6143 - Courses of Study)

The district's comprehensive sexual health education program shall include information on the affirmative consent standard. Affirmative consent is defined as affirmative, conscious, and voluntary agreement to engage in sexual activity. Teachers delivering such instruction shall consult information related to sexual harassment and violence in the state health curriculum framework. (Education Code 51225.36, 67386)

The Superintendent or designee shall identify appropriate methods for informing the school community about subjects related to the district's comprehensive sexual health and HIV prevention education. The Superintendent or designee shall use such identified methods to inform parents/guardians of students in grades 6-12 about human trafficking prevention resources, as required pursuant to Education Code 49381.

Parent/Guardian Consent

At the beginning of each school year or at the time of a student's enrollment, parents/guardians shall be notified, in the manner specified in the accompanying administrative regulation, that they may request in writing that their child be excused from participating in comprehensive sexual health and HIV prevention education.

Students so excused by their parents/guardians shall be given an alternative educational activity. (Education Code 51240, 51938, 51939)

(cf. 5022 - Student and Family Privacy Rights)

A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. (Education Code 51939)

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

33544 Inclusion of sexual harassment and violence in health curriculum framework

48980 Notice at beginning of term

49381 Human trafficking prevention resources

51202 Instruction in personal and public health and safety

51210.8 Health education curriculum

51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation

51240 Excuse from instruction due to religious beliefs

51513 Test, questionnaire, survey, or examination containing questions about beliefs or practices

51930-51939 California Healthy Youth Act

51950 Abuse, sexual abuse, and human trafficking prevention education

67386 Student safety; affirmative consent standard

HEALTH AND SAFETY CODE

1255.7 Parents surrendering physical custody of a baby

PENAL CODE

243.4 Sexual battery

261.5 Unlawful sexual intercourse

271.5 Parents voluntarily surrendering custody of a baby

UNITED STATES CODE, TITLE 20

1232h Protection of student rights

7906 Sex education requirements and prohibited use of funds

Management Resources:

CSBA PUBLICATIONS

Promoting Healthy Relationships for Adolescents: Board Policy Considerations, Governance Brief, August 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade 12, 2008

Health Framework for California Public Schools: Kindergarten through Grade 12, 2003

HUMAN RIGHTS CAMPAIGN FOUNDATION PUBLICATIONS

California LGBTQ Youth Report, January 2019

WEB SITES

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

California Department of Education, Sex Education and HIV/AIDS/STD Instruction:

<http://www.cde.ca.gov/ls/he/se>

California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Partnership to End Domestic Violence: <http://www.cpedv.org>

California Safe Schools Coalition: <http://www.casafeschools.org>
Centers for Disease Control and Prevention: <http://www.cdc.gov>
Human Rights Campaign: <http://www.hrc.org/hrc-story/hrc-foundation>
U.S. Food and Drug Administration: <http://www.fda.gov>

(7/08 12/15) 5/19

Adopted by Shandon Board of Trustees: November 9, 1999 First Reading: 9/3/19

9.13

Shandon Joint Unified School District

Board Policy

Visual And Performing Arts Education

BP 6142.6

Instruction

The Governing Board believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The district's arts education program shall be designed to foster students' artistic competencies, cultivate students' appreciation and understanding of the arts in ways that are enjoyable, fulfilling, and transferable to students' personal, academic, and professional endeavors, and support students to fully engage in lifelong arts learning.

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

The Board shall adopt academic standards for dance, media arts, music, theatre, and visual arts that lead to artistic literacy and promote access and equity in the arts. District standards shall describe the skills, knowledge, and abilities that students are expected to possess at each grade level and shall meet or exceed state standards.

(cf. 0415 - Equity)

(cf. 6011 - Academic Standards)

The Superintendent or designee shall develop a sequential curriculum for dance, media arts, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the following artistic processes:

1. Creating: conceiving and developing new artistic ideas and work
2. Performing/producing/presenting: realizing artistic ideas and work through interpretation and presentation
3. Responding: understanding and evaluating how the arts convey meaning
4. Connecting: relating artistic ideas and work with personal meaning and external content

(cf. 6141 - Curriculum Development and Evaluation)

The Board shall adopt standards-based instructional materials for visual and performing arts which may incorporate a variety of media and technologies.

(cf. 0440 - District Technology Plan)
 (cf. 1312.2 - Complaints Concerning Instructional Materials)
 (cf. 6161.1 - Selection and Evaluation of Instructional Materials)
 (cf. 6161.11 - Supplementary Instructional Materials)
 (cf. 6162.6 - Use of Copyrighted Materials)
 (cf. 6163.1 - Library Media Centers)

As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement the district's arts education program.

(cf. 4131 - Staff Development)

The Superintendent or designee shall encourage the integration of community arts resources into the educational program. Such resources may include opportunities for students to attend musical and theatrical performances, observe the works of accomplished artists, and work directly with artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

(cf. 1230 - School-Connected Organizations)
 (cf. 1240 - Volunteer Assistance)
 (cf. 1260 - Educational Foundation)
 (cf. 1700 - Relations Between Private Industry and the Schools)
 (cf. 3290 - Gifts, Grants and Bequests)
 (cf. 6020 - Parent Involvement)
 (cf. 6153 - School-Sponsored Trips)

The Superintendent or designee shall regularly evaluate the implementation of the district's arts education program at each grade level and report to the Board regarding its effectiveness in enabling students to meet academic standards.

(cf. 0500 - Accountability)
 (cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

8950-8957 California summer school for the arts
 32060-32066 Toxic art supplies
 35330-35332 Field trips
 51210 Course of study, grades 1-6
 51220 Course of study, grades 7-12
 51225.3 Graduation requirements
 58800-58805 Specialized secondary programs

60200-60213 Instructional materials, elementary schools
60400-60411 Instructional materials, high schools
99200-99204 Subject matter projects

Management Resources:

CALIFORNIA ALLIANCE FOR ARTS EDUCATION PUBLICATIONS

Parents' Guide to the Visual and Performing Arts in California Public Schools

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Arts Framework for Public Schools, Kindergarten through Grade Twelve

California Arts Standards for Public Schools, Prekindergarten through Grade Twelve, January 2019

WEB SITES:

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

Arts Education Partnership: <http://aep-arts.org>

California Alliance for Arts Education: <http://www.artsed411.org>

California Arts Council: <http://www.cac.ca.gov>

California Art Education Association: <http://www.caea-arteducation.org>

California Association for Music Education:

<http://www.actaonline.org/content/california-association-music-education>

California Dance Education Association: <http://www.cdeadance.org>

California Department of Education, Visual and Performing Arts: <http://www.cde.ca.gov/ci/vp>

California Educational Theatre Association: <http://www.cetoweb.org>

California Music Educators Association: <http://www.calmusiced.com>

The California Arts Project: <http://csmp.ucop.edu/tcap>

(11/07 12/13) 5/19

No current policy

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Policy
High School Graduation Requirements

9.14

BP 6146.1

Instruction

The Governing Board desires to prepare all students to obtain a high school diploma so that they can take advantage of opportunities for postsecondary education and employment.

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 5147 - Dropout Prevention)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6146.3 - Reciprocity of Academic Credit)

Course Requirements

To obtain a high school diploma, students shall complete the following courses in grades 9-12, with each course being one year unless otherwise specified: total course credits required=300

1. **Four courses (40 credits)** in English (Education Code 51225.3)

(cf. 6142.91 - Reading/Language Arts Instruction)

2. **Three courses (30 credits)** in mathematics (Education Code 51225.3)

At least one mathematics course, or a combination of the two mathematics courses, shall meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I or Mathematics I requirement, but shall not exempt a student from the requirement to complete three mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

(cf. 6142.92 - Mathematics Instruction)

(cf. 6152.1 - Placement in Mathematics Courses)

3. **Three courses (30 credits)** in science including biological and physical sciences of which one course (10 credits) must be a laboratory science. (Education Code 51225.3)

(cf. 6142.93 - Science Instruction)

4. **Four courses (40 credits)** in social studies, World History (10 credits, grade 10); U.S. History (10 credits, Grade 11); and Government (10 credits, Grade 12); Economics (10 credits, Grade 12). (Education Code 51225.3)

(cf. 6142.3 - Civic Education)

(cf. 6142.93 - History-Social Science Instruction)

5. One course (10 credits) in fine arts, foreign language, career technical education (CTE) (Education Code 51225.3)

To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education.

(cf. 6142.2 - World/Foreign Language Instruction)

(cf. 6142.6 - Visual and Performing Arts Education)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

6. Two courses (20 credits) in physical education, completion of one season of a school-sponsored athletic sport or one semester of cheer squad will earn 5 credits of Physical education until this requirement is completed. (Education Code 51225.3)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.8 - Comprehensive Health Education)

Because the prescribed course of study may not accommodate the needs of some students, the Board shall provide alternative means for the completion of prescribed courses in accordance with law.

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)

Exemptions from District-Adopted Graduation Requirements

District students are required to complete graduation course requirements specified above, including the requirements imposed by Education Code 51225.3 and those adopted by the Board. However, A foster youth, homeless student, former juvenile court school student, child of a military family, or migrant student, who transfers into the district any time after completing the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be exempted from any graduation requirements adopted by the Board that are in addition to statewide course requirements. This exemption shall not apply if the Superintendent or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school. Within 30 days of the transfer or of the commencement of participation in a newcomer program, as applicable, the Superintendent or designee shall notify any eligible student of the availability of the exemption and whether the student qualifies for it. (Education Code 51225.1)

(cf. 1312.3 - Uniform Complaint Procedures)
 (cf. 5145.6 - Parental Notifications)
 (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)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, the district may retroactively grant high school diplomas to: (Education Code 48204.4, 51430, 51440)

1. Persons who departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.

In determining whether to award a diploma under these circumstances, the Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

2. Former students who were interned by order of the federal government during World War II or who are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, or Desert Storm provided that they were enrolled in a district school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school

Honorary Diplomas

The Board may grant honorary high school diplomas to: (Education Code 51225.5)

1. An international exchange student who has not completed the course of study ordinarily required for graduation, and who is returning to the home country following the completion of one academic school year in the district

(cf. 6145.6 - International Exchange)

2. A student who is terminally ill

The honorary diploma shall be clearly distinguishable from the regular diploma of graduation awarded by the district. (Education Code 51225.5)

Legal Reference:

EDUCATION CODE

47612 Enrollment in charter school

48200 Compulsory attendance

48204.4 Parents/guardians departing California against their will

48412 Certificate of proficiency

48430 Continuation education schools and classes

48645.5 Acceptance of coursework

48980 Required notification at beginning of term

49701 Interstate Compact on Educational Opportunity for Military Children

51224 Skills and knowledge required for adult life

51224.5 Algebra instruction

51225.1 Exemption from district graduation requirements

51225.2 Student in foster care defined; acceptance of coursework, credits, retaking of course

51225.3 High school graduation

51225.35 Mathematics course requirements; computer science

51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation

51225.5 Honorary diplomas

51225.6 Compression-only cardiopulmonary resuscitation

51228 Graduation requirements

51240-51246 Exemptions from requirements

51250-51251 Assistance to military dependents

51410-51413 Diplomas

51420-51427 High school equivalency certificates

51430 Retroactive high school diplomas

51440 Retroactive high school diplomas

51450-51455 Golden State Seal Merit Diploma

51745 Independent study restrictions

56390-56392 Recognition for educational achievement, special education

66204 Certification of high school courses as meeting university admissions criteria

67386 Student safety; affirmative consent standard

CODE OF REGULATIONS, TITLE 5

1600-1651 Graduation of students from grade 12 and credit toward graduation

4600-4670 Uniform complaint procedures

COURT DECISIONS

O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452

Management Resources:

WEB SITES

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

California Department of Education, High School: <http://www.cde.ca.gov/ci/gs/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

(12/17 12/18) 5/19 Revised: April 9, 2019



SHANDON JOINT UNIFIED SCHOOL DISTRICT

101 South First Street Box 79, Shandon, CA 93461

Kristina Benson, Superintendent/Principal TELEPHONE: (805) 238-0286 FAX: (805) 238-0777
Board of Trustees: Jennifer Moe, Van Parlet, Nataly Ramirez, Marlene Thomason, Kate Twisselman

9.15

Quarterly Report on Williams Uniform Complaints [Education Code § 35186]

District: Shandon Joint Unified School District

Person completing this form: Kristina Benson

Title: Superintendent

Quarterly Report Submission Date:
(check one)

☐

January – March 2019

☐

April – June 2019

☒

July – September 2019

☐☐

October – December 2019

Date for information to be reported publicly at governing board meeting: October 8, 2019

Please check the box that applies:

☒

No complaints were filed with any school in the district during the quarter indicated above.

☐

Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
TOTALS	0		

Kristina Benson

Type or Print Name of District Superintendent

Signature of District Superintendent

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.1

AGENDA ITEM TITLE:

Presentation and Discussion of Facility Use Agreement between American Red Cross and SJUSD

PREPARED BY:

Kristina Benson

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Karen Gray, External Affairs Lead will be present to answer any questions the Board might have in regards of the use facility agreement.

RECOMMENDED ACTION:



Kristina Benson <kbenson@shandonschools.org>

Re: Red Cross Use of Facilities - Shandon High Schools

1 message

June Cochran <gradofcal@yahoo.com>

Mon, Sep 9, 2019 at 5:36 PM

To: Kristina Benson <kbenson@shandonschools.org>

Good Morning,

We will be sending Karen Gray, our External AffairsbLead, the next Shandon Board meeting on October 8. In case you need to reach her ahead of time, her email is karensgrey@me.com and her phone number is (805) 441-9551.

I looked at the agreement again and Parkfield Elementary should be added to the Facility list on the first page of the agreement.

Thank you for your time and effort to help the American Red Cross prepare for disasters.

Sincerely,
June Cochran

On Wednesday, September 4, 2019, 4:49:57 PM UTC, Kristina Benson <kbenson@shandonschools.org> wrote:

Good Morning ~

Thank you for taking my call this morning. My school board would like to have a Red Cross Official come to our next Board meeting to answer some questions that they had regarding the use of Shandon High School in times of disaster. The next Shandon Board meeting is on October 8 at 7pm at Shandon High School Library (101 South First Street, Shandon).

Please contact me with any questions you may have.

Kristina Benson

Kristina L. Benson

Superintendent/Principal
Shandon Joint Unified School District
P.O. Box 79 101 South First Street
Shandon, CA 93461
kbenson@shandonschools.org
805.238.0286
fax 805.238.0777



Facility Use Agreement

The American National Red Cross ("Red Cross"), a non-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disasters strike. The disaster relief activities of the Red Cross are made possible by the American public who support the Red Cross with generous donations. The Red Cross's disaster services are also supported by facility owners who permit the Red Cross to use their buildings as shelters and other service delivery sites for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility to provide services during a disaster. This agreement only applies when Red Cross requests use of the facility and is managing the activity at the facility.

Parties and Facility

Owner:

Full Name of Owner	Shandon Joint Unified School District
Address	101 South First Street
24-Hour Point of Contact Name and Title Work Phone Cell Phone	
Address for Official Notices (only if different from above address)	

Red Cross:

Chapter Name	Pacific Coast Chapter
Chapter Address	225 Prado Road, San Luis Obispo, CA 93401
24-Hour Point of Contact Name and Title Work Phone Cell Phone	Disaster Program Manager
Address for Official Notices	American Red Cross, Disaster Cycle Services Logistics, 8550 Arlington Blvd., Fairfax, VA 22031

Facility:

Insert name and complete street address of building or, if multiple buildings, write "See attached facility list," and attach facility list, including complete street address of each building that is part of this agreement. If the Red Cross will use only a portion of a building, then describe the portion of the building that the Red Cross will use.

Shandon Elementary School, 301 South First St., Shandon, CA 93461
Shandon High School, 101 South First St., Shandon, CA 93461

Terms and Conditions

1. **Use of Facility:** Upon request and if feasible, Owner will permit the Red Cross to use and occupy the Facility on a temporary basis to conduct emergency, disaster-related activities. The Facility may be used for the following purposes (both parties must initial all that apply):

Facility Purpose	Owner Initials	Red Cross Initials
Service Center (Operations, Client Services, or Volunteer Intake)		
Storage of supplies		
Parking of vehicles		
Disaster Shelter		

2. **Facility Management:** The Red Cross will designate a Red Cross official to manage the activities at the Facility ("Red Cross Manager"). The Owner will designate a Facility Coordinator to coordinate with the Red Cross Manager regarding the use of the Facility by the Red Cross.
3. **Condition of Facility:** The Facility Coordinator and Red Cross Manager (or designee) will jointly conduct a survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Red Cross's **Facility/Shelter Opening/Closing Form** to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment in the Facility that the Red Cross should not use. The Red Cross will exercise reasonable care while using the Facility and will not modify the Facility without the Owner's express written approval.
4. **Food Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request by the Red Cross, and if such resources are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate meals at the direction of and in cooperation with the Red Cross Manager. The Food Service Manager will establish a feeding schedule and supervise meal planning and preparation. The Food Service Manager and Red Cross Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies before the Facility is turned over to the Red Cross. When the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the Red Cross's activities at the Facility.
5. **Custodial Services** (*This paragraph applies only when the Facility is used as a shelter or service center.*): Upon request of the Red Cross and if such resources are available, the Owner will make its custodial resources, including supplies and workers, available to provide cleaning and sanitation services at the Facility. The Facility Coordinator will designate a Facility Custodian to coordinate these services at the direction of and in cooperation with the Red Cross Manager.
6. **Security/Safety:** In coordination with the Facility Coordinator, the Red Cross Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any security and safety issues at the Facility.
7. **Signage and Publicity:** The Red Cross may post signs identifying the Facility as a site of Red Cross operations in locations approved by the Facility Coordinator. The Red Cross will remove such signs when the Red Cross concludes its activities at the Facility. The Owner will not issue press releases or other publicity concerning the Red Cross's activities at the Facility without the written consent of the Red Cross Manager. The Owner will refer all media questions about the Red Cross activities to the Red Cross Manager.

8. **Closing the Facility:** The Red Cross will notify the Owner or Facility Coordinator of the date when the Red Cross will vacate the Facility. Before the Red Cross vacates the Facility, the Red Cross Manager and Facility Coordinator will jointly conduct a post-occupancy inspection, using the second page of the *Shelter/Facility Opening/Closing Form*, to record any damage or conditions.
9. **Fee** (*This paragraph does not apply when the Facility is used as a shelter. The Red Cross does not pay fees to use facilities as shelters.*): Both parties must initial one of the two statements below:
 - a. Owner will not charge a fee for the use of the Facility.
Owner initials: _____ Red Cross initials: _____
 - b. The Red Cross will pay \$_____ per day/week/month (circle one) for the right to use and occupy the Facility. Owner initials: _____ Red Cross initials: _____
10. **Reimbursement:** Subject to the conditions in paragraph 10(e) below, the Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross, in consultation with the Owner, will select from bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.
 - b. *Reasonable costs associated with custodial and food service personnel and supplies* which would not have been incurred but for the Red Cross's use of the Facility. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
 - c. *Reasonable, actual, out-of-pocket costs for the utilities indicated below*, to the extent that such costs would not have been incurred but for the Red Cross's use of the Facility. (Both parties must initial all utilities that may be reimbursed by the Red Cross):

	Owner Initials	Red Cross Initials
Water		
Gas		
Electricity		
Waste Disposal		
 - d. The Owner will submit any request for reimbursement to the Red Cross within 60 days after the occupancy of the Red Cross ends. Any request for reimbursement must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked.
 - e. If the disaster is a Federally-declared disaster and Owner is a municipal or state government entity, then the Owner will work with appropriate emergency management agencies to seek cost reimbursement through the Federal Emergency Management Agency's program for administering Public Assistance Category B under the Robert T. Stafford Act. The Red Cross is not obligated to reimburse the Owner for costs covered by Public Assistance Category B.
11. **Insurance:** The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.
12. **Indemnification:** The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability,



Facility Use Agreement

including reasonable attorney fees, in respect to claims for bodily injury, death, and property damage arising from the negligence of the Red Cross during the use of the Facility.

13. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

Owner (Legal Name)

By (Signature)

Name (Printed)

Title

Date

The American National Red Cross

(Legal Name)

By (Signature)

Name (Printed)

Title

Date

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.2

AGENDA ITEM TITLE:

Presentation and Approval of Resolution 2019-20-04 Development Fee Report and the Five-Year Development Fee Summary

PREPARED BY:

Maria Ruelas

AGENDA SECTION:

☐ Reports ☐ Consent ☐ Action ☐ First Reading ☐ Information ☒ Resolution

SUMMARY:

Government Code sections 66001 and 66006 impose certain requirements on public agencies that levy development fees. Districts collecting development fees must make an annual accounting of those fees available to the public. The Board must pass a resolution regarding the annual accounting of these Development Fees. The resolution and attachments have been on display in the District Office since 09/24/19.

In addition, Government Code section 66001(d) requires that for the fifth fiscal year following the first deposit into each account or fund, and every five years thereafter, the District must make an accounting summary of funds received and funds expended. For the current year, please see Attachment #2 which describes funds received for the 2018-19 fiscal year. Attachment #3 is the five-year summary of funds from 2014-2019 required by Government Code section 66001(d).

RECOMMENDED ACTION:

Approval of Resolution 2018-19-04, 2018-19 Development Fee Report and the Five-Year Development Fee Summary

**RESOLUTION 2019-20-04 OF THE GOVERNING BOARD OF THE
SHANDON JOINT UNIFIED SCHOOL DISTRICT REGARDING
ANNUAL ACCOUNTING OF DEVELOPMENT FEES
FOR 2018-19 FISCAL YEAR
IN THE FOLLOWING FUND OR ACCOUNT:
Capital Facilities Fund 25
(Government Code sections 66001(d) & 66006(b))**

1. Authority and Reasons for Adopting this Resolution.

- A. This District has levied school facilities fees pursuant to various resolutions, the most recent of which is dated 6/05/18, and is referred to herein as the "School Facilities Fee Resolution" and is hereby incorporated by reference into this Resolution. These resolutions were adopted under the authority of Education Code section 17620. These fees have been deposited in the following fund or account:

Capital Facilities fund 25 (the "Fund");

B. Government Code sections 66001(d) and 66006(b) require this District to make an annual accounting of the Fund and to make additional findings every five years if there are any funds remaining in the Fund at the end of the prior fiscal year;

C. Government Code sections 66001(d) and 66006(b) further require that the annual accounting of the Fund and those findings be made available to the public no later than December 28, 2019, that this information be reviewed by this Board at its next regularly scheduled board meeting held no earlier than 15 days after they become available to the public, and that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) be mailed at least 15 days prior to this meeting to anyone who has requested it;

D. The Superintendent has informed this Board that a draft copy of this Resolution (along with Exhibits A and B which are hereby incorporated by reference into this Resolution) was made available to the public on September 24, 2019. The Superintendent has further informed this Board that notice of the time and place of this meeting (as well as the address at which this information may be reviewed) was mailed at least 15 days prior to this meeting to anyone who had requested it;

E. The Superintendent has also informed this Board that there is no new information which would adversely affect the validity of any of the findings made by this Board in its School Facilities Fee Resolution.

2. What This Resolution Does.

This Resolution makes various findings and takes various actions regarding the Fund as required by and in accordance with Government Code sections 66001(d) and 66006(b).

3. Findings Regarding the Fund.

Based on all findings and evidence contained in, referred to, or incorporated into this Resolution, as well as the evidence presented to this Board at this meeting, the Board finds each of the following with respect to the Fund for the 2018-19 Fiscal Year:

A. In reference to Government Code section 66006(b)(2), the information identified in section 1 above is correct;

B. In further reference to Government Code section 66006(b)(2), this Board has reviewed the annual accounting for the Fund as contained in Exhibit A and determined that it meets the requirements set forth in Government Code section 66006(b)(1);

C. In reference to Government Code section 66001(d)(1), and with respect only to that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified in Exhibit B;

D. In reference to Government Code section 66001(d)(2), and with respect only to that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the findings and evidence referenced above demonstrate that there is a reasonable relationship between the fee and the purpose for which it is charged;

E. In reference to Government Code section 66001(d)(3), and with respect only to that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, all of the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified as the use to which the fees are to be put are identified in Exhibit B;

F. In reference to Government Code section 66001(d)(4), and with respect only to that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the approximate dates on which the funding referred to in paragraph E above is expected to be deposited into the appropriate account or fund is designated in Exhibit B; and

G. In reference to the last sentence of Government Code section 66001(d), because all of the findings required by that subdivision have been made in connection with the fees that were levied in paragraphs C-F above, the District is not required to refund any moneys in the Fund as provided in Government Code section 66001(e).

4. **Superintendent Authorized to Take Necessary and Appropriate Action.**

The Board further directs and authorizes the Superintendent to take on its behalf such further action as may be necessary and appropriate to effectuate this Resolution.

5. **Certificate of Resolution.**

I, Marlene Thomason, President of the Governing Board of the Shandon Joint Unified School District of San Luis Obispo County, State of California, certify that this Resolution proposed by _____, seconded by _____, was duly passed and adopted by the Board, at an official and public meeting this 8th day of October, 2019, by the following vote:

AYES:

NOES:

ABSENT:

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Marlene Thomason, President of the Board

Kate Twisselman, Clerk of the Board

EXHIBIT A

TO RESOLUTION REGARDING
ANNUAL ACCOUNTING OF DEVELOPMENT FEES
FOR FISCAL YEAR 2018-19
FOR THE FOLLOWING FUND OR ACCOUNT:

Capital Facilities Fund 25 (the "Fund")

Per Government Code section 66006(b) (1) (A-H) as indicated:

- A. A brief description of the type of fee in the Fund:

Statutory school facilities fees.

- B. The amount of the fee.

**\$3.79 per square foot of assessable space of residential construction; and
\$0.61 per square foot of covered and enclosed space of commercial/industrial
construction; but subject to the district's determination that a particular project is exempt
from all or part of these fees.**

- C. The beginning and ending balance of the Fund.

See Attachment 1.

- D. The amount of the fees collected and the interest earned.

See Attachment 1.

- E. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Not applicable.

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) subdivision (a) of section 66001, and the public improvement remains incomplete:

Not applicable.

- G. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan:

The District has not made any such interfund transfers or loans.

- H. The amount of refunds made pursuant to subdivision (e) of section 66001 and any allocations pursuant to subdivision (f) of section 66001:

No refunds or allocations were made pursuant to subdivision (e) or (f) of section 66001.

EXHIBIT B

TO RESOLUTION REGARDING
ANNUAL ACCOUNTING OF DEVELOPMENT FEES
FOR FISCAL YEAR 2018-19
FOR THE FOLLOWING FUND OR ACCOUNT:

Capital Facilities Fund 25 (the "Fund")

Per Government Code section 66001 (d)(1)-(4) as indicated:

- A. With respect to only that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the purpose of the fees is to finance the construction or reconstruction of school facilities necessary to reduce overcrowding caused by the development on which the fees were levied, which facilities are more specifically identified as follows:
 - 1. Completion of Sports Field
 - 2. Completion of ongoing reconstruction projects as funds are available
- B. See section 3.D of the Resolution.
- C. With respect to only that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the sources and amounts of funding anticipated to complete financing in any incomplete improvements identified in paragraph A above are as follows:
 - 1. Sports Field – no funds available at this time
 - 2. Reconstruction and upgrades cost not known at this time
- D. With respect to only that portion of the Fund remaining unexpended at the end of the 2018-19 Fiscal Year, the following are the approximate dates on which the funding referred to in paragraph C above is expected to be deposited into the appropriate account or fund: July 1, 2019.
 - 1. Unknown at this time

ANNUAL REPORT OF DEVELOPER FEES

School District Name: Shandon Joint Unified School District
Reporting Period: July 1, 2018 - June 30, 2019
Date Report Made Available to the Public: September 24, 2019
Date Report Presented to the Board: October 8, 2019

DESCRIPTION OF THE TYPE AND AMOUNT OF THE FEE

This district has levied school facilities fees pursuant to various resolutions, the most recent of which is dated 1/28/18. These resolutions were adopted under the authority of Government Code Section 53080 for the purpose of funding the construction or reconstruction of school facilities.

The amount collected by this district is \$3.79 per square foot of assessable space of residential construction; and \$.61 per square foot of covered and enclosed space of commercial/industrial construction; but subject to the district's determination that a particular project is exempt from all or part of these fees.

**ANNUAL DEVELOPER FEE REPORT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2018**

DESCRIPTION	ACCOUNT CODE	TOTALS
<i>BEGINNING BALANCE</i>		28,328.84
REVENUE		
Mitigation/Developer Fees (Schedule A)	8681	25,605.24
Interest Income	8660	884.88
Other Income	8699	-
TOTAL REVENUE		26,490.12
EXPENDITURES		
Salaries & Benefits	1000-3999	-
Adminstration		-
Equipment	4000-4999	-
Services, Other Operating Expenses*	5000-5999	-
Travel & Conference		-
Rentals, Leases and Repairs		-
Other Services & Operating Expenses		-
Capital Outlay	6000-6599	-
Sites & Improvements of Sites*		-
Buildings & Improvements		-
TOTAL EXPENDITURES		-
OTHER FINANCING SOURCES/USES		
Transfers Out	7610-7629	-
Uses*	7438-7439	-
TOTAL OTHER SOURCES/USES		-
<i>ENDING BALANCE</i>		<u>\$ 54,818.96</u>

*Expenditures

OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	%used
Beginning balance						
9110 CASH IN COUNTY TREASURY	28,328.84	26,490.12	26,490.12	0.00	54,818.96	
TOTAL Beginning balance	28,328.84	26,490.12	26,490.12	0.00	54,818.96	
Current year revenue						
8660 INTEREST	885.00	884.88	884.88	0.00	0.12	100.0
8681 MITIGATION/DEVELOPER FEES	25,605.00	25,605.24	25,605.24	0.00	0.24	100.0
TOTAL Current year revenue	26,490.00	26,490.12	26,490.12	0.00	0.12	
*TOTAL Beginning balance + Revenue	54,818.84	54,818.96	54,818.96			*
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	158.00-	26,063.00-	26,063.00-	0.00	26,221.00-	
9791 FUND BAL-BEGINNING BALANCE	28,328.84-	0.00	0.00	0.00	28,328.84-	
TOTAL Ending balance	28,486.84-	26,063.00-	26,063.00-	0.00	54,549.84-	
**Fund balance	54,818.84	54,818.96	54,818.96			**

SHANDON JOINT UNIFIED SCHOOL DISTRICT
 DEVELOPER FEE
 SUMMARY OF LAST FIVE YEARS (2014-2019)
 REVENUES/EXPENSES

	<u>REVENUES</u>	<u>EXPENSES</u>
2014-15 Beginning Balance	\$10,254.18	
2014-15	\$35.49	
2015-16	\$4,502.52	
2016-17	\$12,764.12	\$0.00
2017-18	\$2,985.49	\$0.00
2018-19	\$26,490.12	\$2,212.96
Totals	\$57,031.92	\$2,212.96
Balance as of 6/30/19		<u><u>\$54,818.96</u></u>
(Beg Bal + Revenue - Expenses)		

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.3

AGENDA ITEM TITLE:

Discussion and Approval of 2019-20 Agreement for Psychologist Services between PVSD and SJUSD

PREPARED BY:

Kristina Benson

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

In Spring of 2018, Superintendent Taylor (Shandon) and Superintendent Nielsen (Pleasant Valley) agreed to share time for a School Psychologist for the 2018-19 school year. This contract represents the continuing relationship with Pleasant Valley School District. This contract includes salary for a half day once per week, mileage and statutory benefits to be paid to SJUSD.

This agreement is respectfully submitted for review and approval.

RECOMMENDED ACTION:

AGREEMENT FOR PSYCHOLOGIST SERVICES

The Pleasant Valley Joint Unified Elementary School District ("Pleasant Valley") hereby contracts with the Shandon Joint Unified School District ("SJUSD") for the services of a **credentialed psychologist** to serve the students of Pleasant Valley. The terms and conditions of this agreement are as follows:

1. Period of Service

Services will be provided under this contract for one of the following periods:

For the school year beginning July 1, 2019 and ending June 30, 2020.

2. Nature of Service

Direct services provided under this agreement shall be rendered substantially in accordance with the practices and procedures constituting typical psychologist services. Services provided shall be responsive to the needs and policies of Pleasant Valley. "Direct Services" are those activities consisting of direct work with students or Pleasant Valley teachers or other Pleasant Valley personnel on behalf of particular students, or direct activities serving the educational interest of Pleasant Valley.

SJUSD will make a responsible effort to accommodate the wishes and schedule of Pleasant Valley in the assignment and scheduling of psychologist services; however, the assignment of specific personnel and the scheduling of those personnel shall be within the sole discretion of SJUSD.

3. Materials and Supplies

SJUSD will be responsible for providing supplies to support the psychologist. Pleasant Valley will be responsible for the reimbursement of the cost of protocols used by the psychologist.

4. Fees/Payment

District agrees to pay SJUSD the amount of \$355.10 per ½ day of psychologist services for a period of time **not to exceed 38 days (1/2 day/week for 38 weeks)**. Total amount of the contract will not exceed **\$13,500.00** for the **2019-2020** school year. Daily rate includes salary, statutory benefits, mileage and other supervisory costs associated with the employee. ***Rate shown does include day-to-day supplies, but not special supplies that must be ordered or are requested for Pleasant Valley students.***

Charges payable under this agreement will be payable to SJUSD upon receipt of an invoice, which will normally be rendered twice each year, in January and June. The final payment will be due and payable on or before June 30, 2020.

5. Terms of Agreement

This agreement shall be effective for the period specified in Section 1 above. To assist SJUSD in staffing and planning, **District agrees to notify SJUSD in writing of its intention to renew or cancel this agreement for the next school year no later than January 15 of the current school year.**

Signatures:

Pleasant Valley Jt Un Elem School District

Date:

Shandon Jt Unified School District

Date:

SHANDON JOINT UNIFIED SCHOOL DISTRICT

EMPLOYER BENEFITS 2019-20 (EMPLOYER PAID)

	Object	CERTIFICATED	CLASSIFIED	Object
STRS	3101	16.280%	0.00%	3102
PERS	3201	0.000%	18.062%	3202
OASDI (FICA)	3301	0.000%	6.200%	3302
MEDICARE	3311	1.450%	1.450%	3312
UNEMPLOYMENT (SUI)	3501	0.050%	0.050%	3502
WORKER'S COMP	3601	2.280%	2.280%	3602
HEALTH BENES-CAP*		\$ 10,110.00	\$ 10,116.00	

*Subject to negotiations

Percentages for benefits by retirement plans

WITH REG RETIREMENT (STRS/PERS)
WITH NO RETIREMENT
OVERTIME (& ON PERS/STRS)

20.060%	28.042%
3.780%	9.980%
20.060%	9.980%

Salary	\$	94,378.00	\$	-	
3101	\$	15,364.74			3102
3201	\$	-	\$	-	3202
3301	\$	-	\$	-	3302
3311	\$	1,368.48	\$	-	3312
3501	\$	47.19	\$	-	3502
3601	\$	2,151.82	\$	-	3602
	\$	10,110.00	\$	-	
Total Deductions	\$	29,042.23	\$	-	

Total Payroll	\$	123,420.23	\$	-
Days		184		
Daily Rate	\$	670.76		
1/2 Day Rate	\$	335.38		
Miles Per Day		34		
Mileage Rate		0.58		
	\$	19.72		
Total 1/2Day Cost	\$	355.10		
38 Work Days	\$	13,493.84		

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.4

AGENDA ITEM TITLE:

Discussion and Approval of the District Wide Safe School Plan 2019-2020

PREPARED BY:

Kristina Benson

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Provided for your approval is the District Wide Safe School Plan for the 2019-2020 school year.

RECOMMENDED ACTION:

Shandon Joint Unified School District

District Wide Safe School Plan



**for
Shandon Elementary School
Parkfield Elementary School
Shandon High School**

2019-2020



District Wide Comprehensive Support Programs

Shandon Joint Unified School District

Vision

The schools in the Shandon Joint Unified School District will provide a safe environment where students learn to respect themselves, others and their surroundings, resulting in an environment conducive to high academic achievement.

Mission

Shandon Joint Unified School District is committed to providing a quality education in a safe environment which empowers students with the skills, knowledge and attitudes necessary for success.

District Wide Comprehensive Support Programs

**Programs that promote
Safe and Drug Free Schools
for all students**

Elementary Schools

- ❖ Character Counts
- ❖ CC BOYS AND GIRLS CLUB After-School Club
- ❖ Counseling, "Circle of Friends"
- ❖ Red Ribbon Week

Middle School

- ❖ CC BOYS AND GIRLS CLUB After-School Events
- ❖ GREAT
- ❖ Friday Night Live
- ❖ Resource Officer from Sheriff's Department Available five days a week
- ❖ Drug & Alcohol Services Counselor through Friday Night Live Grant
- ❖ Sports Programs

High School

- ❖ Friday Night Live
- ❖ Resource Officer from Sheriff's Department Available five days a week
- ❖ Weekly Counseling by Drug & Alcohol Services Counselor through FNL Grant
- ❖ Thrive! Counselors
- ❖ FFA Program
- ❖ Sports Programs

Support Funded in part by:

- ❖ Safety Incentive Funds
- ❖ FNL Grant – Drug and Alcohol Services Funded Counselor
- ❖ Carl Perkins Grant
- ❖ District Contribution

District Wide Comprehensive Support Programs

Kristina Benson, District Coordinator 238-0286

Safe School Plan

Support Groups

School Activities to Promote Positive Values

Shannon Kepins, Site Coordinator 238-1782

Shandon Elementary and Parkfield Elementary

Support Groups

School Activities to Promote Positive Values

Amanda Dobberpuhl, Site Coordinator 238-0286

Shandon High School

Safe and Drug-Free Schools

Circle of Friends

Kristina Benson, Coordinator 238-0286

Shandon District MOT & Safety Director

Friday Night Live (FNL) Support Counselor 238-0286

Andy Needles, School Psychologist 238-0286

District Wide Comprehensive Support Programs

Funding Cycle
2019-2020

Safe Schools Incentive	Funded by the District
Crossing Guard	Funded by the District
Playground / Campus Supervisors	Funded by the District

Programs to Meet Individual Needs of Students

Student Referred by Teacher, Administrator, Parent, or Self

- ❖ Student Study Team
- ❖ Reading Intervention
- ❖ Professional Development/Collaboration
- ❖ Counseling
- ❖ CC BOYS AND GIRLS CLUB After-School Club
- ❖ Drug & Alcohol Specialist Counseling through FNL Grant (K-12)
- ❖ Thrive! Counselors
- ❖ After School Tutoring

Safe School and Violence Prevention Act

Goal: To make the schools safer by reducing and preventing acts of violence on campus.

Strategies:

- ❖ Bullying Awareness, Conflict Resolution, Restorative Justice Practices, Emergency Response, Staff Professional Development
- ❖ Citizenship Rewards
- ❖ School Resource Officer Presentations
- ❖ Cooperation and Collaboration with Local Law Enforcement
- ❖ Campus Supervision
- ❖ Crossing Guard
- ❖ Teacher-Parent/Administrative Conferences
- ❖ Behavior Plans and Contracts
- ❖ Lock Block on Doors
- ❖ Emergency Response Drills
- ❖ SHS & Middle School FNL Activities for high school (Awareness Week and Teen Issues Day)

Safe & Drug-Free Schools

Goal: To attain totally drug-free and violence-free campuses where students can excel academically and socially.

Strategies:

- ❖ Resource Officer from the Sheriff's Department available five days a week
- ❖ SLO County Sheriff GREAT Program
- ❖ Red Ribbon Week Activities – K-8
- ❖ Counseling Services- K-12 (School based and Thrive!)
- ❖ Health Education
- ❖ Conflict Resolution Programs (School based and Thrive!)
- ❖ Drug, Violence and Gang Prevention Staff Professional Development
- ❖ Communications to Families in English and Spanish on Bullying and Gang Violence Prevention
- ❖ SHS & SES Library Bullying and School Violence Prevention Videos and Books
- ❖ Conferences
- ❖ Athletics Random Drug-Testing
- ❖ Campus Supervisors
- ❖ Good Attendance Awards
- ❖ Academic Excellence Awards

Student Counseling and Support Groups

Goal: All students will have access to counseling and support services for their individual needs.

Strategies:

- ❖ School Counselor Counseling
- ❖ Friday Night Live Drug and Alcohol Services Counseling
- ❖ Counseling Services Provided by the School Psychologist
- ❖ Referrals for the Student and Family to County Public Service Agencies
- ❖ Thrive! Counselors

Teenage Pregnancy Prevention

Goal: To prevent teenage pregnancies in the student population.

Strategies:

- ❖ Maturation Films Shown, by the School Nurse, Annually to 5th Grade Students. Parent Consent Required.
- ❖ Health Classes
- ❖ Teen Aid Program in the Health Ed Class
- ❖ High School Supplemental Health Instructional Materials, DVD's & Videos, Reviewed and Approved by Planned Parenthood in April 2010
- ❖ CAPSLO Health Education Program Each Year

Safe and Drug Free (SDFSC) & Tobacco Use

Goal: Provide information that discourages students from smoking now and in the future resulting in a reduction of the number of student smokers.

Strategies:

- ❖ Risks of Smoking Health Lessons
- ❖ Red Ribbon Week Activities
- ❖ Sheriff Department's School Resource Officer Presentation on Tobacco and Drug Use
- ❖ Counselor Provided Information As Requested
- ❖ Student Referrals to Cessation Programs
- ❖ Campus Posting of Permanent "Tobacco Free Campus" Signs
- ❖ SHS Library Collection of Books and Videos On Smoking and Smokeless Tobacco
- ❖ Anti-Vaping Posters and Assemblies

Component 1: Personal Characteristics of Students and Staff

Goal: Students and staff feel safe, confident, and secure in the schools, enabling them to excel in their efforts.

Areas of Pride:

1. Students and staff are held to high standards of behavior. The standards emphasize respect for others by: a) respecting and appreciating cultural differences; b) using respectful language and behaviors; c) adhering to the dress code (for students); d) stopping bullying; and e) peaceful conflict resolution.
2. Staff demonstrates a high level of going "above and beyond" to meet student needs.
3. Programs are in place throughout the District to promote self-regulation of aggressive/violent behaviors as early childhood is a key stage in the development of such behaviors.
4. Student achievements are celebrated, work is displayed, and honor roll lists are posted and published.
5. Student/parent handbooks, newsletters, and most communications are sent home in English and Spanish.
6. Strong student leadership teams are very involved in school activities.

Areas for Desired Change:

1. Motivate students to set more goals for academic success and strive to their utmost to achieve them.
2. Eliminate drug, alcohol, and tobacco use among the student population.
3. Develop more comprehensive needs assessments for staff and students.
4. Increase parent involvement.
5. Reduce teen pregnancies.

Objective	Activities	Person(s) Responsible/Title	Timeline
<p><u>Professional Development</u> Staff will participate in Professional Development annually:</p> <ul style="list-style-type: none"> • Child abuse reporting policies • Disaster response procedures • Discipline procedures, including suspension/expulsion policies, and notification of expelled students • Sexual harassment policy • School-wide dress code • Safety on campus, safe ingress and egress from campus 	<ol style="list-style-type: none"> 1. Shandon Joint Unified School District Professional Development Training Days 2. Online SIPE Training Modules 3. SLOCOE Professional Development Trainings 	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Professional Development schedule initiated the first three days of the school year each year and continued throughout the year.</p>

<ul style="list-style-type: none"> • Hate crime policies/procedures • Suicide Prevention <p><u>Physical/Health Concerns</u></p> <p>Administration and staff will promote and coordinate activities and programs encouraging a healthy lifestyle, focusing on prevention and intervention of alcohol, tobacco, and drug use.</p>	<ol style="list-style-type: none"> 1. Friday Night Live activities, 2. Open House Community Outreach Night 3. Community Agency Presentations on Alcohol, Tobacco, and Drug Intervention 4. Harvest of the Month and Children's Farmers Market 5. Family Movie Night 6. Conflict Resolution, Cultural Awareness, Drug Prevention, Gang Prevention, Involvement Prevention, and Bullying Prevention Professional Development 7. Red Ribbon Week 	<p>FNL Coordinator</p> <p>FNL Coordinator</p> <p>District Counselor</p> <p>Shandon District Cafeteria Manager</p> <p>SES Staff</p> <p>Shannon Kepins, SES Principal Kristina Benson, Superintendent</p> <p>ASB Advisor</p>	<p>FNL Meetings will be held at least twice a month.</p> <p>Open House Community Outreach will be held in September of each year.</p> <p>Community agency presentations will be held periodically throughout the year.</p> <p>Harvest of the Month and Children's Farmers Market will be held monthly throughout the school year.</p> <p>Family Movie Night will be held once a trimester.</p> <p>Professional Development initiated by August 31 each year and updated throughout the year.</p> <p>Red Ribbon Week activities will be held the last week of October.</p>
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<p><u>Ethnic/Cultural Diversity</u></p> <p>All students and staff will be recognized and respected for their ethnic and cultural diversity.</p>	<ol style="list-style-type: none"> 1. Curriculum Embedded with Ethnic/Cultural Diversity 2. Ethnic/Cultural Diverse Hiring Practices 3. Translation of all District Publications to Spanish 4. Celebrations of Special Cultural Events 	<p>District Staff</p> <p>Kristina Benson, District Superintendent</p> <p>Bilingual Clerks</p> <p>ASB Officers/Teachers</p>	<p>Curriculum development throughout the year will include ethnic and cultural diversity.</p> <p>Candidates whose culture and ethnicity reflect those of the community will have priority in the hiring process.</p> <p>Throughout the year all written material and voice messages published by the District will be translated.</p> <p>Celebration of special cultural events will occur thought the year.</p>
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Component 2: The Schools' Physical Environments

Goal: The facilities provided by Shandon Unified School District will provide a safe environment and be a source of pride for the students, staff, and community.

Areas of Pride:

1. Shandon Elementary, Shandon High School and Parkfield Elementary School are all located centrally in their community and are an integral part of the community.
2. Custodial and maintenance staffs are supportive and responsive to requests of staff and the community.
3. Maintenance and facility repairs/modernizations are occurring through the passing of the Measure K Bond.

Areas for Desired Change:

1. Funding shortages challenge the areas of staffing and resources.
2. Emergency supplies such as tarps, blankets, water, and dried foods are inadequate to meet student and staff needs in an emergency situation.

Objective	Activities	Person(s) Responsible/Title	Timeline
<u>School Location</u> Schools will continue to be an integral part of the community and foster cooperation and support within the community.	1. Community Service and Campus Improvement Projects 2. Community Use of School Facilities	Counselor High School Class Advisors Kristina Benson, Superintendent	Projects ongoing throughout the year. Activities will occur throughout the year.
<u>School Grounds</u> Schools will maintain a "closed campus" policy with students staying on campus after arrival until being dismissed from school or being checked out of school by their parent.	1. Student Handbooks Defining Closed Campus Policy 2. Staff Enforcement of School Policy	Teacher Campus Supervising Staff	"Closed Campus" policy will be explained to students at the beginning of each year as part of the Student Handbook review. Daily monitoring of students will be done.

<p><u>School Buildings and Classrooms</u></p> <p>Classrooms will be adequate in size for the student/teacher ratio, will be clean and well-maintained, and will incorporate bulletin boards, posters, and displays.</p>	<ol style="list-style-type: none"> 1. Periodic Room Inspections 2. Student Work Displays 3. Routine Cleaning of Classrooms 4. Assessment of Student/Teacher Ratio Per Classroom Size 	<p>Maintenance Staff</p> <p>Teachers</p> <p>Maintenance Staff</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Maintenance Staff</p>	<p>Monthly room inspections will take place as part of the Safety Committee Meeting.</p> <p>Displays will be changed at least once a month.</p> <p>Classrooms will usually be cleaned daily or as needed.</p> <p>Student/Teacher Ratio per classroom size for each classroom will be determined at the beginning of the year and monitored throughout the year.</p>
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<p><u>Internal Security</u></p> <p>School staff will notify and collaborate with the SLO County Sheriff School Resource Officer or other law enforcement representatives as appropriate on law enforcement related incidences.</p>	<ol style="list-style-type: none"> 1. SLO County Sheriff School Resource Officer Program Participation 2. Collaborative Relationship Between District and Law Enforcement 	<p>Staff School Resource Officer</p> <p>Kristina Benson, Superintendent</p>	<p>The District will participate in partnership with SLO County Sheriff School Resource Officer Program throughout the school year.</p> <p>Collaboration will occur throughout the year.</p>
<p>The Emergency Response Plan and Safe School Plan will be current and staff will receive training on each plan.</p>	<ol style="list-style-type: none"> 1. Professional Development Training on Emergency Response and Safe Schools 2. Collaborative Planning 	<p>All Staff</p> <p>Kristina Benson, Superintendent Maintenance Staff</p>	<p>The Emergency Response Plan and Safe School Plan will be reviewed yearly and updated.</p> <p>Periodic planning meetings will occur throughout the year.</p>

Component 3: The Schools' Social Environment

Goal: Students have a positive learning environment where they have warm and supportive interactions with other students and staff.

Areas of Pride:

1. Shared-decision making is an important component in the administration of the schools.
2. EOC Migrant Head Start, District English Language Advisory Committee (DELAC), School Site Council, and Shandon CC BOYS AND GIRLS CLUB Afterschool Program enhance the school curriculum.
3. Staff regularly model mutual respect for each other.
4. An increase in bilingual staff members provides increased academic support for students at home by providing materials and resources in English and Spanish.

Areas for Desired Change:

1. There is a need for more activities to promote positive interactions and understanding of diverse cultures.
2. Parents are active in the schools, volunteering significant time in the classrooms and on field trips.

Objective	Activities	Person(s) Responsible/Title	Timeline
<p><u>Leadership</u></p> <p>Administrators will provide clear and direct leadership, setting a positive and supportive tone for students and staff.</p>	<p>1. Well Organized Staff Meetings</p> <p>2. Open Communication Between Administration and Staff</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p> <p>Administration, Staff, Students, and Board Members</p>	<p>Site and District Staff Meetings will be held monthly throughout the year.</p> <p>All District stakeholders will be encouraged to participate in shared decision-making throughout the year.</p>
<p><u>School Site Management</u></p> <p>All staff will demonstrate respect, awareness, and appreciation of cultural diversity, and will show sensitivity and responsiveness to individual student needs.</p>	<p>1. Respectful Work Environment</p> <p>2. Superintendent and Principal Actively Involved In All Extra-Curricular Activities</p>	<p>All Staff</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Staff will demonstrate respect for others throughout the year.</p> <p>A schedule of events will be planned before school begins each year.</p>

<p><u>Classroom Organization and Structure</u></p> <p>Classroom instruction and conditions will be conducive to learning and will feature positive relations among students and staff.</p>	<ol style="list-style-type: none"> 1. Diverse Instructional Strategies Addressing Individual Student Learning Styles 2. Student Study Teams 	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Counselor RSP Teachers Classroom Teachers</p>	<p>Throughout the year instruction will be monitored to verify inclusion of diverse instructional strategies.</p> <p>Held as needed to address individual student needs.</p>
<p>Interruptions to classroom instructional time will be minimized.</p>	<ol style="list-style-type: none"> 1. Emergency Only or Parent/Guardian Requested Sign Out Only Interruptions 	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Throughout the year classroom instructional time will be interrupted as little as possible.</p>
<p>All staff will receive training on recognizing and preventing bullying.</p>	<ol style="list-style-type: none"> 1. Bullying Awareness Training 2. Incident Forms 	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Bullying prevention training will occur annually at the beginning of the school year.</p> <p>Forms will be available by the first of each school year, and an adequate supply maintained throughout the year.</p>

<p><u>Discipline and Consequences</u></p> <p>Discipline procedures will be fair and consistent, clearly delineated, and will be well known by students and staff.</p>	<p>1. Collaboration With School Resource Officer</p> <p>2. K-5 Progressive Discipline and Classroom Management Plan</p> <p>3. Discipline Policies Published in Student Handbook, Newsletters, and Classroom Postings</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p> <p>Shannon Kepins, SES Principal K-5 Staff</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal District Administrative Assistant Classroom Teachers</p>	<p>The School Resource Officer will be immediately notified of and included in serious discipline issues that could involve infraction of the law including truancy.</p> <p>Continued monitoring of the effects of discipline consequences and positive rewards throughout the year.</p> <p>The Discipline Policy will be published annually and/or whenever changes are made.</p>
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Component 4: The School's Culture

(The general atmosphere or spirit of the school)

Goal: Students and staff feel safe, confident, and secure in the schools, enabling them to excel in their efforts.

Areas of Pride:

1. Counselor meets regularly with students in support groups and individually.
2. Students and staff are recognized for their accomplishments and special efforts.
3. Motivational resources and programs in values, beliefs, and attitudes are available.

Areas for Desired Change:

1. There is a need for more activities featuring cultural/ethnic diversity.

Objective	Activities	Person(s) Responsible/Title	Timeline
<u>Affiliation and Bonding</u> The general atmosphere or spirit of each school will be safe, positive, and encouraging.	1. Promotion of Sense of "Family" Within School By Students, Parents, and Staff 2. Security Screening of Employees and Volunteers	Kristina Benson, Superintendent Shannon Kepins, SES Principal Kristina Benson, Superintendent District Administrative Assistant	Strategies will be developed during professional development throughout the year. Every new employee and all volunteers will complete District screening process before being allowed to work with students.
<u>Behavioral Expectations</u> Behavioral expectations will be well-known and clearly delineated.	1. Clearly Communicated Behavioral Expectations 2. Staff will model positive, encouraging, and supportive behavior for students.	Kristina Benson, Superintendent Shannon Kepins, SES Principal Teachers All staff	Behavioral expectation will be made clear to students and parents the first week of school and be reinforced throughout the year. Staff will model expected student behaviors throughout the year.

<p><u>Academic Expectations</u></p> <p>Students will be successful in their academic endeavors.</p>	<p>1. Staff Expectation of Best Effort and Performance of All Students</p> <p>2. Student Assistance Services</p> <ul style="list-style-type: none"> - Title III - Title I - ELD - Special Education - Remedial Math and Language Arts - Supplementary Classes - Ongoing Data Analysis and Evaluation - Curriculum Review Committees - Standards-Based Instruction - Tutoring - Homework Club - Remediation Classes - Reading Specialist <p>3. Effective and Productive Use of Class Time</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Teachers</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Teachers</p> <p>All Staff</p>	<p>Staff expectations of students will be ongoing throughout the year.</p> <p>Services will be ongoing throughout the year as available funding allows.</p> <p>Students will be on task at all times.</p>
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Report and Recognition

Recognition will be given to students and staff for positive behaviors and accomplishments.

1. Immediate Recognition and Positive Feedback To Students

2. Shandon Elementary School Classroom and Playground Good Behavior Recognition

3. Shandon High School Academic Excellence Rewards

4. Good Attendance Recognition

5. Shandon Elementary School K-5 Academic Awards

6. Sports Award Presentations

7. FFA Awards Banquet

8. Shandon Elementary School 6-8 Academic Awards

10. Middle School Student of the Month

All staff

Shannon Kepins, SES Principal
Elementary School Teachers

Kristina Benson , Superintendent
ASB Advisor

Kristina Benson, Superintendent
Shannon Kepins, SES Principal
Counselor

Shannon Kepins, SES Principal
Elementary School Teachers

Kristina Benson, Superintendent
Athletic Director

Deanna Morton, Teacher
Jon Fuller, Teacher

Shannon Kepins, SES Principal
Elementary School Teachers

Middle School Teachers

Administration will review periodically to ensure success.

Recognition will be given weekly.

Awards Assemblies will be held in January and June of each year.

Good Attendance Recognition awards will be given out at least every quarter or trimester.

Academic Awards will be given at least every trimester.

Sports Awards will be given out in May of each year for all sports.

FFA Awards will be given out in May of each year.

Award Assemblies will be held in December and June of each year.

Each month staff will choose a student of the month.

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.5

AGENDA ITEM TITLE:

Resolution 2019-20-5 Authorization of Assignment of Teachers to Teach Outside of Their Credential Area

PREPARED BY:

Kristina Benson

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Attached for your approval is the Resolution 2019-20-5 Authorizing Assignment of Teachers to Teach Outside of their Credential Area. While the District makes every attempt to hire only teachers credentialed in the specific area that they will be teaching, it is not always possible to do so. Ms. Velasco has a multiple subject credential and some Physical Education credits. Approval of this resolution authorizes this exemption.

RECOMMENDED ACTION:

Approval

**SHANDON JOINT UNIFIED SCHOOL DISTRICT
COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA
RESOLUTION #2019-20-05**

**AUTHORIZING ASSIGNMENT OF TEACHERS TO TEACH OUTSIDE OF THEIR
CREDENTIAL AREA**

WHEREAS, due to the lack of credentialed teachers in specified areas, the Board of Trustees of the Shandon Unified School District finds it in the best interest of the district to assign teachers pursuant to Education Code Section 44258.

WHEREAS, it has been recommended by the Committee on Assignments that the following teacher, having met the initial requirements, be authorized by the Board of Trustees to teach outside their credentialed areas for the current school year per Education Code 44258:

<u>Name</u>	<u>Subject</u>	<u>Education Code</u>
Milagro Velasco	Physical Education	44258

BE IT FURTHER RESOLVED, that the Committee on Assignments is hereby authorized to approve assignments for the above teachers pursuant to Education Code Section 44258.

THEREFORE, the foregoing Resolution was passed, adopted and approved at a regularly called meeting of the Governing Board the Shandon Joint Unified School District on this the 8th day of October 2019 on motion of Trustee _____ seconded by Trustee _____ and by the following roll call vote:

Moe:

Twisselman:

Thomason:

Ramirez:

Parlet:

DATED: October 8, 2019

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Marlene Thomason, President of the Board

Kate Twisselman, Clerk of the Board

SHANDON JOINT UNIFIED SCHOOL DISTRICT

10.6

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

AGENDA ITEM TITLE:

Discussion of Shandon Ag Science Relocatable Approval and Certification Process

PREPARED BY:

Kristina Benson

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

DSA has required some additional work be completed on the Ag-Science (currently Morton's room) Relocatable in order to bring it up to current code and allow for the path of travel on our current project to be completed. The proposed work on this project will be completed by FTF Engineering and Thoma Electric. The not to exceed amounts for each are:

Thoma Electric NTE \$3000

FTF Structural NTE \$5000

Note: As of this date there is no charge for the meetings to both coordinate with DSA and the arguing on our behalf that has been done by Nineteen Six Architects.

1. DSA is requiring that we upgrade the attachment of the relocatables to the foundation to meet current codes for 2016. This requires individualized structural calculations for both classrooms and figuring out how to do that and not destroy the classrooms. As soon as FTF Structural is finished we can submit the drawings to DSA and hopefully be done.
2. DSA is requiring that FLS be brought up to 2016 code however we do not have to do voice evac, but instead automatic smoke and heat detection in the 2 classrooms and restroom. Tech Time thinks that we can configure the current old FACP to do this but if not, then it requires a new FACP for these two classrooms. Thoma will have updated drawings soon.
3. This will get us an approved set of drawings. At that point the District will need bids to see if they can afford the upgrades.

RECOMMENDED ACTION: Respectfully recommend to approve a Not To Exceed amount of \$ 8000 to complete this project.

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.7

AGENDA ITEM TITLE:

Proposed Revision to BP 1112 Media Relations (First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Policy updated to expand the section on "Crisis Communications Plan" to apply to natural disasters, involve district technology personnel in the development of the plan, and expand the contents of the plan.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Media Relations

BP 1112

Community Relations

****Note: The following optional policy may be revised to reflect district practice.****

****Note: As part of building positive media relations, the district may consider presenting awards to media representatives who have helped support district goals and programs. See BP 1150 - Commendations and Awards. The district may also nominate journalists for CSBA's Golden Quill Award, which recognizes fair, insightful, and accurate reporting of the objectives, operations, accomplishments, challenges, and opportunities related to public schools.****

The Governing Board respects the public's desire for and right to information and recognizes that the media significantly influence the community's understanding of school programs, student achievement, and school safety. In order to develop and maintain positive media relations, the Board and Superintendent shall reasonably accommodate media requests for information and provide accurate, reliable, and timely information.

In conjunction with the Superintendent or designee, the Board shall periodically establish priorities and key messages for proactively communicating with the media regarding current district issues, activities, or needs.

(cf. 0400 - Comprehensive Plans)
 (cf. 0450 - Comprehensive Safety Plan)
 (cf. 0460 - Local Control and Accountability Plan)
 (cf. 0510 - School Accountability Report Card)
 (cf. 1100 - Communication with the Public)
 (cf. 1160 - Political Processes)

Media representatives are welcome at all public Board meetings and shall receive meeting agendas upon request in accordance with Board policy.

(cf. 9321 - Closed Session)
 (cf. 9322 - Agenda/Meeting Materials)

****Note: Penal Code 627.2 requires all "outsiders" to register upon entering school grounds during school hours. Pursuant to Penal Code 627.1, media representatives are not defined as "outsiders." However, the Attorney General has opined (79 Ops.Cal.Atty.Gen. 58 (1996)) that, pursuant to Education Code 32212, districts are authorized to prevent interference with the orderly educational activities of the school, which may include restricting media representatives*

*in the same manner that access by the general public may be limited (e.g., registration or accompaniment by a staff member when on school grounds). According to the Attorney General opinion, a district that has developed a policy requiring all members of the general public, both visitors and outsiders, to register upon entering school grounds may similarly require media representatives to register before coming on campus. Although Attorney General opinions are not binding on the courts, they are generally afforded deference when there is no specific statutory or case law to the contrary. See BP/AR 1250 - Visitors/Outsiders for options regarding registration. ****

****Note: The following optional paragraph is only for use by districts that require all visitors to register upon entering school grounds, and does not apply to districts that only require outsiders to register. Districts should ensure consistency with this paragraph and BP 1250 - Visitors/Outsiders. ****

Media representatives, like all other visitors, shall register immediately upon entering any school building or grounds when school is in session.

(cf. 1250 - Visitors/Outsiders)
(cf. 3515.2 - Disruptions)

Staff may provide the media with student directory information, as identified in AR 5125.1 - Release of Directory Information, unless the student's parent/guardian has submitted a written request that such information not be disclosed. The district shall not release other student records or personally identifiable student information that is private or confidential as required by law, Board policy, or administrative regulation.

(cf. 1340 - Access to District Records)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)
(cf. 9010 - Public Statements)
(cf. 9324 - Minutes and Recordings)

Interviewing and Photographing Students

****Note: In 79 Ops.Cal.Atty.Gen. 58 (1996), the Attorney General stated that, because students have a constitutional right to free speech, school administrators may not require prior written parental permission before allowing media representatives to interview particular students on campus. However, Education Code 48907 and 48950 and case law clarify that the district may adopt reasonable provisions for the time, place, and manner in which free expression may occur within the district's jurisdiction. Therefore, in some circumstances (e.g., interviews during class time or interviews that identify other students by name), it may be appropriate to limit the student's ability to talk with the media on campus. Because this is a complex area of law, districts should consult with legal counsel before adopting a policy or practice that may limit students' constitutional rights. ****

****Note: Neither the Attorney General opinion nor case law considers the rights of media to photograph students on school grounds. However, the same concerns raised with regard to student interviews, such as a substantial disruption to the orderly operation of school or a substantial invasion of the rights of others, including privacy rights, may exist with regard to photos. Furthermore, in some cases, the publishing of a photo may affect student safety, such as when a student's attendance is concealed from a parent due to a domestic violence restraining order. Districts should consult with legal counsel before adopting a policy or practice that may limit the photographing of students by the media.****

****Note: The following optional paragraph should be revised to reflect district practice.****

The district shall not impose restraints on students' right to speak freely with media representatives. However, interviewing and photographing students shall not create substantial disruption to the orderly operation of the school or impinge on the rights or safety of students. Therefore, the district shall encourage media representatives who wish to interview or photograph students at school to make prior arrangements with the principal.

(cf. 5145.2 - Freedom of Speech/Expression)

Media Contacts/Spokespersons

****Note: The following section should be revised to reflect district practice.****

The Superintendent or designee shall identify the district's and/or site's primary media contact to whom all media inquiries shall be routed. Spokespersons designated to speak to the media on behalf of the district include the Board president, Superintendent, public information officer, or district communications director. Other Board members and/or staff may be asked by the Superintendent or designee to speak to the media on a case-by-case basis, depending on their expertise on an issue or appropriateness given a particular situation.

The Superintendent or designee shall provide training on effective media relations to all designated spokespersons.

(cf. 9240 - Board Training)

Crisis Communications Plan

****Note: The following optional section may be revised to reflect district practice. CSBA recommends that districts develop a crisis communications plan to help ensure that accurate and timely information is provided to students, parents/guardians, the community, and the media during a crisis or natural disaster. This crisis plan may be a separate document or may be incorporated into other safety plans such as the district's comprehensive safety plan (see AR 0450 - Comprehensive Safety Plan) and/or emergency and disaster preparedness plan (see AR 3516 - Emergencies and Disaster Preparedness Plan).****

The Superintendent or designee shall develop strategies for working with the media to provide timely and accurate information to students, parents/guardians, and the community during a crisis or natural disaster. The crisis communications plan may include, but not be limited to, identification of a media center, strategies for press conference logistics, and development and integration of both internal and external notification systems, including public address systems, social media, web site postings, and text alerts.

(cf. 0450 - Comprehensive Safety Plan)
 (cf. 1113 - District and School Web Sites)
 (cf. 1114 - District-Sponsored Social Media)
 (cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee shall include local law enforcement, media representatives, and district technology personnel in the crisis planning process.

Legal Reference:

EDUCATION CODE

32210-32212 Willful disturbance of public school or meeting
 35144 Special meetings
 35145 Public meetings
 35160 Authority of governing boards
 35172 Promotional activities
 48907 Freedom of speech and press
 48950 Prohibition against disciplinary action for first amendment speech
 49061 Definition of directory information
 49073 Directory information

EVIDENCE CODE

1070 Refusal to disclose news source

PENAL CODE

627-627.10 Access to school premises

UNITED STATES CODE, TITLE 20

1232g Family educational and privacy rights

CODE OF FEDERAL REGULATIONS, TITLE 34

99.3 Definition of directory information

COURT DECISIONS

Lopez v. Tulare Joint Union High School District, (1995) 34 Cal.App.4th 1302

ATTORNEY GENERAL OPINIONS

79 Ops.Cal.Atty.Gen. 58 (1996)

Management Resources:

WEB SITES

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

(10/96 7/01) 7/19

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.8

AGENDA ITEM TITLE:

Proposed Revision to BP 3551 Food Service Operations/Cafeteria Fund (First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Policy updated to reflect new federal regulation and updated CDE guidance giving districts with an average daily attendance of less than 2,500 greater flexibility in the hiring of food service directors.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Food Service Operations/Cafeteria Fund

BP 3551

Business and Noninstructional Operations

Note: The following policy may be revised to reflect district practice. Pursuant to U.S. Department of Agriculture (USDA) Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program (42 USC 1751-1769j, 1773) are mandated to adopt policy addressing delinquent meal charges; see the section "Meal Sales" below and the accompanying administrative regulation.

Note: Pursuant to 7 CFR 210.9, 210.14, and 220.7, districts participating in the National School Lunch and/or Breakfast program must maintain a nonprofit school food service program. Revenues received through the program may be used for the operation or improvement of the food service program, but not to construct buildings. Revenues also may not be used to purchase land or buildings, unless otherwise approved by the USDA. Authorized expenditures are specified in Education Code 38101 and defined in the California Department of Education's (CDE) California School Accounting Manual.

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

(cf. 3100 - Budget)
 (cf. 3300 - Expenditures and Purchases)
 (cf. 3311 - Bids)
 (cf. 3550 - Food Service/Child Nutrition Program)
 (cf. 3552 - Summer Meal Program)
 (cf. 5030 - Student Wellness)

Note: The following paragraph is for use by districts that participate in the National School Lunch and/or Breakfast Program and may be adapted for use by other districts. Pursuant to 42 USC 1776 and 7 CFR 210.30, as amended by 84 Fed. Reg. 8247, USDA has established minimum professional standards for food service directors and granted CDE the authority to adopt more flexible standards for districts with average daily attendance of less than 2,500. See CDE's Nutrition Services Division Management Bulletin 10-2019 for information about state hiring standards.

The Superintendent or designee shall ensure that food service director(s) possess the qualifications required by 7 CFR 210.30 and California Department of Education (CDE) standards.

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

Note: The following paragraph is for use by districts participating in the National School Lunch and/or Breakfast Program. Pursuant to 42 USC 1776, such districts must ensure that food service personnel and other appropriate personnel who conduct or oversee administrative procedures receive training on administrative practices (i.e., training in application, certification, verification, meal counting, and meal claiming procedures) at least once each year. In addition, all food service personnel are required to receive annual training that (1) is designed to improve the accuracy of approvals for free and reduced-price meals and the identification of reimbursable meals at the point of service and (2) includes modules on nutrition, health and food safety standards and methodologies, and any other appropriate topics as determined by the U.S. Secretary of Agriculture. The CDE provides online training that meets these requirements; see CDE's web site.

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the CDE. (42 USC 1776)

Meal Sales

Note: The following section may be revised by districts that have one or more high-poverty schools that operate under the federal universal meal service provision (42 USC 1759a), which provides breakfast and/or lunch free of charge to all students at the school. For further information, see BP 3553 - Free and Reduced Price Meals.

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

Note: Pursuant to Education Code 38082, the Governing Board may adopt a resolution to authorize serving meals to additional persons other than those listed above. CDE's Nutrition Services Division Management Bulletin 00-111 states that the Board's policy or resolution must specify the means for serving those persons and indicates that using funds from the National School Lunch or Breakfast Program to serve any nonstudent would be contrary to program goals. The following optional paragraph is for districts that have adopted such a resolution and should be revised to reflect district practice.

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

***Note: Pursuant to Education Code 38084, the district may determine meal prices consistent with the goal of paying the costs of maintaining the cafeterias (exclusive of the costs of housing and equipping cafeterias or other costs determined by Board resolution, which are paid from

district funds other than the cafeteria fund, pursuant to Education Code 38100).***

Note: Students who meet federal eligibility criteria for the reduced-price meal program cannot be charged more than the amounts listed in 42 USC 1758 and 1773; see AR 3553 - Free and Reduced Price Meals. For information about setting prices for full-price meals, see 42 USC 1760 and CDE's Nutrition Services Division Management Bulletin SNP 12-2018.

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760. Students who are enrolled in the free or reduced-price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

(cf. 3553 - Free and Reduced Price Meals)

Note: Pursuant to USDA Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program are mandated to have a written and clearly communicated meal charge policy which includes, but is not limited to, policy on the collection of delinquent meal charge debt. See the accompanying administrative regulation for additional language fulfilling this mandate.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with BP/AR 3553 - Free and Reduced Price Meals, 2 CFR 200.426, and any applicable CDE guidance. The Superintendent or designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public pursuant to Education Code 49557.5.

Note: Education Code 49557.5 requires any district that participates in the National School Lunch and/or Breakfast Program to ensure that students with unpaid meal fees are not shamed or treated differently than other students. For further information, see CDE's Nutrition Services Division Management Bulletin SNP-03-2017.

Note: In addition, Education Code 49557 requires the Board to approve a plan that ensures students eligible to receive free or reduced-price meals are not treated differently from other students, including, but not limited to, assurance that eligible students will not be overtly identified by the use of special tokens, tickets, or any other means. For additional language addressing this requirement, see BP/AR 3553 - Free and Reduced Price Meals.

The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees or a student who is enrolled in the free or reduced-price meal program is not overtly identified by the use of special tokens, tickets, or other means and is not shamed, treated differently, or served a meal that differs from the meal served to other students. (Education Code 49557, 49557.5)

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

(cf. 0415 - Equity)

Cafeteria Fund

Note: Pursuant to Education Code 38090, money received for the sale of food or for any services performed by the cafeterias may be paid into the county treasury to the credit of a "cafeteria fund" for the district.

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

Note: Education Code 38103 allows the Board, at its discretion and with the approval of the County Superintendent of Schools who is responsible for a countywide payroll/retirement system under Education Code 42646, to have wages, salaries, and benefits of food service employees paid either from the district's general fund (Option 1 below) or from the district's cafeteria fund (Option 2).

OPTION 1: The wages, salaries, and benefits of food service employees shall be paid from the district's general fund. At any time, the Board may order reimbursement from the district's cafeteria fund for these payments in amounts prescribed by the Board and not exceeding the costs actually incurred. (Education Code 38103)

OPTION 2: The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

Note: The following optional paragraph may be revised to reflect district practice. 2 CFR Part 200, Appendix VII and USDA guidance, Indirect Costs: Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account. Also see the accompanying administrative regulation.

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

(cf. 3230 - Federal Grant Funds)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 3460 - Financial Reports and Accountability)

Contracts with Outside Services

***Note: The following section is optional. Pursuant to Education Code 45103.5, the district is authorized to contract for consulting services related to food service management. 42 USC 1758, 7 CFR 210.16, and Education Code 45103.5 authorize a district, under specified conditions and with approval of the CDE, to contract with a food service management company to manage its food service operation in one or more of its schools. See the accompanying administrative

regulation for related requirements.***

With Board approval, the district may enter into a contract for food service consulting services or management services in one or more district schools. (Education Code 45103.5; 42 USC 1758; 7 CFR 210.16)

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

Procurement of Foods, Equipment and Supplies

Note: The following two paragraphs reflect requirements for districts participating in the National School Lunch and/or Breakfast Program. Pursuant to 7 CFR 210.21, districts are required to comply with all requirements for purchasing commercial food products served in the school meal programs, including those outlined in the Buy American provision. USDA Memorandum SP 38-2017 clarifies that a district participating in the National School Lunch and/or Breakfast Program or any entity purchasing food on its behalf must, to the maximum extent practicable, purchase domestically grown and processed foods, as defined. According to the Memorandum, a domestic commodity or product is deemed to be "substantially using" domestic agricultural commodities when over 51 percent of the final processed product consists of agricultural commodities produced in the United States.

Note: Limited exceptions to the Buy American requirement are described in USDA Memorandum SP 38-2017. If the district is using one of these exceptions, it must maintain documentation justifying the exception(s).

Note: Pursuant to Education Code 49563, CDE is required to make resources, requirements, and best practices related to the Buy American provision available on its web site and to provide districts with related USDA guidance or regulations as updates are issued.

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products. Domestic commodity or product means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (42 USC 1760; 7 CFR 210.21)

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonable quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the use of the exception.

Furthermore, the district shall accept a bid or price for an agricultural product grown in California before accepting a bid or price for an agricultural product grown outside the state, if the quality of the California-grown product is comparable and the bid or price does not exceed

the lowest bid or price of a product produced outside the state. (Food and Agriculture Code 58595)

Note: Pursuant to Public Contract Code 20111, districts participating in a federally funded child nutrition program, such as the National School Lunch and/or Breakfast Program, must comply with the federal procurement standards of 2 CFR 200.318-200.326 in regard to bid solicitations and awards. Also see BP/AR 3230 - Federal Grant Funds. Districts that do not participate in such a program may revise the following paragraph.

Bid solicitations and awards for purchases of equipment, materials, or supplies in support of the district's child nutrition program, or for contracts awarded pursuant to Public Contract Code 2000, shall be consistent with the federal procurement standards in 2 CFR 200.318-200.326. Awards shall be let to the most responsive and responsible party. Price shall be the primary consideration, but not the only determining factor, in making such an award. (Public Contract Code 20111)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

Note: The following paragraph is for use by districts that have one or more schools participating in the National School Lunch Program, School Breakfast Program, Seamless Summer Feeding Option, and/or other federal meal program. The state monitoring process (the Administrative Review) includes a review of district compliance with requirements for federal meal programs, including a review of resource management in the food service program as provided in the following paragraph. Each district is reviewed at least once every three years. See CDE's nutrition services web site for a current list of documents that may be requested for the review.

Note: During the Administrative Review, CDE will review district policies on charge accounts, alternate meals, unpaid meal charges, and guidelines for continually notifying parents/guardians of these policies.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, meal charges, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

(cf. 3555 - Nutrition Program Compliance)

Legal Reference:
EDUCATION CODE

38080-38086.1 Cafeteria, establishment and use
 38090-38095 Cafeterias, funds and accounts
 38100-38103 Cafeterias, allocation of charges
 42646 Alternate payroll procedure
 45103.5 Contracts for management consulting services; restrictions
 49490-49493 School breakfast and lunch programs
 49500-49505 School meals
 49550-49564.5 Meals for needy students, especially:
 49550.5 Universal breakfast
 49554 Contract for services
 49580-49581 Food recovery program
 FOOD AND AGRICULTURE CODE
 58595 Preference for California-grown agricultural products
 HEALTH AND SAFETY CODE
 113700-114437 California Retail Food Code
 PUBLIC CONTRACT CODE
 2000-2002 Responsive bidders
 20111 Contracts
 CODE OF REGULATIONS, TITLE 5
 15550-15565 School lunch and breakfast programs
 UNITED STATES CODE, TITLE 42
 1751-1769j School lunch programs
 1771-1791 Child nutrition, including:
 1773 School breakfast program
 CODE OF FEDERAL REGULATIONS, TITLE 2
 200.56 Indirect costs, definition
 200.317-200.326 Procurement standards
 200.400-200.475 Cost principles
 200 Appendix VII Indirect cost proposals
 CODE OF FEDERAL REGULATIONS, TITLE 7
 210.1-210.31 National School Lunch Program
 220.1-220.21 National School Breakfast Program
 250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Professional Standards in the SNP and New Hiring Flexibility, NSD Management Bulletin, SNP-10-2019, April 2019

Paid Lunch Equity Requirement and Calculation Tool, NSD Management Bulletin, SNP-12-2018, May 2018

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs, and Additional Guidance on the Handling of Unpaid Meal Charges, NSD Management Bulletin, SNP-03-2018, February 2018

Storage and Inventory Management of U.S. Department of Agriculture Foods, NSD

Management Bulletin, FDP-01-2018, January 2018

Unpaid Meal Charges: Local Meal Charge Policies, Clarification on Collection of Delinquent Meal Payments, and Excess Student Account Balances, NSD Management Bulletin, SNP-03-2017, April 2017

Procuring and Monitoring of Food Service Management Contracts, NSD Management Bulletin, SNP-13-2015

Cafeteria Funds--Allowable Uses, NSD Management Bulletin, NSD-SNP-07-2013, May 2013

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, NSD Management Bulletin, 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

FAQs About School Meals

Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program, SP 38-2017, June 2017

Overcoming the Unpaid Meal Challenge: Proven Strategies from Our Nation's Schools, May 2017

Unpaid Meal Charges: Guidance and Q&A, SP 23-2017, March 2017

Indirect Costs: Guidance for State Agencies and School Food Authorities SP 60-2016, September 2016

Unpaid Meal Charges: Local Meal Charge Policies, SP 46-2016, July 2016

Discretionary Elimination of Reduced Price Charges in the School Meal Programs, SP 17-2014, January 2014

WEB SITES

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

California School Nutrition Association: <http://www.calsna.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

(5/17 3/18) 7/19

*Board Policy adopted by the Board of Trustees of the SJUSD: January 11, 2000
Policy has not been revised.*

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.9

AGENDA ITEM TITLE:

Proposed Revision to BP 4119.24/4219.24/4319.24 Maintaining Appropriate Adult-Student Interactions

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

New policy addresses the avoidance of unlawful and inappropriate interactions between staff and students, an employee's responsibility to report another employee's violation of this policy etc.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Maintaining Appropriate Adult-Student Interactions

BP 4119.24 4219.24,4319.24

Personnel

****Note: The following optional policy may be revised to reflect district practice.****

The Governing Board desires to provide a positive school environment that protects the safety and well-being of district students. The Board expects all adults with whom students may interact at school or in school-related activities, including employees, independent contractors, and volunteers, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting. Such adults shall not engage in unlawful or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

Employees are prohibited from entering into or attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.

(cf. 5145.7 - Sexual Harassment)

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

****Note: Pursuant to the Child Abuse and Neglect Reporting Act (Penal Code 11164-11174.3), persons identified as "mandated reporters," including, but not limited to, school administrators, certificated staff, and classified staff, are required to report known or suspected child abuse, including sexual assault and sexual exploitation. For required procedures for filing a report, see BP/AR 5141.4 - Child Abuse Prevention and Reporting.****

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee shall protect anyone who reports a violation from retaliation. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 1312.3 - Uniform Complaint Procedures)
 (cf. 5141.4 - Child Abuse Prevention and Reporting)

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.

(cf. 4117.7/4317.7 - Employment Status Reports)
 (cf. 4118 - Dismissal/Suspension/Disciplinary Action)
 (cf. 4218 - Dismissal/Suspension/Disciplinary Action)

****Note: Education Code 44050 requires districts maintaining an employee code of conduct that addresses employee interactions with students to post, in a publicly accessible manner on each school's web site or on the district web site if a school does not maintain one, the section(s) of the code of conduct dealing with employee-student interactions. At the beginning of each school year, the district must also provide parents/guardians with written copies of the sections of the employee code of conduct that address employee interactions with students. The applicable sections of the code of conduct may appear in a variety of district documents, including, but not limited to, this Board policy, sections of BP/E 4119.21/4219.21/4319.21 - Professional Standards, and employee handbooks.****

The district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district web sites. (Education Code 44050)

(cf. 1113 - District and School Web Sites)
 (cf. 5145.6 - Parental Notifications)

Inappropriate Conduct

****Note: The following section lists examples of inappropriate conduct and conduct that can create the appearance of impropriety. For additional examples of behaviors that may constitute sexual harassment of students, see BP/AR 5145.7 - Sexual Harassment.****

Employees shall remain vigilant of their position of authority and not abuse it when relating with students. Examples of employee conduct that can undermine professional adult-student interactions or create the appearance of impropriety include, but are not limited to:

1. Initiating inappropriate physical contact
2. Being alone with a student outside of the view of others

3. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent
4. Maintaining personal contact with a student that has no legitimate educational purpose, by phone, letter, electronic communications, or other means, without including the student's parent/guardian or the principal

When communicating electronically with students, employees shall use district equipment or technological resources when available. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent.

(cf. 4040 - Employee Use of Technology)

5. Creating or participating in social networking sites for communication with students, other than those created by the district, without the prior written approval of the principal or designee
6. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business
7. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students
8. Addressing a student in an overly familiar manner, such as by using a term of endearment
9. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities
10. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose
11. Transporting a student in a personal vehicle without prior authorization
12. Encouraging students to confide their personal or family problems and/or relationships
13. Disclosing personal, family, or other private matters to students or sharing personal secrets with students

Legal Reference

EDUCATION CODE

44030.5 Employment status reports

44050 Employee code of conduct; employee interactions with students

44242.5 Reports and review of alleged misconduct

44940 Sex offenses and narcotic offenses; compulsory leave of absence

48980 Parental notifications

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80303 Reports of change in employment status, alleged misconduct

80304 Notice of sexual misconduct

New policy

7/19

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.10

AGENDA ITEM TITLE:

Proposed Revision to BP 4218 Dismissal/Suspension/Disciplinary Action (First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

New policy contains material formerly in AR pertaining to board actions in disciplinary hearing for classified employees and new material consistent with BP 4118.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Dismissal/Suspension/Disciplinary Action

BP 4218

Personnel

****Note: The following policy is for use by districts that have not incorporated the merit system for classified employees pursuant to Education Code 45240-45320. For procedures applicable to districts that have incorporated the merit system, see BP/AR 4218.1 - Dismissal/Suspension/Disciplinary Action (Merit System).****

****Note: The following policy is subject to collective bargaining and may be deleted or revised by any district whose collective bargaining agreement covers classified employee dismissal, suspension, and other disciplinary action.****

The Governing Board expects all employees to perform their jobs satisfactorily and to exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law or any applicable collective bargaining agreement, Board policy, and administrative regulation.

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 4000 - Concepts and Roles)
 (cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
 (cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
 (cf. 4119.21/4219.21/4319.21 - Professional Standards)
 (cf. 4141/4241 - Collective Bargaining Agreement)
 (cf. 4200 - Classified Personnel)

Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

(cf. 4030 - Nondiscrimination in Employment)
 (cf. 4112.6/4212.6/4312.6 - Personnel Files)
 (cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal.

A probationary classified employee may be dismissed by the Superintendent or designee at any

time prior to the expiration of the probationary period.

(cf. 4216 - Probationary/Permanent Status)

Note: Education Code 45113 mandates districts not incorporating the merit system to prescribe, by written rule or regulation, causes and procedures for disciplinary action against permanent classified employees. Also see the accompanying administrative regulation.

Permanent classified employees shall be subject to disciplinary action only for cause as specified in the accompanying administrative regulation. (Education Code 45113)

Procedures for Disciplinary Proceedings

Note: The following section should be revised to reflect district practice. Pursuant to Education Code 45113 and 45116, a permanent classified employee must be given notice of any recommendation for disciplinary action against the employee, including a time period during which the employee may request a hearing on the charges. See the section "Initiation and Notification of Charges" in the accompanying administrative regulation.

Note: Pursuant to Education Code 45113, the Governing Board may delegate its authority to determine whether sufficient cause exists for disciplinary action against classified employees, excluding peace officers as defined in Penal Code 830.32, to an impartial third-party hearing officer. Hearings conducted by the Board or a hearing officer are not subject to the procedures used by the Office of Administrative Hearings pursuant to Government Code 11500-11529. The following section is for use by boards who conduct their own hearing and should be revised by boards that use a hearing officer.

Note: As amended by AB 2234 (Ch. 996, Statutes of 2018), Education Code 45113 requires the Board to delegate its authority to an administrative law judge in cases involving allegations of egregious misconduct with a minor. Egregious misconduct is defined as immoral conduct leading to an allegation of a sex offense pursuant to Education Code 44010, a controlled substance offense pursuant to Education Code 44011, or child abuse or neglect pursuant to Penal Code 11165.2-11165.6. In conducting hearings on such matters, the administrative law judge is required to comply with Education Code 44990-44994, as added by AB 2234, pertaining to the testimony of minor witnesses.

If a permanent classified employee receives a notice from the Superintendent or designee of a recommended suspension, demotion, involuntary reassignment, or dismissal, the employee may request a Board hearing on the matter.

If the employee fails to request a hearing within the time specified in the notice, the employee is deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately.

If a timely request is submitted, a hearing shall be conducted by the Board, except that, if the

matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. (Education Code 45113, 45312)

(cf. 3515.3 - District Police/Security Department)

The hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The employee shall be notified of the time and place of the hearing.

The hearing shall be held in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957)

(cf. 9321 - Closed Session)

The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel.

The Board may use the services of its legal counsel in ruling upon procedural questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board.

At any time before a matter is submitted to the Board for decision, the Superintendent or designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegation may be made orally at the hearing and shall be noted on the record.

Following the hearing, the Board shall affirm, modify, or reject the disciplinary action recommended by the Superintendent or designee. The decision of the Board shall be in writing and shall contain findings of fact and the disciplinary action approved, if any. The decision of the Board shall be final.

Within 10 working days of the Board's final decision, a copy of the decision shall be delivered to the employee and/or designated representative personally or by registered mail.

In cases involving an allegation of egregious misconduct, the ruling of the administrative law judge shall be binding on the district and the employee. (Education Code 45113)

Legal Reference:

EDUCATION CODE

- 35161 Delegation of powers and duties
- 44009 Conviction of specified crimes
- 44010 Sex offense
- 44011 "Controlled substance offense" defined
- 44031 Personnel file
- 44940 Leave of absence; employee charged with mandatory or optional leave of absence offense
- 44940.5 Compulsory leave of absence; procedures; extension; compensation; bond or security
- 44990-44994 Testimony of minor witnesses at dismissal or suspension hearings
- 45101 Definitions (including "disciplinary action," "cause")
- 45109 Fixing of duties
- 45113 Rules and regulations for classified service in districts not incorporating the merit system
- 45123 Employment after conviction of sex or narcotics offense
- 45124 Dismissal of sexual psychopath
- 45202 Transfer of accumulated sick leave and other benefits following dismissal
- 45240-45320 Merit system, classified employees

CODE OF CIVIL PROCEDURE

- 1286.2 Grounds for vacating decision of arbitrator

GOVERNMENT CODE

- 11500-11529 Administrative adjudication
- 12900-12996 Fair Employment and Housing Act
- 54957 Brown Act open meeting laws; closed session

HEALTH AND SAFETY CODE

- 11054 Schedule I; substances included
- 11055 Schedule II, substances included
- 11056 Schedule III, substances included
- 11357-11361 Marijuana
- 11363 Peyote
- 11364 Opium
- 11370.1 Possession of controlled substances with a firearm

PENAL CODE

- 187 Murder
- 667.5 Sex offenders
- 830.32 Peace officers employed by district
- 1192.7 Violent or serious felony
- 11165.2-11165.6 Child abuse or neglect, definitions

VEHICLE CODE

- 1808.8 School bus drivers; dismissal for safety-related cause

UNITED STATES CODE, TITLE 42

- 12101-12213 Americans with Disabilities Act

COURT DECISIONS

California School Employees Association v. Bonita Unified School District, (2008) No. B200141

California School Employees v. Livingston Union School District, (2007) 149 Cal.App 4th 391
CSEA v. Foothill Community College District, (1975) 52 Cal.App. 3rd 150, 155-156, 124 Cal. Rptr 830

7/19 *No current policy*

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.11

AGENDA ITEM TITLE:

Proposed Revision to BP 4218.1 Dismissal/Suspension/Disciplinary Action (Merit System)(First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

New policy and regulation address requirements for disciplinary proceedings for classified employees in merit system districts.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Dismissal/Suspension/Disciplinary Action (Merit System)

BP 4218.1

Personnel

****Note: The following optional policy is for use by districts that have incorporated the merit system for classified employees pursuant to Education Code 45240-45320. For procedures applicable to districts that have not incorporated the merit system, see BP/AR 4218 - Dismissal/Suspension/Disciplinary Action. ****

****Note: The following policy is subject to collective bargaining and may be deleted or revised by any district whose collective bargaining agreement covers classified employee dismissal, suspension, and other disciplinary action. If a negotiated collective bargaining agreement contains different provisions for employee discipline, those negotiated agreements would take precedence over this policy and the accompanying administrative regulation for those employees covered by the collective bargaining agreement. ****

The Governing Board expects all employees to perform their jobs satisfactorily and exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law, any applicable collective bargaining agreement, Board policy and administrative regulation, and the rules of the personnel commission.

(cf. 1312.1 - Complaints Concerning District Employees)
 (cf. 4000 - Concepts and Roles)
 (cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
 (cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
 (cf. 4119.21/4219.21/4319.21 - Professional Standards)
 (cf. 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions)
 (cf. 4141/4241 - Collective Bargaining Agreement)
 (cf. 4200 - Classified Personnel)

Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal.

The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

(cf. 4030 - Nondiscrimination in Employment)
 (cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

A probationary classified employee may be dismissed by the Superintendent or designee at any time prior to the expiration of the probationary period.

(cf. 4216 - Probationary/Permanent Status)

Note: Education Code 45302 provides that no permanent classified employee can be demoted or removed except for reasonable cause designated by rule of the personnel commission. See the accompanying administrative regulation.

Any classified employee designated as a permanent employee shall be subject to disciplinary action only for cause as specified in administrative regulation. (Education Code 45302)

Procedures for Disciplinary Proceedings

Note: The following section should be revised to reflect district practice and/or rules of the personnel commission.

If a permanent classified employee receives a notice from the Superintendent or designee of a recommended suspension, demotion, involuntary reassignment, or dismissal, the employee may request a hearing on the matter.

If the employee fails to request a hearing within the time specified in the notice, the employee shall be deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately.

If a timely request is submitted, the hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The parties shall be notified of the time and place of the hearing.

The matter shall be heard by the Board in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957)

(cf. 9321 - Closed Session)

The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel. The Board may use the services of its legal counsel in ruling upon procedural questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records that were contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board.

At any time before a matter is submitted to the Board for decision, the Superintendent or

designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegation may be made orally at the hearing and shall be noted on the record.

Note: Pursuant to Education Code 45305, a permanent classified employee in a merit system district may appeal the Governing Board's decision to the personnel commission within 14 days after receipt of written notice for a suspension, demotion, or dismissal. See the accompanying administrative regulation.

Note: As amended by AB 2234 (Ch. 996, Statutes of 2018), Education Code 45312 requires the personnel commission to delegate its authority to an administrative law judge in cases involving allegations of egregious misconduct with a minor. Egregious misconduct is defined as immoral conduct leading to an allegation of a sex offense pursuant to Education Code 44010, a controlled substance offense pursuant to Education Code 44011, or child abuse or neglect pursuant to Penal Code 11165.2-11165.6. In conducting hearings on such matters, the administrative law judge must comply with Education Code 44990-44994, as added by AB 2234, pertaining to the testimony of minor witnesses.

An employee may appeal the Board's decision to the personnel commission in accordance with Education Code 45305-45307. The decision of the personnel commission shall be final. (Education Code 45306)

However, if the matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. The ruling of the administrative law judge shall be binding on the district and the employee. (Education Code 45312)

Legal Reference:

EDUCATION CODE

- 35161 Delegation of powers and duties
- 44009 Conviction of specified crimes
- 44010 Sex offense
- 44011 "Controlled substance offense" defined
- 44031 Personnel file
- 44940 Leave of absence; employee charged with mandatory or optional leave of absence offense
- 44940.5 Compulsory leave of absence
- 44990-44994 Testimony of minor witnesses at dismissal or suspension hearings
- 45101 Definitions (including "disciplinary action," "cause")
- 45109 Fixing of duties
- 45123 Employment after conviction of sex or narcotics offense

45124 Dismissal of sexual psychopath
45202 Transfer of accumulated sick leave and other benefits following dismissal
45240-45320 Merit system, classified employees, especially:
45302-45307 Suspension, dismissal, or other disciplinary action; classified employees

CODE OF CIVIL PROCEDURE

1286.2 Grounds for vacating decision of arbitrator

GOVERNMENT CODE

11500-11529 Administrative adjudication
12900-12996 Fair Employment and Housing Act
54957 Brown Act open meeting laws; closed session

HEALTH AND SAFETY CODE

11054 Schedule I; substances included
11055 Schedule II, substances included
11056 Schedule III, substances included
11357-11361 Marijuana
11363 Peyote
11364 Opium
11370.1 Possession of controlled substances with a firearm

PENAL CODE

187 Murder
667.5 Sex offenders
830.32 Peace officers employed by district
1192.7 Violent or serious felony
11165.2-11165.6 Child abuse or neglect, definitions

VEHICLE CODE

1808.8 School bus drivers; dismissal for safety-related cause

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

COURT DECISIONS

California School Employees Association v. Bonita Unified School District, (2008) No. B200141

California School Employees v. Livingston Union School District, (2007) 149 Cal.App 4th 391

CSEA v. Foothill Community College District, (1975) 52 Cal. App. 3rd 150, 155-156, 124 Cal. Rptr 830

Management Resources:

CALIFORNIA SCHOOL PERSONNEL COMMISSIONERS ASSOCIATION

PUBLICATIONS

Merit Rules and Regulations: CSPCA Recommended Personnel Policies and Procedures
Manual for California School Merit Systems, 2014

WEB SITES

California School Personnel Commissioners Association: <http://meritsystem.org>

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.12

AGENDA ITEM TITLE:

Proposed Revision to BP 5123 Promotion/Acceleration/Retention (First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Policy updated to make revision reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Promotion/Acceleration/Retention

BP 5123

Students

****Note: Education Code 48070 and 48070.5 mandate that the Governing Board adopt a policy, at a public meeting, regarding the promotion and retention of students, including, but not limited to, promotion and retention at specified grade levels and with specified provisions.****

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

(cf. 6170.1 - Transitional Kindergarten)

When high academic achievement is evident, the teacher may recommend a student for acceleration to a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

****Note: Education Code 48070.5 mandates that the Board's policy provide for the identification of students who should be retained and who are at risk of being retained at the end of grades 2, 3, 4, the intermediate grades (usually grade 6), and the middle school grades (usually grade 8). Items #1-5 below should be revised to reflect the grade levels offered by the district. If the Board chooses to expand these requirements to cover other grade levels, the following list should be revised accordingly.****

****Note: Education Code 48070.5 further mandates that the Board's policy provide for students to be identified as early in the school year, and as early in their school careers, as practicable.****

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)

1. Between grades 2 and 3

2. Between grades 3 and 4

3. Between grades 4 and 5

****Note: If all the schools in the district are configured in the same manner, the district may specify the actual grade levels in items #4 and 5 below (e.g., between grades 6 and 7, between grades 8 and 9).****

4. Between the end of the intermediate grades and the beginning of the middle school grades

5. Between the end of the middle school grades and the beginning of the high school grades

****Note: Education Code 48070.5 mandates that the district's policy establish the basis for identifying students who should be retained and who are at risk of being retained. If a student performs below the minimum standard based on indicators established by the district, the student shall be retained, unless the teacher determines that retention is not the appropriate intervention for the student's academic deficiencies; see the accompanying administrative regulation.****

****Note: Pursuant to Education Code 48070.5, the district may use either of the following: (1) the student's grades and other indicators of academic achievement designated by the district (Option 1 below) or (2) the results of state assessments administered pursuant to Education Code 60640-60649 and minimum levels of proficiency recommended by the State Board of Education (SBE) (Option 2 below). With regard to students with special needs, the determination as to the appropriate standards for promotion or retention should be made as part of the individualized education program process; see BP/AR 6159 - Individualized Education Program.****

****Note: Education Code 48070.5 provides that, when a district chooses to identify students on the basis of grades pursuant to Option 1, the Board shall also designate other indicators of academic achievement that will be used. These other indicators of achievement (e.g., state or district assessments, portfolios, attendance) should be specified in the blanks provided below.****

OPTION 1: Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by grades and the following additional indicators of academic achievement:

(cf. 5121 - Grades/Evaluation of Student Achievement)

****Note: According to the California Department of Education's (CDE) "FAQs Pupil Promotion and Retention," student results from the California Assessment of Student Performance and Progress may be included as indicators of academic achievement for the purpose of identifying students for promotion or retention as provided in Option 2 below, but*

*should not be the only criterion until minimum performance levels for this purpose have been established by CDE. Other indicators of achievement (e.g., grades, district assessments, portfolios, attendance) should be specified in the blanks provided below. ****

OPTION 2: Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments administered pursuant to Education Code 60640-60649 and the following additional indicators of academic achievement:

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

****Note: The remainder of this policy is for use by all districts. ****

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

****Note: Education Code 48070.5 mandates that the district's policy specify the teacher(s) responsible for the promotion/retention decision in cases where the student does not have a single regular classroom teacher. The following paragraph should be revised to indicate the specific teacher(s) who will be responsible (e.g., teachers responsible for core subjects). ****

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

****Note: Education Code 48070.5 mandates that the district's policy include a process by which the teacher's decision to promote or retain a student may be appealed; see the accompanying administrative regulation. ****

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

****Note: Pursuant to Education Code 48070.5, the Board must adopt policy indicating the manner in which supplemental instruction will be provided to students who are recommended for retention or are identified as being at risk for retention. See BP 6179 - Supplemental Instruction for language fulfilling this mandate. ****

When any student in grades 2-9 is recommended for retention or is identified as being at risk for

retention, the Superintendent or designee shall offer an appropriate program of remedial instruction to assist the student in meeting grade-level expectations. (Education Code 48070.5)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

46300 Method of computing average daily attendance

48010 Admittance to first grade

48011 Promotion/retention following one year of kindergarten

48070-48070.5 Promotion and retention

56345 Elements of individualized education program

60640-60649 California Assessment of Student Performance and Progress

CODE OF REGULATIONS, TITLE 5

200-202 Admission and exclusion of students

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs Promotion, Retention, and Grading (students with disabilities)

FAQs Pupil Promotion and Retention

Kindergarten Continuance Form

WEB SITES

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

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

Policy adopted by the SJUSD Board of Trustees in 2000.

Revised:2000

(12/13 12/15) 7/19

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.13

AGENDA ITEM TITLE:

Proposed Revision to BP 5136 Gangs (First Reading)

PREPARED BY:

Gabriela Gavilanes

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

Policy updated to expand material related to supports and services for students identified as gang members and reflect best practices for gang prevention, intervention, and suppression.

RECOMMENDED ACTION:

Shandon Joint Unified School District

Board Policy

Gangs

BP 5136

Students

****Note: The following optional policy and regulation may be used as a component of the district's comprehensive safety plan and should be revised to reflect district practice. See BP/AR 0450 - Comprehensive Safety Plan.****

****Note: The National Gang Center, in its publication Gangs in Schools, recommends adopting policy that addresses gang-related incidents.****

The Governing Board desires to keep district schools free from the threats or harmful influence of any groups who exhibit behavior disruptive to the school environment and/or the safety and well-being of students. The Board additionally desires to provide support and intervention to students who are members of gangs to enable them to successfully disengage from gang involvement and be successful in school.

(cf. 0450 - Comprehensive Safety Plan)
 (cf. 3513.4 - Drug and Alcohol Free Schools)
 (cf. 5131.4 - Student Disturbances)
 (cf. 5131.6 - Alcohol and Other Drugs)
 (cf. 5131.7 - Weapons and Dangerous Instruments)
 (cf. 5137 - Positive School Climate)

****Note: The following paragraph is based on the Los Angeles Police Department's "Why Young People Join Gangs," available on its web site.****

The Superintendent or designee shall develop strategies for gang prevention that address the reasons that students may become involved in gangs, including the identity, recognition, or status achieved as being part of a gang, protection from gang violence in the community, the need for companionship and an extended family, intimidation to join a gang, desire to join a gang to be in a position to intimidate others, and/or connection with criminal activity.

****Note: The following paragraph reflects recommendations in the National Gang Center's Strategic Planning Tool and Gangs in Schools, both available on its web site.****

Gang violence prevention shall start as early as possible and include, but not be limited to, age-appropriate education that focuses on developing emotional and social competence, increasing prosocial peer bonds, strengthening attachment and commitment to school, and enhancing cooperative learning skills. Prevention shall also include improving parent/guardian

involvement in and support for their children's academic progress, as well as ongoing gang awareness education for parents/guardians, including gang identifiers.

(cf. 5020 - Parent Involvement)
(cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall take steps to deter gang activity on school campuses, including threats and intimidation of students and staff, recruitment or intimidation of students to join gangs, bullying, fighting, criminal activities, and confrontations between members of different gangs.

(cf. 5131.2 - Bullying)

****Note: Education Code 35183 authorizes the Governing Board to approve a site-initiated plan that prohibits the school's students from wearing gang-related apparel. The definition of "gang-related apparel" must be limited to apparel that reasonably could be determined to threaten the health and safety of the school environment, and the Board's approval must be based on a determination the policy is necessary for the health and safety of the school environment. In Marvin H. Jeglin et al v. San Jacinto Unified School District et al, a federal district court held that in order to justify a gang-related dress code, there must be evidence of a gang presence at a school and actual or threatened disruption or material interference with school activity. Education Code 32282 specifies that for the purpose of establishing a schoolwide dress code, gang-related apparel shall not be considered a protected form of speech pursuant to Education Code 48950. For further information, see BP/AR 5132 - Dress and Grooming.****

The Superintendent or designee shall ensure that school rules of conduct and any school dress code prohibiting gang-related apparel are enforced consistently. If a student exhibits signs of gang affiliation, staff shall so inform the principal or designee and the student's parent/guardian.

(cf. 5132 - Dress and Grooming)

****Note: Education Code 51265 urges districts to give high priority to in-service training programs on gang violence and substance abuse prevention education.****

The Superintendent or designee shall provide in-service training which helps staff to identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately to gang behavior. Staff shall be informed about conflict management techniques and alerted to intervention measures and community resources. The Superintendent or designee shall also provide staff development on social and emotional learning, classroom management, interactive teaching, and cooperative learning skills.

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

The Superintendent or designee may consider gang activity prevention and intervention when developing programs outside of the school day.

(cf. 5148 - Child Care and Development)
 (cf. 5148.2 - Preschool/Early Childhood Education)
 (cf. 5148.3 - Before/After School Programs)
 (cf. 6145 - Extracurricular and Cocurricular Activities)
 (cf. 6145.2 - Athletic Competition)

The Superintendent or designee shall collaborate with child welfare services, mental health agencies, social services, and local law enforcement authorities in the prevention and intervention of gang activity.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Legal Reference:

EDUCATION CODE

32282 School safety plans
 35183 Gang-related apparel
 48907 Student exercise of free expression
 48950 Student freedom of speech
 51264 Educational in-service training; CDE guidelines
 51265 Gang violence and drug and alcohol abuse prevention in-service training
 51266-51266.5 Model gang and substance abuse prevention curriculum

PENAL CODE

186.22 Participation in criminal street gang
 13826-13826.7 Gang violence suppression

UNITED STATES CODE, TITLE 20

7101-7122 Student Support and Academic Enrichment Grants

Management Resources:

LOS ANGELES POLICE DEPARTMENT PUBLICATIONS

Why Young People Join Gangs

NATIONAL GANG CENTER PUBLICATIONS

Strategic Planning Tool

Gangs in Schools, March 2019

Parents' Guide to Gangs, July 2015

WEB SITES

California Cities Gang Prevention Network: <http://www.ccgpn.org>

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

Gang Resistance Education and Training: <http://www.great-online.org/GREAT-Home>

Los Angeles Police Department, Gangs:

http://www.lapdonline.org/get_informed/content_basic_view/1396

Homeboy Industries: <http://homeboyindustries.org>
National Gang Center: <http://www.nationalgangcenter.gov>

No current policy

(10/95 10/96) 7/19

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 8, 2019

10.14

AGENDA ITEM TITLE:

Discussion and Approval of MOU between SLOCOE and SJUSD for IEP support services to the District

PREPARED BY:

Katherine Aaron

AGENDA SECTION:

☐ Reports ☐ Consent ☒ Discussion/Action ☐ First Reading ☐ Information ☐ Resolution

SUMMARY:

This Memorandum of Agreement (MOA) is between the **Shandon Joint Unified School District (District)**, and the **San Luis Obispo County Office of Education (SLOCOE)** for the purpose of providing IEP support services to the District.

The term of this agreement will commence from **October 1, 2019**, and will end on **June 30, 2020**. The teacher will work on an hourly basis based upon the needs of the District.

RECOMMENDED ACTION:

SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION
3350 Education Drive
San Luis Obispo, CA 93405
805/543-7732

MEMORANDUM OF AGREEMENT (MOA)

This Memorandum of Agreement (MOA) is between the **Shandon Joint Unified School District (District)**, and the **San Luis Obispo County Office of Education (SLOCOE)** for the purpose of providing IEP support services to the District.

SECTION I. SERVICES TO BE PROVIDED

An appropriately credentialed teacher will collect individual student data, conduct observations and assessments, write IEPs and attend and facilitate IEP meetings.

The supervision of this employee is the responsibility of the San Luis Obispo County Superintendent of Schools.

SECTION II. TERM OF AGREEMENT

The term of this agreement will commence from **October 1, 2019**, and will end on **June 30, 2020**. The teacher will work on an hourly basis based upon the needs of the District.

SECTION III. REIMBURSEMENT PROCESS TO THE SLOCOE

SLOCOE will invoice the District for all salary costs, plus statutory benefits no later than 30 days following the completion of monthly services.

SECTION IV. SCHOOL DISTRICT RESPONSIBILITIES

The District agrees to reimburse SLOCOE for all employment costs for the teacher, including any attendant benefits costs and 4% indirect costs on hours worked, beginning October 1, 2019.

The SLOCOE hereby affirms that it has received a Criminal History report from the Department of Justice, which is valid throughout the term(s) of the contract and meets the standards set forth in AB1610 and AB1612.

On behalf of the District I accept the terms of this MOA and it is understood that the final determination of compensation will be at the sole discretion of SLOCOE and cannot change without prior written notice to the District.

Kristina Benson, Superintendent Date
Shandon Joint Unified School District

James J. Brescia / Designee Date
County Superintendent of School

<u>FOR SLOCOE USE ONLY</u>
Account:
<u>Director of Fiscal Services Approval:</u>
<u>Invoice Date/s (forward copy to AR):</u>
<u>Notes:</u>