

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Agenda
Tuesday, August 14, 2018

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

Holly Furness-Osorio

Jennifer Moe

Robert Van Parlet

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 Personnel: Review and Possible Action on Appointment, Employment, Discipline, Resignation, and Dismissal of District Employee(s)

(Pursuant to Government Code section 54957, Public Employment)

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 Reports

8.0 APPROVAL OF CONSENT AGENDA

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

- 8.1 Approval of the Minutes of June 19, 2018
- 8.2 Approval of the Minutes of June 29, 2018
- 8.3 Approval of Warrants and Payroll
- 8.4 Approval of Budget Report
- 8.5 Approval of Student Body Funds Report
- 8.6 Ratification of Personnel Action Report
- 8.7 Approval of the Quarterly Report on William's Uniform Complaint- July 2018
- 8.8 Approval of the overnight FFA officer retreat

9.0 ACTION ITEMS

- 9.1 Approval of the 45-Day Budget Update
- 9.2 Approval of 2018-2021 Countywide Plan for Provision of Educational Services to Expelled Students EC 48926 Triennial Update
- 9.3 Approval of the San Luis Obispo Special Education Local Plan Area (SLOSELPA) Local Plan
- 9.4 Consideration of 2018-2019 Shandon Elementary After School Program
- 9.5 Approval of the 2018-2019 SJUSD Emergency Response Plan
- 9.6 Approval of the 2018-2019 SJUSD District Wide Safe School Plan
- 9.7 Approval of Resolution 2018-19-1 Authorization of Assignment of Teachers to Teach Outside of Their Credential Area
- 9.8 Approval of the 2018-2019 Shandon High School Handbook
- 9.9 Approval of the 2018-2019 Annual Notification to Parents/Guardians
- 9.10 Approval of the 2018-2019 SJUSD Transportation Safety Plan
- 9.11 Approval of 2018-19 Seasons of Sports for High School
- 9.12 Approval of 2018-19 Seasons of Sports for Middle School
- 9.13 Approval of the 2018-2019 Transportation/Custodial Rate
- 9.14 Approval of the MOU Between the CSEA and its Shandon Chapter 225 and the SJUSD
- 9.15 Approval of Interdistrict Transfer Student 2018-19-10
- 9.16 Approval of Intradistrict Transfer Student 2018-19-11
- 9.17 Approval of Intradistrict Transfer Student 2018-19-12
- 9.18 Approval of Intradistrict Transfer Student 2018-19-13
- 9.19 Approval of the 2018-2019 Consolidated Application

10.0 INFORMATION/DISCUSSION ITEMS

- 10.1 District Calendar of Events
- 10.2 Special Education Report
- 10.3 IT Report
- 10.4 Athletic Report
- 10.5 Superintendent's Report
 - RAVE Update
 - Back to School Events
 - Summer School Report
 - TK Waiver

11.0 FUTURE AGENDA ITEM REQUESTS

12.0 ANNOUNCEMENTS

The next regular meeting of the Board of Trustees is scheduled for September 11, 2018 at
Shandon High School Library, Closed Session at 6:00 PM, Open/Regular Session at 7:00 PM.

13.0 ADJOURNMENT

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

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

AGENDA ITEM TITLE:

Approval of the Minutes of June 19, 2018

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your approval are the minutes of June 19, 2018.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Minutes
Tuesday, June 19, 2018

1.0 OPEN SESSION

1.1 *Board President Thomason called the meeting to order at 6:37PM.*

Members present: Marlene Thomason, President; Holly Furness-Osorio; Jennifer Moe; Robert Van Parlet; Kate Twisselman, Clerk

Members Absent: None

*Staff Present: Teresa Taylor, Superintendent
Otilia Rendon, Bilingual Administrative Assistant*

1.2 *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 6:38PM.

2.0 CLOSED SESSION

2.1 *Public Employee Appointment/Employment Title: Superintendent/Principal GC 54957*

Board President Thomason adjourned closed session at 6:56PM.

3.0 RECONVENE SESSION / PLEDGE OF ALLEGIANCE TO THE FLAG

Board President Thomason reconvened the meeting to open session at 7:03PM and Board Member Parlet led the Pledge of Allegiance.

4.0 REPORT ON ACTION FROM CLOSED SESSION

Board President Thomason reported that there was discussion during closed session and action would be taken during open session.

5.0 ADOPTION OF AGENDA

A motion passed to approve the agenda (Twisselman/Moe)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.

6.0 PUBLIC COMMENT

6.1 PUBLIC COMMENT

There were no requests for public comment.

7.0 PRESENTATION

7.1 Superintendent Taylor and the Board Awarded the High School Diploma to 2018-19 Independent Study Student Enrique Perez.

8.0 REPORTS FROM SCHOOL RELATED GROUPS (oral)

8.1 *Student Body Reports*

8.2 *Staff Reports*

8.3 *Bargaining Representative Reports*

8.4 *Board Reports*

9.0 APPROVAL OF CONSENT AGENDA

A motion was made to approve the consent agenda with 9.3 being pulled for further discussion (Moe/Twisselman) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.

A motion was made to approve item 9.3 Ratification of Personnel Action Report (Twisselman/Furness-Osorio) (4/0/1) Furness-Osorio, Moe, Parlet, Twisselman voted aye. Thomason abstained from the vote due to conflict of interest. Thomason's son-in-law was listed on the personnel action report.

10.0 ACTION ITEMS

- 10.1 *A motion was approved to ratify the Contract with Superintendent/Principal Kristina Benson (Furness-Osorio/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye. Dr. Brescia administered the oath of office to Ms. Benson.*
- 10.2 *A motion passed to approve the 2018-19 Adoption Budget (Twisselman/Moe) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.3 *A motion passed to approve the 2018-19 Local Control Accountability Plan (LCAP) (Furness-Osorio/Moe) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.4 *A motion passed to approve the Agreement Between SJUSD and the San Luis Obispo County Community College District (Moe/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.5 *A motion passed to approve the 2018-19 Application for Funding for the Agricultural Career Technical Education Incentive Grant (Moe/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.6 *A motion was made to approve the 2018-19 Designation of CIF Representative to League (Furness-Osorio/Parlet)(4/0/1) Furness-Osorio, Moe, Parlet, Twisselman voted aye. Thomason abstained from the vote due to conflict of interest because the person designated on the CIF Representatives to League is her son-in-law.*
- 10.7 *A motion was made to approve the 2018-19 Athletic Handbook with amendments (Moe/Twisselman) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.8 *A motion was made to approve the 2018-19 Shandon Joint Unified School District Elementary Handbook with amendments (Moe/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.9 *A motion was made to approve Interdistrict Transfer Student 2018-19-10 (Parlet/Twisselman)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.10 *A motion was made to approve Interdistrict Transfer Student 2018-19-11 (Twisselman/Moe)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.11 *A motion was made to approve Interdistrict Transfer Student 2018-19-12 (Parlet/Moe)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.12 *A motion was passed to schedule a Special Board Meeting for June 29, 2018 at 8:30am for the consideration of painting bids (Twisselman/Furness-Osorio)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*
- 10.13 *A motion was passed to approve the Memorandum of Understanding Regarding Virtual Dental Home System Care (Furness-Osorio/Moe)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.*

11.0 INFORMATION/DISCUSSION ITEMS

- 11.1 *The Special Education Report was provided in the Board Packet.*
- 11.2 *Principal Shannon Kepins presented the Shandon Elementary School Report.*
 - *Principal Kepins presented the Trimester Assessment Data and CAASPP Data to the Board.*
 - *Retired teacher, Gena Sager, gifted the Kindergarten Class a \$500 Donation to purchase math manipulatives.*
 - *Principal Kepins notified the Board of the denial of the After School Education and Safety Universal (ASES) Grant.*
- 11.3 *Superintendent Taylor presented the Superintendent's Report.*

- Review of District Rental Properties
- Second Semester Honor Roll

12.0 FUTURE AGENDA ITEM REQUESTS

- Approve Kristina Benson as to sign financial documents.

13.0 ANNOUNCEMENTS

The next special meeting of the Board of Trustees is scheduled for June 29, 2018 at
Shandon High School Library, at 8:30 AM.

The next regular meeting of the Board of Trustees is scheduled for August 14, 2018 at
Shandon High School Library, Closed Session at 6:30 PM, Open/Regular Session at 7:00 PM.

14.0 ADJOURNMENT

Board President Thomason adjourned the meeting at 8:40PM.

Marlene Thomason, President of the Board

Or

Teresa Taylor, Superintendent and Secretary to the
Board of Trustees

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

AGENDA ITEM TITLE:

Approval of the Minutes of June 29, 2018

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your approval are the minutes of June 29, 2018.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Special Board Meeting Minutes

Friday, June 29, 2018

1.0 OPEN SESSION

1.1 Board President Thomason called the meeting to order at 8:32 AM.

Members present: Marlene Thomason, President; Holly Furness-Osorio; Jennifer Moe; Robert Van Parlet; Kate Twisselman, Clerk

Members Absent: None

Staff Present: Teresa Taylor, Superintendent

1.2 PLEDGE OF ALLEGIANCE TO THE FLAG

Board Member Parlet led the Pledge of Allegiance.

2.0 ADOPTION OF AGENDA

A motion passed to approve the agenda Kate (Twisselman/Moe)(5/0) Furness-Osorio, Moe, Parlet, Twisselman, Thomason voted aye.

3.0 PUBLIC COMMENT

3.1 PUBLIC COMMENT

There were no requests to address the Governing Board on open session items.

4.0 ACTION ITEM

- 4.1 A motion was made to approve the Award of Bid for the Painting of SJUSD from Measure K Bonds Funds to Piana Construction (Moe/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.
- 4.2 A motion was made to approve Resolution 2017-18-14 Delegation of Signature Authority (Moe/Twisselman) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.
- 4.3 A motion was made to approve the School District Authorized Signature Certification (Moe/Parlet) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye
- 4.4 A motion was made to approve the Service Agreement for the Provision of Election Services Between SJUSD and Monterey County Registrar of Voters (Moe/Parlet) (5 /0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.
- 4.5 A motion was made to approve Resolution 2017-18-15 Requesting that the District's Governing Board Member Election, to be Held November 6, 2018, be Consolidated with Other Elections Called for the Same Day in the Same Territory (Moe/Furness-Osorio) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.
- 4.6 A motion was made to approve Resolution 2017-18-16 Ordering Governing Board Member Election (Moe/Twisselman) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.
- 4.7 A motion was made to approve the Resolution 2017-18-17 Candidates' Statements (Moe/Furness-Osorio) (5/0) Furness-Osorio, Moe, Parlet, Thomason, Twisselman voted aye.

5.0 ANNOUNCEMENTS

A brief announcement was made by Ms. Teresa Taylor regarding the importance of the after school program.

The next regular meeting of the Board of Trustees is scheduled for August 14, 2018 at Shandon High School, Library, Closed Session at 6:00 PM, Open/Regular Session at 7:00 PM.

6.0 ADJOURNMENT

Board President Thomason adjourned open session 9:02AM.

Marlene Thomason, President of the Board

Or

Teresa Taylor, Superintendent and Secretary to the
Board of Trustees

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Warrants and Payroll for June and July 2018

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 #37-44 through #01-03

General Fund (01)	\$ 584,812.51
Food Service/Cafeteria Fund (13)	\$13,154.85
Bond Fund (21)	\$321,112.37

TOTAL WARRANT APPROVALS

\$921,292.69

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.

June 10 th	\$12,408.95
June 30 th	\$281,263.40
July 10 th	\$1,463.37
July 31 st	\$64,083.98

TOTAL

\$359,219.70

RECOMMENDED ACTION:

Approve Accounts Payable and Payroll warrants

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AIRGAS USA LLC	INV#9075560987,S		206.60	05/18/2018
AIRGAS USA LLC	INV#9075805514,S		26.81	05/18/2018
AIRGAS USA LLC	INV#9075805585,S		9.88	05/18/2018
ALMOND ACRES CHARTER ACADEMY	INV#100,IV ECAD		339.69	05/21/2018
ALUM-LINE INC	INV#180235,HORSE		10,900.00	06/22/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502153210,T		112.68	06/01/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502133800,T		111.18	05/21/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502143555,T		112.68	05/21/2018
AMERIPRIDE UNIFORM SERVICES	INV#150380889,TOW		8.83	05/21/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502172858,T		112.68	06/22/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502163514,T		132.68	06/17/2018
AP EXAMINATIONS	13 AP EXAMS		785.00	05/21/2018
AT&T	CLOSE PO	2017/2018 PHONE BILL	0.00	05/18/2018
BARTHAUER, EMILEE	REIMB.CLASSROOM		45.75	06/01/2018
BIG BRAND TIRE AND SERVICE	INV#355334,2011		36.97	06/08/2018
BORJON AUTO CENTER	2018 GMC YUKON,F		47,085.11	05/16/2018
BREZDEN PEST CONTROL	INV#96224,H.S.MO	PEST CONTRON	405.00	05/21/2018
BREZDEN PEST CONTROL	CLOSE PO	PEST CONTRON	0.00	06/19/2018
BREZDEN PEST CONTROL	INV#99003,ELEM S		405.00	06/22/2018
BUS WEST	INV#XA400006518:		101.28	06/01/2018
CAL COAST IRRIGATIONS INC	INV#1805519821,S		126.28	05/21/2018
CAL COAST IRRIGATIONS INC	INV#1805520620,P		53.20	06/08/2018
CAL POLY UNIVERSITY	AMPD CONF.A.RUSS		100.00	06/01/2018
CAL POLY UNIVERSITY	AMPD CONF.A.RAMI		100.00	06/01/2018
CDT INC.	INV#45228,DOT DR		96.00	06/08/2018
CDT INC.	CLOSE PO	RANDOM EMPOL.DRUG TEST	0.00	06/10/2018
CENTURY LINK	ACC#5-PKGCRJV1,2		2,294.38	06/08/2018
CHERRY, SUE	REIMB.SPEC.ED SU		9.70	06/22/2018
CHERRY, SUE	REIMB.MILEAGE,AT		34.81	06/22/2018
COAST PIPE	INV#51721,SHOP S		181.12	06/08/2018
COAST PIPE	INV#51106,SHOP S		199.49	05/18/2018
CONTAINER STOP INC	CLOSE PO	FFA CONTAINERS	0.00	05/16/2018
CONTAINER STOP INC	INV#3483,FFA STO		3,950.00	05/16/2018
CRYSTAL SPRINGS WATER	INV#398862, DRIN		151.85	05/18/2018
CRYSTAL SPRINGS WATER	INV#0445476,MAY		107.51	06/08/2018
CSA 16	ACC#17453000,MOT	WATER BILL	71.67	06/01/2018
CSA 16	ACC#014095-000,M	WATER BILL	81.67	06/01/2018
CSA 16	ACC#014096-000,H	WATER BILL	245.05	06/01/2018
CSA 16	ACC#014118-000,E	WATER BILL	233.57	06/01/2018
CSA 16	APN#017-311-009,	WATER BILL	30.00	05/18/2018
CSA 16	APN#017-311-008,	WATER BILL	30.00	05/18/2018
CSA 16	APN#014-311-003,	WATER BILL	30.00	05/18/2018
CSA 16	APN#017-181-058,	WATER BILL	30.00	05/18/2018
CSA 16	APN#017-181-057,	WATER BILL	30.00	05/18/2018
CSM CONSULTING INC.	INV#9182,ERATE,A	E RATE CONSULTING	500.00	06/19/2018
DAVIS, MICHAEL LEE	INV#380,BUS#2,SE	BUS REPAIRS	125.00	06/01/2018
DAVIS, MICHAEL LEE	INV#379,BUS#1,45	BUS REPAIRS	150.00	06/01/2018
DAVIS, MICHAEL LEE	INV#401,BUS#2,45	BUS REPAIRS	150.00	06/01/2018

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
DAVIS, MICHAEL LEE	INV#398,BUS#150,	BUS REPAIRS	150.00	06/01/2018
DAVIS, MICHAEL LEE	INV#402,BUS#5,45	BUS REPAIRS	100.00	06/01/2018
DAVIS, MICHAEL LEE	INV#393,BUS#1,45	BUS REPAIRS	250.00	05/21/2018
DAVIS, MICHAEL LEE	INV#391,BUS#5,SE	BUS REPAIRS	50.00	05/21/2018
DAVIS, MICHAEL LEE	BUS#7,SER.CALL.	BUS REPAIRS	125.00	06/17/2018
NPS MILEAGE	MAY 2018 MILEAGE	2017/2018 MILEAGE	1,471.50	06/08/2018
NPS MILEAGE	APRIL 2018 MILEA	2017/2018 MILEAGE	784.80	06/12/2018
NPS MILEAGE	JUNE 2018 MILES,		1,373.40	06/26/2018
ESSER, LORI	MILEAGE,PRKFLD S		30.52	06/01/2018
FOLLETT SCHOOL SOLUTIONS INC.	INV#853968F,LIBR	LIBRARY DONATION	210.24	06/08/2018
FOLLETT SCHOOL SOLUTIONS INC.	CLOSE PO	LIBRARY DONATION	0.00	06/19/2018
FRONTIER COMMUNICATIONS	ACC#805463233105	PRKFLD PHONE BILL	97.01	06/01/2018
FRONTIER COMMUNICATIONS	ACC#805463233105		97.18	06/22/2018
FRONTIER COMMUNICATIONS	CLOSE PO	PRKFLD PHONE BILL	0.00	06/19/2018
FUEL EDUCATION	INV#13294,AP EXA		105.00	06/01/2018
FULLER, JONATHAN	CATA CONF.6/25-6		161.00	06/17/2018
FULLER, JONATHAN	FAIR MEALS 2018		460.00	06/17/2018
HEINEMANN	INV#5314886,ELEM	TITLE I BOOKS	2,474.44	06/08/2018
HEINEMANN	INV#6913484,ELEM	TITLE I BOOKS	66.64	06/12/2018
HEWITT, ALEKSANDR	MILEAGE,AD MEETI		124.26	06/01/2018
HOWARD, SADIE	AUDITOR FOOD,5/2		20.64	05/21/2018
J.B.DEWAR INC.	INV#188904,		446.27	06/01/2018
J.B.DEWAR INC.	INV#189904,FUEL		2,275.87	06/08/2018
J.B.DEWAR INC.	INV#188731		2,233.41	05/21/2018
J.B.DEWAR INC.	INV#250950		456.67	05/21/2018
J.B.DEWAR INC.	INV#250813		337.86	05/21/2018
J.B.DEWAR INC.	INV#187927		320.47	05/21/2018
J.B.DEWAR INC.	LATE CHARGE,11/3		4.24	05/21/2018
J.B.DEWAR INC.	INV#251619		576.86	06/22/2018
J.B.DEWAR INC.	INV#188876		32.18	06/12/2018
JOSTENS	INV#21705238,DIP		176.46	06/01/2018
JOSTENS	INV#21755935,DIM		245.55	05/31/2018
KEPINS, SHANNON	MILEAGE,FEB.AND		152.60	05/21/2018
KEPINS, SHANNON	MILEAGE,APR.AND		142.79	05/21/2018
KERN COUNTY SUPER. OF SCHOOLS	INV#803231,2017/		5,793.70	06/08/2018
KERN COUNTY SUPER. OF SCHOOLS	INV#803231,2017/		2,335.80	06/08/2018
KNIGHTS OF COLUMBUS	2018 FAIR PARKIN		280.00	06/12/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675, MAINT		180.67	06/08/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,FFA SUP		77.62	06/08/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675, GROUND		36.76	06/08/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,FFA SUP		28.13	06/08/2018
MEDPOST URGENT CARE	INV#51820448,DOT		150.00	05/18/2018
MORTON, DEANNA	CATA CONF.6/25-6		161.00	06/17/2018
MORTON, DEANNA	FAIR MEALS, 2018		460.00	06/17/2018
MOSS LEVY & HARTZHEIM	INV#15587 AUDIT	2017/2018 AUDIT FEES	3,000.00	06/12/2018
MROCZKOWSKI, RILEY	2017/2018 END OF		108.75	06/17/2018
MTM CONSTRUCTION	INV#10292,AG COV		9,516.15	06/22/2018
NAPA AUTO PARTS	INV#852525,2.5 D		11.84	06/01/2018

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
NAPA AUTO PARTS	INV#851504, TAILL		176.27	06/01/2018
NAPA AUTO PARTS	INV#847919, BUS L		62.43	05/18/2018
NAPA AUTO PARTS	INV#849651, 2.5 D		71.05	05/18/2018
NEFF	INV#002679740, SP		2,301.35	06/22/2018
NEFF	INV#002664173, SP		114.55	06/22/2018
OFFICE DEPOT	INV#137176450000	ELEM SUPPLIES	88.90	05/31/2018
OFFICE DEPOT	INV#140884630001	HIGH SCHOOL SUPPLIES	65.69	05/31/2018
OFFICE DEPOT	INV#138508564001	HIGH SCHOOL SUPPLIES	58.95	05/31/2018
OFFICE DEPOT	INV#193326845001	ELEM SUPPLIES	35.14	05/31/2018
OFFICE DEPOT	INV#139924416001	ELEM SUPPLIES	62.28	05/31/2018
OFFICE DEPOT	INV#136306802001	ELEM SUPPLIES	66.65	05/18/2018
OFFICE DEPOT	INV#152926195001		237.10	06/26/2018
OFFICE DEPOT	CLOSE PO	ELEM SUPPLIES	0.00	06/10/2018
OFFICE DEPOT	INV#144370205001		159.11	06/12/2018
OFFICE DEPOT	CLOSE PO	ELEM SUPPLIES	0.00	06/10/2018
OFFICE DEPOT	INV#149527119001		11.25	06/19/2018
OFFICE DEPOT	INV#150430676001		58.70	06/19/2018
OFFICE DEPOT	INV#14952290001,		4.76	06/19/2018
OFFICE DEPOT	INV#149527118001		83.06	06/19/2018
OFFICE DEPOT	INV#152823037001		179.49	06/26/2018
OFFICE DEPOT	CLOSE PO	HIGH SCHOOL SUPPLIES	0.00	06/10/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#3644187859-6		101.35	05/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#0028511953-3		11.29	05/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3		141.60	05/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7		184.65	05/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	PG&E	3,766.59	05/21/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	PG&E	97.49	05/18/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#0028511953-3		11.30	06/22/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0		163.86	06/12/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#57621613900,		6,195.20	06/12/2018
PASO ROBLES HEATING & AIR	INV#352905, HS.AC		202.50	06/17/2018
PORTVIEW PREPARATORY INC	INV#3291, MAY 201	2017/2018 PORTVIEW SCHOOL	7,641.25	06/08/2018
PORTVIEW PREPARATORY INC	INV#3156, APRIL 2	2017/2018 PORTVIEW SCHOOL	4,026.25	05/16/2018
PORTVIEW PREPARATORY INC	INV#3417, JUNE 20		8,161.25	06/26/2018
PORTVIEW PREPARATORY INC	CLOSE PO	2017/2018 PORTVIEW SCHOOL	0.00	06/19/2018
POSTMASTER	PO BOX 79 YEARLY		208.00	06/08/2018
POSTMASTER	10 ROLLS OF STAM	POSTAGE, BOX FEES	500.00	05/18/2018
PRATT, DANYA	MILEAGE, 5/15/18,		98.10	05/21/2018
PROCARE JANITORIAL SUPPLY INC.	INV#118236, JANIT		758.93	05/21/2018
RANCH WIFI	INV#11933, PRKFLD		140.00	06/22/2018
RELIABLE OFFICE MACHINE REPAIR	INV#5899	MONTHLY COPIER MAINT.	50.00	06/08/2018
RENDON, OTILIA	STAFF APPRECIATI		21.40	06/01/2018
RIDDELL ALL AMERICAN SPROTS	INV#950592421, HE	2017/2018 FOOTBALL HELMETS	496.75	06/01/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181097, IT SU		325.00	06/08/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181166, 17/18	DATA PROCESSING	896.45	06/12/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181071, BUDGE		106.72	05/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181033, 17/18	2017/2018 FISCAL SERVICES	30,627.48	05/21/2018
SAN LUIS OBISPO COUNTY OFFICE	CLOSE PO	BOARD MEMBER FEES	0.00	05/18/2018

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
SAN LUIS OBISPO COUNTY OFFICE	INV#181179,2018/		4,877.26	06/26/2018
SAN LUIS OBISPO COUNTY OFFICE	CLOSE PO	SUPINTENDENT SEARCH	0.00	06/25/2018
SAN MIGUEL GARBAGE # 200133	ACC#318244,JUNE	DIST. TRASH	904.11	06/12/2018
SAN MIGUEL GARBAGE # 200133	ACC#318244,MAY 2	DIST. TRASH	904.11	05/18/2018
SCHUMAN, DORIS	REIMB.LUNCH ACCO		73.00	06/26/2018
SELF INSURED SCHOOLS OF CA.	ID#68833,JUNE 20		55,825.60	06/08/2018
SHANDON HIGH SCHOOL A.S.B.	2017/2018 ASB GA		889.75	05/21/2018
SPURR	CLOSE PO	NATURAL GAS	0.00	06/10/2018
SPURR	INV#91382,APR.20	NATURAL GAS	459.36	05/21/2018
SPURR	INV#91609,		289.39	06/19/2018
STARS INFANT/PRESCHOOL	INV\$19440,APRIL.		423.00	05/18/2018
STARS INFANT/PRESCHOOL	INV#19695,JUNE 2		211.50	06/17/2018
STATE OF CALIFORNIA	ACC#94248135,SEF		634.49	05/16/2018
TEMPLETON UNIFIED SCHOOL DIST.	CLOSE PO	17/18 MIS SERVICES	0.00	06/10/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,LAPTOP RE		149.99	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FFA BANQU		3,904.12	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,FFA BANQU		461.93	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,SEN.HOG F		2,715.61	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,DINNER		380.15	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,WINDOWS S		33.29	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,YEARBOOKS		619.90	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,POSTAGE		3.45	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,SPORT AWA		85.34	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FFA BENCH		2,184.32	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,ASB		751.70	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,ASB HOG F		441.00	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,SPAINSH C		576.93	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,GOOD ATTE		33.92	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FFA BANQU		3,244.13	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,FETAL PIG		504.00	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,ELEM ASB		4,297.02	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,FFA BANQU		1,567.24	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,TONER		78.08	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,MOT SUPPL		37.69	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,KEYS,MAIN		41.66	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FAIR ENTR		644.00	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,ASB		663.27	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,YEARBOOK		48.48	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,SPROTS BA		253.59	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,TONER		102.97	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,ELEM ASB		357.88	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,CLASSROOM		454.20	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,STAF		175.63	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER,FAIR ENTR		202.00	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,GUITAR KI		1,620.00	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,ELEM ASB		2,538.32	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,FORK LIFT		1,032.34	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,POSTAGE		6.91	06/26/2018

SHANDON UNIFIED
E 5

BOARD BILL APPROVAL LISTING

J27715 APYBRPLO L.00.00 08/03/18

FROM BATCH: 37 THRU BATCH: 44

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI, SPOR		810.82	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR, SUPER INT		122.74	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR, SPORTS SU		61.41	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS, ANTI BULL		3,878.00	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON, MOT SUPPL		63.14	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS, STAFF APP		58.07	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON, ASB, HOG, M		1,314.98	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER, STERO CAB		10.76	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	FULLER, SEN. GRAD		1,567.78	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR, AP ENGLIS		186.44	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	MORTON, CLASSROOM		867.47	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	KEPINS, SCIENCE C		250.00	06/26/2018
U.S. BANK EQUIPMENT FINANCE	INV#358505675, CO		1,441.32	06/08/2018
VERIZON - 508105832-00001	ACC#508105832-00	HOT SPOTS	114.03	05/18/2018
VERIZON - 508105832-00001	ACC#508105832000		114.03	06/19/2018
WASTE MANAGEMENT	INV#915752905272	PRKFLD TRASH	87.32	06/08/2018
WESTERN JANITOR SUPPLY # 2411	INV#153853, GUM R		16.00	06/26/2018

TOTAL FUND 01

283,123.22

VENDOR NAME	FUND : 13 DESCRIPTION	CAFETERIA FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AMERIPRIDE UNIFORM SERVICES	CLOSE PO	TOWELS	0.00	06/10/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502143555,C	TOWELS	20.00	05/21/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502133800,C	TOWELS	20.00	05/21/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502153210,T		20.00	06/01/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502172858,T		20.00	06/22/2018
CRYSTAL CREAMERY	INV#767158801,CA		269.96	06/08/2018
CRYSTAL CREAMERY	INV#767123801,CA		424.37	05/18/2018
CRYSTAL CREAMERY	INV#767137801,CA		382.28	05/21/2018
CRYSTAL CREAMERY	INV#767130801,CA		382.28	05/21/2018
CRYSTAL CREAMERY	INV#767144801,CA		321.44	06/01/2018
CRYSTAL CREAMERY	INV#767151803,CA		386.71	06/01/2018
GOLD STAR FOODS INC.	INV#2425739, CAF		862.18	06/08/2018
GOLD STAR FOODS INC.	CREDIT MEMO 1240		15.89	06/08/2018
GOLD STAR FOODS INC.	INV#2413942,CAFE		54.49	06/01/2018
GOLD STAR FOODS INC.	INV#2408502,CAFE		810.52	06/01/2018
GOLD STAR FOODS INC.	INV#2414608,CAFE		11.50	06/01/2018
GOLD STAR FOODS INC.	INV#2408482,CAFE		55.40	05/21/2018
GOLD STAR FOODS INC.	INV#2399978,CAFE		1,360.31	05/21/2018
GOLD STAR FOODS INC.	INV#2413943,CAFE		62.17	05/21/2018
GOLD STAR FOODS INC.	INV#2289991,CAFE		106.65	05/21/2018
GOLD STAR FOODS INC.	INV#2408491,CAFE		80.76	05/21/2018
GOLD STAR FOODS INC.	INV#2413430,CAFE		79.20	05/21/2018
GOLD STAR FOODS INC.	INV#2399994,CAFE		94.74	05/21/2018
GOLD STAR FOODS INC.	CREDIT MEMO,1236		16.23	05/21/2018
GOLD STAR FOODS INC.	INV#2399964,CAFE		146.62	05/21/2018
GOLD STAR FOODS INC.	CREDIT MEMO, 123		39.48	05/21/2018
GOLD STAR FOODS INC.	INV#2389927,CAFE		1,032.13	05/21/2018
GOLD STAR FOODS INC.	INV#2408483,CAFE		117.39	06/01/2018
GOLD STAR FOODS INC.	INV#2417431,CAFE		43.72	06/01/2018
GOLD STAR FOODS INC.	INV#2414371,CAFE		1,179.61	06/01/2018
RANGEL, NERIDA	REIMB.LUNCH ACCO		115.00	06/26/2018
THE BERRY MAN INC.	INV#10426055,CAF		257.85	06/08/2018
THE BERRY MAN INC.	INV#10416524,CAF		218.25	05/21/2018
THE BERRY MAN INC.	INV#10419270,CAF		232.95	05/21/2018
THE BERRY MAN INC.	INV#10423618,CAF		222.35	06/01/2018
THE BERRY MAN INC.	INV#10421279,CAF		285.00	06/01/2018
THE BERRY MAN INC.	INV#10428463,CAF		232.65	06/17/2018
U.S. BANK CORPORATE PMT SYSTEM	WESCH,CAFE FOOD		395.68	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	WESCH,CAFE SUPPL		41.83	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	WESCH,CAFE FOOD		305.63	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	WESCH,CAFE SUPPL		510.08	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	SCIOCHETTI,CAFE		15.75	06/26/2018

TOTAL FUND 13

11,105.85

VENDOR NAME	FUND : 21 DESCRIPTION	BUILDING FUND - BOND PROCEEDS EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
A&T ARBORISTIS & VEGETATION	CLOSE PO	PRKFLED TREES	0.00	06/10/2018
ATEAM FENCING	CLOSE PO	MOT FENCING	0.00	06/19/2018
ATLAS ENVIRONMENTAL SOLUTIONS	CLOSE PO	WASTE DISPOSAL	0.00	05/18/2018
AVNIT, JULIE	CLOSE PO	BOND CONTACT	0.00	06/10/2018
AVNIT, JULIE	INV#688331808,MA	BOND CONTACT	1,200.00	06/08/2018
AVNIT, JULIE	INV#668331807,AP	BOND CONTACT	300.00	05/16/2018
CDW-GOVERNMENT	INV#NBV9641,CHRO	CHROMEBOOKS	10,767.43	06/19/2018
CDW-GOVERNMENT	INV#MXL1007,GOOG	CHROMEBOOKS	750.00	06/19/2018
CDW-GOVERNMENT	CLOSE PO	CAMERA SUPPLIES	0.00	06/10/2018
CDW-GOVERNMENT	INV#MWS2235,CANO	CANNON CAMERA	4,279.28	06/12/2018
DALE SCOTT & CO. INC.	INV#201952,ADTR,		1,000.00	05/18/2018
DALE SCOTT & CO. INC.	INV#201917,BOND		3,026.25	05/18/2018
DAVIS WATER	CLOSE PO	PRKFLED OZONE FOR WELL	0.00	06/19/2018
DAVIS WATER	INV#4502,PRKFLED		150.00	06/01/2018
DAVIS WATER	CLOSE PO	PARKFIELD WELL OZONE SYSTEM	0.00	06/01/2018
EARTH SYSTEMS	INV#802575,MS.BA		3,560.90	06/22/2018
FENCE FACTORY	INV#901008,FENCE		292.16	06/08/2018
FENCE FACTORY	INV#900921,PRIVA		790.97	06/08/2018
FLOOR CONNECTION	INV#2018436,ELEM	SES RM#14 FLOOR	3,895.00	06/19/2018
FLOOR CONNECTION	CLOSE PO	FIRE AND SECURTIY MONITORING	0.00	05/21/2018
KNECHT'S PLUMBING & HEATING	CLOSE PO	ELEM KITCHEN HOOD INSTALL	0.00	05/18/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,FENCE S		6.66	06/08/2018
MOSS LEVY & HARTZHEIM	CLOSE PO	BOND AUDIT	0.00	06/10/2018
NSP3	INV#1800220,MS B	MIDDLE SCHOOL BATHROOM COVER	38,234.98	06/17/2018
PASO ROBLES HEATING & AIR	CLOSE PO	SHS HEATING/AC UNITS	0.00	06/19/2018
PMSM ARCHITECTS	INV#12,MAY2018 B		1,869.40	06/19/2018
PMSM ARCHITECTS	INV#11,APR.2018		3,048.00	05/21/2018
PORTNEY ENVIRONMENTAL &	CLOSE PO	PRKFLED ASBESTOS	0.00	06/19/2018
PRO COATINGS	CLOSE PO	PAINTING, PRKFLED	0.00	05/18/2018
QUAGLINO ROOFING	CLOSE PO	MAINTENACE SHOP ROOF	0.00	05/18/2018
RSH CONSTRUCTION INC.	CLOSE PO	PRKFLED WINDOWS	0.00	05/18/2018
STS EDUCATION	INV#35729,MACBOO	APPLE MACBOOK	23,181.94	06/17/2018
STS EDUCATION	INV#35367,CHROME	CHROMEBOOK PARTS	557.16	05/18/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,PRKFLED WA		74.54	06/04/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,FENCE KEY		107.69	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	TAYLOR,PAINTING		1,430.22	06/26/2018
U.S. BANK CORPORATE PMT SYSTEM	RENDON,MOVING DO		70.76	06/26/2018
WALTERS VENTURES INC	INV#1022301,MS.S		1,805.00	05/16/2018

AL FUND 21

100,398.34

SHANDON UNIFIED
E 8

BOARD BILL APPROVAL LISTING

J27715 APYBRPLO L.00.00 08/03/18

FROM BATCH: 37 THRU BATCH: 44

VENDOR NAME	FUND : 25 DESCRIPTION	CAPITAL FACILITIES FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
SCHOOL WORKS INC	INV#2859, DEV.FEE		2,000.00	06/17/2018
THE TRIBUNE	AD#345660, DEV.FE		212.96	06/12/2018
AL FUND 25			2,212.96	
AL DISTRICT			396,840.37	

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AERIES SOFTWARE	INV#RN-6312,2018		6,850.00	07/03/2018
AMERICAN EAGLE ENTERPRISES	GYM BLEACHERS	GYM BLEACHERS	2,450.00	07/31/2018
AMERIPRIDE UNIFORM SERVICES	INV#15021914565,	2018/2019 TOWELS	112.68	07/31/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502182785,T	2018/2019 TOWELS	112.68	07/06/2018
BREZDEN PEST CONTROL	INV#101715,H.S.M	2018/2019 PEST CONTROL	405.00	07/31/2018
BRIGHTARROW TECHNOLOGIES	INV#8615,2018/19	2018/2019 CALLER SYSTEM	362.00	07/06/2018
CALIFORNIA SCHOOL BOARD ASSOC.	INV#41751-K6COZ4		4,245.00	07/31/2018
CALIFORNIA SCHOOL BOARD ASSOC.	INV#39639C1R2Q4,		1,135.00	07/03/2018
CENGAGE LEARNING	INV#64039148,AG	AG BUSINESS BOOKS	3,692.62	07/31/2018
CENTURY LINK	INV#71553341,JUL	2018/2019 PHONES	216.61	07/03/2018
CIF SOUTHERN SECTION	INV#3822,GIRLS B		50.00	07/31/2018
CIF SOUTHERN SECTION	SOFTBALL 18/18 C		50.00	07/31/2018
CIF SOUTHERN SECTION	INV#3822,BOYS BA		50.00	07/31/2018
CIF SOUTHERN SECTION	TRACK&FIELD,BOYS		100.00	07/31/2018
CIF SOUTHERN SECTION	GIRLS VOLLEYBALL		50.00	07/31/2018
CIF SOUTHERN SECTION	BOYS VOLLEYBALL,		50.00	07/31/2018
CIF SOUTHERN SECTION	CROSS COUNTRY,BO		100.00	07/31/2018
CIF STATE DUES	INV#2500,CIF STA		63.96	07/31/2018
COAST PIPE	INV#52034,SHOP S		1,060.33	07/12/2018
COAST VALLEY LEAGUE	SOFTBALL COAST V		10.00	08/01/2018
COAST VALLEY LEAGUE	GIRLS B-BALL COA		10.00	08/01/2018
COAST VALLEY LEAGUE	VOLLEYBALL COAST		10.00	08/01/2018
COAST VALLEY LEAGUE	BOYS B-BALL COAS		10.00	08/01/2018
COAST VALLEY LEAGUE	COAST VALLEY LEA		300.00	08/01/2018
CRYSTAL SPRINGS WATER	INV#492858,DRINK	2018/2019 DRINKING WATER	7.00	07/06/2018
CSA 16	ACC#14095,MOT	2018/2019 WATER BILLS	81.67	07/31/2018
CSA 16	ACC#17453, RM#15	2018/2019 WATER BILLS	71.67	07/31/2018
CSA 16	ACC#14096, HIGH	2018/2019 WATER BILLS	268.01	07/31/2018
CSA 16	ACC#14118, ELEM	2018/2019 WATER BILLS	239.31	07/31/2018
DAVIS, MICHAEL LEE	BUS#7,SER.CALL,4	2018/2019 BUS REPAIRS	200.00	07/31/2018
FASTENAL COMPANY	INV#CAPAS95142,S		283.22	07/03/2018
FOLLETT SCHOOL SOLUTIONS INC.	INV#870584F,LIBR		208.35	07/02/2018
FOUNDATION FOR CALIFORNIA	INV#1019754,COLL		359.25	07/31/2018
FRONTIER COMMUNICATIONS	ACC#805463233105	2018/2019 PARKFILED PHONE	97.19	07/31/2018
FUEL EDUCATION	INV# 14526,AP ON		1,715.00	07/31/2018
J.B.DEWAR INC.	INV#191943	2018/2019 FUEL AND GAS	1,982.84	07/06/2018
KERN COUNTY SUPER. OF SCHOOLS	INV#803748,SPEC.		4,625.80	07/31/2018
KUHNLE, KELLY	REIMB.18/19 DMV		80.00	07/31/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,FFA STU		380.18	07/03/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,MOT SUP		39.27	07/03/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,GRAD SU		142.46	07/03/2018
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,GROUNDS		86.93	07/03/2018
MCGRAW-HILL EDUCATION	INV#103620202001	SPANISH WORKBOOKS	490.50	07/31/2018
MCGRAW-HILL EDUCATION	INV#103620377001	ALGEBRA BOOKS	714.79	07/31/2018
MCGRAW-HILL EDUCATION	INV#103608419001		1,046.77	07/31/2018
MCGRAW-HILL EDUCATION	INV#10362416001,	PRE CALCULUS BOOKS	1,894.54	07/31/2018
MCGRAW-HILL EDUCATION	INV#103620202002	SPANISH BOOKS	2,586.19	07/31/2018
MONTEREY COUNTY	INV#0979142,PRKF		321.00	07/03/2018

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
MOSS LEVY & HARTZHEIM	INV#15780,AUDIT		1,000.00	07/06/2018
MTM CONSTRUCTION	CLOSE PO	AG COVERED PARKING	0.00	07/03/2018
OFFICE DEPOT	INV#159273612001	H.S.STUDENT BINDERS	744.80	07/31/2018
OFFICE DEPOT	INV#160258182001	2018/2019 H.S SUPPLIES	27.34	07/31/2018
OFFICE DEPOT	INV#16025891001,	2018/2019 H.S SUPPLIES	114.16	07/31/2018
OFFICE DEPOT	INV#156316276001		87.41	07/03/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7	2018/2019 PGE	239.26	07/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#28511953-3,P	2018/2019 PGE	11.30	07/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3	2018/2019 PGE	557.16	07/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#6978927856-6	2018/2019 PGE	133.13	07/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#3644187859-6	2018/2019 PGE	173.11	07/31/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#3644187859-6	2018/2019 PGE	114.81	07/02/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#6978927856-6	2018/2019 PGE	64.43	07/02/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3	2018/2019 PGE	264.30	07/02/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7	2018/2019 PGE	226.68	07/02/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2018/2019 PGE	175.18	07/10/2018
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2018/2019 PGE	6,349.58	07/10/2018
PASO ROBLES UNIFIED SCHOOL	INV#180226,17/18		19,803.46	07/31/2018
PEARSON EDUCATION	INV#11699274,PSY	PSYCH. TEST KITS	170.00	07/31/2018
PEARSON EDUCATION	ACC#11700317,PSY	PSYCH. TEST KITS	1,432.32	07/31/2018
PROCARE JANITORIAL SUPPLY INC.	INV#119650,CUSTO		1,307.90	08/01/2018
PROCARE JANITORIAL SUPPLY INC.	INV#119054,CUSTO		68.34	07/02/2018
PRP COMPANIES	INV#282743,SEX E	CURRICULUM,HS	656.07	07/31/2018
RANCH WIFI	INV#14214,PRKFEL	2018/2019 PRKFELD INTERNET	140.00	07/31/2018
RECOGNITION WORKS	INV#324406,NAME		10.83	07/31/2018
RELIABLE OFFICE MACHINE REPAIR	INV#5989,MONTHLY	2018/2019 MONTHLY MAINT.	50.00	07/03/2018
RENAISSANCE LEARNING	INV#4396504,HS S	H.S. A/R, STAR	2,795.00	07/31/2018
RENAISSANCE LEARNING	INV#4396502,ELEM	A/R,STAR ELEM	2,945.00	07/31/2018
RENDON, KIM	REIMB.MOT SUPPLI		4.29	07/31/2018
REPUBLIC ELEVATOR CO.	INV#169198,WHEEL	2018/2019 WHEELCHAIR LIFT MAIN	115.52	07/03/2018
ROSSI AND CARR ELECTRICAL INC	INV#18162,RENTAL		149.96	07/06/2018
SAN JOAQUIN COUNTY OFFICE	INV#1819596,EDJO	2018/2019 EDJOIN	450.00	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183117,17/18		1,193.00	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183156,17/18		216.66	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183130,JAN-J		4,368.24	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183165,17/18		896.46	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183107,PSY.O		96,075.90	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183107,NURSI		13,048.82	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#190048,18/19		2,230.95	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#183153, FING		63.00	07/31/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181202,TECH		422.50	07/03/2018
SAN LUIS OBISPO COUNTY OFFICE	INV#181214,17/18		500.00	07/03/2018
SAN MIGUEL GARBAGE # 200133	ACC#318244,JULY	2018/2019 TRASH	904.11	07/06/2018
SCHOOLS LEGAL SERVICE	ADMIN TRAINING,K		90.00	07/06/2018
SELF INSURED SCHOOLS OF CA.	OD#68833,JULY 20		56,875.10	07/06/2018
SHMOOP	INV#28054CA5R,20	2018/2019 SHOOP LICENSE	2,050.00	07/03/2018
SISC II PROPERTY & LIABILITY	2018/19 PROPERTY		20,222.73	07/09/2018
SISC II PROPERTY & LIABILITY	2018/2019 SPEC.E		2,215.00	07/09/2018

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
SISC II PROPERTY & LIABILITY	2018/19 BUS/VEHI		11,581.46	07/09/2018
SOLIS, MAYRA	REIMB.MILEAGE,SC		332.45	07/03/2018
SPURR	IVN#02132,	2018/2019 NATURAL GAS	208.07	07/31/2018
STATE BOARD OF EQUALIZATION	ACC#57415407,2ND		132.24	07/09/2018
STATE OF CALIFORNIA	EMP#94248135,2ND		361.75	07/06/2018
Small School District's Assoc.	INV#17-00910,201		600.00	07/03/2018
Stanley Convergent Sec.Solut.	INV#15613898,201	2018/2019 ALARM MONITORING	923.88	07/03/2018
TECH TIME COMMUNICATIONS	INV#10139,QRTYL		141.00	07/06/2018
U.S. BANK EQUIPMENT FINANCE	INV#362937633,CO	2018/2019 COPIERS	1,441.32	07/31/2018
U.S. BANK EQUIPMENT FINANCE	INV#360710651,CO	2018/2019 COPIERS	1,441.32	07/03/2018
VERIZON - 508105832-00001	ACC#508105832000	2018/2019 HOT SPOTS	114.03	07/31/2018
VOORHEIS, ROBERT	REIMB.MEMORY CAR		79.43	07/31/2018
VOORHEIS, ROBERT	REIMB.HOTEL,MEAL		1,584.09	07/31/2018
WASTE MANAGEMENT	INV#918460105276	2018/2019 PRKFELD TRASH	87.32	07/03/2018
WESTERN ASSOCIATION OF SCHOOLS	INV#1103087,18/1		1,020.00	07/31/2018
WESTERN JANITOR SUPPLY # 2411	INV#154371,CUSTO		65.14	07/31/2018
WESTERN JANITOR SUPPLY # 2411	INV#154473,CUSTO		404.16	07/31/2018

TOTAL FUND 01

301,689.29

VENDOR NAME	FUND : 13 DESCRIPTION	CAFETERIA FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
AMERIPRIDE UNIFORM SERVICES	INV#1502191465,T	2018/2019 TOWELS	20.00	07/31/2018
AMERIPRIDE UNIFORM SERVICES	INV#1502182785,C	2018/2019 TOWELS	20.00	07/06/2018
MONTEREY COUNTY	INV#0978299,PRKF		612.00	07/03/2018
THE CLM GROUP INC/MEAL TIME	INV#31594,CAFE m		1,397.00	07/03/2018

TOTAL FUND 13

2,049.00

VENDOR NAME	FUND : 21 DESCRIPTION	BUILDING FUND - BOND PROCEEDS EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
ATEAM FENCING	INV#347,MOT FENC		38,793.00	07/06/2018
BLAKE'S INC	INV#1224792,MOVI		26.39	07/03/2018
CHOP RESTAURANT SUPPLY	ORDER#190056,1/2 CAFE SUPPLIES		14,124.65	07/06/2018
DWK ATTORNEYS AT LAW	CLINT#7515,CAFE		2,019.50	07/02/2018
EARTH SYSTEMS	INV#803120,DIR C		400.00	07/06/2018
FLOOR CONNECTION	INV#2018453,ELEM		4,379.40	07/02/2018
FLOOR CONNECTION	INV#2018455,ELEM		4,379.40	07/02/2018
FLOOR CONNECTION	INV#2018455,ELEM		4,379.40	07/02/2018
FLOOR CONNECTION	INV#2018456,ELEM		1,175.40	07/02/2018
FLOOR CONNECTION	INV#2018457,ELEM		887.40	07/02/2018
FLOOR CONNECTION	INV#2018458,ELEM		887.40	07/02/2018
FLOOR CONNECTION	INV#2018459,ELEM		1,471.50	07/02/2018
FLOOR CONNECTION	INV#2018469,ELEM		8,096.60	07/03/2018
FLOOR CONNECTION	INV#2018470,ELEM		4,848.30	07/03/2018
FLOOR CONNECTION	INV#2018471,ELEM		7,182.00	07/03/2018
FLOOR CONNECTION	INV#2018459,ELEM	SES NURESE OFFICE	163.50	07/02/2018
FLOOR CONNECTION	INV#2018453,ELEM	SES ROOM#6 FLOOR	486.60	07/02/2018
FLOOR CONNECTION	INV#2018456,ELEM	SES POD ROOM FLOOR	130.60	07/02/2018
FLOOR CONNECTION	INV#2018457,ELEM	SES ROOM# 7 FLOOR	98.60	07/02/2018
FLOOR CONNECTION	INV#2018458,ELEM	SES ROOM #8 FLOOR	98.60	07/02/2018
FLOOR CONNECTION	INV#2018454,ELEM	SES ROOM#9 FLOOR	486.60	07/02/2018
FLOOR CONNECTION	INV#2018455,ELEM	SES ROOM#10 FLOOR	486.60	07/02/2018
FLOOR CONNECTION	INV#2018469,ELEM	ELEM LIBRARY FLOORS	831.40	07/03/2018
FLOOR CONNECTION	INV#2018471,ELEM	ELEM FRONT OFFICE FLOORS	798.00	07/03/2018
FLOOR CONNECTION	INV#2018470,ELEM	ELEM STAFF LOUNGE	538.70	07/03/2018
FLOOR CONNECTION	INV#2018480,PRKF	PRKFELD CLASSROOM FLOOR	7,814.00	07/31/2018
LOWE'S BUSINESS ACCT/GEMB	ACCC#6675,BOND SU		271.20	07/03/2018
NATIONAL BUSINESS FURNITURE	INV#MK506438TDQ,	ELEM OFFICE FURNITURE	11,825.08	07/31/2018
PASO ROBLES HEATING & AIR	INV#352517,HS#9&		46,550.00	07/06/2018
PMSM ARCHITECTS	INV#13,CAFE ARCH		38,359.85	07/31/2018
PMSM ARCHITECTS	INV#6,NOV.2018 B		1,747.40	07/02/2018
PORTNEY ENVIRONMENTAL &	INV#18-119,PRKFL		6,650.00	07/03/2018
RSH CONSTRUCTION INC.	INV#643,ELEM DRY	SES DRYWALL OFFICE	3,220.00	07/12/2018
SIPE	INV#246,ASBESTOS		500.00	07/31/2018
STS EDUCATION	INV#36025,APPLE	MACBOOK PRO	4,516.96	07/31/2018
WALTERS VENTURES INC	INV#1022306,MS.		332.50	07/06/2018
WALTERS VENTURES INC	INV#1022309,MS S		1,757.50	07/06/2018

TOTAL FUND 21

220,714.03

TOTAL DISTRICT

524,452.32

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

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, 2019 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	1,469,878.00	32,465.00	1,502,343.00	1,502,343.00	.00	100.00
8012	Rev Limit State Aid EPA	237,069.00	99,087.00-	137,982.00	137,982.00	.00	100.00
8019	REV LIMIT STATE AID-PRIOR YEAR	.00	700.00-	700.00-	700.00-	.00	100.00
8021	HOME OWNERS EXEMPTION	9,716.00	884.00	10,600.00	10,599.20	.80	99.99
8041	SECURED TAX ROLLS	1,603,370.00	82,973.00	1,686,343.00	1,686,343.74	.74-	100.00
8042	UNSECURED ROLL TAXES	40,221.00	1,000.00	41,221.00	41,220.46	.54	99.99
8043	PRIOR YEARS TAXES	8,029.00	5,111.00-	2,918.00	2,918.01	.01-	100.00
8044	SUPPLEMENTAL TAXES	58,881.00	2,707.00-	56,174.00	56,174.12	.12-	100.00
8045	EDUC REV AUGMENTATION FUND	142,636.00	22,235.00	164,871.00	164,870.67	.33	99.99
8097	PROPERTY TAXES TRANSFERS	94,571.00	3,696.00	98,267.00	98,267.00	.00	100.00
TOTAL REVENUE LIMIT SOURCES :		3,664,371.00	35,648.00	3,700,019.00	3,700,018.20	.80	99.99
FEDERAL REVENUES :							
8181	SP ED ENTITLEMENT PER UDC	50,593.00	566.00-	50,027.00	50,027.00	.00	100.00
8182	SPEC ED-DISCRETIONARY GRANTS	5,603.00	2,735.00-	2,868.00	2,868.00	.00	100.00
8290	ALL OTHER FEDERAL REVENUES	104,585.00	12,123.00	116,708.00	116,708.08	.08-	100.00
TOTAL FEDERAL REVENUES :		160,781.00	8,822.00	169,603.00	169,603.08	.08-	100.00
OTHER STATE REVENUES :							
8550	MANDATED COST REIMBURSEMENT	9,826.00	45,995.00	55,821.00	55,821.00	.00	100.00
8560	STATE LOTTERY REVENUE	58,401.00	4,230.00	62,631.00	62,631.52	.52-	100.00
8590	ALL OTHER STATE REVENUES	195,276.00	151,063.00	346,339.00	311,154.77	35,184.23	89.84
TOTAL OTHER STATE REVENUES :		263,503.00	201,288.00	464,791.00	429,607.29	35,183.71	92.43
OTHER LOCAL REVENUES :							
8650	LEASES & RENTALS	22,500.00		22,500.00	22,500.00	.00	100.00
8660	INTEREST	1,350.00	11,921.00	13,271.00	13,273.42	2.42-	100.01
8677	INTERAGENCY SERV BETWN LEA'S	46,396.00	27,922.00	74,318.00	74,317.47	.53	99.99
8698	STALE-DATED WTS/PRIOR YR WTS	.00	49.00	49.00	49.34	.34-	100.69
8699	ALL OTHER LOCAL REVENUES	35,500.00	230,389.00	265,889.00	270,716.28	4,827.28-	101.81
8792	TF OF APPORT FROM COE	168,190.00	6,984.00-	161,206.00	161,206.00	.00	100.00
TOTAL OTHER LOCAL REVENUES :		273,936.00	263,297.00	537,233.00	542,062.51	4,829.51-	100.89
* TOTAL YEAR TO DATE REVENUES		* 4,362,591.00	* 509,055.00	* 4,871,646.00	* 4,841,291.08	* 30,354.92	* 99.37

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	1,299,945.00	41,759.00-	1,258,186.00	1,258,191.21	5.21-	100.00
1130	CERTIFICATED TEACHER HOURLY	.00	3,573.00	3,573.00	3,573.48	.48-	100.01
1150	CERTIFICATED TCHER EXTRA DUTY	10,125.00	3,981.00-	6,144.00	6,144.57	.57-	100.00
1160	CERTIFICATED TEACHER SUBSTITUT	30,625.00	20,188.00	50,813.00	50,813.09	.09-	100.00
1190	CERTIFICATED TEACHER OTH ASSIG	62,167.00	22,771.00-	39,396.00	39,395.63	.37	99.99
1200	CERT PUPIL SUPPORT SALARY	61,899.00	2,891.00	64,790.00	64,790.87	.87-	100.00
1300	CERTIFICATED SUPERV & ADM SAL	30,750.00	6,150.00	36,900.00	36,900.00	.00	100.00
1340	SCHOOL ADMINISTRATORS	180,837.00	755.00-	180,082.00	180,081.99	.01	99.99
TOTAL CERTIFICATED SALARIES :		1,676,348.00	36,464.00-	1,639,884.00	1,639,890.84	6.84-	100.00
CLASSIFIED SALARIES :							
2100	INSTRUCTIONAL AIDE SALARIES	145,314.00	11,812.00	157,126.00	156,223.41	902.59	99.42
2130	INSTRUCTIONAL AIDE HOURLY	890.00	538.00-	352.00	352.21	.21-	100.05
2150	INSTRUCTIONAL AIDE EXTRA DUTY	686.00	5,554.00	6,240.00	6,239.85	.15	99.99
2160	INSTRUCTIONAL AIDE SUBSTITUTE	5,000.00	9,052.00	14,052.00	14,052.26	.26-	100.00
2170	INSTRUCTIONAL AIDE OVERTIME	.00	647.00	647.00	645.88	1.12	99.82
2190	INSTRUCTIONAL AIDE STUDENTS	.00	26,649.00	26,649.00	26,649.42	.42-	100.00
2200	CLASSIFIED SUPPORT SALARIES	296,374.00	8,600.00	304,974.00	304,970.13	3.87	99.99
2250	CLASSIFIED SUPPORT EXTRA DUTY	5,000.00	2,149.00-	2,851.00	2,850.74	.26	99.99
2260	CLASSIFIED SUPPORT SUBSTITUTE	3,000.00	879.00-	2,121.00	2,120.90	.10	99.99
2270	CLASSIFIED SUPPORT OVERTIME	10,500.00	2,536.00	13,036.00	13,036.13	.13-	100.00
2400	CLERICAL/TECHNICAL/OFFICE SAL	166,560.00	553.00-	166,007.00	166,006.99	.01	99.99
2450	CLERICAL AND OFFICE EXTRA DUTY	.00	607.00	607.00	607.50	.50-	100.08
2460	CLERICAL & OFFICE SUBSTITUTE	.00	3,198.00	3,198.00	3,198.07	.07-	100.00
2470	CLERICAL & OFFICE OVERTIME	4,500.00	854.00-	3,646.00	3,646.41	.41-	100.01
2900	OTHER CLASSIFIED SALARIES	20,600.00	10,629.00-	9,971.00	9,972.16	1.16-	100.01
TOTAL CLASSIFIED SALARIES :		658,424.00	53,053.00	711,477.00	710,572.06	904.94	99.87
EMPLOYEE BENEFITS :							
3101	STRS CERTIFICATED	310,669.00	26,299.00	336,968.00	336,967.07	.93	99.99
3102	STRS CLASSIFIED	.00	1,508.00	1,508.00	1,507.81	.19	99.98
3201	PERS CERTIFICATED	7,371.00	3,420.00	10,791.00	10,791.44	.44-	100.00
3202	PERS CLASSIFIED	105,770.00	10,316.00-	95,454.00	95,525.14	71.14-	100.07
3301	SOCIAL SECURITY CERTIFICATED	3,033.00	1,093.00	4,126.00	4,126.55	.55-	100.01
3302	SOCIAL SECURITY CLASSIFIED	39,791.00	642.00	40,433.00	40,430.53	2.47	99.99
3311	MEDICARE - CERTIFICATED	23,148.00	1,017.00-	22,131.00	22,132.67	1.67-	100.00
3312	MEDICARE - CLASSIFIED	9,308.00	222.00	9,530.00	9,528.87	1.13	99.98
3401	HEALTH & WELFARE CERTIFICATED	244,936.00	973.00-	243,963.00	243,960.70	2.30	99.99
3402	HEALTH & WELFARE CLASSIFIED	176,375.00	31,496.00-	144,879.00	142,351.36	2,527.64	98.25
3501	UNEMPLOYMENT - CERTIFICATED	792.00	795.00	1,587.00	1,588.25	1.25-	100.07
3502	UNEMPLOYMENT - CLASSIFIED	324.00	4.00	328.00	328.35	.35-	100.10

UNRESTRICTED/RESTRICTED COMBINED

FUND: 01 GENERAL FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
EMPLOYEE BENEFITS :							
3601	WORKERS COMP - CERTIFICATED	39,275.00	1,525.00-	37,750.00	37,701.25	48.75	99.87
3602	WORKERS COMP - CLASSIFIED	16,433.00	226.00-	16,207.00	16,205.97	1.03	99.99
3702	RETIREE BENEFITS CLASSIFIED	.00	1,003.00	1,003.00	1,002.77	.23	99.97
TOTAL EMPLOYEE BENEFITS :		977,225.00	10,567.00-	966,658.00	964,148.73	2,509.27	99.74
BOOKS AND SUPPLIES :							
4100	APPRVD TEXTBKS/CORE CURRICULA	69,117.00	5,474.00	74,591.00	74,590.89	.11	99.99
4300	MATERIALS AND SUPPLIES	151,561.00	23,982.00-	127,579.00	94,676.00	32,903.00	74.20
4310	FUEL GAS	25,000.00	7,681.00	32,681.00	32,681.48	.48-	100.00
4318	COPIER USAGE	20,340.00	3,181.00	23,521.00	23,521.08	.08-	100.00
4319	TIRES AND TUBES	3,700.00	480.00-	3,220.00	3,219.79	.21	99.99
4320	GREASE & OIL	600.00	657.00	1,257.00	1,257.48	.48-	100.03
4321	CUSTODIAL SUPPLIES	7,000.00	3,481.00	10,481.00	10,481.07	.07-	100.00
4325	TOOLS	500.00	123.00	623.00	622.74	.26	99.95
4339	REPAIR PARTS	5,300.00	4,850.00	10,150.00	10,150.23	.23-	100.00
4355	SOFTWARE	.00	357.00	357.00	357.00	.00	100.00
4380	PAPER	4,500.00	1,187.00-	3,313.00	3,313.83	.83-	100.02
4398	FUEL TAX	100.00	155.00	255.00	254.91	.09	99.96
4400	NON-CAPITALIZED EQUIPMENT	22,446.00	27,794.00	50,240.00	50,239.05	.95	99.99
TOTAL BOOKS AND SUPPLIES :		310,164.00	28,104.00	338,268.00	305,365.55	32,902.45	90.27
SERVICES, OTHER OPER. EXPENSE:							
5110	Subagrmt SPED outside agency	96,795.00	65,650.00-	31,145.00	31,145.00	.00	100.00
5200	TRAVEL & CONFERENCE	31,435.00	30,571.00	62,006.00	57,520.10	4,485.90	92.76
5230	MILEAGE	1,300.00	137.00	1,437.00	1,436.57	.43	99.97
5300	DUES & MEMBERSHIPS	9,693.00	374.00-	9,319.00	9,318.67	.33	99.99
5400	INSURANCE	25,883.00	5,603.00	31,486.00	31,486.30	.30-	100.00
5510	WATER	5,974.00	1,752.00-	4,222.00	4,222.20	.20-	100.00
5520	GAS	7,004.00	1,192.00-	5,812.00	5,812.34	.34-	100.00
5530	ELECTRICITY	66,950.00	6,765.00	73,715.00	73,714.72	.28	99.99
5550	DISPOSAL/GARBAGE REMOVAL	12,401.00	428.00-	11,973.00	11,972.77	.23	99.99
5600	RENTALS, LEASES, REPAIRS, IMPROVM	5,000.00	5,000.00-	.00	.00	.00	NO BDGT
5640	REPAIRS/MAINT OF EQUIPMENT	12,800.00	4,730.00-	8,070.00	8,070.00	.00	100.00
5650	REPAIRS/MAIN - VEHICLES	2,000.00	1,676.00-	324.00	324.46	.46-	100.14
5800	PROFES'L/CONSULTG SVCS/OP EXP	76,313.00	1,815.00-	74,498.00	74,498.30	.30-	100.00
5810	SERVICES PROVIDED BY SLOCCE	86,417.00	12,272.00	98,689.00	98,687.35	1.65	99.99
5822	MAINTENANCE AGREEMENTS	6,075.00	413.00	6,488.00	6,487.70	.30	99.99
5830	HAZARDOUS WASTE DISPOSAL	1,273.00	630.00-	643.00	643.50	.50-	100.07
5840	PHYSICAL EXAMS-FINGERPRINTING	700.00	626.00	1,326.00	1,736.00	410.00-	130.92
5845	RANDOM DRUG/ALCOHOL TESTING	500.00	70.00	570.00	570.00	.00	100.00
5855	OUTSIDE PRINTING	919.00	1,436.00	2,355.00	2,354.73	.27	99.98

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:							
5865	IN LIEU OF TRANSPORTATION	11,200.00	5,606.00-	5,594.00	5,594.43	.43-	100.00
5872	LEGAL FEES	27,443.00	9,715.00-	17,728.00	17,727.17	.83	99.99
5874	AUDIT FEES	5,871.00	381.00-	5,490.00	5,490.00	.00	100.00
5890	OTHER SERVICES	3,500.00	2,405.00-	1,095.00	1,094.55	.45	99.95
5894	LICENSES AND PERMITS	300.00	61.00	361.00	360.70	.30	99.91
5896	FEES	600.00	600.00-	.00	.00	.00	NO BDGT
5922	COMMUNICATION - TELEPHONE SVCS	10,450.00	41.00-	10,409.00	10,409.08	.08-	100.00
5930	COMMUNICATION - POSTAGE/METER	4,000.00	699.00-	3,301.00	3,300.53	.47	99.98
TOTAL SERVICES, OTHER OPER. EXPENSE:		512,796.00	44,740.00-	468,056.00	463,977.17	4,078.83	99.12
CAPITAL OUTLAY :							
6210	NEW BUILDINGS	.00	35,245.00	35,245.00	35,245.00	.00	100.00
6400	EQUIPMENT	.00	260,322.00	260,322.00	260,321.04	.96	99.99
TOTAL CAPITAL OUTLAY :		.00	295,567.00	295,567.00	295,566.04	.96	99.99
OTHER OUTGOING :							
7141	OTH TUIT,EXC CST PMT TO DIST	155,811.00	16,358.00-	139,453.00	146,252.74	6,799.74-	104.87
7142	OTH TUIT,EXC CST PMT TO COE	191,602.00	1,743.00	193,345.00	193,344.80	.20	99.99
TOTAL OTHER OUTGOING :		347,413.00	14,615.00-	332,798.00	339,597.54	6,799.54-	102.04
DIRECT SUPPORT/INDIRECT COSTS:							
7310	DIRSUP/IND CST INTERPGM	.00	1.00-	1.00-	.00	1.00-	0.00
TOTAL DIRECT SUPPORT/INDIRECT COSTS:		.00	1.00-	1.00-	.00	1.00-	0.00
* TOTAL YEAR TO DATE EXPENDITURES * *		4,482,370.00 *	270,337.00 *	4,752,707.00 *	4,719,117.93 *	33,589.07 *	99.29
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - IN :							
8919	OTHER AUTH INTERFUND TF IN	.00	1,280.00	1,280.00	1,280.22	.22-	100.01
TOTAL INTERFUND TRANSFERS - IN :		.00	1,280.00	1,280.00	1,280.22	.22-	100.01
CONTRIB.- RESTRICTED PROGRAMS:							
8980	CONTRIBUTIONS FR UNRESTR REV	.00	2,726.48-	2,726.48-	.00	2,726.48-	0.00
TOTAL CONTRIB.- RESTRICTED PROGRAMS:		.00	2,726.48-	2,726.48-	.00	2,726.48-	0.00
* TOTAL YEAR TO DATE OTHER FINANCING *		.00 *	1,446.48-*	1,446.48-*	1,280.22 *	2,726.70-*	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	670,301.60	485,839.05	1,156,140.65
9130	REVOLVING CASH ACCOUNT	1,000.00	500.00	1,500.00
9209	ACCOUNTS RECEIVABLE-NEW YEAR		120,688.69	120,688.69
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	176,260.99	170,871.15-	5,389.84
9310	DUE FROM OTHER FUNDS	13,147.25	9,385.25-	3,762.00
9330	PREPAID EXPENDITURES(EXENSES)	2,037.88	2,037.88-	.00
9508	SALES TAX PAYABLE	216.30-	637.81-	854.11-
9509	CURRENT LIABILITIES-NEW YEAR		257,311.46-	257,311.46-
9510	ACCOUNTS PAYABLE(CURRENT LIAB)	46,042.59-	2,825.41-	48,868.00-
9515	UNEMPLOYMENT	68.18	26.55-	41.63
9521	MEDICAL	137,919.67-	6,485.63-	144,405.30-
9550	PAYROLL HAND WARRANTS	34.00-	.00	34.00-
9650	DEFERRED REVENUE	1,190.68-	33,993.23-	35,183.91-
* NET YEAR TO DATE FUND BALANCE * *		677,412.66 *	123,453.37 *	800,866.03 *
9791	FUND BAL-BEGINNING BALANCE	677,412.66-	.00	677,412.66-
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	123,453.37 *	123,453.37 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	4,362,591.00	509,055.00	4,871,646.00	4,841,291.08	30,354.92	99.37
B.	EXPENDITURES	4,482,370.00	270,337.00	4,752,707.00	4,719,117.93	33,589.07	99.29
C.	EXCESS REVENUES (EXPENDITURES)	119,779.00-	238,718.00	118,939.00	122,173.15	3,234.15-	102.71
D.	OTHER FINANCING SOURCES (USES)	.00	1,446.48-	1,446.48-	1,280.22	2,726.70-	0.00
E.	NET CHANGE IN FUND BALANCE	119,779.00-	237,271.52	117,492.52	123,453.37	5,960.85-	105.07
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	677,412.66	.00	677,412.66	677,412.66	.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	677,412.66	.00	677,412.66	677,412.66	.00	100.00
G.	ENDING BALANCE	557,633.66	237,271.52	794,905.18	800,866.03	5,960.85-	100.74

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	213,062.00	3,824.00-	209,238.00	209,237.89	.11	99.99
TOTAL FEDERAL REVENUES :		213,062.00	3,824.00-	209,238.00	209,237.89	.11	99.99
OTHER STATE REVENUES :							
8520	CHILD NUTRITION	16,289.00	1,242.00	17,531.00	17,530.81	.19	99.99
TOTAL OTHER STATE REVENUES :		16,289.00	1,242.00	17,531.00	17,530.81	.19	99.99
OTHER LOCAL REVENUES :							
8634	FOOD SERVICE SALES	18,129.00	668.00	18,797.00	18,724.30	72.70	99.61
8660	INTEREST	.00	92.00	92.00	91.74	.26	99.71
8699	ALL OTHER LOCAL REVENUES	4,326.00	465.00-	3,861.00	3,861.03	.03-	100.00
TOTAL OTHER LOCAL REVENUES :		22,455.00	295.00	22,750.00	22,677.07	72.93	99.67
* TOTAL YEAR TO DATE REVENUES		251,806.00 *	2,287.00-*	249,519.00 *	249,445.77 *	73.23 *	99.97

EXPENDITURE DETAIL

CLASSIFIED SALARIES :

2200	CLASSIFIED SUPPORT SALARIES	58,721.00	8,243.00	66,964.00	66,964.25	.25-	100.00
2250	CLASSIFIED SUPPORT EXTRA DUTY	2,562.00	384.00	2,946.00	2,945.62	.38	99.98
2260	CLASSIFIED SUPPORT SUBSTITUTE	.00	455.00	455.00	454.76	.24	99.94
2300	CLASSIFIED SUPERV & ADMIN SAL	42,500.00	302.00-	42,198.00	42,197.88	.12	99.99
2960	OTHER CLASSIFIED SUBSTITUTE	.00	116.00	116.00	116.46	.46-	100.39
TOTAL CLASSIFIED SALARIES :		103,783.00	8,896.00	112,679.00	112,678.97	.03	99.99
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	17,227.00	1,042.00-	16,185.00	16,186.02	1.02-	100.00
3302	SOCIAL SECURITY CLASSIFIED	6,434.00	161.00-	6,273.00	6,272.50	.50	99.99
3312	MEDICARE - CLASSIFIED	1,504.00	37.00-	1,467.00	1,467.09	.09-	100.00
3402	HEALTH & WELFARE CLASSIFIED	33,444.00	800.00	34,244.00	34,244.22	.22-	100.00
3502	UNEMPLOYMENT - CLASSIFIED	51.00	1.00-	50.00	50.59	.59-	101.18
3602	WORKERS COMP - CLASSIFIED	2,563.00	37.00-	2,526.00	2,525.43	.57	99.97
TOTAL EMPLOYEE BENEFITS :		61,223.00	478.00-	60,745.00	60,745.85	.85-	100.00

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 :							
4300	MATERIALS AND SUPPLIES	6,000.00	2,310.00	8,310.00	8,310.28	.28-	100.00
4355	SOFTWARE	.00	305.00	305.00	305.00	.00	100.00
4700	FOOD	80,000.00	6,196.00-	73,804.00	73,803.53	.47	99.99
TOTAL BOOKS AND SUPPLIES :		86,000.00	3,581.00-	82,419.00	82,418.81	.19	99.99
SERVICES, OTHER OPER. EXPENSE:							
5200	TRAVEL & CONFERENCE	.00	54.00	54.00	53.63	.37	99.31
5230	MILEAGE	.00	17.00	17.00	17.22	.22-	101.29
5800	PROFES'L/CONSULTG SVCS/OP EXP	500.00	389.00	889.00	889.50	.50-	100.05
5894	LICENSES AND PERMITS	300.00	300.00-	.00	.00	.00	NO BDGT
TOTAL SERVICES, OTHER OPER. EXPENSE:		800.00	160.00	960.00	960.35	.35-	100.03
CAPITAL OUTLAY :							
TOTAL CAPITAL OUTLAY :		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES * *		251,806.00 *	4,997.00 *	256,803.00 *	256,803.98 *	.98-*	100.00

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	40,950.00	60,372.26-	19,422.26-
9209	ACCOUNTS RECEIVABLE-NEW YEAR		40,608.51	40,608.51
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	38,017.87	38,017.87-	.00
9508	SALES TAX PAYABLE	37.42-	.00	37.42-
9510	ACCOUNTS PAYABLE(CURRENT LIAB)	88.16-	88.16	.00
9610	DUE TO OTHER FUNDS	13,147.25-	9,385.25	3,762.00-
9650	DEFERRED REVENUE	40,950.00-	40,950.00	.00
* NET YEAR TO DATE FUND BALANCE * *		24,745.04 *	7,358.21-*	17,386.83 *
9791	FUND BAL-BEGINNING BALANCE	24,745.04-	.00	24,745.04-
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	7,358.21-*	7,358.21-*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	251,806.00	2,287.00-	249,519.00	249,445.77	73.23	99.97
B.	EXPENDITURES	251,806.00	4,997.00	256,803.00	256,803.98	.98-	100.00
C.	EXCESS REVENUES (EXPENDITURES)	.00	7,284.00-	7,284.00-	7,358.21-	74.21	101.01
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	7,284.00-	7,284.00-	7,358.21-	74.21	101.01
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	24,745.04	.00	24,745.04	24,745.04	.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	24,745.04	.00	24,745.04	24,745.04	.00	100.00
G.	ENDING BALANCE	24,745.04	7,284.00-	17,461.04	17,386.83	74.21	99.57

UNRESTRICTED/RESTRICTED COMBINED

FUND: 21 BUILDING FUND - BOND PROCEEDS

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8660	INTEREST	.00	22,877.00	22,877.00	22,877.45	.45-	100.00
TOTAL OTHER LOCAL REVENUES :		.00	22,877.00	22,877.00	22,877.45	.45-	100.00
* TOTAL YEAR TO DATE REVENUES		.00 *	22,877.00 *	22,877.00 *	22,877.45 *	.45-*	100.00
EXPENDITURE DETAIL							
CLASSIFIED SALARIES :							
2250	CLASSIFIED SUPPORT EXTRA DUTY	.00	35,248.00	35,248.00	35,247.64	.36	99.99
2270	CLASSIFIED SUPPORT OVERTIME	.00	176.00	176.00	175.71	.29	99.83
TOTAL CLASSIFIED SALARIES :		.00	35,424.00	35,424.00	35,423.35	.65	99.99
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	.00	1,370.00	1,370.00	1,370.41	.41-	100.02
3302	SOCIAL SECURITY CLASSIFIED	.00	2,196.00	2,196.00	2,196.19	.19-	100.00
3312	MEDICARE - CLASSIFIED	.00	514.00	514.00	513.64	.36	99.92
3502	UNEMPLOYMENT - CLASSIFIED	.00	18.00	18.00	17.71	.29	98.38
3602	WORKERS COMP - CLASSIFIED	.00	875.00	875.00	874.93	.07	99.99
TOTAL EMPLOYEE BENEFITS :		.00	4,973.00	4,973.00	4,972.88	.12	99.99
BOOKS AND SUPPLIES :							
4300	MATERIALS AND SUPPLIES	.00	298.00	298.00	297.59	.41	99.86
TOTAL BOOKS AND SUPPLIES :		.00	298.00	298.00	297.59	.41	99.86
SERVICES, OTHER OPER. EXPENSE:							
5630	REPAIRS/MAINT - BUILDING	.00	42,470.00	42,470.00	42,470.02	.02-	100.00
5800	PROFES'L/CONSULTG SVCS/OP EXP	.00	8,901.00	8,901.00	8,901.25	.25-	100.00
5850	ADVERTISING	.00	1,430.00	1,430.00	1,430.22	.22-	100.01
TOTAL SERVICES, OTHER OPER. EXPENSE:		.00	52,801.00	52,801.00	52,801.49	.49-	100.00
CAPITAL OUTLAY :							
6170	LAND IMPROVEMENT	.00	188,591.00	188,591.00	188,591.12	.12-	100.00
6200	BUILDINGS & IMPROVEMNT OF BLDG	.00	622,387.00	622,387.00	623,175.52	788.52-	100.12
6210	NEW BUILDINGS	.00	8,050.00	8,050.00	8,050.00	.00	100.00
6220	ARCHITECT FEES	.00	124,681.00	124,681.00	124,681.35	.35-	100.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 21 BUILDING FUND - BOND PROCEEDS

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
CAPITAL OUTLAY :							
6400	EQUIPMENT	.00	27,327.00	27,327.00	27,327.30	.30-	100.00
6423	Technology Equipment	.00	776,576.00	776,576.00	776,576.73	.73-	100.00
6500	EQUIPMENT REPLACEMENT	.00	224,748.00	224,748.00	224,748.62	.62-	100.00
TOTAL CAPITAL OUTLAY :		.00	1,972,360.00	1,972,360.00	1,973,150.64	790.64-	100.04
* TOTAL YEAR TO DATE EXPENDITURES * *		.00 *	2,065,856.00 *	2,065,856.00 *	2,066,645.95 *	789.95-*	100.03

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	3,148,853.41	1,856,438.78-	1,292,414.63
9509	CURRENT LIABILITIES-NEW YEAR		191,200.36-	191,200.36-
9510	ACCOUNTS PAYABLE (CURRENT LIAB)	3,870.64-	68,416.64-	72,287.28-
* NET YEAR TO DATE FUND BALANCE * *		3,144,982.77 *	2,116,055.78-*	1,028,926.99 *
9791	FUND BAL-BEGINNING BALANCE	3,144,982.77-	.00	3,144,982.77-
9793	FUND BAL-AUDIT ADJUSTMENTS		72,287.28	72,287.28
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	2,043,768.50-*	2,043,768.50-*

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	22,877.00	22,877.00	22,877.45	.45-	100.00
B.	EXPENDITURES	.00	2,065,856.00	2,065,856.00	2,066,645.95	789.95-	100.03
C.	EXCESS REVENUES (EXPENDITURES)	.00	2,042,979.00-	2,042,979.00-	2,043,768.50-	789.50	100.03
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	2,042,979.00-	2,042,979.00-	2,043,768.50-	789.50	100.03
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	3,144,982.77	.00	3,144,982.77	3,144,982.77	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	72,287.28-	72,287.28	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	3,144,982.77	.00	3,144,982.77	3,072,695.49	72,287.28	97.70
G.	ENDING BALANCE	3,144,982.77	2,042,979.00-	1,102,003.77	1,028,926.99	73,076.78	93.36

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	.00	381.00	381.00	381.49	.49-	100.12
8681	MITIGATION/DEVELOPER FEES	.00	2,604.00	2,604.00	2,604.00	.00	100.00
TOTAL OTHER LOCAL REVENUES :		.00	2,985.00	2,985.00	2,985.49	.49-	100.01
* TOTAL YEAR TO DATE REVENUES		.00 *	2,985.00 *	2,985.00 *	2,985.49 *	.49-*	100.01

EXPENDITURE DETAIL							
SERVICES, OTHER OPER. EXPENSE:							
5850	ADVERTISING	.00	2,213.00	2,213.00	2,212.96	.04	99.99
TOTAL SERVICES, OTHER OPER. EXPENSE:		.00	2,213.00	2,213.00	2,212.96	.04	99.99
* TOTAL YEAR TO DATE EXPENDITURES		.00 *	2,213.00 *	2,213.00 *	2,212.96 *	.04 *	99.99

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	27,556.31	772.53	28,328.84
*	NET YEAR TO DATE FUND BALANCE	27,556.31 *	772.53 *	28,328.84 *
9791	FUND BAL-BEGINNING BALANCE	27,556.31-	.00	27,556.31-
*	EXCESS REVENUES (EXPENDITURES)	.00 *	772.53 *	772.53 *

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	2,985.00	2,985.00	2,985.49	.49-	100.01
B.	EXPENDITURES	.00	2,213.00	2,213.00	2,212.96	.04	99.99
C.	EXCESS REVENUES (EXPENDITURES)	.00	772.00	772.00	772.53	.53-	100.06
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	772.00	772.00	772.53	.53-	100.06
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	27,556.31	.00	27,556.31	27,556.31	.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	27,556.31	.00	27,556.31	27,556.31	.00	100.00
G.	ENDING BALANCE	27,556.31	772.00	28,328.31	28,328.84	.53-	100.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 40 SPECIAL RESERVE - CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8660	INTEREST	.00	14.00	14.00	11.35	2.65	81.07
TOTAL OTHER LOCAL REVENUES :		.00	14.00	14.00	11.35	2.65	81.07
* TOTAL YEAR TO DATE REVENUES		.00 *	14.00 *	14.00 *	11.35 *	2.65 *	81.07
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - OUT :							
7612	INT-FD TF BETWEEN GEN & SP RES	.00	1,280.00-	1,280.00-	1,280.22-	.22	100.01
TOTAL INTERFUND TRANSFERS - OUT :		.00	1,280.00-	1,280.00-	1,280.22-	.22	100.01
* TOTAL YEAR TO DATE OTHER FINANCING		.00 *	1,280.00-*	1,280.00-*	1,280.22-*	.22 *	100.01

UNRESTRICTED/RESTRICTED COMBINED

FUND: 40 SPECIAL RESERVE - CAP OUTLAY

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	1,268.87	1,268.87-	.00
*	NET YEAR TO DATE FUND BALANCE	1,268.87 *	1,268.87-*	.00 *
9791	FUND BAL-BEGINNING BALANCE	1,268.87-	.00	1,268.87-
*	EXCESS REVENUES (EXPENDITURES)	.00 *	1,268.87-*	1,268.87-*

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	14.00	14.00	11.35	2.65	81.07
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	.00	14.00	14.00	11.35	2.65	81.07
D.	OTHER FINANCING SOURCES (USES)	.00	1,280.00-	1,280.00-	1,280.22-	.22	100.01
E.	NET CHANGE IN FUND BALANCE	.00	1,266.00-	1,266.00-	1,268.87-	2.87	100.22
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	1,268.87	.00	1,268.87	1,268.87	.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	1,268.87	.00	1,268.87	1,268.87	.00	100.00
G.	ENDING BALANCE	1,268.87	1,266.00-	2.87	.00	2.87	0.00

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	1,750,144.00		1,750,144.00	255,246.00	1,494,898.00	14.58
8012	Rev Limit State Aid EPA	118,584.00		118,584.00	30,635.00	87,949.00	25.83
8021	HOME OWNERS EXEMPTION	10,283.00		10,283.00	.00	10,283.00	0.00
8041	SECURED TAX ROLLS	1,723,611.00		1,723,611.00	.00	1,723,611.00	0.00
8042	UNSECURED ROLL TAXES	41,587.00		41,587.00	.00	41,587.00	0.00
8043	PRIOR YEARS TAXES	8,910.00		8,910.00	.00	8,910.00	0.00
8044	SUPPLEMENTAL TAXES	39,922.00		39,922.00	.00	39,922.00	0.00
8045	EDUC REV AUGMENTATION FUND	160,812.00		160,812.00	.00	160,812.00	0.00
8097	PROPERTY TAXES TRANSFERS	97,267.00		97,267.00	.00	97,267.00	0.00
TOTAL REVENUE LIMIT SOURCES :		3,951,120.00	.00	3,951,120.00	285,881.00	3,665,239.00	7.23
FEDERAL REVENUES :							
8181	SP ED ENTITLEMENT PER UDC	51,561.00		51,561.00	.00	51,561.00	0.00
8182	SPEC ED-DISCRETIONARY GRANTS	2,868.00		2,868.00	.00	2,868.00	0.00
8290	ALL OTHER FEDERAL REVENUES	113,508.00		113,508.00	4,028.00	109,480.00	3.54
TOTAL FEDERAL REVENUES :		167,937.00	.00	167,937.00	4,028.00	163,909.00	2.39
OTHER STATE REVENUES :							
8550	MANDATED COST REIMBURSEMENT	112,534.00	45,621.00-	66,913.00	.00	66,913.00	0.00
8560	STATE LOTTERY REVENUE	58,401.00		58,401.00	.00	58,401.00	0.00
8590	ALL OTHER STATE REVENUES	146,127.00		146,127.00	35,183.91	110,943.09	24.07
TOTAL OTHER STATE REVENUES :		317,062.00	45,621.00-	271,441.00	35,183.91	236,257.09	12.96
OTHER LOCAL REVENUES :							
8650	LEASES & RENTALS	22,500.00		22,500.00	1,525.00	20,975.00	6.77
8660	INTEREST	5,000.00		5,000.00	.00	5,000.00	0.00
8677	INTERAGENCY SERV BETWN LEA'S	3,220.00		3,220.00	.00	3,220.00	0.00
8699	ALL OTHER LOCAL REVENUES	26,226.00	2,000.00	28,226.00	1,332.00	26,894.00	4.71
8792	TF OF APPORT FROM COE	179,097.00		179,097.00	7,678.00	171,419.00	4.28
TOTAL OTHER LOCAL REVENUES :		236,043.00	2,000.00	238,043.00	10,535.00	227,508.00	4.42
* TOTAL YEAR TO DATE REVENUES		* 4,672,162.00 *	43,621.00-*	4,628,541.00 *	335,627.91 *	4,292,913.09 *	7.25

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	1,282,109.00		1,282,109.00	14,615.81	1,267,493.19	1.13
1150	CERTIFICATED TCHER EXTRA DUTY	14,725.00		14,725.00	.00	14,725.00	0.00
1160	CERTIFICATED TEACHER SUBSTITUT	36,000.00		36,000.00	.00	36,000.00	0.00
1190	CERTIFICATED TEACHER OTH ASSIG	37,563.00		37,563.00	751.23	36,811.77	1.99
1200	CERT PUPIL SUPPORT SALARY	143,771.00		143,771.00	.00	143,771.00	0.00
1300	CERTIFICATED SUPERV & ADM SAL	37,950.00		37,950.00	3,075.00	34,875.00	8.10
1340	SCHOOL ADMINISTRATORS	179,742.00		179,742.00	15,182.67	164,559.33	8.44
TOTAL CERTIFICATED SALARIES :		1,731,860.00	.00	1,731,860.00	33,624.71	1,698,235.29	1.94
CLASSIFIED SALARIES :							
2100	INSTRUCTIONAL AIDE SALARIES	191,947.00		191,947.00	.00	191,947.00	0.00
2130	INSTRUCTIONAL AIDE HOURLY	890.00		890.00	.00	890.00	0.00
2150	INSTRUCTIONAL AIDE EXTRA DUTY	957.00		957.00	.00	957.00	0.00
2160	INSTRUCTIONAL AIDE SUBSTITUTE	13,000.00		13,000.00	.00	13,000.00	0.00
2190	INSTRUCTIONAL AIDE STUDENTS	28,276.00		28,276.00	.00	28,276.00	0.00
2200	CLASSIFIED SUPPORT SALARIES	330,690.00		330,690.00	15,304.36	315,385.64	4.62
2250	CLASSIFIED SUPPORT EXTRA DUTY	5,000.00		5,000.00	.00	5,000.00	0.00
2260	CLASSIFIED SUPPORT SUBSTITUTE	3,000.00		3,000.00	.00	3,000.00	0.00
2270	CLASSIFIED SUPPORT OVERTIME	10,500.00		10,500.00	.00	10,500.00	0.00
2400	CLERICAL/TECHNICAL/OFFICE SAL	184,033.00		184,033.00	11,092.38	172,940.62	6.02
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	5,000.00		5,000.00	.00	5,000.00	0.00
2900	OTHER CLASSIFIED SALARIES	8,390.00		8,390.00	370.28	8,019.72	4.41
TOTAL CLASSIFIED SALARIES :		788,683.00	.00	788,683.00	26,767.02	761,915.98	3.39
EMPLOYEE BENEFITS :							
3101	STRS CERTIFICATED	415,236.00		415,236.00	5,474.09	409,761.91	1.31
3201	PERS CERTIFICATED	8,328.00		8,328.00	.00	8,328.00	0.00
3202	PERS CLASSIFIED	137,330.00		137,330.00	4,834.66	132,495.34	3.52
3301	SOCIAL SECURITY CERTIFICATED	2,889.00		2,889.00	.00	2,889.00	0.00
3302	SOCIAL SECURITY CLASSIFIED	48,898.00		48,898.00	1,659.54	47,238.46	3.39
3311	MEDICARE - CERTIFICATED	25,112.00		25,112.00	487.58	24,624.42	1.94
3312	MEDICARE - CLASSIFIED	11,436.00		11,436.00	388.10	11,047.90	3.39
3401	HEALTH & WELFARE CERTIFICATED	262,611.00		262,611.00	.00	262,611.00	0.00
3402	HEALTH & WELFARE CLASSIFIED	164,172.00		164,172.00	.00	164,172.00	0.00
3501	UNEMPLOYMENT - CERTIFICATED	867.00		867.00	16.82	850.18	1.94
3502	UNEMPLOYMENT - CLASSIFIED	394.00		394.00	13.37	380.63	3.39
3601	WORKERS COMP - CERTIFICATED	40,006.00		40,006.00	776.74	39,229.26	1.94
3602	WORKERS COMP - CLASSIFIED	18,218.00		18,218.00	618.30	17,599.70	3.39
TOTAL EMPLOYEE BENEFITS :		1,135,497.00	.00	1,135,497.00	14,269.20	1,121,227.80	1.25

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	53,936.00		53,936.00	14,846.48	39,089.52	27.52
4300	MATERIALS AND SUPPLIES	110,464.00	4,201.00	114,665.00	2,583.17	112,081.83	2.25
4310	FUEL GAS	27,000.00		27,000.00	1,982.84	25,017.16	7.34
4318	COPIER USAGE	25,340.00		25,340.00	2,882.64	22,457.36	11.37
4319	TIRES AND TUBES	4,000.00		4,000.00	.00	4,000.00	0.00
4320	GREASE & OIL	1,475.00		1,475.00	.00	1,475.00	0.00
4321	CUSTODIAL SUPPLIES	8,000.00		8,000.00	1,777.20	6,222.80	22.21
4325	TOOLS	500.00		500.00	.00	500.00	0.00
4328	TESTING MATERIALS	5,700.00		5,700.00	.00	5,700.00	0.00
4339	REPAIR PARTS	5,300.00		5,300.00	.00	5,300.00	0.00
4355	SOFTWARE	.00		.00	359.25	359.25-	NO BDGT
4380	PAPER	3,300.00		3,300.00	.00	3,300.00	0.00
4398	FUEL TAX	265.00		265.00	132.24	132.76	49.90
4400	NON-CAPITALIZED EQUIPMENT	10,000.00		10,000.00	.00	10,000.00	0.00
TOTAL BOOKS AND SUPPLIES :		255,280.00	4,201.00	259,481.00	24,563.82	234,917.18	9.46
SERVICES, OTHER OPER. EXPENSE:							
5110	Subagmt SPED outside agency	85,455.00		85,455.00	.00	85,455.00	0.00
5200	TRAVEL & CONFERENCE	58,120.00		58,120.00	1,674.09	56,445.91	2.88
5230	MILEAGE	1,800.00		1,800.00	.00	1,800.00	0.00
5300	DUES & MEMBERSHIPS	10,201.00		10,201.00	7,853.96	2,347.04	76.99
5400	INSURANCE	38,047.00		38,047.00	34,019.19	4,027.81	89.41
5510	WATER	6,273.00		6,273.00	660.66	5,612.34	10.53
5520	GAS	7,553.00		7,553.00	208.07	7,344.93	2.75
5530	ELECTRICITY	70,298.00		70,298.00	8,308.94	61,989.06	11.81
5550	DISPOSAL/GARBAGE REMOVAL	13,401.00		13,401.00	991.43	12,409.57	7.39
5600	RENTALS, LEASES, REPAIRS, IMPROVM	10,000.00		10,000.00	.00	10,000.00	0.00
5640	REPAIRS/MAINT OF EQUIPMENT	11,800.00		11,800.00	250.00	11,550.00	2.11
5650	REPAIRS/MAIN - VEHICLES	500.00		500.00	.00	500.00	0.00
5800	PROFES'L/CONSULTG SVCS/OP EXP	74,144.00		74,144.00	17,669.76	56,474.24	23.83
5810	SERVICES PROVIDED BY SLOCOE	110,002.00		110,002.00	2,230.95	107,771.05	2.02
5822	MAINTENANCE AGREEMENTS	6,100.00		6,100.00	.00	6,100.00	0.00
5830	HAZARDOUS WASTE DISPOSAL	1,000.00		1,000.00	.00	1,000.00	0.00
5840	PHYSICAL EXAMS-FINGERPRINTING	700.00		700.00	143.00	557.00	20.42
5845	RANDOM DRUG/ALCOHOL TESTING	500.00		500.00	.00	500.00	0.00
5855	OUTSIDE PRINTING	1,200.00		1,200.00	.00	1,200.00	0.00
5865	IN LIEU OF TRANSPORTATION	21,384.00		21,384.00	.00	21,384.00	0.00
5872	LEGAL FEES	27,443.00		27,443.00	.00	27,443.00	0.00
5874	AUDIT FEES	6,165.00		6,165.00	.00	6,165.00	0.00
5890	OTHER SERVICES	3,500.00		3,500.00	.00	3,500.00	0.00
5894	LICENSES AND PERMITS	300.00		300.00	321.00	21.00-	107.00
5922	COMMUNICATION - TELEPHONE SVCS	14,396.00		14,396.00	567.83	13,828.17	3.94
5930	COMMUNICATION - POSTAGE/METER	3,000.00		3,000.00	.00	3,000.00	0.00
TOTAL SERVICES, OTHER OPER. EXPENSE:		583,282.00	.00	583,282.00	74,898.88	508,383.12	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							
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	81,010.00		81,010.00	51,855.54-	132,865.54	0.00
7142	OTH TUIT,EXC CST PMT TO COE	113,691.00		113,691.00	.00	113,691.00	0.00
TOTAL OTHER OUTGOING :		194,701.00	.00	194,701.00	51,855.54-	246,556.54	0.00
DIRECT SUPPORT/INDIRECT COSTS:							
TOTAL DIRECT SUPPORT/INDIRECT COSTS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES * *		4,699,303.00 *	4,201.00 *	4,703,504.00 *	122,268.09 *	4,581,235.91 *	2.59
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - OUT :							
7616	INT-FD TF FR GENERAL TO CAFE	12,183.00-		12,183.00-	.00	12,183.00-	0.00
TOTAL INTERFUND TRANSFERS - OUT :		12,183.00-	.00	12,183.00-	.00	12,183.00-	0.00
CONTRIB.- RESTRICTED PROGRAMS:							
TOTAL CONTRIB.- RESTRICTED PROGRAMS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE OTHER FINANCING *		12,183.00-*	.00 *	12,183.00-*	.00 *	12,183.00-*	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		72,283.88-	72,283.88-
9210	ACCOUNTS RECEIVABLE PRIOR YEAR		27,180.07-	27,180.07-
9509	CURRENT LIABILITIES-NEW YEAR		30,635.00	30,635.00
9510	ACCOUNTS PAYABLE(CURRENT LIAB)		197,174.46	197,174.46
9515	UNEMPLOYMENT		328.98	328.98
9516	W/COMP PASS THROUGH		1,516.48-	1,516.48-
9521	MEDICAL		51,017.90	51,017.90
9650	DEFERRED REVENUE		35,183.91	35,183.91
* NET YEAR TO DATE FUND BALANCE * *		.00 *	213,359.82 *	213,359.82 *
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	213,359.82 *	213,359.82 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	4,672,162.00	43,621.00-	4,628,541.00	335,627.91	4,292,913.09	7.25
B.	EXPENDITURES	4,699,303.00	4,201.00	4,703,504.00	122,268.09	4,581,235.91	2.59
C.	EXCESS REVENUES (EXPENDITURES)	27,141.00-	47,822.00-	74,963.00-	213,359.82	288,322.82-	0.00
D.	OTHER FINANCING SOURCES (USES)	12,183.00-	.00	12,183.00-	.00	12,183.00-	0.00
E.	NET CHANGE IN FUND BALANCE	39,324.00-	47,822.00-	87,146.00-	213,359.82	300,505.82-	0.00
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	39,324.00-	47,822.00-	87,146.00-	213,359.82	300,505.82-	0.00

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	210,796.00		210,796.00	.00	210,796.00	0.00
TOTAL FEDERAL REVENUES :		210,796.00	.00	210,796.00	.00	210,796.00	0.00
OTHER STATE REVENUES :							
8520	CHILD NUTRITION	18,257.00		18,257.00	.00	18,257.00	0.00
TOTAL OTHER STATE REVENUES :		18,257.00	.00	18,257.00	.00	18,257.00	0.00
OTHER LOCAL REVENUES :							
8634	FOOD SERVICE SALES	12,500.00		12,500.00	.00	12,500.00	0.00
8660	INTEREST	149.00		149.00	.00	149.00	0.00
8699	ALL OTHER LOCAL REVENUES	2,000.00		2,000.00	.00	2,000.00	0.00
TOTAL OTHER LOCAL REVENUES :		14,649.00	.00	14,649.00	.00	14,649.00	0.00
* TOTAL YEAR TO DATE REVENUES		243,702.00 *	.00 *	243,702.00 *	.00 *	243,702.00 *	0.00

EXPENDITURE DETAIL

CLASSIFIED SALARIES :							
2200	CLASSIFIED SUPPORT SALARIES	60,252.00		60,252.00	.00	60,252.00	0.00
2260	CLASSIFIED SUPPORT SUBSTITUTE	2,304.00		2,304.00	.00	2,304.00	0.00
2300	CLASSIFIED SUPERV & ADMIN SAL	47,087.00		47,087.00	3,692.25	43,394.75	7.84
TOTAL CLASSIFIED SALARIES :		109,643.00	.00	109,643.00	3,692.25	105,950.75	3.36
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	19,801.00		19,801.00	666.89	19,134.11	3.36
3302	SOCIAL SECURITY CLASSIFIED	6,797.00		6,797.00	228.92	6,568.08	3.36
3312	MEDICARE - CLASSIFIED	1,590.00		1,590.00	53.54	1,536.46	3.36
3402	HEALTH & WELFARE CLASSIFIED	32,877.00		32,877.00	.00	32,877.00	0.00
3502	UNEMPLOYMENT - CLASSIFIED	55.00		55.00	1.85	53.15	3.36
3602	WORKERS COMP - CLASSIFIED	2,533.00		2,533.00	85.29	2,447.71	3.36
TOTAL EMPLOYEE BENEFITS :		63,653.00	.00	63,653.00	1,036.49	62,616.51	1.62
BOOKS AND SUPPLIES :							
4300	MATERIALS AND SUPPLIES	6,000.00		6,000.00	1,397.00	4,603.00	23.28
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	75,000.00		75,000.00	.00	75,000.00	0.00
TOTAL BOOKS AND SUPPLIES :		81,305.00	.00	81,305.00	1,397.00	79,908.00	1.71
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	40.00	890.00	4.30
5894	LICENSES AND PERMITS	300.00		300.00	612.00	312.00-	204.00
TOTAL SERVICES, OTHER OPER. EXPENSE:		1,284.00	.00	1,284.00	652.00	632.00	50.77
* TOTAL YEAR TO DATE EXPENDITURES * *		255,885.00 *	.00 *	255,885.00 *	6,777.74 *	249,107.26 *	2.64
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - IN :							
8916	INTFD TF TO CAFETERIA FR GEN	12,183.00		12,183.00	.00	12,183.00	0.00
TOTAL INTERFUND TRANSFERS - IN :		12,183.00	.00	12,183.00	.00	12,183.00	0.00
* TOTAL YEAR TO DATE OTHER FINANCING *		12,183.00 *	.00 *	12,183.00 *	.00 *	12,183.00 *	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		20,895.52	20,895.52			
9210	ACCOUNTS RECEIVABLE PRIOR YEAR		27,673.26-	27,673.26-			
* NET YEAR TO DATE FUND BALANCE	* *	.00 *	6,777.74-*	6,777.74-*			
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	6,777.74-*	6,777.74-*			
OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	243,702.00	.00	243,702.00	.00	243,702.00	0.00
B.	EXPENDITURES	255,885.00	.00	255,885.00	6,777.74	249,107.26	2.64
C.	EXCESS REVENUES (EXPENDITURES)	12,183.00-	.00	12,183.00-	6,777.74-	5,405.26-	55.63
D.	OTHER FINANCING SOURCES (USES)	12,183.00	.00	12,183.00	.00	12,183.00	0.00
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	6,777.74-	6,777.74	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	6,777.74-	6,777.74	NO BDGT

UNRESTRICTED/RESTRICTED COMBINED

FUND: 21 BUILDING FUND - BOND PROCEEDS

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
CLASSIFIED SALARIES :							
2250	CLASSIFIED SUPPORT EXTRA DUTY	30,000.00		30,000.00	.00	30,000.00	0.00
TOTAL CLASSIFIED SALARIES :		30,000.00	.00	30,000.00	.00	30,000.00	0.00
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	1,170.00		1,170.00	.00	1,170.00	0.00
3302	SOCIAL SECURITY CLASSIFIED	1,915.00		1,915.00	.00	1,915.00	0.00
3312	MEDICARE - CLASSIFIED	448.00		448.00	.00	448.00	0.00
3502	UNEMPLOYMENT - CLASSIFIED	15.00		15.00	.00	15.00	0.00
3602	WORKERS COMP - CLASSIFIED	763.00		763.00	.00	763.00	0.00
TOTAL EMPLOYEE BENEFITS :		4,311.00	.00	4,311.00	.00	4,311.00	0.00
SERVICES, OTHER OPER. EXPENSE:							
5630	REPAIRS/MAINT - BUILDING	2,500.00		2,500.00	.00	2,500.00	0.00
5800	PROFES'L/CONSULTG SVCS/OP EXP	10,000.00		10,000.00	.00	10,000.00	0.00
5874	AUDIT FEES	2,000.00		2,000.00	.00	2,000.00	0.00
TOTAL SERVICES, OTHER OPER. EXPENSE:		14,500.00	.00	14,500.00	.00	14,500.00	0.00
CAPITAL OUTLAY :							
6200	BUILDINGS & IMPROVEMNT OF BLDG	391,418.00		391,418.00	15,653.20	375,764.80	3.99
6423	Technology Equipment	.00		.00	4,516.96	4,516.96-	NO BDGT
6500	EQUIPMENT REPLACEMENT	.00		.00	25,949.73	25,949.73-	NO BDGT
TOTAL CAPITAL OUTLAY :		391,418.00	.00	391,418.00	46,119.89	345,298.11	11.78
* TOTAL YEAR TO DATE EXPENDITURES * *		440,229.00 *	.00 *	440,229.00 *	46,119.89 *	394,109.11 *	10.47

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		222,037.72-	222,037.72-
9510	ACCOUNTS PAYABLE (CURRENT LIAB)		175,917.83	175,917.83
* NET YEAR TO DATE FUND BALANCE	* *	.00 *	46,119.89-*	46,119.89-*
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	46,119.89-*	46,119.89-*

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	440,229.00	.00	440,229.00	46,119.89	394,109.11	10.47
C.	EXCESS REVENUES (EXPENDITURES)	440,229.00-	.00	440,229.00-	46,119.89-	394,109.11-	10.47
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	440,229.00-	.00	440,229.00-	46,119.89-	394,109.11-	10.47
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	440,229.00-	.00	440,229.00-	46,119.89-	394,109.11-	10.47

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	158.00		158.00	.00	158.00	0.00
TOTAL OTHER LOCAL REVENUES :		158.00	.00	158.00	.00	158.00	0.00
OTHER LOCAL REVENUES :							
* TOTAL YEAR TO DATE REVENUES	* *	158.00 *	.00 *	158.00 *	.00 *	158.00 *	0.00

UNRESTRICTED/RESTRICTED COMBINED

FUND: 25 CAPITAL FACILITIES FUND

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	158.00	.00	158.00	.00	158.00	0.00
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	158.00	.00	158.00	.00	158.00	0.00
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	158.00	.00	158.00	.00	158.00	0.00
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	158.00	.00	158.00	.00	158.00	0.00

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

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 May and June 2018.

RECOMMENDED ACTION:

Approve the Student Body Funds.

**SHANDON UNIFIED SCHOOL DISTRICT
SHANDON HIGH SCHOOL STATEMENT OF STUDENT BODY FUNDS**

May-2018

CLASSES CLUBS	Authorized Advisor	ENDING BAL. 4/30/2018	BALANCE FORWARD	WITHDRAWALS	DEPOSITS	ENDING BAL. 5/31/2018
High General	D. Sciocchetti	\$ 1,226.37	\$ 1,226.37	440.93	139.00	924.44
Seniors	Fuller/Morton	\$ (382.05)	\$ (382.05)	134.88	2,042.66	1,525.73
Junior	Stuart/Voorhies	\$ 1,851.27	\$ 1,851.27	173.97	630.00	2,307.30
Sophomore	Cherry/Barthauer	\$ 845.72	\$ 845.72	48.34	680.51	1,477.89
Freshman	D. Sciocchetti/Dobberpuhl	\$ 397.28	\$ 397.28	53.96		343.32
Comm. Outreach Project	D. Sciocchetti	\$ 739.05	\$ 739.05	228.77		510.28
FNL	D. Sciocchetti	\$ 49.13	\$ 49.13			49.13
Gate/Officials	Taylor/BUS.OFFICE	\$ (610.75)	\$ (610.75)	279.00		(889.75)
Ag Mechanics Class	Fuller	\$ 722.71	\$ 722.71			722.71
Art Class	Voorhies	\$ 24.22	\$ 24.22			24.22
Drama Class	Barthauer	\$ 702.68	\$ 702.68	354.59	362.00	710.09
CTE Class	D. Sciocchetti	\$ 87.48	\$ 87.48			87.48
F.F.A. General	Morton/Fuller	\$ 4,584.12	\$ 4,584.12	1,106.85	3,500.00	6,977.27
F.F.A. Revolving	Morton/Fuller	\$ 2,965.95	\$ 2,965.95	2,663.92	4,098.00	4,400.03
Stadium Project	Taylor	\$ 6,805.11	\$ 6,805.11			6,805.11
YearBook Class	D. Sciocchetti	\$ -	\$ -	619.90	720.00	100.10
S-BLOCK	Taylor	\$ 1,279.73	\$ 1,279.73	656.04		623.69
*Football	Taylor	\$ 178.44	\$ 178.44			178.44
*H.S. Volleyball	Taylor	\$ 141.90	\$ 141.90			141.90
*Basketball	Taylor	\$ 85.32	\$ 85.32			85.32
*Softball	Taylor	\$ -	\$ -			0.00
*Baseball	Taylor	\$ -	\$ -			0.00
TOTAL in Fund Balances/Ties to Bank Balance		\$ 21,693.68	\$ 21,693.68	\$ 6,761.15	\$ 12,172.17	\$ 27,104.70

Shawna

SHANDON UNIFIED SCHOOL DISTRICT
SHANDON HIGH SCHOOL STATEMENT OF STUDENT BODY FUNDS

June-2018

CLASSES CLUBS	Authorized Advisor	ENDING BAL. 5/31/2018	BALANCE FORWARD	WITHDRAWALS	DEPOSITS	ENDING BAL. 6/30/2018
High General	D.Sciocchetti	\$ 924.44	\$ 924.44	288.57	84.30	720.17
Seniors	Fuller/Morton	\$ 1,525.73	\$ 1,525.73	1,696.09	328.00	157.64
Junior	Stuart/Voorhies	\$ 2,307.30	\$ 2,307.30	439.00	362.00	2,230.30
Sophomore	Cherry/Barthauer	\$ 1,477.89	\$ 1,477.89	11.98	185.75	1,651.66
Freshman	D.Sciocchetti/Dobberpuhl	\$ 343.32	\$ 343.32	34.55	171.75	480.52
Comm. Outreach Project	D.Sciocchetti	\$ 510.28	\$ 510.28	129.70		380.58
FNL	D.Sciocchetti	\$ 49.13	\$ 49.13	12.96		36.17
Gate/Officials	Taylor/BUS.OFFICE	\$ (889.75)	\$ (889.75)		889.75	0.00
Ag Mechanics Class	Fuller	\$ 722.71	\$ 722.71	150.00	621.00	1,193.71
Art Class	Voorheis	\$ 24.22	\$ 24.22		24.22	
Drama Class	Barthauer	\$ 710.09	\$ 710.09			710.09
CTE Class	D.Sciocchetti	\$ 87.48	\$ 87.48			87.48
F.F.A. General	Morton/Fuller	\$ 6,977.27	\$ 6,977.27	1,197.35	227.00	6,006.92
F.F.A. Revolving	Morton/Fuller	\$ 4,400.03	\$ 4,400.03	2,264.78	644.00	2,779.25
Stadium Project	Taylor	\$ 6,805.11	\$ 6,805.11	6,805.11		0.00
YearBook Class	D.Sciocchetti	\$ 100.10	\$ 100.10	48.48	7.94	59.56
S-BLOCK	Taylor	\$ 623.69	\$ 623.69	751.80	2,415.66	2,287.55
*Football	Taylor	\$ 178.44	\$ 178.44	178.44		0.00
*H.S. Volleyball	Taylor	\$ 141.90	\$ 141.90	141.90		0.00
*Basketball	Taylor	\$ 85.32	\$ 85.32	85.32		0.00
*Softball	Taylor	\$ -	\$ -			0.00
*Baseball	Taylor	\$ -	\$ -			0.00
TOTAL in Fund Balances/Ties to Bank Balance		\$ 27,104.70	\$ 27,104.70	\$ 14,236.03	\$ 5,937.15	\$ 18,805.82

Sheward

Shandon Elementary ASB Heritage Oaks Bank

May 1, 2018

CLASSES/CLUBS	BALANCE FORWARD 4/30/2018	CLUB XFERS	CASH RECEIVED	WITHDRAWALS	ENDING BALANCE 5/30/2018
SES ABS General	\$ 6,152.25		\$ 5,348.83	\$ 5,461.34	\$ 6,039.74
SES ASB Middle School	\$ 650.78				\$ 650.78
8th Grade	\$ 3,528.40			\$ 200.50	\$ 3,327.90
Library	\$ 154.85				\$ 154.85
Parkfield	\$ 997.67		\$ 216.00	\$ 396.50	\$ 817.17
Gate	\$ (204.80)		\$ 204.80		\$ -
Cross County	\$ (470.59)		\$ 100.00		\$ (370.59)
TOTAL	\$ 10,808.56	\$ -	\$ 5,769.63	\$ 6,058.34	\$ 10,619.85

Shawna

Shandon Elementary ASB Heritage Oaks Bank
June 1, 2018

CLASSES/CLUBS	BALANCE FORWARD 5/30/2018	CLUB XFERS	CASH RECEIVED	WITHDRAWALS	ENDING BALANCE 6/30/2018
SES ABS General	\$ 5,995.81		\$ 1,867.81	\$ 3,318.88	\$ 4,544.74
SES ASB Middle School	\$ 650.78				\$ 650.78
8th Grade	\$ 3,327.90			\$ 2,166.89	\$ 1,161.01
Library	\$ 154.85				\$ 154.85
Parkfield	\$ 817.17			\$ 487.76	\$ 329.41
Gate	\$ -				\$ -
Cross County	\$ (370.59)				\$ (370.59)
Kindergarten			\$ 500.00		\$ 500.00
TOTAL	\$ 10,575.92	\$ -	\$ 2,367.81	\$ 5,973.53	\$ 6,970.20

Shandon

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018****AGENDA ITEM TITLE:**

Ratification of the Personnel Action Report

PREPARED BY:

Sadie Howard

AGENDA SECTION:☐ Reports ☒ Consent ☐ Action ☐ First Reading ☐ Information ☐ Resolution**PERSONNEL ACTION REPORT****NEW HIRES**

Jeannie Thornton

CLASSIFICATIONSpecial Ed 6th-12th Grade Teacher**EFFECTIVE DATE**

Aug. 13, 2018

SPORT COACHES**RESIGNATIONS****RECOMMENDED ACTION:**

Approval of the Personnel Action Report

SHANDON JOINT UNIFIED SCHOOL DISTRICT

8.7

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the Quarterly Report on William's Uniform Complaint- July 2018

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Districts must submit a quarterly report to the County Superintendent and the district's Board of Trustees. The report must cover the nature and resolution of complaints addressing lack of instructional materials, teacher vacancies, and urgent facility problems. The summaries must be publicly reported on a quarterly basis at a regularly scheduled meeting of the school district's governing board. No complaints were received.

RECOMMENDED ACTION:

Approval



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: Holly Furness-Osorio, Jennifer Moe, Van Parlet, Marlene Thomason, Kate Twisselman

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: ☐ January - March 2018
(check one) ☐ April - June 2018
☒ July - September 2018
☐ October - December 2018

Date for information to be reported publicly at governing board meeting: August 14, 2018

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: August 14, 2018

8.8

AGENDA ITEM TITLE:

Approval of the overnight FFA officer retreat

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Deanna Morton and Jon Fuller are requesting approval of the Overnight Chapter FFA Officer Retreat. They will be traveling to Nacimiento Lake on 8/13 and will return on 8/15. The new student teacher will also be attending as a chaperone.

RECOMMENDED ACTION:

Shandon Unified School District
Transportation Request / Trip Sheet

Activity: Chapter FFA Officer Retreat Destination: Lake Nacimiento, CA Date(s) of Trip 8/13-15
Overnight? ☒ Yes ☐ No

of Passengers 8 Departure Time From Shandon 3:30 PM Return to Shandon 4:00 PM

Vehicle Requested: Bus _____ Van _____ Car _____ Ag Vehicles X

Requested By: D. Morton Date Requested 08-06-18

Names of Supervisor/Chaperones:

1. D. Morton 2. J. Fuller 3. L. Johnston

4. _____ 5. _____ 6. _____

Special Billing Instructions: Funded by the AIG, CTEIG and Agriculture Donation award allocations

List all stops needed and provide direction and any other pertinent information regarding the trip:-

Where: Lake Nacimiento

Why: FFA Chapter Event Planing for 2018-2019 school year, POA- Program of Activities

Who: All chapter officers #8 and Advisers: #2 and #1 Student Teacher and Ms. Benson night of 8/13

Transportation: Ag. Vehicles

To promote premier leadership, personal growth and career success.

Only stops listed and approved by administration can be made. Stops listed do not have to be made.

Transportation Department

Driver Assigned: _____ Bus Number _____

Completed by Driver:

Time Reported for Work _____ Time Reported for Trip _____ Ending Odometer _____

Time Completed Work _____ Time Competed Trip _____ Beginning Odometer _____

Total Daily Hours _____ Driver's Trip Hours _____ Total Trip Miles _____

Obtain credit card for all trips, stop to refuel as needed. In the event that an undesignated stop becomes necessary, it will be at the drivier's discretion.

Driver's Signature _____ Date _____

Shandon School District Activity Request Form

For All School Related Activities

Name of Activity: FFA Chapter Officer Leadership Retreat Requested By: D. Morton
 Date(s) of Activity: 8/13-15/18 Set Up Time: N/A Event Beginning Time: 3:30pm Ending Time: 4:00pm

Explanation of Activity: FFA Chapter Officer leadership training for 2018-2019 school year.
 This is an AIG & CTEIG approved checklist activity.

- Fundraising activities must include expected income and expenses as well as what profits will be used for.
- Appropriate parent permission slips for off campus student activities must be signed by parents, copied and turned in to site administration before the activity.
- Complete the back side of this form for transportation needs.
- Complete a Purchase Order or Check Request for any Expenses associated with this activity.
- Attach flyer or other information for conference.

Expected Participation: # of Students 8 # of Staff 3 #

Chaperone Names: D. Morton, J. Fuller L. Johnston- Student Teacher

Facilities Needed: (site and room number or area name): N/A

Equipment /Set Up Needs N/A
 (micro-phone, tables, chairs, gym floor mat, sound system, screen, computer, projector, etc.)

ASB/Class/Club Activities Only:

<u>Students Committee Members</u>	<u>Signatures</u>	<u>Date</u>
<u>N/A</u>		
<u>N/A</u>		
<u>Set Up</u>		
<u>N/A</u>		
<u>N/A</u>		
<u>Clean Up</u>		
<u>N/A</u>		
<u>N/A</u>		
<u>Club/Class Advisor</u>	<u>Deanna Morton</u>	<u>8-7-18</u>
<u>ASB Advisor</u>		
<u>Principal Approval</u>	<u>[Signature]</u>	
<u>Superintendent Approval</u>	<u>[Signature]</u>	<u>8-7-18</u>
Only For Field Trip, Conferences and Assemblies		
<u>Board Approval</u>		
Only For Overnight Field Trips With Students		

Date Placed on District Calendar 8/5/18 Initial DM

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the 45 Day Budget Update

PREPARED BY:

Sonia Stuart

AGENDA SECTION:

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

SUMMARY:

The 2018-19 California State Budget was signed by the governor on June 27, which means that Education Code Section 42127(i)(4) is now in effect. The code section reads as follows:

Not later than 45 days after the governor signs the annual Budget Act, the school district shall make available for public review any revisions in revenues and expenditures that it has made to its budget to reflect the during made available by that Budget Act.

The change that is being reflected today is the One Time Mandate allocation per ADA. In the governor's May Revise the allocation was \$344per ADA . Now that Budget has been adopted, the allocation is \$184per ADA . That is a decrease of -\$45,621 in revenues that the district will receive in fiscal year 2018-19. For purposes of this Multi Year Projection, in order for the district to meet their 5% reserve level, there is an additional negative adjustment to expenditures in the 2020-21 budget in the amount of \$-45,621. This reduction in addition to the reduction made at Budget Adoption totals -\$96,121. This amount may be reduced once the 2017-18 Unaudited Actuals are completed in September.

When the First Interim is presented in December, you will see what the projected adjustment, if any, will need to be made in the out years.

RECOMMENDED ACTION:

Adopt 45 Day Budget Update

CATEGORIES

CATEGORIES	17-18 Projected Estimated Unaudited Actuals as of 7/18/18				18-19 Projected 45 Day Revise				19-20 Projected				20-21 Projected			
	Unrestricted	Restricted	Combined		Unrestricted	Restricted	Combined		Unrestricted	Restricted	Combined		Unrestricted	Restricted	Combined	
LCFF Sources	3,590,811	98,267	3,689,078		3,853,853		3,951,120		3,844,902		3,944,260		3,936,714		3,993,558	
					Estimated ADA				Estimated ADA				Estimated ADA			
					292.60				292.60				287.85			
8010-8099	294.30	168,708	168,706		0		167,937		0		163,697		0		163,697	
8100-8299	58	361,877	467,438		111,409		150,032		55,894		218,280		55,894		162,386	
8300-8599	105,561															
					Reduced One Time											
					Mandate by \$45,621											
Local	92,420	426,193	518,713		38,726		236,043		38,500		239,399		38,500		200,899	
8600-8799																
Total Revenues	3,788,760	1,055,045	4,843,795		4,003,988		4,626,543		3,939,296		4,565,636		4,031,108		4,657,448	
Certificated Salaries	1,372,951	267,040	1,639,891		1,462,022		1,731,860		1,479,914		1,768,632		1,505,025		308,242	
2000-2999	585,303	125,269	710,572		679,229		788,863		694,992		805,304		713,021		112,568	
Classified Salaries					851,443		1,135,497		865,437		1,162,371		865,264		307,325	
Employee Benefits	717,894	246,255	964,149													
Books & Supplies	175,291	129,015	304,306		217,484		255,280		194,984		228,427		194,984		33,443	
4000-4999																
Services & Operating	337,281	117,076	454,357		404,748		563,282		416,890		579,228		404,397		167,208	
5000-5999																
Capital Outlay	17,836	277,730	295,566		10,000		10,000		0		0		0		0	
6000-6999																
Other Outgo	0	332,798	332,798		0		194,701		0		202,489		0		210,589	
7400-7499																
Indirect Cost	-20,446	20,646	0		-29,110		12,163		0		20,076		-20,076		20,076	
Transfers Out/Uses Cafe					12,163				18,729		18,729		23,669		23,669	
7300-7399																
7600-7629																
Total Expenditures	3,185,810	1,515,829	4,701,639		3,607,999		4,711,486		3,650,870		4,765,180		3,710,284		4,869,735	
Change Fund Balance	65,639	76,598	143,436		59,510		84,945		-196,599		-199,545		-212,287		0	
Transfers In/ Sources	1,280	0	1,280		0		0		0		0		0		0	
Contributions	-537,382	537,382	0		-454,499		454,499		-455,025		485,025		-533,111		533,111	
Other Sources/ Uses	-537,382	537,382	0		-454,499		454,499		-485,025		485,025		-533,111		533,111	
Estimated Beginning Balance	645,134	32,279	677,413		711,972		820,849		653,462		735,904		456,862		79,497	
Audit Adjustment	0	0	0		0		0		0		0		0		0	
Net Change	65,638	76,598	143,436		-59,510		-84,945		-196,599		-199,545		-212,287		0	
Ending Balance	711,972	108,877	820,849		653,462		735,904		456,862		536,359		244,575		79,497	
Other Assignments	101,500		101,500		101,500		101,500		101,500		101,500		1,500		1,500	
Restricted Legally Reserved		28,921	28,921				2,945									
Fund Balance	610,472	79,956	690,428		551,962		631,459		355,362		434,859		243,076		79,497	
Available Reserve	12.38%				11.72%				7.46%				4.99%			
5% Minimum Reserve Required	235,082				235,574				236,259				243,487			

Estimated Ending balance increased by \$72,149 in Unrestricted
this amount may change once Unaudited Actuals are done

Decreased One Time Mandate by -\$45,621
May Revise was estimated at \$344,ADA and Adopted Budget is \$184,ADA

Decreased negative adj by \$20,621 for a total of -\$25,000
*Amount of adjustment may change due to 17/18
Unaudited Actuals final ending balance and budget adj for
18/19, 19/20 and 20/21

COLA 2.71%
STRS 16.28%
PERS 18.06%

ADA
UNDULICATED COUNT
FUNDED ADA 292.60 264 83.03%
303.79

		UNRESTRICTED		RESTRICTED	
8010-8099	LCFF				
	STATE AID	1,750,144		61,811	8290
	EPA	118,584		51,561	8181
	TAXES	1,985,125		822	8182
		3,853,853		2,046	8182
				2,400	8290
8300-8599	STATE			9,919	8290
	8550 MANDATE BLOCK GRANT	11,398		14,006	8290
	1 TIME MANDATE \$184 x 301.71 P2 ADA	55,515		25,372	8290
	8550 (REDUCED FROM \$101,136= -\$45,621)	44,496		0	8590
	1100 LOTTERY	111,409		0	8590
				13,905	8560
8600-8799	OTHER LOCAL REV			0	8590
	8650 LEASES/RENTALS	22,500		97,267	8097
	8660 INTEREST	5,000		15,000	8699
	8698 STALE DATE	0		179,097	8792
	8699 MISCELLANEOUS	5,000		0	8590
	8699 GRIZZLY D2 8601	5,726		0	8590
	8699 MICROSOFT REBATE	0		13,500	8590
	8699 YMCA-TUTOR/LITERACY/CLASS CUST D1 6010	0		0	8590
	8699 SISC SAFETY D1 7610	500		132,627	8590
	8699 VANDALISM	0		0	8699
	8699 FUNDRAISERS BLOCK S	0		3,220	8677
	8699 FIRST SOLAR PARKING	0		0	8699
	0001 LIBRARY DONATION	0		0	8699
	0723 TRANSPORTATION INVOICING	0		0	8699
		38,726		0	8677
				0	8677
	TOTAL REVENUES	4,003,988		622,553	

Carry forward balances
SUMS
SIPE
FFA Donations
Greenhouse
Lottery-6300
Lottery 1100
Rental House Repairs

total revenues 4,626,541

2019-2020 Estimated Revenues

COLA 2.57%
STRS 18.13%
PERS 20.08%

ADA 292.6
UNDPLICATED COUNT 259
FUNDED ADA 293.55

84.18%

UNRESTRICTED

8010-8099	LCFF	
	STATE AID	1,721,662
	EPA	58,710
	TAXES	2,064,530
		3,844,902
8300-8599	STATE	
8550	MANDATE BLOCK GRANT	11,398
8550	1 TIME MANDATE REVENUE	0
	1100 LOTTERY	44,496
		55,894
8600-8799	OTHER LOCAL REV	
8650	LEASES/RENTALS	22,500
8660	INTEREST	5,000
8698	STALE DATE	0
8699	MISCELLANEOUS	5,000
8699	GRIZZLY	5,500
8699	MICROSOFT REBATE	0
8699	YMCA-TUTOR/LITERACY/CLAS:	0
8699	SISC SAFETY	500
8699	VANDALISM	0
8699	FUNDRAISERS BLOCK S	0
8699	FIRST SOLAR PARKING	0
0001	LIBRARY DONATION	0
0723	TRANSPORTATION INVOICING	0
		38,500
	TOTAL REVENUES	3,939,296

RESTRICTED

3010	Title I	61,811	8290
3310	Special Ed	51,561	8181
3315	Special Ed Preschool		8182
3320	Preschool		8182
3550	Carl Perkins	2,400	8290
4035	Title II Teacher Quality	9,919	8290
4203	Title III LEP	14,006	8290
5810	REAP	24,000	8290
6230	Prop 39-opted 2 yr in 15/1	0	8590
6264	Educator Effectiveness	0	8590
6300	Lottery	13,905	8560
6387	CTE AIG Grant	0	8590
6500	Special Ed AB602	99,358	8097
AB602		15,000	8699
AB602		182,679	8792
6512	Mental Health	0	8590
6513	Spec Ed Preschool	0	8590
7010	Agriculture	13,400	8590
7338	College Readiness	0	8590
7690	STRS on behalf	135,081	8590
9010	Shop Donations	0	8699
9055	SIPE	3,220	8677
9055	SIPE SAFETY	0	8699
9069	FFA Donations	0	8699
9580	Greenhouse	0	8699
9630	South Coast Region	0	8699
9638	CTE SLOPE GRANT	0	8699
9639	CTE CUESTA	0	8677
		626,340	8677

Carry forward balances

ROP
SIPE
FFA Donations
Greenhouse
Lottery-6300
Lottery 1100
Common Core

total revenues

4,565,636

8010-8099 99,358
8100-8299 163,697
8300-8599 162,386
8600-8799 200,899
626,340

2.67%
19.10%
23.50%

[illegible]

COLA 1.56%
STRS 14.43%
PERS 15.53%

ADA 294.30
UNDUPLICATED COUNT 264

UNRESTRICTED

8100-8099	LCFF	1,468,527
	STATE AID	206,537
	EPA	1,926,017
	TAXES	3,601,081
	FEDERAL	58
8100-8200	BACC TEST	
	STATE	11,398
8300-8599	MANDATE BLOCK GRANT	44,423
8550	1 TIME MANDATE REVENUE \$147/A	44,496
8550	LOTTERY	2,747
	CELDT/CASSP ASSESSMENT	103,064
	OTHER LOCAL REV	
8600-8799	LEASES/RENTALS	22,500
8650	INTEREST	8,388
8660	STALE DATE	
8698	MISCELLANEOUS	5,000
8699	GRIZZLY	5,500
8699	MOT	100
8699	YMCA-TUTOR/LITERACY/CLASS CU	8,000
8699	SISC SAFETY	500
8699	VANDALISM	110
8699	CUESTA	6,000
8699	FIRST SOLAR PARKING	0
8699	LIBRARY DONATION	2,000
0001	TRANSPORTATION INVOICING	19,777
0723	FOSTER YOUTH	1,000
		78,875
	TOTAL REVENUES	3,783,078

RESTRICTED

3010	Title I	61,811	8290
3310	Special Ed	50,593	8181
3315	Special Ed Preschool	1,423	8182
3320	Preschool	4,180	8182
3550	Carl Perkins	2,199	8290
4035	Title II Teacher Quality	9,919	8290
4203	Title III LEP	14,006	8290
5810	REAP	25,372	8290
6230	Prop 39-opted 2 yr in 15/11	0	8590
6264	Educator Effectiveness	0	8590
6300	Lottery	13,905	8560
6387	CTE AIG Grant award	78,692	8590
6387	CTE AIG Round 3	102,227	8590
6500	Special Ed AB602	95,442	8097
AB602		15,000	8699
AB602		169,269	8792
6512	Mental Health	0	8590
6513	Spec Ed Preschool		8590
7010	Agriculture	13,684	8590
7338	College Readiness		8590
7690	STRS on behalf	130,218	8590
7823	Multi Tier Sup Swide/SUN	25,000	8590
9010	Shop Donations	0	8699
9055	SIPE	3,220	8677
9055	SIPE SAFETY	0	8699
9069	FFA Donations	6,615	8699
9580	Greenhouse	45	8699
9630	South Coast Region	0	8677
9638	CTE SLOPE GRANT	22,115	8677
9639	CTE CUESTA	41,826	8677
9231	BUS GRANT	165,000	8699
		1,051,761	

total revenues

4,834,839

Energy plan has to be approved before this money is released.
Expenditures will also have to be associated- REMOVE from
Revenue projection \$50,000

SIPE Board voted to look at surplus 17/18

Carry forward balances
SHOP 1,289
SIPE 1,823
FFA Donations 13,590
Greenhouse 6,270
Lottery-6300
Lottery 1100
College Readiness 9,306
32,278

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.2

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of 2018-2021 Countywide Plan for Provision of Educational Services to Expelled Students EC 48926 Triennial Update

PREPARED BY:

Sonia Stuart

AGENDA SECTION:

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

SUMMARY:

The San Luis Obispo County Office of Education (SLOCOE) and its partner school districts are committed to reducing the number of expulsions and providing expelled students with the best services to help them in their educational journey.

RECOMMENDED ACTION:

Approval



**SAN LUIS OBISPO COUNTY
OFFICE OF EDUCATION**

LEADERSHIP ■ COMMUNITY ■ SERVICE
JAMES J. BRESCIA, ED. D., SUPERINTENDENT

**COUNTYWIDE PLAN FOR PROVISION OF
EDUCATIONAL SERVICES TO EXPELLED STUDENTS
EC 48926**

TRIENNIAL UPDATE 2018-2021

www.slocoe.org

3350 Education Drive, San Luis Obispo, CA 93405 (805) 543-7732

Introduction

The San Luis Obispo County Office of Education (SLOCOE) and its partner school districts are committed to reducing the number of expulsions and providing expelled students with the best services to help them in their educational journey.

Schools often have to make tough decisions as they weigh their commitment to educating all students with the need to remove students for offenses that create an unsafe environment. For many years, schools have disciplined students with temporary removals, suspensions, and permanent removals, expulsions, for serious offenses. Although exclusionary school discipline policies are intended to ensure a productive and safe learning environment, when students are removed from their schools, learning is severely disrupted. In addition, there is little scientific evidence showing that expulsions are effective in reducing school violence or increasing school safety. There is however, significant evidence of the detrimental effects of expulsions on the students who undergo the process.

This document describes the educational alternatives to expulsion for students in schools within San Luis Obispo County and services available to students who are expelled. The plan describes legal requirements of a Countywide Plan for the Provision of Services to Expelled Students and presents a review of the last five years of expulsion data of San Luis Obispo County school districts. As required by California Education Code (48916 and 48926) gaps in services to students are explained, as well as strategies to address these gaps. Services offered by SLOCOE to these students are described, as well as next steps in our efforts to continue to reduce the number of students expelled.

San Luis Obispo County covers an area of 3,616 square miles. It is bordered on the north by Monterey County, on the east by Kern County and on the south by Santa Barbara County. The Pacific Ocean provides the county's western border.

Students in the county are enrolled in ten local school districts, the County Office of Education (COE), three district-authorized charter schools and other private and online programs. These programs provide services to more than 34,000 pupils. The school districts range in size from the smallest with 121 pupils to the largest with a student enrollment of over 10,000 pupils.

Educational programs within San Luis Obispo County provide numerous opportunities for students in need of traditional and/or alternative education programs. Individual school districts offer a spectrum of educational alternatives, and the San Luis Obispo County Office of Education (SLOCOE) offers additional options via Grizzly ChalleNGe Charter School and the Court and Community School Programs. Together, the districts and SLOCOE provide a wide range of services to expelled youth.

In addition to providing mandated services to expelled students, the educators and agency representatives in the county collaborate on a regular basis to monitor the changing needs of our students and families, increase awareness, and provide research-based programs that best meet the needs of all students.

- There are many interagency committees that meet regularly with this goal in mind. Some of these committees are focused within the local districts and others are county-wide. An example of this is that the Juvenile Judge meets approximately five times a year with administrative-level representatives of the COE, the DA's office, Probation, CASA, Social Services, Behavioral Health, the Public Defender's office, and the

Court Commissioner. This team was formed in 2013 at the "Keeping Kids in School and Out of Court" Summit, held in conjunction with "Beyond the Bench". This group regularly monitors countywide data and programs offered to youth and families throughout the county and focuses on how the agencies can support these families in a collaborative manner.

- Schools within the districts and the COE have implemented many research-based programs to better meet the needs of the individual students. These include, but are not limited to: Multi-Tiered System of Support, Positive Behavior Intervention Supports, Bully Prevention Programs, AVID, Student Study Teams, Family Support Teams, Get Focused Stay Focused, Restorative Practices, Character Education, Social and Emotional Learning Programs, Youth in Action, Link Crew, Transition Mentor Programs, Violence Prevention Programs and IEPs and 504s for students with disabilities.
- Drug and Alcohol programs are being offered county-wide. This is a collaborative between local districts, the COE, and County Behavioral Health. This program allows for continuity of care throughout the county, offering additional support to a highly mobile population.
- Focused support for homeless and foster youth is in place throughout the county. Local liaisons meet regularly to ensure the needed supports for these students and families are in place and necessary information is communicated in a timely manner. There is a county-wide interagency agreement between SLOCOE, Department of Social Services, Department of Behavioral Health, Department of Probation, all districts and charter schools, Superior Court, Aaron's Group Home, CASA, Pathways, Youth Treatment Program, ECHO, Aspiranet, Family Care Network, CAPSLO Homeless Services, and the Women's Shelter.
- All districts have a SARB process in place and the county office operates a County-wide Truancy Board which not only hears cases, but also monitors county-wide attendance data and shares information regarding services that are available to districts, students, and families.
- COE sponsors regular professional development for staff, county-wide, to assist with the increased awareness of new legislation, alternatives to suspension, disproportionality, and other areas that affect our at-risk youth.

Educators in San Luis Obispo County recognize the need for a continuum of educational services for all students, including expelled students. It is important to provide support and service to expelled students while recognizing the rights of others to be safe. Local educators also recognize the seriousness of expulsion and pledge to apply careful thought, with an emphasis on fairness and consistency, during the decision-making process.

Legal Requirements of a Countywide Expulsion Plan

On July 1, 1996, California Education Code section 48926 became effective. California Education Code 48926 states, "Each county superintendent of schools in counties that operate community schools pursuant to Section 1980, in conjunction with superintendents of school districts within the county shall develop a plan for providing education services to all expelled students in the county. The plan shall be adopted by the governing board of each district within the county and by the county board of education." ED Code 48926 also requires county superintendents to submit a plan to the Superintendent of Public Instruction, every three years, no later than June 30th.

The plan shall enumerate existing educational alternatives for expelled students, identify gaps in educational services to expelled students and strategies for filling those service gaps. The plan shall also identify alternative placements for students who are expelled and placed in district community day school programs, but who fail to meet the terms and conditions of their rehabilitation plan or who pose a danger to other district students, as determined by the governing board.

Education Code 48916.1 states:

- a) At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an education program is provided to the pupil who is the subject to the expulsion order for the period of the expulsion. Except for pupils expelled pursuant to subdivision (d) 48915, the governing board of a school district is required to implement the provisions of this section only to the extent funds are appropriated for this purpose in the annual Budget Act or other legislation, or both.
- b) Notwithstanding any other provision of law, any educational program provided pursuant to subdivision (a) may be operated by the school district, the county superintendent of schools, or a consortium of districts or in joint agreement with the county superintendent of schools.
- c) Any educational program provided pursuant to subdivision (b) may not be situated within or on the grounds of the school from which the pupil was expelled.
- d) If the pupil who is subject to the expulsion order was expelled from any kindergarten or grades 1-6, inclusive, the educational program provided pursuant to subdivision (b) may not be combined or merged with educational programs offered to pupils in any of grades 7-12, inclusive. The district or county program is the only program required to be provided to expelled pupils as determined by the governing board of the school district. This subdivision, as it relates to the separation of pupils by grade levels, does not apply to community day schools offering instruction in any kindergarten and grades 1-8, inclusive, and established in accordance with Section 48660.
- e) (1) Each school district shall maintain the following data:
 - (A) The number of pupils recommended for expulsion.
 - (B) The grounds of each recommended expulsion.
 - (C) Whether the pupil was subsequently expelled.
 - (D) Whether the expulsion order was suspended.
 - (E) The type of referral made after the expulsion.
 - (F) The disposition of the pupil after the end of the period of expulsion.

(2) The Superintendent may require a school district to report this data as part of the coordinated compliance review. If a school does not report outcome data as required by this subdivision, the Superintendent may not apportion any further money to the school district pursuant to Section 48664 until the school district is in compliance with the subdivision. Before withholding the apportionment of funds to a school district pursuant to this subdivision, the Superintendent shall give written notice to the governing board of the school district that the school district has failed to report the data required by paragraph (1) and that the school district has 30 calendar days from the date of the written notice of noncompliance to report the requested data and thereby avoid the withholding of the apportionment of funds.

In addition, Education Code section 48926 requires that the following components be

contained in this plan: (a) an enumeration of existing educational alternatives for the expelled pupil; (b) the identification of gaps in educational services to expelled pupils; (c) proposed strategies for fulfilling said gaps; (d) alternative placements for those expelled students who have failed to meet the terms and conditions of their rehabilitation plan.

California Education Code section 48916.1 states, "At the time an expulsion of a pupil is ordered, the governing board of the school district shall ensure that an education program is provided to the pupil who is subject to the expulsion order for the period of expulsion." Therefore, every school district governing board in San Luis Obispo County will refer each expelled pupil to an appropriate educational placement for the period of expulsion. The educational placement will be determined on an individual basis by the school district's governing board based on 1) seriousness of the offense, 2) available educational alternatives, and 3) other related factors. District-level alternatives for expelled pupils will vary from one district to another depending on such factors as district size, viable alternatives, and district philosophy. SLOCOE educational alternatives are also available for expelled pupils.

Each school district in San Luis Obispo County should take steps to see that services are provided for pupils who have an expulsion hearing. A pupil whose behavior has resulted in expulsion shall be given a rehabilitation plan that is designed by the district of residence. Any recommended placement should be monitored and appropriate documentation maintained.

Requirement for a Rehabilitation Plan for expelled students

Each school district must take steps to see that services are provided for expelled students. An expelled student is given a rehabilitation plan designed by the district of residence. The district's governing board is responsible for monitoring any recommended placements and maintaining appropriate documentation.

Requirement for a review and readmission of expelled students

California Education Code 48916.1

(c) The governing board of each school district shall adopt rules and regulations establishing a procedure for the filing and processing of requests for readmission and the process for the required review of all expelled pupils for readmission. Upon completion of the readmission process, the governing board shall readmit the pupil, unless the governing board makes a finding that the pupil has not met the conditions of the rehabilitation plan or continues to pose a danger to campus safety or to other pupils or employees of the school district. A description of the procedure shall be made available to the pupil and the pupil's parent or guardian at the time the expulsion order is entered.

(d) If the governing board denies the readmission of an expelled pupil pursuant to subdivision (c), the governing board shall make a determination either to continue the placement of the pupil in the alternative educational program initially selected for the pupil during the period of the expulsion order or to place the pupil in another program that may include, but need not be limited to, serving expelled pupils, including placement in a county community school.

(e) The governing board shall provide written notice to the expelled pupil and the pupil's parent or guardian describing the reasons for denying the pupil re-admittance into the regular school district program. The written notice shall also include the determination of the educational program for the expelled pupil pursuant to

subdivision (d). The expelled pupil shall enroll in that educational program unless the parent or guardian of the pupil elects to enroll the pupil in another school district.

Referrals to SLOCOE Community School and reasons for denial of a referral

Referrals are on the SLOCOE website and must be completed by the referring district. The referral is then scanned/emailed to the main office at the email group listed on the referral. The updated referral form will be included as an appendix to this plan.

Reasons for denial of referral:

- Insufficient space at the Community School
- Insufficient space in or unavailability of the special education placement and/or services contained in a student's IEP or Section 504
- A review of the referral reveals potential issues related to child find under the Section 504 or special education law
- A review of the referral reveals a potential issue related to failure to assess the student for special education in all areas of suspected disability
- A review of the student's file reveals that services per the student's IEP/504 are likely inappropriate and the student's needs cannot be served
- A manifestation determination reveals there may be an error, procedurally or substantively, with the manifestation determination conducted
- A review of the paperwork reveals inadequate general education interventions, especially alternatives to suspension
- A victim of the student is already at the Community School campus or a restraining order is in place involving another student on campus

Educational Services Provided to Expelled Students with Exceptional Needs

Consistent with state law, a student with exceptional needs, who has a current IEP/504 may be expelled and referred by a school district for placement at Community School. Enrollment will be determined on an individual basis and is dependent, in part, upon the appropriateness of the placement and services available at the Community School. As indicated above, a referral is not a guarantee of placement at Community School. Districts may refer students with exceptional needs if:

- all procedural safeguards regarding the discipline of the student with special needs have been met
- the referring district has complied with all legal requirements, no student will be accepted if they have pending and/or overdue IEP/504s
- an IEP or Section 504 team has determined that a referral to Community School meets the student's needs per the IEP/504

High school credits awarded at SLOCOE Community School

The referring school district shall calculate and provide all credits earned by the student, including partial credits for the portion of the current semester attended at the time of the referral.

SLOCOE Community School students earn credits based on a daily or weekly portion of a semester when there is positive attendance and school work is completed at a passing level (D or better.)

The school district of residence will accept all partial credits awarded to the student on his or her return to the district of residence or other district after leaving SLOCOE Community School. These credits will be added to the student transcript by SLOCOE at the time of transfer.

SLOCOE Community School complies with all state laws that allow Foster, Homeless and Former Juvenile Court School students to graduate at the State minimum following a school change after the sophomore year. This exemption will be noted on the student's transcript. The local district should discuss the exemption with the student on return if she or he qualifies and has not accepted the exemption previously.

Educational Alternatives Available for Expelled Students in San Luis Obispo County

The governing board of each school district determines which educational alternatives are appropriate and available. Educational alternatives throughout San Luis Obispo County for students recommended for expulsion include, but are not limited to, the following options:

- Expulsion, suspended order, with placement on the same school campus.
- Expulsion, suspended order, with placement on a different school campus within the District.
- Expulsion, suspended order, with placement in District Independent Study, if available, if the parent requests and if a daily classroom option is available.
- Expulsion, suspended order, with subsequent transfer to another district.
- Expulsion with referral to a District Community Day School program, if available.*
- Expulsion with subsequent placement in another District's Community Day School, if available.*
- Expulsion with referral to the San Luis Obispo County Office of Education Community School Program.
- Expulsion, voluntary application and acceptance at the Grizzly ChalleNGe Charter School.
- Expulsion, unilateral parental placement in a charter school, private school or private homeschool alternative.

*** There are no District Community Day Schools planned for operation during the 2018-2019 school year.**

Expulsion Data

Our efforts to identify gaps in services began with a review of the number of expulsions reported to CALPADS and then DataQuest by school districts within San Luis Obispo County. Reported below is the **total number of unduplicated students expelled / and the expulsion rate** (determined by the total number of unduplicated students expelled divided by enrollment)

District	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Statewide	8265 / .13%	6610 / .10%	5692 / .09%	5634 / .09%	5611 / .09%
San Luis Obispo County	84 / .23%	26 / .07%	51 / .14%	57 / .16%	58 / .16%
Atascadero Unified	0	2 / .04%	3 / .06%	10 / .20%	12 / .25%*
Cayucos Elementary	0	**	0	0	0
Coast Unified	1 / .13%	0	0	0	1 / .15%
Lucia Mar Unified	53 / .48%	22 / .20%	27 / .24%	26 / .23%	20 / .18%
Paso Robles Joint Unified	6 / .09%	0	10 / .14%	9 / .13%	9 / .13%
Pleasant Valley Joint Union	0	0	0	0	0
San Luis Coastal Unified	20 / .25%	1 / .01%	11 / .14%	8 / .10%	10 / .12%
San Miguel Joint Union	0	0	0	2 / .21%	0
Shandon Joint Unified	1 / .31%	**	0	0	0
Templeton Unified	3 / .12%	1 / .04%	0	2 / .08%	6 / .24%

*suspended expulsions coded under expulsion (7 suspended expulsions and 5 expulsions)

**no data reported on DataQuest

Source: California Department of Education DataQuest <http://dq.cde.ca.gov/dataquest/>

While reviewing these results, school district personnel described some inconsistencies in the data. It is important to note that this data is gathered by the California Department of Education (CDE) through the California Longitudinal Pupil Achievement Data System (CALPADS). Though improvements have been made, the system is susceptible to inaccuracies as a result of human error or inconsistent interpretation and utilization of codes during data entry.

Identified Gaps in Service

2015 Plan Identified Gaps in Service

The Alternative Education Operations Committee (AEOC), which includes representatives from school district alternative education programs, community schools, SELPA, and Probation, meets quarterly to review data and to support and oversee alternative education programs in the county. In the 2015 Countywide Plan for Provision of Educational Services to Expelled Students AEOC identified the following service gaps.

Many students who are referred to SLOCOE Community School fail to attend school regularly or fail to respond to intervention.

Students will be considered enrolled once the screening/acceptance process has been completed and they attend the first enrollment/orientation meeting with their parents. The current rate of attendance for students enrolled in community school is 78%. Strategies to address this gap include, but are not limited to:

- Continued focus on truancy. SLOCOE has contracted with the Department of Probation for an officer to focus on increasing attendance. Individual students will be monitored and a tiered system of support will be implemented based upon individual need. Staff members will receive continuous training to ensure that attendance and discipline data are reported accurately. Parents will have access to online attendance data. They will be informed of how to access the data and encouraged to use it.
- Students and families will continue to be referred to SSTs, SARBs and Citations of Minors for Truancy. These processes will continue to be closely monitored, and leveraged systematically as supports.
- Professional development will be provided to staff and agency partners to increase their knowledge of and ability to implement positive behavior intervention supports, multi-tiered systems of support, trauma informed care, restorative practices, and other research-based approaches of support.
- SLOCOE will involve students in the creation of their Individual Success Plan (ISP) and will communicate regularly with students and parents/guardians regarding the progress of the plan.
- Parents will be informed of the importance of their involvement as well as exposed to research-based strategies to assist them with parenting at-risk youth.
- Career Technical Education (CTE) courses are now being offered at Community School.

Most large districts have implemented restorative practices and PBIS at varying levels to aid in helping students before expulsion becomes necessary.

Increased student need, the size of the county, and the remote areas in the districts present a challenge when providing services to a decreasing specialized population.

San Luis Obispo County covers a large geographic area and is divided into four main regions (North County, Coastal, San Luis Obispo, and South County). SLOCOE currently operates one community school site. Due to declining enrollment, the county was not financially capable of keeping the former three sites fully operational while maintaining the high level of services needed to fully serve this population. Strategies to address this gap include, but are not limited to:

- SLOCOE has combined the expertise of the special education and the alternative education departments. This allows for better service to all students, and allows for closer compliance monitoring of Individualized Education Plans.
- All classrooms at the Court School will be fully staffed with teachers who are dually credentialed, in order to serve our students with special education needs.
- Construction was completed to expand the Juvenile Hall. We now have all new educational facilities. This expansion also included a third unit to serve students who may currently be placed out of county. This new unit (Coastal Valley Academy-CVA) will be for students who have been placed long term.
- SLOCOE continues to investigate ways to restructure the program in order to maintain the high level of support.
- SLOCOE is looking at ways to re-route the buses with the goal of discovering the best way to cover the large distance of the county, keep the transportation time to a minimum, and still provide service to students, while keeping transportation costs to a minimum. RTA buses are being used to fill gaps as well as two SLOCOE school buses.
- An independent study option is available to students when appropriate.
- Representatives from SLOCOE and the districts will work collaboratively to best meet the needs of these most at-risk students. Focused teams will meet regularly to monitor the changes and look for opportunities to better support the changing needs of the students in the county.

Alternatives for students who fail placement in District Community Day Schools or who pose a danger to other district pupils

Currently there are no District Community Day Schools planned for operation in the county. Due to this, expelled students who fail to meet the terms and conditions of their rehabilitation plan or pose a danger to other district pupils, as determined by the governing board, can be referred to the SLOCOE Community School. The school district of residence continues to maintain responsibility for developing a rehabilitation plan for the student, referring the student to an appropriate educational setting, and ensuring that an educational program is provided either within or outside the school district.

Parents, at their own expense, may choose placement in a private school or private homeschool alternatives.

The San Luis Obispo County Office of Education's Student Programs and Services Division offers the following options for expelled youth:

Community School:

- Loma Vista Community School - San Luis Obispo

This community school is located in San Luis Obispo on Pennington Creek Road, behind the County Office of Education. It is the only operating community school after closure of Chalk Mountain and Mesa View Community Schools for lack of students. Students at Loma Vista have access to Probation, Mental Health and Drug and Alcohol Counseling supports every day. PBIS has been implemented and the school is WASC accredited. Students have access to Learning Labs for individual attention and support. **Districts are charged a probation fee per referred student and can have special education charges if specialized services are necessary, and may be charged transportation fees.**

Court School:

- Juvenile Court School

This school is located within the Juvenile Services Center on Kansas Avenue. It is for students who are currently in custody at the facility. PBIS has been implemented facility-wide and the school is WASC accredited.

Alternative Education Charter School:

- Grizzly Challenge Charter School at Camp San Luis Obispo

Grizzly Youth Academy (GYA) is a partnership between the California National Guard and the Grizzly Challenge Charter School. For youth between the ages of 16 and 18 who have dropped out of high school, or are at-risk of dropping out, it offers a highly-structured environment that promotes leadership, cooperation, and academic skills, while building self-esteem, pride, and confidence. Once accepted into the program, cadets are introduced to military structure, participate in team building activities, practice making healthy choices, attend school daily, gain organizational and study skills, participate in a wide range of extracurricular activities, and receive the support they need to turn their lives around. The National Guard Youth Challenge program is voluntary. Young men and women who apply must be committed to completing the 22-week residential phase and the 12-month post-residential phase. Tuition, room and board, and books are provided at no cost to the family.

2018 Plan Identified Gaps in Service

SLOCOE and its partners (AEOC) identified the following gaps in serving the needs of expelled students for the 2018-2021 triennial update:

1. Continue to examine/increase educational options for special education students.

There is a need to examine options for students with IEPs that may be expelled but cannot be served by the community school program. Continued collaboration between Districts, SELPA, AEOC and SEOC will allow future discussions about the possibility of a TLC classroom at Community School.

2. Continue to further reduce the number of expulsions for non-mandatory offenses

The number of expulsions has been reduced significantly since the 2012-2013 school year, however, our county has been above the statewide expulsion rate for the past 4 years. SLOCOE and county districts are committed to continuing this trend and further reducing expulsions in the county. This will include using alternative means and restorative practices to change thoughts regarding zero tolerance and non-mandatory expulsion offenses.

3. Need to increase services/transitions for Incarcerated Youth

School district personnel felt that transition information about incarcerated youth, who may also be expelled, is sometimes difficult to obtain. In many cases, information about placement of and release dates for students who are placed in juvenile hall is not available in a timely manner. The collaboration between Districts, Probation and SLOCOE will continue to address these problems.

**San Luis Obispo County Plan for
Provision of Educational Services to Expelled Students**

**Approved by the San Luis Obispo County Superintendents' Council
May/June 2018**

Tom Butler, Superintendent
Atascadero Unified School District

Wendy Nielsen, Superintendent
Pleasant Valley Joint Union Elementary
District

Scott Smith, Superintendent
Cayucos Elementary School District

Eric Prater, Superintendent
San Luis Coastal Unified School District

Victoria Schumacher, Superintendent
Coast Unified School District

Curt Dubost, Superintendent
San Miguel Joint Union School District

Raynee Daley, Superintendent
Lucia Mar Unified School District

Kristina Benson, Superintendent
Shandon Joint Unified School District

Chris Williams, Superintendent
Paso Robles Joint Unified School District

Joe Koski, Superintendent
Templeton Unified School District

San Luis Obispo County Plan for
Provision of Educational Services to Expelled Students
Board Approval Record

Atascadero Unified School District _____, 2018

Cayucos Elementary School District _____, 2018

Coast Unified School District _____, 2018

Lucia Mar Unified School District _____, 2018

Paso Robles Joint Unified School District _____, 2018

Pleasant Valley Joint Union Elementary District _____, 2018

San Luis Coastal Unified School District _____, 2018

San Miguel Joint Union School District _____, 2018

Shandon Joint Unified School District _____, 2018

Templeton Unified School District _____, 2018

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018****AGENDA ITEM TITLE:**

Approval of the San Luis Obispo County Special Education Local Plan Area (SLOSELPA) Local Plan

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

The current SELPA local plan was adopted and approved by CDE on July 24, 2014. An interim governance structure that suspended the Executive Council operated during the 2017-18 year. The SELPA Governing Council voted on May 11, 2018 to restructure the Governance Section of the San Luis Obispo County SELPA Local Plan by eliminating the Executive Committee, based on that model. The proposed revision now needs to be approved by the governing board of each of the participating LEAs and, finally, by the California Department of Education (CDE). The proposed revision, as approved by the SELPA Governing Body, will serve as an interim plan for up to one year while obtaining approval from the LEAs and CDE. Once approved by CDE, the interim plan will become permanent.

The following items are provided:

1. Summary of the Revisions to the San Luis Obispo County Local Plan (Chart)
2. Copy of the Local Plan with strike-outs
3. Copy of the Local Plan with all edits made

RECOMMENDED ACTION:

Approval

**Special Education Local Plan Area
Local Educational Agency Assurances**

1. Free appropriate public education (20 United States Code [U.S.C.] § 1412 [a][1])

It shall be the policy of this local educational agency (LEA) that a free appropriate public education is available to all children with disabilities residing in the LEA between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled from school.

2. Full educational opportunity (20 U.S.C. § 1412 [a][2])

It shall be the policy of this LEA that all children with disabilities have access to educational programs, non-academic programs, and services available to non-disabled children.

3. Child find (20 U.S.C. § 1412 [a][3])

It shall be the policy of this LEA that all children with disabilities residing in the State, including children with disabilities who are homeless or are wards of the State and children with disabilities attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located, and evaluated. A practical method has been developed and implemented to determine which children with disabilities are currently receiving needed special education and related services.

4. Individualized education program (IEP) and individualized family service plan (IFSP) (20 U.S.C. § 1412 [a][4])

It shall be the policy of this LEA that an IEP, or an IFSP that meets the requirements of 20 U.S.C. § 1436 (d), is developed, implemented, reviewed, and revised for each child with a disability who requires special education and related services in accordance with 20 U.S.C. § 1414 (d). It shall be the policy of this LEA that a review of an IEP will be conducted on at least an annual basis to review a student's progress and make appropriate revisions.

5. Least restrictive environment (20 U.S.C. § 1412 [a][5])

It shall be the policy of this LEA that to the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are educated with children who are not disabled. Special classes, separate schooling, or other removal of children with disabilities from the general educational environment, occurs only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

6. Procedural safeguards (20 U.S.C. § 1412 [a][6])

It shall be the policy of this LEA that children with disabilities and their parents shall be afforded all procedural safeguards according to state and federal laws and regulations.

7. Evaluation (20 U.S.C. § 1412 [a][7])

It shall be the policy of this LEA that a reassessment of a child with a disability shall be conducted at least once every three years or more frequently, if appropriate.

8. Confidentiality (20 U.S.C. § 1412 [a][8])

It shall be the policy of this LEA that the confidentiality of personally identifiable data, information, and records maintained by the LEA relating to children with disabilities and their parents and families shall be protected pursuant to the Family Educational Rights and Privacy Act.

9. Part C to part B transition (20 U.S.C. § 1412 [a][9])

It shall be the policy of this LEA that children participating in early intervention programs (Individuals with Disabilities Education Act [IDEA], Part C), and who will participate in preschool programs, experience a smooth and effective transition to those preschool programs in a manner consistent with 20 U.S.C. § 1437 (a)(9). The transition process shall begin prior to the child's third birthday.

10. Private schools (20 U.S.C. § 1412 [a][10])

It shall be the policy of this LEA to assure that children with disabilities voluntarily enrolled by their parents in private schools shall receive appropriate special education and related services pursuant to LEA coordinated procedures. The proportionate amount of federal funds will be allocated for the purpose of providing special education services to children with disabilities voluntarily enrolled in private school by their parents.

11. Local compliance assurances (20 U.S.C. § 1412 [a][11])

It shall be the policy of this LEA that the Local Plan shall be adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs, and that the agency(ies) herein represented will meet all applicable requirements of state and federal laws and regulations, including compliance with the IDEA; the Federal Rehabilitation Act of 1973, Section 504 of Public Law; and the provisions of the California *Education Code*, Part 30.

12. Interagency (20 U.S.C. § 1412 [a][12])

It shall be the policy of this LEA that interagency agreements or other mechanisms for interagency coordination are in effect to ensure services required for free appropriate public education are provided, including the continuation of services during an interagency dispute resolution process.

13. Governance (20 U.S.C. § 1412 [a][13])

It shall be the policy of this LEA to support and comply with the provisions of the governance bodies and any necessary administrative support to implement the Local Plan. A final determination that an LEA is not eligible for assistance under this part will not be made without first affording that LEA with reasonable notice and an opportunity for a hearing through the State Educational Agency.

14. Personnel qualifications (20 U.S.C. § 1412 [a][14])

It shall be the policy of this LEA to ensure that personnel providing special education related services meet the highly qualified requirements as defined under federal law, and that those personnel have the content knowledge and skills to serve children with disabilities. This policy shall not be construed to create a right of action on behalf of an individual student for the failure of a particular LEA staff person to be highly qualified or to prevent a parent from filing a State complaint with the California Department of Education (CDE) about staff qualifications.

15. Performance goals and indicators (20 U.S.C. § 1412 [a][15])

It shall be the policy of this LEA to comply with the requirements of the performance goals and indicators developed by the CDE and provide data as required by the CDE.

16. Participation in assessments (20 U.S.C. § 1412 [a][16])

It shall be the policy of this LEA that all students with disabilities shall participate in state and district-wide assessment programs. The IEP team determines how a student will access assessments with or without accommodations, or access alternate assessments, consistent with state standards governing such determinations.

17. Supplementation of state, local, and federal funds (20 U.S.C. § 1412 [a][17])

It shall be the policy of this LEA to provide assurances that funds received from Part B of the IDEA will be expended in accordance with the applicable provisions of the IDEA, and will be used to supplement and not to supplant state, local, and other federal funds.

18. Maintenance of effort (20 U.S.C. § 1412 [a][18])

It shall be the policy of this LEA that federal funds will not be used to reduce the level of local funds and/or combined level of local and state funds expended for the education of children with disabilities except as provided in federal laws and regulations.

19. Public participation (20 U.S.C. § 1412 [a][19])

It shall be the policy of this LEA that public hearings, adequate notice of the hearings, and an opportunity for comments are available to the general public, including individuals with disabilities and parents of children with disabilities, and are held prior to the adoption of any policies and/or regulations needed to comply with Part B of the IDEA.

20. Rule of construction (20 U.S.C. § 1412 [a][20])

(Federal requirement for state educational agency only)

21. State advisory panel (20 U.S.C. § 1412 [a][21])

(Federal requirement for state educational agency only)

22. Suspension and expulsion (20 U.S.C. § 1412 [a][22])

The LEA assures that data on suspension and expulsion rates will be provided in a manner prescribed by the CDE. When indicated by data analysis, the LEA further assures that policies, procedures, and practices related to the development and implementation of the IEPs will be revised.

23. Access to instructional materials (20 U.S.C. § 1412 [a][23])

It shall be the policy of this LEA to provide instructional materials to blind students or other students with print disabilities in a timely manner according to the state-adopted National Instructional Materials Accessibility Standard.

24. Overidentification and disproportionality (20 U.S.C. § 1412 [a][24])

It shall be the policy of this LEA to prevent the inappropriate overidentification or disproportionate representation by race and ethnicity of children as children with disabilities.

25. Prohibition on mandatory medicine (20 U.S.C. § 1412 [a][25])

It shall be the policy of this LEA to prohibit school personnel from requiring a student to obtain a prescription for a substance covered by the Controlled Substances Act as a condition of attending school or receiving a special education assessment and/or services.

26. Distribution of funds (20 U.S.C. § 1411 [e] and [f][1–3])

(Federal requirement for state educational agency only)

27. Data (20 U.S.C. § 1418 [a–d])

It shall be the policy of this LEA to provide data or information to the CDE that may be required by regulations.

28. Charter schools (California *Education Code* 56207.5 [a–c])

It shall be the policy of this LEA that a request by a charter school to participate as an LEA in a special education local plan area (SELPA) may not be treated differently from a similar request made by a school district.



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: Holly Furness-Osorio, Jennifer Moe, Van Parlet, Marlene Thomason, Kate Twisselman

In accordance with federal and state laws and regulations, the **San Luis Obispo County SELPA** certifies that this plan has been adopted by the appropriate local board(s) (district/county) and is the basis for the operation and administration of special education programs, and that the agency herein represented will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., and implementing regulations under 34 *Code of Federal Regulations*, Parts 300 and 303, 29 U.S.C. 794, 705 (20), 794- 794b, the Federal Rehabilitation Act of 1973, as amended, and the provisions of the *California Education Code*, Part 30 and Chapter 3, Division 1 of Title V of the *California Code of Regulations*.

Be it further resolved, the LEA superintendent shall administer the local implementation of procedures, in accordance with state and federal laws, rules, and regulations, which will ensure full compliance.

Furthermore, the LEA superintendent ensures that policies and procedures covered by this assurance statement are on file at the LEA and the SELPA offices, and are available to any interested party.

Adopted this _____ day of _____, 20_____.

Yeas: _____ Nays: _____

Signed: _____, Superintendent
(Use appropriate titles)

III. GOVERNANCE

**GOVERNANCE
FEDERAL ASSURANCE POLICY**

It shall be the policy of each LEA to support and comply with the provisions of the governance bodies and any necessary administrative support to implement the Local Plan. A final determination that a LEA is not eligible for assistance under this part will not be made without first affording that LEA with reasonable notice and an opportunity for a hearing through the State Educational Agency.

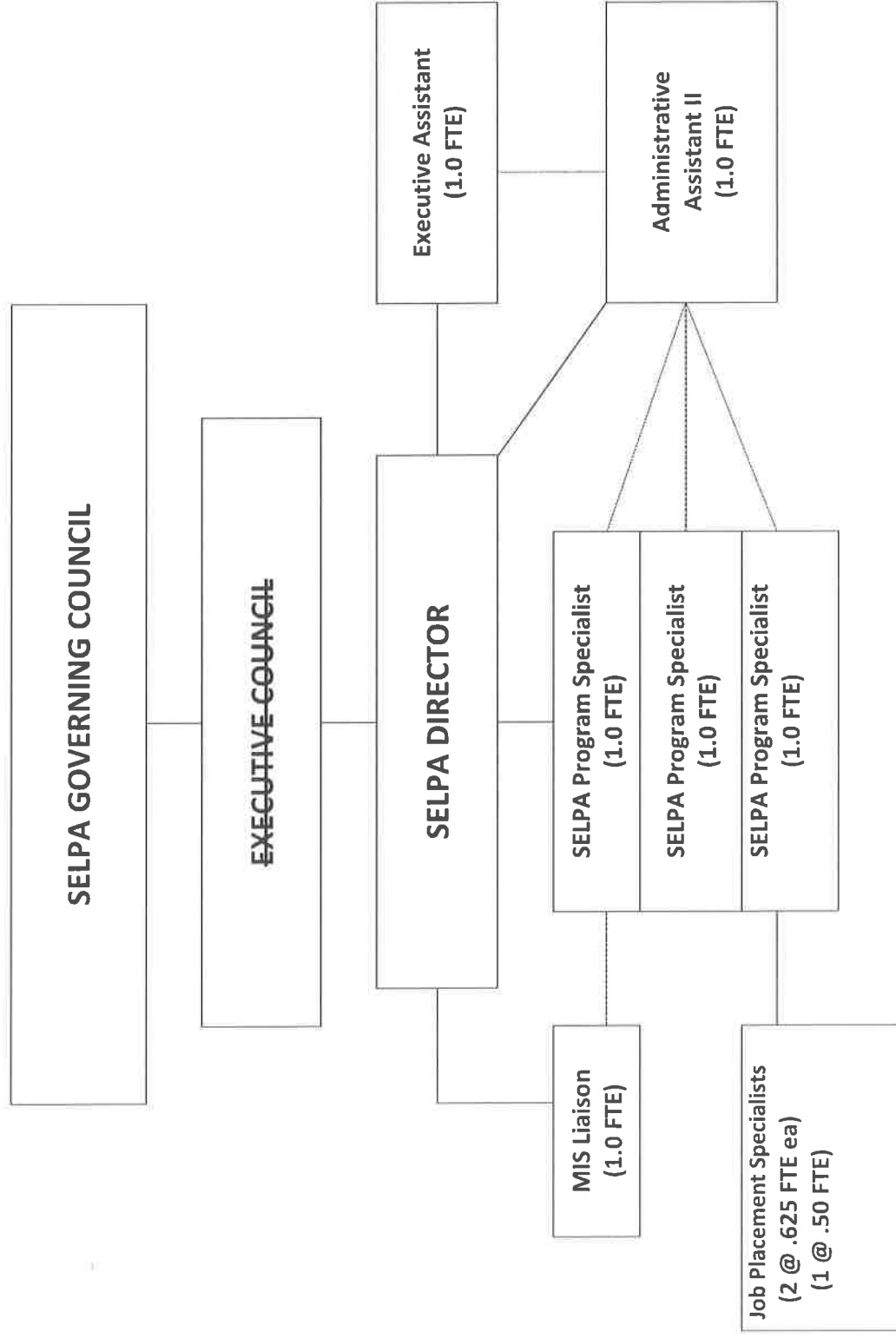
Legal Reference:

20 USC 1412 (a)(13)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

GOVERNANCE ORGANIZATION CHART



Revised ~~2017-18~~2018-19

**GOVERNANCE STRUCTURE
STATE REQUIRED POLICY**

The San Luis Obispo County Special Education Local Plan Area (SELPA) is comprised of all school districts in the county and the San Luis Obispo County Office of Education (Local Education Agencies or LEAs) all of whom have joined in a cooperative effort to provide for the coordinated delivery of programs and services and assurance of equal access to such programs and services to eligible persons with disabilities requiring special education in the service region. Each LEA shall be responsible for adoption and implementation of the Local Plan as outlined. The governing body of the SELPA is the SELPA Governing Council that is composed of the superintendents as the designated representatives of the LEAs comprising the SELPA. Policies and procedures adopted by the Governing Council provide direction for all aspects of the SELPA, including uniform practices to be used by all LEAs in the provision of special education programs and services as outlined in the Local Plan.

The San Luis Obispo County Office of Education, herein referred to as SLOCOE, shall serve as the Responsible Local Agency (RLA) for the SELPA, and the county superintendent of schools is the superintendent of the RLA. The county superintendent is designated as the employer of the staff for the SELPA. The SELPA staff implements the policies and decisions that are enacted by the Governing Council. The SELPA's legal status is that of an unincorporated association.

Legal Reference:

56205(a)(12)(A)

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**CHANGES IN THE GOVERNANCE STRUCTURE
STATE REQUIRED POLICY**

Changes or amendments to the permanent portion of the San Luis Obispo County Special Education Local Plan Area (SELPA) Local Plan may be considered during the annual service and budget plan process. The Governing Council can adopt amendments to the permanent portion of the Local Plan on an interim basis, not to exceed one year. Amendments approved in this manner would become permanent upon subsequent approval by all Local Education Agency (LEA) governing boards and the California State Board of Education. The Governing Council will approve individual policy changes.

Legal Reference:

56195.1(b)(1)

56205(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**RESPONSIBLE LOCAL AGENCY (RLA)
STATE REQUIRED POLICY**

The San Luis Obispo County Office of Education shall serve as the Responsible Local Agency (RLA). The RLA will perform functions for the Special Education Local Plan Area (SELPA) such as receipt and distribution of funds, employment of staff to support SELPA functions, provision of administrative support, and coordination of the implementation of the plan. The Business Services Division of the RLA will provide advice to the Special Education Operations Committee (SEOC) regarding fiscal and budget-monitoring issues related to SELPA and special education programs.

Legal Reference:

56205(a)(12)(D)(i-ii)

56195.1(b)(3)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**RESPONSIBILITY OF THE SUPERINTENDENT OF THE
RESPONSIBLE LOCAL AGENCY (RLA)
LOCAL POLICY**

Responsibilities of the RLA superintendent shall include, but not be limited to:

- Serve as chairperson of the Governing Council and arrange the schedule, time, and place for meetings of the Governing Council
- Serve as the employer for personnel who have responsibilities throughout the Local Plan area. Such personnel will include, but not be limited to, the SELPA director, and program specialists. Employment of such personnel will be in accordance with personnel policies and practices of the SLOCOE.
- Employ appropriate classified personnel in support of the Local Plan area certificated staff
- Provide suitable office space for both certificated and classified employees of the SELPA

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**RESPONSIBILITY OF PARTICIPATING LOCAL
EDUCATION AGENCIES (LEAs)
LOCAL POLICY**

Adoption of the Local Plan requires consent of the governing board of each participating LEA. In adopting the Local Plan, each participating LEA agrees to carry out the duties and responsibilities assigned to it within the plan. Each LEA shall provide special education and related services to all eligible students within its boundaries, including students attending charter schools where a LEA of the Special Education Local Plan Area (SELPA) has granted that charter. Each LEA shall cooperate to the maximum extent possible with other agencies to serve individuals with disabilities who cannot be served in the LEA of residence programs. Such cooperation ensures that a range of program options is available throughout the San Luis Obispo County SELPA. LEAs may enter into additional contractual arrangements to meet the requirements of applicable federal and state law.

Responsibilities of the governing board of each LEA shall include, but not be limited to:

- Exercise authority over, assume responsibility for, and be fiscally accountable for special education programs operated by the agency
- By approving the Local Plan, enter into an agreement with other local education agencies participating in the plan, for purpose of delivery of services and programs
- Review and approve revisions of the San Luis Obispo County SELPA Local Plan for special education
- Participate in the governance of the San Luis Obispo County SELPA through their designated representative to the Governing Council. The governing boards provide the Governing Council with the authority to act as the board designee to approve and amend policies as necessary.
- Appoint members to the Community Advisory Committee (CAC)

Responsibilities of LEAs shall include, but not be limited to:

- Implementing child find activities
- Deciding to operate, or not to operate, the special education programs and services as specified in the San Luis Obispo County SELPA Local Plan
- Cooperating with the SELPA in the provisions of staff development activities as specified in applicable sections of the education code
- Providing program, employee, student, and fiscal information as needed to the SELPA to facilitate program coordination, fiscal accountability, budget preparation, staff acquisition, training and state, federal, and local reporting.

RESPONSIBILITY OF (LEAs) (cont'd)

LP

- Assisting the SELPA in regional planning and preparation of the San Luis Obispo County Local Plan, annual programmatic, student and program evaluation, and fiscal reports as required by state and federal laws and regulations. This assistance includes participation in the Governing Council, ~~the Executive Committee~~, the SEOC, and the Budget Committee.
- Providing facilities for special education students.
- Utilizing the adopted SELPA forms, procedures and guidelines
- Placing a student in a comparable special education program, following SELPA procedures, when an identified special education student moves into the San Luis Obispo County SELPA. An IEP review will be held within 30 days of an interim placement.
- Paying any attorney(s) fees required as a result of mediation or an administrative or court procedure.
- Implementing any decisions or judgments, which is the result of a due process or complaint proceeding.
- Providing and coordinating transportation for special education students residing in the district as required in the IEP.
- Implementing discipline policies for all students, including students eligible for special education, except as modified by IEP team decisions and incorporated into the child's IEP, following state and federal requirements.

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013, May 11, 2018

**RESPONSIBILITIES OF LOCAL EDUCATION AGENCY (LEA) SUPERINTENDENTS
LOCAL POLICY**

Responsibilities of the superintendents of each participating Local Education Agency (LEA) shall include, but not be limited to:

- Being responsible for special education programs operated by the LEA and for implementing all requirements of the Local Plan
- Participating in the Governing Council
- Participating, or have a designee participate, on the Special Education Operations Committee (SEOC)

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**RESPONSIBILITY OF LOCAL EDUCATION ADMINISTRATORS –
SPECIAL EDUCATION OPERATIONS COMMITTEE (SEOC)
LOCAL POLICY**

Local Education Agency (LEA) administrators participate on the SEOC and are responsible for the coordination of special education services and programs within their agencies and for the implementation of the Local Plan. SEOC will serve as the advisory committee to the Governing Council and will carry out those functions specified in state law and the Local Plan. SEOC administrators are given authority by the Governing Council to implement policies and procedures in accordance with the Local Plan.

The SEOC administrators will use a majority vote to reach decisions. The SELPA Director will present the minority and majority viewpoint to the ~~Executive Governing Committee~~ Governing Council. The SEOC administrators will meet at least ten times annually. The SELPA director shall act as the chairperson.

Responsibilities of SEOC shall include, but not be limited to:

- Provide information and recommendations for the development, modification and implementation of the Local Plan to the Governing Council
- Develop and implement procedures for identification, referral, assessment, IEP development, placement and services of individuals with disabilities as established by the Local Plan
- Determine the need and recommend the establishment of new regional programs and/or closure of regional programs
- Adopt forms, procedures and recommendations for programs and services
- Develop an annual budget for SELPA operations, including regionalized services and program specialist allocations for review, modification, and approval by the Governing Council
- Develop, participate and support SELPA wide in-service/staff development activities, including parent education activities
- Provide recommendations for the membership for the Community Advisory Committee (CAC)
- Develop the Annual Services Plan for approval by the Governing Council
- Consider and seek solutions to problems encountered in meeting federal and state laws and regulations or SELPA policy
- Utilize Alternative Dispute Resolution (ADR) strategies and implement the SELPA ADR process as an alternative to complaint procedures and due process

RESPONSIBILITY OF LOCAL EDUCATION ADMINISTRATORS
SEOC (cont'd)

LP

- Appoint a representative to attend Budget Committee
- Participate in SELPA subcommittees

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

| Reviewed and Approved by Governing Council April 12, 2013, May 11, 2018

**RESPONSIBILITIES OF THE SELPA DIRECTOR
LOCAL POLICY**

The San Luis Obispo County Special Education Local Plan Area (SELPA) director shall serve as the chief administrator of the SELPA on behalf of the member Local Education Agencies (LEAs) and implement the Local Plan for special education including, but not limited to the following:

- Ensure provision of special education program and services for all eligible individuals in San Luis Obispo County SELPA
- Coordinate and implement the Local Plan
- Ensure provision of public awareness and child-find activities
- Coordinate information regarding community resources
- ~~Serve as the secretary to the Executive Committee~~
- Arrange for meetings, establish agendas, and record minutes as appropriate for the ~~Executive Committee and~~ Special Education Operations Committee (SEOC)
- Provide SELPA agenda items for Governing Council and Budget Committee
- Coordinate and facilitate the establishment of San Luis Obispo County SELPA standards, procedures, processes, and regulations for the implementation of the Local Plan
- Participate or designate appropriate personnel to participate in Individualized Education Program (IEP) team meetings for students considered for placement in other LEAs, other SELPAs, and/or nonpublic school placements
- Provide technical assistance to LEA administrators.
- Provide technical assistance to LEAs in due process and complaint procedures and represent or designate appropriate personnel to represent the SELPA in due process and complaint procedures
- Ensure implementation of the San Luis Obispo alternate dispute process
- Act as a liaison between and among the San Luis Obispo County SELPA, the State Department of Education, the Governing Council, the SEOC, the Budget Committee, the Community Advisory Committee (CAC), federal departments and elected government officials
- Update Governing Council, SEOC, Budget Committee, and CAC, ~~and the Executive Committee~~ on legislative changes, proposals, trends, and related concerns
- Represent San Luis Obispo County SELPA at statewide meetings
- Provide leadership for special education with the San Luis Obispo County SELPA
- Serve as chairperson of the SEOC

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

San Luis Obispo County Special Education Local Plan Area

| Reviewed and Approved April 12, 2013, May 11, 2018

**EVALUATION OF THE SELPA DIRECTOR
LOCAL POLICY**

The ~~Executive Committee~~Governing Council will conduct the evaluation of the SELPA director, on behalf of the Governing Council and seek input from the Governing Council. In the event of a significant disagreement within the Executive Committee, the Governing Council will review the evaluation and make the final decision in accordance with the established decision making procedures.

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013, May 11, 2018

**REGIONALIZED SERVICES
STATE REQUIRED POLICY**

Regionalized Services shall include, but not be limited to:

- Interagency coordination and development of agreements
- Nonpublic school/agency coordination and development of master contracts on behalf of member Local Education Agencies (LEAs) and uniform procedures for individual service agreements
- Provision of program specialist services
- Evaluation, program review, and data collection as required
- Implement the regionalized services of the Special Education Local Plan Area (SELPA):
 - a. Administer staff development programs
 - b. Coordinate program review
 - c. Supervise data collection, information management and reporting.
 - d. Coordinate curriculum and program development
 - e. Coordinate ongoing monitoring of Local Plan implementation through program review
 - f. Assign, supervise and evaluate Program Specialists and other SELPA staff
 - g. Other matters related to the representation and operation of the SELPA
- Conduct the business operations for the San Luis Obispo County SELPA
- Hire, supervise, evaluate, and discipline staff employed by the SELPA in support of the Local Plan
- Assist in the development of the annual budget plan and annual SELPA operations budget
- Allocate and distribute funds to LEAs for the operation of special education programs and services in accordance with policy
- Coordinate the funds for low incidence services, equipment, and materials in accordance with established procedures
- Complete reports for the San Luis Obispo County SELPA and individual districts in accordance with state priorities criteria, and Education Code Sections 56220(c)(1), 56368, 56780
- Apply for discretionary funds and other grants that become available to the San Luis Obispo County SELPA
- Monitor the appropriate use of federal, state, and local funds allocated for special education programs

REGIONALIZED SERVICES (cont'd)

SRP

- Prepare and submit to the State Department of Education all reports required for the San Luis Obispo County SELPA
- Assist in the development and coordination of the implementation of agreements and contracts with nonpublic school/agencies providing services to students with disabilities.
- Assist in the development and coordination of the implementation of agreements with other SELPAs and agencies
- Assist in the identification of special education program and service needs for the San Luis Obispo County SELPA
- Provision of regionalized staff development
- Resource allocation and distribution according to policy
- Dispute resolution to support parents and LEAs in solving conflict
- Coordination of necessary services
- Other responsibilities as assigned by Governing Council
- Data collection and development of the management information system

Legal Reference:

56205(a)(12)(B)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION AND LEA
REGIONAL PROGRAMS & SERVICES FUNDED
BY THE SAN LUIS OBISPO COUNTY SELPA
LOCAL ADMINISTRATIVE REGULATION**

AUDIOLOGICAL SERVICES

Description:

Audiological Services include monitoring amplification and frequency modulation system use. The audiologist consults with teachers, parents, and speech and language pathologists. Equipment which may be monitored by the audiologist includes hearing aids, cochlear implant, classroom FM system, or soundfield system.

ADAPTED PHYSICAL EDUCATION

Description:

The Adapted Physical Education related service includes assessment, instruction, consultation and intervention for eligible students from age 3 through age 21 in gross motor, perceptual motor performance, and/or physical fitness. Services are provided to students with an existing IEP using an inclusion model in the most appropriate and least restrictive setting: i.e., infants and toddlers in the natural environment and for school-aged students assigned to a special education program. The IEP team may determine that a student requires Adaptive Physical Education if the student exhibits impairments in gross motor skills, perceptual motor performance, and/or physical fitness.

Generally, students who receive Adaptive Physical Education services require support to participate in general or modified physical education classes. Students receive specially designed motor activities and more intensive instruction as indicated on the student's IEP.

AUTISM SPECTRUM DISORDER

Description:

Each LEA and the County Office of Education provide specially designed services for students with Autism Spectrum Disorder. These services may include assessment, instruction and consultation.

Individual programming is determined by the IEP team. Staff training may be provided by the SELPA, LEA, COE, NPA consultants, and Educational Specialists. Service providers are trained in various methodologies and interventions which may include but are not limited to Applied Behavior Analysis (ABA), Discrete Trial Training (DTT), social groups, Picture Exchange Communication (PECS), Treatment and Education of Autistic and Related

Communication Handicapped children (TEACCH), behavior management techniques, social-thinking skills and sensory intervention. Staff trained in Autism Spectrum Disorder may

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

provide consultation and/or support to classroom teachers in the placement determined by the IEP team.

Students are assessed by an educational team who has training, experience and knowledge of Autism Spectrum Disorders. The purpose of the assessment is to determine the functioning level of the child in the major areas of development such as cognitive ability, communicative ability, adaptive behavior and social skills. Consideration for placement and services for

students with autistic-like behaviors as outlined by Education Code Article 3.1.1 3030 (g) include:

- An inability to use oral language for appropriate communication.
- A history of extreme withdrawal or relating to people inappropriately and continued impairment in social interaction from infancy through early childhood.
- An obsession to maintain sameness.
- Extreme preoccupation with objects or inappropriate use of objects or both.
- Extreme resistance to controls.
- Peculiar motoric mannerisms and motility patterns.
- Self-stimulative, ritualistic behavior.

BEHAVIOR MANAGEMENT POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS

Description:

~~Behavior Management Services~~ Positive Behavioral Interventions and Supports may be provided to a special education student when behavioral/social goals cannot be met without additional interventions beyond those recommended by the IEP team. Behavior Management Specialist intervention services may include:

- Classroom observation
- Direct service to a student who requires additional supervision or specific skill ~~training~~ development unique to the child's needs
- Assistance to the IEP team in developing a Behavior ~~Support~~ Intervention Plan
- Consultation with the classroom teacher and other service providers
- Training and support of classroom para-educators
- Recommendations for curricular and environmental modifications
- Oversight on the implementation of positive behavior intervention ~~management~~ techniques
- Parent consultation

DEAF/HARD OF HEARING

San Luis Obispo County Special Education Local Plan Area

Description:

Related services for students who are deaf or hard of hearing include assessments, instruction, consultation, and support services for all children from birth through age 21. The following services may be provided:

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

- Consultation with parents, classroom teacher, speech therapists, audiologists, other professionals and agencies.
- Direct academic instruction.
- Intervention for language impairment.
- Teach skills in auditory training, speech reading, etc.
- Provide recommendations for implementing classroom modifications or accommodations.
- Provide educational support to students with cochlear implants.
- Auditory training specific to hearing impairment.

Services are provided to eligible students using an inclusion model in the most appropriate and least restrictive setting: i.e., infants and toddlers in the natural environment, for school-aged students assigned to a special education program.

Students who receive deaf/hard of hearing services have a documented hearing loss which adversely affects their receptive and/or expressive communication or educational performance.

DEAF/HARD OF HEARING PRESCHOOL and ELEMENTARY (K-6) CLASSES

Description:

This preschool program is designed for preschool students ages 2.5-4 and the elementary program is designed for elementary students grades K-6 who are deaf or hard of hearing, and require daily access to specialized staff and curriculum. All students have a mild to profound, bilateral or unilateral, permanent or fluctuating hearing loss. Instruction is provided in an environment offering age-appropriate, language mode peers, as well as nondisabled children. The programs are supported by a credentialed teacher of the deaf and hard-of-hearing, sign language interpreters, instructional assistants with signing skills and a speech/language pathologist. Other services may include:

- ☐ Consultation with speech/language pathologists, audiologists and other professionals and agencies
- Provide educational support to students with cochlear implants
- Regular home visits for preschool students
- Parent education
- Coordination of services for mainstreaming with typically developing students
- Transition planning for enrolling in school programs

REGIONAL THERAPEUTIC LEARNING CLASS

Description:

These programs are designed for K-12 students who have an emotional disturbance condition with a direct, observable connection between the emotional disturbance and poor educational

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

performance. The curriculum in these programs has an academic focus with intensive instruction on development of behavior management and appropriate interpersonal skills. The programs may be augmented by services from school counselors, psychologists, behavioral health and other social services staff as appropriate.

Referrals for placement into an ED program shall be brought to the receiving LEA for review. The receiving LEA shall participate in the IEP team decision-making process. Students enrolled in ED programs may be referred to the Vicente Intensive School Linked Behavioral Health Services Program (7-12) or Chris Jespersen School (K-6) jointly operated by the SLOCOE and County Behavioral Health Services, when the IEP team-determines it to be the most appropriate placement for a student with emotional disturbance who meets both educational and behavioral health eligibility criteria. Students with emotional disturbances are defined by Education Code Article 3.1.1 3030 (i) as follows:

- An inability to learn which cannot be explained by intellectual, sensory, or health factors.
- An inability to build or maintain satisfactory interpersonal relationships with peers and teachers.
- Inappropriate types of behavior or feelings under normal circumstances.
- A general pervasive mood of unhappiness or depression.
- A tendency to develop physical symptoms or fears associated with personal or school problems.

One or more of the characteristics listed above:

- over a long period of time,
- to a marked degree, and
- adversely affects educational performance.

INFANT DEVELOPMENT PROGRAM: PART C

Description:

This program is for infants and toddlers, from birth to 3 years of age who have medical or developmental concerns, including solely low incidence disabilities. The State Regional Center acts as the single point of entry for infants. The Infant Development Program provides a variety of services including group activities and continuous parent training, home based services for infants' parent support and discussion groups.

Infants and toddlers who attend these programs have an established condition of known etiology which has a high probability of resulting in a developmental delay. Other infants

and toddlers have an established low incidence disability. Often, a multidisciplinary team assessment has determined that an infant or toddler has a combination of two or more factors resulting in high risk for developmental disabilities which requires early intervention services.

SLOCOE provides a vendored program with Tri-Counties Regional Center. This program

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

serves the birth to 3 year old population of students with Autism. This program provides in-home or centered-based, intensive intervention, which may include speech and language therapy, parent education, occupational therapy services and behavior management services.

JUVENILE SERVICES CENTER/COMMUNITY SCHOOLS

Description:

The Juvenile Services Center and Community Schools provide special education services to eligible students using an inclusion model in the classroom setting as well as small group instruction and consultation with the classroom teacher and other professionals and agencies as appropriate to the student's IEP.

Students at Juvenile Services Center have been placed there by the Juvenile Court. Students in Community Schools have been referred to the Community School by their local school district or have been placed by the Juvenile Court.

MEDICALLY FRAGILE OR PROFOUND

Description:

These programs include an intensive program for students from birth through age 21 who are medically fragile or have profound developmental delay. Key program components include health services, mobility enhancement, and a functional life skills curriculum. The primary focus is to develop an individualized education program that fosters each student's abilities and level of independence. As appropriate to the student's needs, the program works to facilitate mobility through a specialized curriculum.

Students who attend this program require a specialized curriculum which may emphasize assisted care, personal and medical care, mobility enhancement, and a functional life skills curriculum.

MODERATE/SEVERE INTENSIVE

Description:

San Luis Obispo County Special Education Local Plan Area

These programs are designed to include intensive functional instruction for students with moderate to ~~severe~~more intensive disabilities. An overall focus of the program centers on striving to improve functional life skills and foster independence. The programs have both child and adult components. Students with ~~severe~~more intensive disabilities from age 3 through 21, attend classes on integrated school sites throughout San Luis Obispo County. For students from age 18 through age 21 years, the Adult Transition Program offers instruction in independent, vocational and life skills development.

Students who attend these programs generally require a high level of supervision for safety and to access instructional opportunities. The programs are designed around adaptive and vocational skill development, and a functional life-skills curriculum, which is significantly modified from regular education state standards and assessment.

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

OCCUPATIONAL THERAPY

Description:

Occupational Therapy related services include assessment, instruction, consultation and support for students from birth through age 21 in the areas of fine and gross motor skills, postural stability, sensorimotor processing, coordination, organizing and using materials appropriately, and/or self-care skill development appropriate to the educational environment. Services may be provided to students with a current IEP using an inclusion model in the most appropriate and least restrictive setting. Students may require more intensive services despite previous documented adaptations and modifications within the existing educational program.

Eligibility is based on therapist's diagnostic reasoning, standardized testing (if appropriate), and functional performance within the educational environment. Students who have ~~severe~~ more intensive developmental delays may have their performance compared to their assessed developmental/mental age rather than their chronological age when determining eligibility.

ORIENTATION AND MOBILITY

Description:

Services for students from birth through age 21 with visual impairment may include orientation and mobility. Orientation and Mobility services may include:

- Direct instruction enabling independent travel that includes: concept development, body imagery, laterality, directionality, environmental concepts, fine and gross motor skills, sensory awareness, sighted guide and protective techniques, use of residual vision, cane travel, methods of traveling a route, mapping skills, use of public transportation, emergency procedures, self-help skills, and appropriate behavior.
- Instruction and incorporation of terminology for Orientation and Mobility.
- Environmental modifications and adaptations in a variety of settings, including the home and school.
- Consultation with teachers of the visually impaired, parents, classroom teachers, and other professionals and agencies.
- Typically, a student is eligible for Orientation and Mobility services by having been identified as legally blind (visual acuity of 20/200 or worse) although certain students with restricted visual fields or difficulties with depth perception may also be eligible.

In some circumstances, students who experience difficulty detecting and avoiding obstacles, drop-offs, making street crossings, and using public transportation may be determined eligible.

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

ORTHOPEDICALLY IMPAIRED

Description:

Orthopedic services may include assessment, instruction, intervention, consultation, modification, and adaptations to eligible students from birth through age 21. Students who receive services have a ~~severe~~ more intensive and persistent orthopedic impairment that impacts their ability to access their curriculum and significantly restricts normal physical development, movement, and activities of daily living.

Authentic assessments are used which may include, but are not limited to observation, checklists, portfolio assessment, interviews with the student and staff and developmental standards. The orthopedic services provide consultation with parents, teachers, and other professional staff and agencies. A teacher of the Orthopedically Impaired may also provide adapted work materials and/or direct academic instruction using standard approaches and/or adaptive technology.

SPEECH AND LANGUAGE

Description:

Speech and language pathologists provide evaluation, collaboration, consultation, and direct services to students from birth through age 21 who are eligible under Speech Language Impairment as a primary or secondary disability or as determined by the IEP team. Students served under the category of Speech Language Impairment meet the criteria in one or more of the areas listed below and the impairment adversely affects educational performance.

In order to be eligible for special education and related services, communication is assessed by a language, speech and hearing specialist, who determines that difficulty results from any of the following disorders:

- Articulation disorders such that the pupil's production of speech significantly interferes with communication and attracts adverse attention.
- Abnormal voice, characterized by persistent, defective voice quality, pitch, or loudness.
- Fluency difficulties which result in an abnormal flow of verbal expression to such a degree that these difficulties adversely affect communication between the student and listener.
- Inappropriate or inadequate acquisition, comprehension, or expression of spoken language including pragmatics skills such that the student's language performance level is significantly below the language performance level of his or

her peers.

- Hearing loss which results in a language or speech disorder and significantly affects education performance.

REGIONAL PROGRAMS & SERVICES (cont'd)

LAR

VISUAL IMPAIRMENT

Description:

Services for the visually impaired include assessment, instruction, consultation, and support services for all children from birth through age 21 who have a visual impairment. Services may also include:

- Consultation with parents, classroom teachers, other professionals and agencies.
- Specialized materials and strategies for direct academic instruction.
- Keyboarding and Braille instruction.
- Improvement of skills in daily living and other areas of development as they relate to academics.
- Operation of specialized equipment such as Braillewriters, magnifiers, monoculars, adaptive computer software, and audiotapes.

Services are provided to eligible students using an inclusion model in the most appropriate and least restrictive setting; i.e., infants and toddlers in the natural environment, for school-aged students at their local school site, and adults in their work setting. Students who qualify

for the program are considered blind or have low vision as determined by an ophthalmologist.

Visual Impairment is defined as follows:

- Legally blind with a visual acuity of 20/200 or less in the better eye corrected or a visual field of no greater than 20 degrees or
- Low vision with a visual acuity of 20/70 or less in the better eye corrected.

Legal Reference:

56205(a)(12)(B)

56195.7(c)(1-6)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013, October 11, 2013,

March 13, 2015, September 28, 2015, May 11, 2018

**REGIONAL CLASS SUPPORT GUIDELINES FOR
~~SEVERELY HANDICAPPED~~MORE INTENSIVE PROGRAMS
LOCAL ADMINISTRATIVE REGULATION**

Considerations

The figures and actions outlined below are provided as **guidelines**. For individual placements into classes the considerations listed below are factored into the discussion process:

- Capacity and design of the facility
- Individual/~~severe~~more intensive needs of the student being placed
- Transportation time involved in placement/reassignment of students

Regional Program Providers will work cooperatively to provide a free appropriate public education (FAPE) to all students to achieve placement that is appropriate for the student(s) involved and that maintains an appropriate and a safe educational environment for all students.

PRESCHOOL SDC/~~SH~~INTENSIVE

# STUDENTS	3-10	9-15	15+
	1 Teacher 1-2 Support Staff	1 Teacher 2 Support Staff	<ul style="list-style-type: none">• Review support options that may be available• Assess ability for students to transition to alternate class/program• Review regional options with SEOC

REGIONAL CLASS SUPPORT GUIDELINES (cont'd)

LAR

SDC/SH-INTENSIVEK-8

# STUDENTS	3-10	9-15	15+
	1 Teacher 1 Support Staff	1 Teacher 2 Support Staff	<ul style="list-style-type: none"> Review support options that may be available Assess ability for students to transition to alternate class/program Review regional options with SEOC

HIGH SDC/SHINTENSIVE

# STUDENTS	3-12	11-15	16+
	1 Teacher 1 Support Staff	1 Teacher 2 Support Staff	<ul style="list-style-type: none"> Review support options that may be available Assess ability for students to transition to alternate class/program Review regional options with SEOC

REGIONAL CLASS SUPPORT GUIDELINES (cont'd)

LAR

18-22 YEAR OLD SDC/~~SH~~INTENSIVE

# STUDENTS	3-9	10-15	16-20	20+
	1 Teacher 1 Support Staff	1 Teacher 2 Support Staff	1 Teacher 3 Support Staff	<ul style="list-style-type: none"> Review support options that may be available Assess ability for students to transition to alternate class/program Review regional options with SEOC

REGIONAL THERAPEUTIC LEARNING CLASS

# STUDENTS	4-5	6-10	11+
	1 Teacher 1 Support Staff	1 Teacher 2 Support Staff	<ul style="list-style-type: none"> Review support options that may be available Assess ability for students to transition to alternate class/program Review regional options with SEOC

REGIONAL CLASS SUPPORT GUIDELINES (cont'd)

LAR

MEDICALLY FRAGILE SDC

# STUDENTS	1-4	5-9	10-12	13+
	1 Teacher 1 Support Staff	1 Teacher 2 Support Staff	1 Teacher 3 Support Staff	<ul style="list-style-type: none"> Review support options that may be available Assess ability for students to transition to alternate class/program Review regional options with SEOC

RELATED SERVICES CASE LOAD FOR LOW INCIDENCE

Teacher of the Visual Impaired	Teacher for Orientation and Mobility	Teacher of the Deaf/Hard of Hearing	Teacher for Orthopedic Impairment
9-13 students	9-13 students	20-24 students	20-24 students

Approved by Governing Council January 9, 2009

Revised and Approved by Governing Council on June 18, 2012, April 12, 2013, May 11, 2018

**PROGRAM SPECIALIST SERVICES
STATE REQUIRED POLICY**

In the San Luis Obispo County Special Education Local Plan Area (SELPA), program specialist services are provided as part of the regionalized services. The program specialists are employed by the Responsible Local Agency (RLA) for employment purposes, and provide unique and necessary services to the SELPA and its collaborating agencies under the direction of the SELPA director.

Program specialists' assignments will be made by the San Luis Obispo County SELPA director in consultation with the Special Education Operations Committee (SEOC) who will consider the following:

- Program needs
- Over-all needs of the San Luis Obispo County SELPA
- Equitable distribution of service

Responsibilities of program specialists provide a range of services to include, but not be limited to:

- Observe, consult with, and assist regular and special education staff
- Plan programs, coordinate curricular resources, and share in the evaluation of the effectiveness of programs for children with disabilities
- Assist with program development and innovation of special methods and approaches
- Provide coordination, consultation and program development in one or more specialized areas of expertise
- Support the assurance that pupils have full educational opportunity regardless of the district of residence
- Participate in and/or facilitate Individualized Education Program (IEP) team meetings when technical assistance is requested
- Consult with principals and administrators who operate special education programs
- Coordinate placement of students outside their district of residence
- Assist with dispute resolution and legal compliance
- Serve as liaison and consultant to other professionals, collaborating agencies and the community
- Provide and/or assist with staff development, in-service training and technical assistance for regular and special educators, administrators, support staff, community partners and parents

Legal Reference: 56205(a)(12)(B)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**COMPOSITION AND ORGANIZATION OF THE GOVERNING BODY
STATE REQUIRED POLICY**

The governing body of the Special Education Local Plan Area (SELPA) is the SELPA Governing Council, which is composed of the superintendent from each of the school districts in the county and the county superintendent of schools. Members of the SELPA Governing Council are responsible to the governing boards of the local education agencies in the SELPA. The function of the Governing Council is to make final policy decisions on all matters relating to the operation, programs and financial support of the SELPA for San Luis Obispo County.

<u>LEA:</u>	<u>Vote:</u>
Almond Acres Charter Academy	(1)
Atascadero Unified School District	(1)
Bellevue-Santa Fe Charter	(1)
Cayucos Elementary School District	(1)
Coast Unified School District	(1)
Lucia Mar Unified School District	(1)
Paso Robles Joint Unified School District	(1)
Pleasant Valley Joint Union Elementary School District	(1)
San Luis Coastal Unified School District	(1)
San Miguel Joint Union School District	(1)
Shandon Joint Unified School District	(1)
Templeton Unified School District	(1)
San Luis Obispo County Office of Education	(1)

The Governing Council will use a majority vote model to reach decisions regarding adoption of policies, the distribution of funding, responsibility for service provision and any other governance activities specified in the Local Plan. The Special Education Operations Committee (SEOC) will make recommendations on identified items that require the approval of the Governing Council. If the item for approval includes a fiscal impact, the SELPA director will then present the item for review and comment to the Chief Business Officials (CBOs). ~~On most matters, the Executive Committee will review issues and bring recommendations to the Governing Council for review and approval. Minority viewpoints from the Executive Committee will also be presented to the Governing Council.~~

The Governing Council will meet at least quarterly, and more frequently if needed. The Governing Council shall be chaired by the County Superintendent of Schools. The SELPA director will advise the chair of the Governing Council regarding special education items to be included on the Governing Council agenda. Governing Council members may also submit items to be placed on the agenda of the Governing Council.

San Luis Obispo County Special Education Local Plan Area

Legal Reference: 56205(a)(12)(A);56205(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009;

Reviewed and Approved by Governing Council April 12, 2013, October 11, 2013, March 14, 2014, May 11, 2018

**RESPONSIBILITIES OF GOVERNING COUNCIL
STATE REQUIRED POLICY**

Responsibilities of the Governing Council shall include, but not be limited to:

- ~~Selecting three representatives from the Governing Council to serve on the Executive Committee. These representatives shall be responsible for bringing policy recommendations to the Governing Council from the Special Education Operations Committee (SEOC) and the Budget Committee.~~
- Provide leadership in support of the special education programs
- Adopt policies for the San Luis Obispo County Special Education Local Plan Area (SELPA)
- Coordinate and implement the Local Plan of the SELPA
- ~~In coordination with the County Superintendent, responsible for the employment, supervision and evaluation of the SELPA director, utilizing the Executive Committee~~
- Review, approve and monitor the allocation of special education funds to Local Education Agencies (LEAs)
- Adopt an operations budget for the San Luis Obispo County SELPA including regionalized services and program specialist funds at an annual cost not to exceed the available funds for such service
- Approve the SELPA-wide annual budget and allocation plan for submission to the state
- Approve the Annual Service Plan
- Review and approve needed modification of this agreement on behalf of all districts in the SELPA. Adopt amendments to the permanent portion of the Local Plan.
- Monitor compliance as required by law
- Approve other necessary agreements including but not limited to, interagency agreements, intra/inter-SELPA agreements, facility agreements and excess costs agreements
- Receive recommendations from the Community Advisory Committee (CAC), ~~Executive Committee~~, Budget Committee, SEOC, LEA boards, and other agencies and individuals
- Decide disputes, if any, between participating LEAs that arise concerning special education related matters or related to the interpretation of the Local Plan and other agreements or policies between or among the LEAs

Legal Reference:

56205(a)(12)(D)(i-ii)

Approved by Governing Council on January 9, 2009

San Luis Obispo County Special Education Local Plan Area

| Reviewed and Approved by Governing Council April 12, 2013, May 11, 2018

**EXECUTIVE COMMITTEE
STATE REQUIRED POLICY**

An Executive Committee of the Governing Council is composed of three district Superintendents (two large districts and one small district) and the County superintendent. The County Superintendent of Schools, serving as the chairperson of the Governing Council, will also chair the Executive Committee.

The primary functions of the Executive Committee are to make policy recommendations to the Governing Council and to participate in the evaluation of the SELPA director. The Executive Committee has the authority to take action on policy decisions for immediate implementation on behalf of the Governing Council in the event that action is required prior to the next Governing Council meeting. Non-substantive changes to the SELPA Local Plan may be made by Executive Committee.

District superintendent members will be elected by a majority vote of the Governing Council at its last meeting of each school year. District superintendents will serve for two-year terms with two members being replaced on alternate years after the first year. For the first year, the single-year term will be determined by lot from among the three district superintendents. If a member of the Executive Committee leaves the Governing Council, the Council will appoint a replacement committee member for the remainder of the term. When new members are seated on the Executive Committee in January, there will be dual membership from May to June to facilitate the transition. This will occur whenever there is a change in membership.

The Executive Committee shall meet not less than four times per school year. Additional meetings may be called at the request of any representative of the Executive Committee pursuant to adopted policies. The San Luis Obispo County Special Education Local Plan Area (SELPA) director shall be responsible for preparing the agenda and all support material for each meeting, and serve as secretary to the Executive Committee. A quorum shall consist of the three members, two of which must be voting members.

Responsibilities of the Executive Committee shall include, but not be limited to:

- Establish a schedule of meetings for the year and schedule additional meetings as the needs of the Local Plan dictate
- Solicit, initiate or review policy statements from SEOC or the Budget Committee and recommend appropriate action to the Governing Council
- Provide direction and supervision to the SELPA director

Approved by Governing Council on January 9, 2009

Revised and Approved by Governing Council April 12, 2013

**BUDGET COMMITTEE
STATE REQUIRED POLICY**

The Chief Business Officials (CBOs) of the Local Education Agencies (LEAs) will act as a committee of the whole to provide fiscal advice to the Governing Council regarding fiscal policy and budget recommendations on Special Education Local Plan Area (SELPA) issues. The SELPA director and another member of the Special Education Operations Committee (SEOC) will meet with the Budget Committee on a regular basis as a liaison from SEOC and to provide program information to the CBOs.

Responsibilities of the Budget Committee shall include, but not be limited to:

- Establish a schedule of meetings for the year and schedule additional meetings if needed
- Solicit, initiate or review fiscal reports and recommend appropriate action to the Governing Council
- Monitor the utilization of funds within the Local Plan area, and recommend amendments to the SELPA allocation plan

Legal Reference:

56195.7(1)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**ANNUAL SERVICE DELIVERY PLAN
STATE REQUIRED POLICY**

The San Luis Obispo County Special Education Local Plan Area (SELPA) is required to develop an Annual Service Delivery Plan to the California Department of Education. The Governing Council shall conduct a public meeting to approve the plan. The purpose of the Annual Service Delivery Plan is to provide the public with an overview of the programs and services available with the SELPA.

The Governing Council shall adopt a policy to describe the uniform program descriptors and labels to be used in the SELPA to identify the continuum of program and service options available. Innovative service designs or the piloting of new options is encouraged. The Local Education Agency (LEA) will provide SEOC members with information about changes in service delivery models to ensure all LEAs are aware of changes in service options and programs offered throughout the SELPA. The SELPA Director will inform the Governing Council of changes in service options through the adoption of the Annual Service Plan.

To assure that a full continuum of program options is available in the San Luis Obispo County SELPA, the Council endorses the following goals:

- To the maximum extent possible program options in general education environments are available at local neighborhood schools
- Special education programs, to the maximum extent appropriate to student needs, are housed on regular school campuses and dispersed throughout the SELPA
- The physical location of the program facilitates continuing social interaction with nondisabled students
- Individuals with disabilities have equal access to all general education activities, programs and facilities on the regular school site and participate in those activities as appropriate to their needs

Placement outside of the above guidelines must be justified and documented.

See Section X of the Local Plan for the complete Annual Service Plan.

Legal Reference:

56205(b)(2)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**DISPUTE RESOLUTION
STATE REQUIRED POLICY**

If a Local Education Agency (LEA) disagrees with a decision or practice of another LEA, the Special Education Local Plan Area (SELPA) office, or the Responsible Local Agency (RLA), that LEA has a responsibility to discuss and attempt resolution of the disagreement with the party, or parties, directly involved. The parties involved will present the issues to their respective superintendents, or designees, who will attempt to resolve the matter. Either party may request the direct assistance of the SELPA director, or Chair of the Governing Council, or the services of a neutral mediator from outside the SELPA. In the event the issue has not been resolved, either party may request that the issue be placed on the Governing Council agenda. The decision of the Governing Council shall be final.

Legal Reference:

56205(b)(5)

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**LITIGATION
LOCAL POLICY**

Members of the SLO SELPA agree that:

1. When the SELPA and/or Regional Program Provider are named as co-litigants with a member LEA, whenever possible, they will use the student's District of Residence legal counsel. The Regional Program Provider may elect to retain separate legal counsel at their own expense. A MOU will be developed if the District of Residence and Regional Program Provider agree to use one legal counsel to ensure both LEAs are protected under attorney-client privilege.
2. Each LEA within the SELPA shall bear the legal/settlement cost of due process matters relating to their students when that LEA is the sole litigant named or when they institute a due process case.
3. When a LEA is developing a settlement agreement, only the LEA(s) present or represented by counsel may be named in the settlement agreement unless prior approval has been obtained from any other LEA.
4. Where Regional Program Provider is named as a co-litigant and it is determined that they have substantial responsibility in the matter, the involved Superintendents shall confer with each other in an effort to mutually agree on the percentage of legal/settlement cost-sharing that will take place. If the parties participate in alternative dispute resolution with the SELPA, the SELPA may make a recommendation to the parties as to their respective percentage of legal-settlement cost-sharing in the matter. Any agreement will be forwarded to ~~Executive Committee for review with a final recommendation presented to the~~ Governing Council for final recommendation.
5. If a DOR is the sole litigant named in a case involving a student enrolled in a regional program, the DOR may propose to the Regional Program Provider that the Regional Program Provider contribute to any settlement. If the parties, including the Regional Program Provider, participate in alternative dispute resolution with the SELPA, the SELPA may make a recommendation to the parties as to their respective percentage of legal-settlement cost-sharing in the matter. Any agreement will be forwarded to ~~Executive Committee for review with a~~

~~final recommendation presented to the Governing Council for final recommendation.~~

6. In cases where the SELPA is named as a co-litigant, but has no substantial responsibility in the matter, the LEA of the concerned student will bear the SELPA legal/settlement costs.
7. If a LEA is named as a litigant or files for due process in a potential precedent setting case, the LEA may request financial support from the SELPA members by submitting a proposal through the SELPA approval process.
8. If disputes arise or if a LEA or the Regional Program Provider is unable to follow the above policies, the SELPA ~~Executive Committee~~Governing Council will be informed and make a recommendation ~~to the Governing Council~~ concerning resolution. ~~If a sitting Executive Committee member is a party to the dispute, an alternate may be appointed by the Governing Council chair.~~
9. No matter who filed for due process in a case, or the number of litigants named in the filing, where the potential legal/settlement costs may exceed a LEA's mandatory reserve for economic uncertainty (as defined in the Education Code), the LEA shall inform the SELPA ~~Executive Committee~~Governing Council of this fact prior to any settlement. In such cases, the ~~Executive Committee~~Governing Council will make a recommendation ~~to the Governing Council~~ concerning support for the LEA at risk.

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013, March 14, 2014,
September 9, 2016, December 9, 2016, May 11, 2018

**RESOLUTION SESSION
LOCAL POLICY**

The San Luis Obispo County SELPA and its member LEAs recognize the importance of efforts to resolve educational disputes relating to children with disabilities at the local level. In compliance with IDEA - 04, the SELPA will develop and have in place a process for conducting a Resolution Session between the parent and district that has filed for due process.

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

**RESOLUTION SESSION
LOCAL ADMINISTRATIVE REGULATION**

Within the San Luis Obispo County SELPA, when a due process filing occurs following steps will take place:

1. The involved LEA shall notify the SELPA as soon as possible.
2. The SELPA director, or designee, shall contact both parties to:
 - a. Explain the process
 - b. To gather information concerning desires and possible solutions
 - c. To schedule a resolution session within 15 days or sooner
3. The Resolution Session shall consist of:
 - a. Mediation between the two parties conducted by the SELPA director, his designee, a director from another district, or the district superintendent, or designee
 - b. The participants in this meeting shall be the parents and the director of the named LEA
 - c. Attorneys and/or advocates may attend this meeting to provide support or input to the party they represent, however, they may not participate in other manners
 - d. The LEA may not have an attorney present unless the parents have such representation
 - e. The use of caucuses by the mediator, although not required, is recommended for the resolution sessions
 - f. Either party may consult parties not present during the session
 - g. The session shall be scheduled for a minimum of three hours all, in one day. Additional time or sessions may be scheduled upon agreement of both parties
 - h. Any information shared or generated during a resolution session shall be confidential with the exception of a settlement agreement if achieved
4. Resolution Session outcomes:
 - a. If resolution can be reached, a settlement agreement will be developed and signed by both parties at the session. Each party has up to three days to void such agreement. And must notify the other party in writing
 - b. If resolution cannot be reached the SELPA shall provide the filing party with a letter noting that a resolution session has been held
5. Intent of Resolution Session:
 - a. Nothing in the resolution session process should be deemed as interfering with either party's right to due process. On the contrary, the resolution

RESOLUTION SESSION (cont'd)

LAR

session is designed to help both parties find solutions to issues at the local level

- b. The resolution session is viewed as a non-adversarial alternative dispute resolution process that is different, but does not interfere with any other form of dispute resolution that is available prior to a party filing for due process

Approved by Governing Council on January 9, 2009

Reviewed and Approved by Governing Council April 12, 2013

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

9.4

AGENDA ITEM TITLE:

Consideration of 2018-2019 Shandon Elementary After-School Program

PREPARED BY:

Shannon Kepins

AGENDA SECTION:

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

SUMMARY:

As of June 2018 our 21st Century grant that funded the Shandon Elementary School after-school program has expired. During the 2017-2018 school we applied for the ASES Grant and were denied. We appealed the decision but were also denied. Many Shandon Elementary School parents depend on the program for childcare while working. Losing the program could negatively impact Shandon Elementary School enrollment and ADA. Efforts have been made by various employees and Board Members to seek donations to support the program for 2018-2019 school year until eligible to apply for future grant funding but have yet to receive any monetary donations.

We have received a proposal from YMCA in the amount of \$55,000. This amount is needed in order to run the program successfully throughout the school year. YMCA has offered \$5,000 and they are seeking \$5,000 from the office of John Peschong to support the program for the school year. We are still in need of \$45,000 from the District in order to continue the program. We ask for your approval to allocate \$45,000 from the general fund to be used for the after-school program for the 2018-2019 school year.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.5

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the 2018-2019 SJUSD Emergency Response Plan

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This plan is submitted for the Board's review. The changes that were made reflect the addition of new and current employee names while former employee names were removed.

The District Emergency Response Plan is respectfully submitted to the Board for approval.

RECOMMENDED ACTION:

Approval

Emergency Response Plan



Shandon Joint Unified School District

101 South 1st Street, Box 79
Shandon, CA 93461

Phone (805) 238-0286 Fax (805)238-0777

www.shandonschools.org

Table of Contents

Objectives of this Plan	3
Employee Responsibility	3
Emergency Action Plan	3
Fire	4
Earthquake	4
Lockdown	4
Chemical Material Accident	5
Bomb Threat	5
Explosion or Threat of Explosion	5
Civil Disturbance	6
Flooding or Severe Weather	6
Power Blackout	6
Smog/Smoke Conditions	7
Shandon Elementary/Middle School	
Emergency Team Organizational Chart	8
Medical First Aid	9
Search & Rescue/Damage Assessment	10
Student Release Team	11
Student Supervision Team	12
Command Center	13
Elementary School Map	14
Shandon High School	
Emergency Team Organizational Chart	15
Medical First Aid	16
Search & Rescue/Damage Assessment	17
Student Release Team	18
Student Supervision Team	19
Command Center	20
High School Map	21
Emergency Telephone Numbers	22

Objectives Of This Plan

The objectives of this planning guide follow:

1. To provide emergency response procedures that will keep students and staff as safe as possible.
2. To provide a standardized emergency action plan that will assist school personnel to meet their responsibilities to their students, fellow citizens, communities, and the state and federal government in times of emergency.
3. To provide an action plan for meeting the need to address major natural and man-made disasters.
4. To provide a means of standardizing the necessary training in emergency procedures for school personnel through the development of a guide for ongoing in-service training.
5. To provide an emergency action guide that would include revised plans that were developed as new information comes forth in the area of man-made disasters.

Employee Responsibility

It is the legal and moral responsibility of every employee of the Shandon Joint Unified School District, as employees of the State of California, to read this plan and become thoroughly familiar with all procedures set forth. The following excerpts from the Government and Education Code affect all staff members of Shandon Joint Unified School District.

“All public employees are hereby declared to be disaster workers subject to such disaster service activities as may be assigned to them by their superiors or by law. (Government Code, Chapter 8, Division 4 of Title I, Section 3100.)”

“No school district employee shall be held personally liable for civil damages on account of personal injury to or death of any person resulting from civil defense and fire drills. (Education Code, Section 32200.)”

Emergency Action Plan

In the threat of disaster, as in the disaster itself, mass panic will become one of the greatest dangers to students. Staff members are reminded that in a time of stress, students will look for leadership from those who are normally in an authoritative position. It is therefore the responsibility of adults to remain calm, size up the situation, and take action based on known facts. Knowing where a classroom first aid kit is located, and the ability to easily access it, is also important. This detail may prove to be critically important as the emergency situation continues to evolve. With both of these evacuation details, the employee's ability to remain calm and focused is important.

At least once each semester, staff and students practice emergency procedure drills to reinforce appropriate actions and responses. Unfortunately, no one can accurately predict the future and these practices are therefore very general in their approach. Because of this, each staff member must: (a) take the responsibility to read this plan, (b) digest the basic text in order to know how to understand it, and (c) survey his/her work station to determine how this plan may dictate modification within this environment to be most effective.

A well-prepared and tested plan for prompt and positive action minimizes injuries and loss of life in a major disaster. The following are plans for specific situations that may pose the greatest threats to students and staff of Shandon Joint Unified School District.

Fire

1. Pull the closest Fire Alarm
2. Call 911 and notify the office
3. Evacuate with Emergency Supplies and Roll Sheet
4. Take Roll
5. Submit names of Missing Students to Student Supervision Team
6. Release remaining students of the Student Supervision Team
7. Report to team assignment
8. Aid emergency personnel
9. Keeping access roads open for emergency vehicles
10. Remain in assigned area until “all clear” signal is given

Earthquake

1. Drop, Cover and Hold in Place
2. Evacuate with emergency supplies when tremors subside and pathway is safe
3. Take roll
4. Submit names of Missing Students to Student Supervision Team
5. Release remaining students of the Student Supervision Team
6. Report to team assignment
7. Aid emergency personnel
8. Keeping access roads open for emergency vehicles
9. Remain in assigned area until “all clear” signal is given

Lockdown

1. Lock your doors immediately if you see an intruder or if you hear the fire alarm and do not smell smoke or see fire.
2. Students locked outside- go to safe area (SES-bathroom and lock door)
(SHS- Fire Station or Off Campus)
3. Staff locked outside- proceed to the closest room or safe off campus area.
4. Classify the stranger as a:
Level 1 intruder - an unrecognized person who is behaving normally – call office
Level 2 intruder - a person who appears strange or is behaving strangely – call 911 or office
- office staff will announce **“Lock Down, Lock Down this is not a drill”**
Level 3 intruder - an obviously dangerous, agitated, or armed person – call 911 or office
- office staff will announce **“Lock Down, Lock Down this is not a drill”**
5. Shut lights off, close blinds, and pull drapes.
6. Avoid visibility from outside while maintaining silence.
7. Communicate when safe through text, email, or chat.
8. Maintain lock down until “all-clear” signal or until evacuated by law enforcement

Chemical Material Accident

1. Call 911 and notify the office
2. **LEAVE BUILDING** if the hazardous material is inside.
REMAIN INSIDE if the spill is outside.
3. Move upwind, never downwind to avoid fumes.
4. Maintain control of the students at the safe distance until given further instructions from emergency responders of administration.

Bomb Threat

1. Call 911 and notify the office from your classroom place
2. Evacuate the building to staging area
3. Avoid objects that may be a bomb
4. Take roll
5. Submit Names Of Missing Students To Student Supervision Team
6. Follow direction from the Command Center
7. Person receiving a Bomb threat on the telephone should note as much information as possible about the caller, the location, time, etc.

Explosion or Threat of Explosion

EXPLOSION

1. Call 911 and office
2. Take cover
3. When safe evacuate the building to staging area
4. Take roll
5. Submit Names Of Missing Students To Student Supervision Team
6. Follow direction from the Command Center

THREAT OF EXPLOSION

1. Call 911 and office
2. Evacuate the building
3. Take roll
4. Submit Names Of Missing Students To Student Supervision Team
5. Follow direction from the Command Center

Civil Disturbance

1. Call office and/or 911
2. Follow direction from administration
3. Supervise and maintain student safety

Flooding or Severe Weather

1. Call 911 if serious damage has or could occur
2. Report any flooding or severe weather concern to the office
3. Evacuate students from areas or structures in danger
4. Follow direction from administration

Power Blackout

1. Maintain clam in classroom
2. Listen for instructions from administration on the intercom or phone
(intercom and phone should work on batteries for at least 2 hours)
3. Administration will implement the school plan for meeting the power failure emergency

SMOG OR SMOKE CONDITIONS

The County Air Pollution Control Board will issue a notification when it is predicted that meteorological conditions within the county are such as to result in pollutant concentrations which need action on the part of the schools. The County Superintendent will pass this notification along to school districts by radio alert or phone each day that the condition exists. While the following stages may not actually exist at Shandon Joint Union School District, staff should be aware of alerts and actions when off site with students in an affected area.

WARNING

Smog warning will be announced on school intercom, phone system, email, note, or other communication to staff. There are several degrees of pollution condition. The Principal and staff, upon receipt of the notification, will be responsible for implementing the following action in each condition.

A. Smog Advisory Alert (Stage 1): This condition is announced at or on expected Pollution Standards Index level of 200 to 300.

Action: Stop strenuous outdoor physical activity. Students with respiratory difficulties aggravated by smog must be allowed to remain indoors.

B. Smog Advisory Alert (Stage 2): This condition is announced at the expected Pollution Standards Index Level of 300 to 400.

Action: Eliminate outside activities. Students should remain indoors as much as possible and as inactive as possible. Schools may be directed to close.

C. Smog Emergency (State 3): This condition is announced at expected Pollution Standards Index Level of 400 and above.

Action: Local state of emergency will be declared. School will be closed.

Shandon Elementary/Middle School EMERGENCY ORGANIZATIONAL CHART

Incident Commander

Shannon Kepins
Otilia Rendon

Medical First Aid Team

Leader: Lori Esser
Martha Soto
Sioux Miller
Michele Lieber
Stephanie Rasmussen
Dayna Pratt

Damage Assessment Search & Rescue Team

Leader: Steve Martin
Gelene Coelho
Judith Ibarra
Jill Smith
Kelli Smith
Alan Sciocchetti
Jessie Wesch
Rudy Valencia

Student Release Team

Leader:
Leslie Almaguer
Kara Turton

Student Supervision Team

Leader: Jenni Valdez
Sunshine Wright
Shelbi Stanley
Monica Carr
Enrique Ramirez
Meghan Burdett

Note: Volunteers, substitutes, or other employees on site are to report to the Incident Commander.

Shandon Elementary/Middle School

Medical/First Aid Team

1. After turning over students to *Student Supervision Team* with a 3x5 card listing their missing students, the ***Medical First Aid Team*** will assemble in a safe, secure location to be determined by the weather, scene damage, etc. The basketball court will be used if appropriate.
2. The team will: **Observe the scene.**

 Observe the circumstances.

 Determine action to be taken.
3. Each member of the *Medical First Aid Team* should have their own kit containing whistle, airways, shock blankets, and miscellaneous other bandages, dressing, splints and Medic First Aid Books.
4. Team members using the triage method of prioritizing will give first aid. One team member will be stationed at staging area (outside) with two-way. Other members will administer first aid under direction of *Search and Rescue Team* as requested.
5. If *Search and Rescue Team* member needs assistance from *Medical First Aid Team* member the *Search and Rescue Team* member will give three blasts with a whistle. A *Medical First Aid Team* member will respond.

Shandon Elementary/Middle School

Search and Rescue / Damage Assessment Team

1. After turning over their students to the *Student Supervision Team* with a 3 x 5 card listing their missing students, the *Search and Rescue Team* members will assemble at staging area.
2. Two team members will retrieve disaster kit and other needed items from the playground equipment shed.
3. One team member will secure “missing student” cards from *Student Supervision Team*.
4. One team member will shut off main valves for gas. Power and water may also be shut off as needed.
5. Team members will Search/Rescue and damage assess the following areas.

SEARCH & RESCUE

Judith Ibarra, Alan Sciocchetti,
Rudy Valencia, Jesse Wesch

DAMAGE ASSESSMENT AREA

Main Building, office, including restrooms,
and rooms #11, 12, 13, & 14

Steve Martin, Jill Smith, Kelly Smith
Gelene Coelho

North and Middle wings to include restrooms, cafeteria, kitchen,
and Room #15, & 16

6. **DO NOT** enter buildings if there is apparent imminent danger of collapse. Try to ascertain presence of persons in building by voice communications through doors or windows.
7. If there is no imminent danger, the team may enter the buildings and use visual observation and verbal communication to determine presence of injured students and others.
8. *Search and Rescue Team* members may summon *Medical First Aid Team* members for assistance with injuries as needed by blowing their whistle 3 times.
9. Members of *Search and Rescue Teams* will use stretchers and backboards as appropriate to remove injured persons to first aid area. These items are located in the ball room.
10. Mark each door using the FEMA code below.
11. When all buildings have been checked report back to the incident commander with findings.



Shandon Elementary/Middle School

Student Release Team

1. Team members working in the school office will evacuate the building with Student Emergency Cards, class rosters, a school map, clipboards, radios and pencils.
2. Team members with students will turn their students over to the *Student Supervision Team* with a 3 x 5 card listing their missing students.
3. A team member should be prepared to give a school map to emergency responders upon request.
4. Team members will assist the Student Supervision Team determine if all teachers have turned in the missing student cards.
5. With permission of the incident commander, team members will seek secure phones and either activate the auto dial system or begin calling home to notifying parents using verbiage agreed upon by the Incident Commander. Parents of youngest students and special needs students should be called first.
6. With the permission of the incident commander, team members will begin to release students only to persons listed on their emergency cards. That person must sign and print their name along with the time. Team members may ask for identification of persons whom they are not familiar with.
7. Team members should note any evidence of student injuries before the student is released.
8. Team members will give names of students who are cleared to be released to a staff or student volunteer who will retrieve those students from the *Student Supervision Team* and bring the student to the *Student Release Team* area to be released.
9. Students should not be released unsupervised without written or verbal consent from a person listed on the emergency card.

Shandon Elementary/Middle School

Student Supervision Team

1. After taking roll and listing any missing students on a 3x5 card, team members will assemble with their class in the Student Supervision Area.
2. With the assistance of the *Students Release Team*, the Student Supervision Team will determine if all teachers have turned in their 3 x5 “missing student” cards. Cards will then be turned over to the *Search and Rescue Team*.
2. The *Student Supervision Team* is responsible for maintaining control of students. The team is not responsible for taking roll, determining missing students, or releasing students.
3. The team is responsible for keeping students calm and making them feel secure.
4. The team will provide information to students as appropriate and explain the process to them at an age appropriate level.
5. The *Student Supervision Team* will not release any students until the *Student Release Team* has requested a student to be released.
4. The team will secure emergency blankets from the playground storage shed if needed.
5. Team members may use a bullhorn to direct students if necessary.

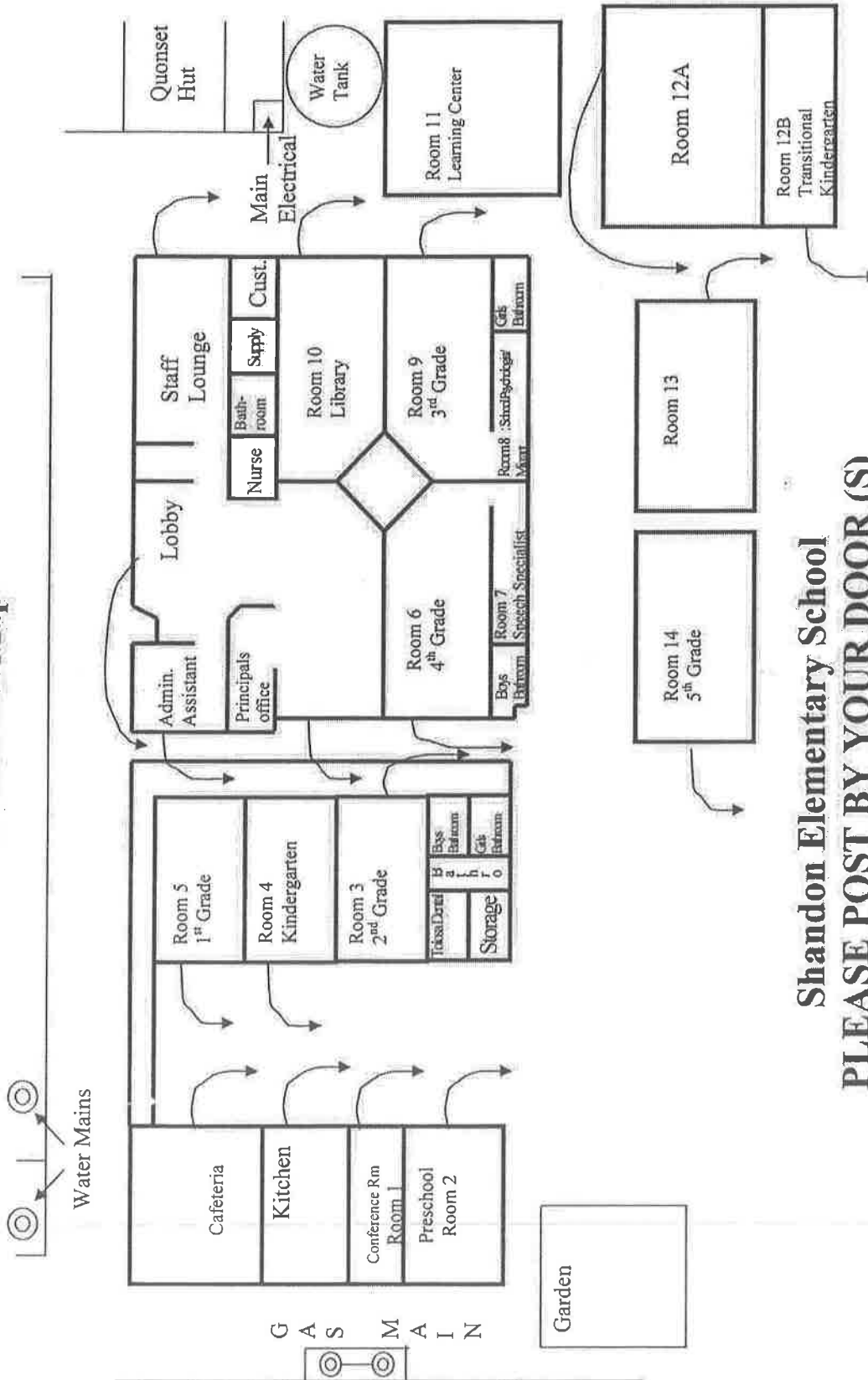
Shandon Elementary/Middle School

Command Center

1. Assemble in student supervision area.
2. Work closely with emergency responders. Provide them with requested items such as keys, maps, etc.
3. Determine when and if to evacuate students. Relay that information to the *Student Release Team*.
4. Assign staff to help teams as needed. Shift team members to other teams as necessary.
5. Upon determining that an evacuation is necessary, prepare a statement for the *Student Release Team* to use when phoning home including asking parents what arrangements would they like to make for releasing their child safely. For example: release to bus, release to walk, hold for pick-up.
6. Communicate information to team leaders as information becomes available.
7. Monitor security and seek law enforcement help in the student release process.
8. Notify Board President and County Superintendent of Schools of situation.

Shandon Elementary School Map

Evacuation Map



Shandon Elementary School
PLEASE POST BY YOUR DOOR (S)

LINE UP ON SOCCER FIELD

1 2 3 4 5 6 13 14 9 10 11

SHANDON HIGH SCHOOL SCHOOL EMERGENCY TEAMS

Incident Commander

Kristina Benson
Kim Rendon

Medical First Aid Team

Leader: **Dayna Sciocchetti**
Madelyn Daigle
Amanda Dobberpuhl
JR Felgenhauer

Search & Rescue Damage Assessment

Leader: **Jon Fuller**
Deanna Morton
Kim Rendon
Robert Voorheis

Student Release Team

Leader: **Lupe Martinez**
Sadie Howard
Cassandra Uzeta
Gabriela Gavilanes

Student Supervision Team

Leader: **Jeannie Thornton**
Jeanne Stuart
Maria Sendejas

Utility/Communications

Aleks Hewitt

Shandon High School

MEDICAL FIRST AID

1. After turning over students to *Student Supervision Team* with a 3x5 card listing their missing students, the ***Medical First Aid Team*** will assemble in a safe, secure location to be determined by the weather, scene damage, etc. The basketball court will be used if appropriate.

6. The team will: **Observe the scene.**

Observe the circumstances.

Determine action to be taken.

7. Each member of the *Medical First Aid Team* should have their own kit containing whistle, airways, shock blankets, and miscellaneous other bandages, dressing, splints and Medic First Aid Books.

8. Team members using the triage method of prioritizing will give first aid. One team member will be stationed at staging area (outside) with two-way. Other members will administer first aid under direction of *Search and Rescue Team* as requested.

9. If *Search and Rescue Team* member needs assistance from *Medical First Aid Team* member the *Search and Rescue Team* member will give three blasts with a whistle. A *Medical First Aid Team* member will respond.

Shandon High School

Search & Rescue / Damage Assessment

1. After turning over their students to the Student Supervision Team with a 3 x 5 card listing their missing students, the Search and Rescue Team members will assemble at staging area.
2. Two team members will retrieve disaster kit and other needed items from the athletic storage container.
3. One team member will secure “missing student” cards from Student Supervision Team.
4. One team member shut off main valves for gas and gas pumps. Power and water may also be shut off as needed.
5. Team members will Search/Rescue and damage assess the following areas.

SEARCH & RESCUE

Jon Fuller
Deanna Morton
Kim Rendon

DAMAGE ASSESSMENT AREA

Shop/Ag/Rms. 11, 12, 13, 14,
Gym /Locker rooms/ Staff Lounge
Office/Library/Restrooms/
Rms.1, 2, 3, 4, 5, 6, 7, 8, 9, 10.

6. **DO NOT** enter buildings if there is apparent imminent danger of collapse. Try to ascertain presence of persons in building by voice communications through doors or windows.
7. If there is no imminent danger, the team may enter the buildings and use visual observation and verbal communication to determine presence of injured students and others.
8. *Search and Rescue Team* members may summon *Medical First Aid Team* members for assistance with injuries as needed by blowing their whistle 3 times.
9. Members of *Search and Rescue Teams* will use stretchers and backboards as appropriate to remove injured persons to first aid area. These items are located in the athletic storage container.
10. Mark each door using the FEMA code below.
11. When all buildings have been checked report back to the incident commander with findings.



Shandon High School Student Release Team

1. Team members working in the school office will evacuate the building with Student Emergency Cards, class rosters, a school map, clipboards, radios and pencils.
2. With the assistance of the *Students Supervision Team*, the Student Release Team will determine if all teachers have turned in their 3 x5 “missing student” cards. Cards will then be turned over to the *Search and Rescue Team*.
3. A team member should be prepared to give a school map to emergency responders upon request.
4. Team members will determine if all teachers have turned in the missing student cards.
5. With permission of the incident commander, team members will seek secure phones and either activate the auto dial system or begin calling home to notifying parents using verbiage agreed upon by the Incident Commander. Parents of youngest students and special needs students should be called first.
6. With the permission of the incident commander, team members will begin to release students only to persons listed on their emergency cards. That person must sign and print their name along with the time. Team members may ask for identification of persons whom they are not familiar with.
7. Team members should note any evidence of student injuries before the student is released.
8. Team members will give names of students who are cleared to be released to a staff or student volunteer who will retrieve those students from the *Student Supervision Team* and bring the student to the *Student Release Team* area to be released.
9. Students should not be released unsupervised without written or verbal consent from a person listed on the emergency card.

Shandon High School

Student Supervision Team

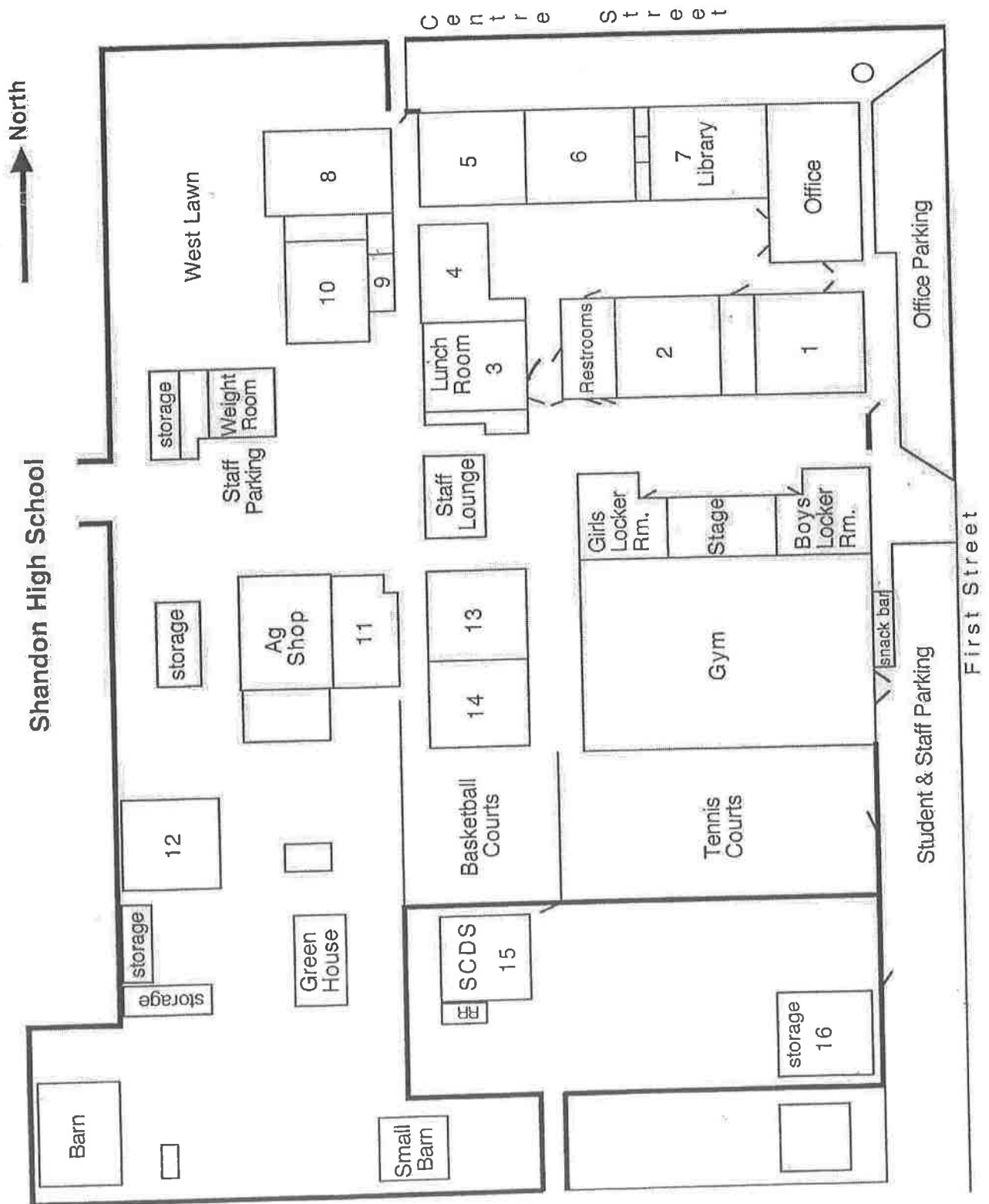
1. After taking roll and listing any missing students on a 3x5 card, team members will assemble with their class in the Student Supervision Area.
2. The *Student Supervision Team* is responsible for maintaining control of students. The team is not responsible for taking roll, determining missing students, or releasing students.
3. The team is responsible for keeping students calm and making them feel secure.
4. The team will provide information to students as appropriate and explain the process to them at an age appropriate level.
5. The *Student Supervision Team* will not release any students until the *Student Release Team* has requested a student to be released.
6. The team will secure emergency blankets from the storage shed if needed.
7. Team members may use a bullhorn to direct students if necessary.

Shandon High School

Command Center

1. Assemble in student supervision area.
2. Work closely with emergency responders. Provide them with requested items such as keys, maps, etc.
3. Determine when and if to evacuate students. Relay that information to the *Student Release Team*.
4. Assign staff to help teams as needed. Shift team members to other teams as necessary.
5. Upon determining that an evacuation is necessary, prepare a statement for the *Student Release Team* to use when phoning home including asking parents what arrangements would they like to make for releasing their child safely. For example: release to bus, release to walk, hold for pick-up.
6. Communicate information to team leaders as information becomes available.
7. Monitor security and seek law enforcement help in the student release process.
8. Notify Board President and County Superintendent of Schools of situation.

High School Map



Emergency Numbers

Shandon District	SLOCOE
Superintendent Benson (805)440-5081	Superintendent Jim Brescia (805)782-7201
	Media
Board President Thomason (805)463-6543	KPRL AM 1230 (805)238-1230
EMERGENCY SERVICES	KKAL FM 92.5 (805)781-2750
Shandon Cal Fire Department 911 Business Phone (805) 238-4957	KSBY (805)541-6666
Sheriff Department 911 Business Phone (805)434-4290	COUNTY SERVICES
California Highway Patrol 911 Templeton Office (805)434-1822	Dept. of Agriculture (805)781-5011
	Air Pollution Control District (805)781-5912
American Red Cross SLO(805)543-0696	Office of Emergency Services(805)781-5011
HOSPITALS	Environmental Health (805)781-5544
Twin Cities (805)434-3500 Emergency Room (805)434-4550	STATE OF CALIFORNIA
Sierra Vista Regional (805)546-7600 Emergency Room (805)546-7650	CAL/ OSHA (661)588-6400
French Hospital (844)581-8776	Chemical Waste \Hotline (800)238-0172
Med Post (805)836-2869	Poison Control Center (800)-222-1222
	Cal Trans Shandon (805)238-0747
	PG&E 911 (800)743-5000
	So Cal Gas 911 (800)427-2200

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.6

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the 2018-2019 SJUSD District Wide Safe School Plan

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This plan is submitted for the Board's review. The changes that were made reflect the addition of new and current employee names while former employee names were removed.

The District Wide Safe School Plan is respectfully submitted to the Board for approval.

RECOMMENDED ACTION:

Approval

Shandon Joint Unified School District

District Wide Safe School Plan



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

2018-2019

Board Approved November 14, 2017



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

- ❖ Horseshoe Hurrahs
- ❖ YMCA After-School Club
- ❖ Counseling
- ❖ Red Ribbon Week

Middle School

- ❖ GREAT
- ❖ Friday Night Live
- ❖ Resource Officer from Sheriff's Department Available five days a week
- ❖ 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
- ❖ 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

Funding Cycle

2018-2019

Safe Schools Incentive	Funded by the District
Crossing Guard	Funded by the District
Playground 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
- ❖ YMCA After-School Club
- ❖ Drug & Alcohol Specialist Counseling through FNL Grant (9-12)
- ❖ 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)
- ❖ RAVE Application

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
- ❖ Health Education
- ❖ Conflict Resolution Programs
- ❖ 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 (9-12)
- ❖ Counseling Services Provided by the School Psychologist
- ❖ Referrals for the Student and Family to County Public Service Agencies

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

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
<u>Professional Development</u> Staff will participate in Professional Development annually: <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 • Hate crime policies/procedures • Suicide Prevention 	<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 	Kristina Benson, Superintendent Shannon Kepins, SES Principal	Professional Development schedule initiated the first three days of the school year each year and continued throughout the year.

<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 and Alcohol Use Prevention, Gang Involvement Prevention and Bullying Prevention Professional Development 7. Red Ribbon Week 8. One Cool Earth Partnership 	<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>SES Staff</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> <p>Garden and Science Lessons will be held weekly.</p>
---	--	---	--

<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>
--	--	--	--

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.

School Buildings and Classrooms

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.

1. Periodic Room Inspections

Maintenance Staff

Monthly room inspections will take place as part of the Safety Committee Meeting.

2. Student Work Displays

Teachers

Displays will be changed at least once a month.

3. Routine Cleaning of Classrooms

Maintenance Staff

Classrooms will usually be cleaned daily or as needed.

4. Assessment of Student/Teacher Ratio Per Classroom Size

Kristina Benson, Superintendent
Shannon Kepins, SES Principal
Maintenance Staff

Student/Teacher Ratio per classroom size for each classroom will be determined at the beginning of the year and monitored throughout the year.

<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> <p>The Emergency Response Plan and Safe School Plan will be current and staff will receive training on each plan.</p>	<p>1. SLO County Sheriff School Resource Officer Program Participation</p> <p>2. Collaborative Relationship Between District and Law Enforcement</p> <p>1. Professional Development Training on Emergency Response and Safe Schools</p> <p>2. Collaborative Planning</p>	<p>Staff School Resource Officer</p> <p>Kristina Benson, Superintendent</p> <p>All Staff</p> <p>Kristina Benson, Superintendent Maintenance Staff</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 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 YMCA 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>	<p>1. Emergency Only or Parent/Guardian Requested Sign Out Only Interruptions</p>	<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>Interruptions to classroom instructional time will be minimized.</p>	<p>2. Incident Forms</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Forms will be available by the first of each school year, and an adequate supply maintained throughout the year.</p>
<p></p>	<p>1. Use of Discipline Matrix</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</p>	<p>Discipline Matrix will be used in every discipline event.</p>
<p></p>	<p>2. Collaboration With School Resource Officer</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</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></p>	<p>3. K-5 Progressive Discipline and Classroom Management Plan</p>	<p>Shannon Kepins, SES Principal K-5 Staff</p>	<p>Continued monitoring of the effects of discipline consequences and positive rewards throughout the year.</p>
<p></p>	<p>3. Discipline Policies Published in Student Handbook, Newsletters,</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal District Administrative Assistant</p>	<p>The Discipline Policy will be published annually and/or whenever changes are made.</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 Use of Discipline Matrix</p> <p>2 Collaboration with School Resource officer</p> <p>3 K-5 progressive discipline and classroom management plan</p> <p>4 Discipline policies published in student handbook, newsletters, and classrooms postings</p>	<p>Kristina Benson, Superintendent Shannon Kepins, SES Principal</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 Classrooms teachers</p>	
--	--	---	--

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>	<ul style="list-style-type: none"> - Remediation Classes - Reading Specialist <p>3. Effective and Productive Use of Class Time</p>	<p>All Staff</p>	<p>Students will be on task at all times.</p>
	<ol style="list-style-type: none"> 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 	<p>All staff</p> <p>Shannon Kepins, SES Principal Elementary School Teachers</p> <p>Kristina Benson , Superintendent ASB Advisor</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Counselor</p> <p>Shannon Kepins, SES Principal Elementary School Teachers</p> <p>Kristina Benson, Superintendent Athletic Director</p>	<p>Administration will review periodically to ensure success.</p> <p>Recognition will be given weekly.</p> <p>Awards Assemblies will be held in January and June of each year.</p> <p>Good Attendance Recognition awards will be given out at least every quarter or trimester.</p> <p>Academic Awards will be given at least every trimester.</p> <p>Sports Awards will be given out in May of each year for all sports.</p>

<p><u>Support and Recognition</u></p> <p>Recognition will be given to students and staff for positive behaviors and accomplishments.</p>	<ol style="list-style-type: none"> 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. SHS Student of the Month 9. Shandon Elementary School 6-8 Academic Awards 10. Middle School Student of the Month 	<p>All staff</p> <p>Shannon Kepins, SES Principal Elementary School Teachers</p> <p>Kristina Benson , Superintendent ASB Advisor</p> <p>Kristina Benson, Superintendent Shannon Kepins, SES Principal Counselor</p> <p>Shannon Kepins, SES Principal Elementary School Teachers</p> <p>Kristina Benson, Superintendent Athletic Director</p> <p>Deanna Morton, Teacher Jon Fuller, Teacher</p> <p>Kristina Benson, Superintendent Counselor High School Teachers</p> <p>Shannon Kepins, SES Principal Elementary School Teachers</p> <p>Middle School Teachers</p>	<p>Administration will review periodically to ensure success.</p> <p>Recognition will be given weekly.</p> <p>Awards Assemblies will be held in January and June of each year.</p> <p>Good Attendance Recognition awards will be given out at least every quarter or trimester.</p> <p>Academic Awards will be given at least every trimester.</p> <p>Sports Awards will be given out in May of each year for all sports.</p> <p>FFA Awards will be given out in May of each year.</p> <p>Each month staff will choose a student of the month.</p> <p>Award Assemblies will be held in December and June of each year.</p> <p>Each month staff will choose a student of the month.</p>
---	--	--	--

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.7

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Resolution 2018-19-1 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:

Each year the District must review all teachers to determine if they are correctly placed in their teaching credential area. Occasionally a teacher is assigned to teach out of their credential area and the Board is notified. This year, Shandon High School has one teacher who is teaching out of his credential area.

This resolution is respectfully submitted to the Board for approval.

RECOMMENDED ACTION:

Approval

**SHANDON JOINT UNIFIED SCHOOL DISTRICT
COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA
RESOLUTION #2018-19-1**

**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 teachers, 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>
Robert Voorheis	Art	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 14th day of August 2018 on motion of Trustee _____ seconded by Trustee _____ and by the following roll call vote:

Fuerness-Osorio:

Moe:

Parlet:

Thomason:

Twisselman:

DATED: August 14, 2018

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Marlene Thomason, President of the Board

Kate Twisselmen, Clerk of the Board

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.8

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of 2018-2019 Shandon High School Handbook

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This plan is submitted for the Board's review. The changes that were made reflect the addition of new and current employee names while former employee names were removed AND legal updates were also included.

The 2018-19 Shandon High School Handbook is respectfully submitted to the Board for approval.

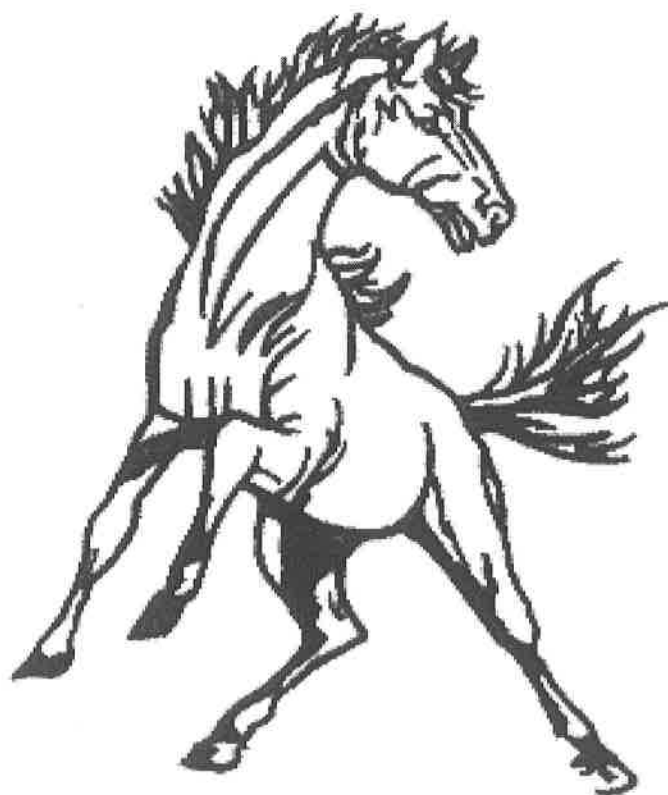
RECOMMENDED ACTION:

Approval

Shandon High School

Student Handbook

2018-2019



“Home of the Outlaws”
Untamed Spirited Horses

(805) 238-0286 – Fax (805) 238-0777

www.shandonschools.org

101 South First Street Box 79, Shandon, CA 93461

Shandon District Office Hours

7:30 AM - 4:00 PM

Principal/Superintendent

Kristina Benson

Teachers

JR Felgenhauer

Jon Fuller

Deanna Morton

Dayna Sciocchetti

Kara Turton

Robert Voorheis

Madelyn Daigle

Jeannie Thornton

Physical Education

Agriculture/Mechanics/Science

Agriculture/Science/Leadership

History/Government/ ASB

Math/ Spanish

Math/ Art/ Music

English/ Drama

Resource and Special Ed

Office Staff

Lupe Martinez

Gabriela Gavilanes

Sadie Howard

Deputy Mark Fontecchio

Bilingual Clerk

Bilingual Administrative Assistant

Accounting Technician

School Resource Officer

Library

Jeanne Stuart

Library Technician

Support Staff

Donna Cronin

Amanda Dobberpuhl

Aleks Hewitt

Carolina Gutierrez

Maria Sendejas

Cassie Uzeta

Custodian/Lunch Supervision

Counselor

Technology Coordinator

Paraeducator

Paraeducator

Paraeducator

Cafeteria

Jessie Wesch

Kelly Smith

Gelene Coelho

Cafeteria Manager

Cafeteria Lead

Cafeteria Worker

MOT Staff

Rudy Valencia

Kim Rendon

Maria Ayala

Kelly Kuhnle

Lilla Hewitt

Lead Maintenance/ Utility Worker

Lead Transportation/ Safety

Coordinator/Utility Worker

Custodian

Bus Driver

Utility

Daily Class Schedule

Monday, Tuesday, Thursday, Friday

Warning Bell	8:10		
Period 1 / 5	8:15-9:45	90 Minutes	
Break	9:45-9:55	10 Minutes	
Passing	9:55-10:00	5 Minutes	
Period 2 / 6	10:00-11:30	90 Minutes	
Lunch	11:30-12:00	30 Minutes	
Passing	12:00-12:05	5 Minutes	
Period 3 / 7	12:05-1:35	90 Minutes	
Passing	1:35-1:40	5 Minutes	
Period 4 / 8	1:40-3:10	90 Minutes	

Minimum Days/ Wednesday

Warning Bell	8:15		
Period 1 / 5	8:15 -9:20	65 Minutes	
Passing	9:20-9:25	5 Minutes	
Period 2 / 6	9:25-10:30	65 Minutes	
Passing	10:30-10:35	5 Minutes	
Period 3 / 7	10:35-11:40	65 Minutes	
Lunch	11:40-12:10	30 Minutes	
Passing	12:10-12:15	5 Minutes	
Period 4 / 8	12:15-1:20	65 Minutes	

SCHOOL MISSION

The mission of Shandon High School is to provide educational opportunities which empower students to reach their fullest potential and participate as responsible citizens in a continuously changing world.

PARENTAL INVOLVEMENT

Students are more successful in school when parents are involved in their education. The Shandon Board of Trustees has adopted a policy for parental involvement.

Parents will be provided information about supporting their children's learning, such as monitoring attendance, homework completion, as well as volunteering in their children's classroom and participating in decisions related to the education of their children. Opportunities for full participation of parents with limited English proficiency, parents of migrant students and parents with disabilities will be provided whenever possible.

ENROLLMENT/REGISTRATION

Enrollment packets are available in the District office. The school counselor will assist students and parents in the process of enrolling their student and registering them for classes. Parents must submit student's up to date immunization records, birth certificate and proof that they reside within the district boundaries or have an approved Inter-district Transfer Agreement. Scheduling for the following year will be held in spring. Students will request courses during the spring semester of the previous year or upon completion of the registration packet.

CURRICULUM

The district implements a rigorous and consistent curriculum for all students based on state standards. On-going assessments help determine students' readiness for the next sequence of a course. Parents are informed of student progress through the district online student data program AERIES, parent-teacher conferences as requested, progress reports, report cards and testing results.

INSTRUCTION

The District makes formal and informal data-driven decisions to support all students and uses research based instructional strategies used by all teachers. Professional development is offered to increase the number and effectiveness of instructional strategies. Teachers clarify essential learning, gather evidence of proficiency, and evaluate next instructional steps.

ASSESSMENT

A variety of assessment tools are used to evaluate student learning and drive decision-making. Data is disaggregated with relevant groups and assessment results are communicated to all stakeholders. Formal and informal findings are regularly used to modify the teaching/learning process.

CULTURE

Shandon School District provides a safe environment supported by positive relationships with staff and students that encourages regular school attendance. It strengthens a culture of high expectations for all students and staff to ensure a focus on continuous school improvement. Students have access to personal support services, activities and opportunities.

GRADUATION REQUIREMENTS

Ten credits equals one standard yearlong course.

ENGLISH (40): One 10-credit course is required each year in grades 9-12

MATHEMATICS (30): At least one 10-credit course is required each year in grades 9-11. The curriculum passed must include Algebra I. Students who pass Algebra I in middle school will have met the Algebra I requirement, but must still pass 30 credits of mathematics during high school.

SCIENCE (30): Ten credits must be a laboratory science.

SOCIAL SCIENCE (30): Ten credits each in World History, U.S. History, and U.S. Government Economics.

PHYSICAL EDUCATION (20): Five credits must be completed from a regular P.E. class. Completion of one season of a school-sponsored athletic sport is acceptable for 5 credits of P.E. until this requirement is fulfilled.

FINE ARTS OR FOREIGN LANGUAGE (10): Completed from courses in art, music, drama, a language other than English or Career Technical Education.

ELECTIVES(100): Courses not used for other graduation requirements.

Total Credits Required To Graduate = 260

SERVICE COMPETENCY

Students must complete Community Service equal to 20 hours for each year at Shandon High School through activities pre-approved by the school counselor. This requirement must be completed by the first Friday in May of the student's senior year as a condition for participation in the graduation ceremony. Seniors who are late in completing this requirement, but complete all graduation requirements by end of the school year, may obtain their diplomas at the school office on the first weekday after the graduation ceremony. **Seniors may not participate in graduation ceremony unless ALL graduation requirements are complete.**

UC & CSU COLLEGE ADMISSION REQUIREMENTS

The University of California (UC) and the California State University (CSU) provide a guide for admission to four-year colleges. Only college preparatory courses are accepted for the following "A-G" Subject Requirements for which semester grades must be at least C- in grades 9-12.

a. **History/Social Science (20 credits):**

UC: World History 10 credits and U.S. History 10 credits (or U.S. History 5 credits and U.S. Government or civics 5 credits).

CSU: Any college preparatory Social Science course 10 credits and U.S. History 10 credits (or U.S. History 5 credits and U.S. Government or civics 5 credits).

b. **English (40 credits):** Four different courses of college preparatory English.

c. **Mathematics (30 credits):** Three courses covering Algebra I, Geometry, and Algebra II. A fourth, higher-level course is recommended.

d. **Laboratory Science (20 credits):** Two yearlong college preparatory laboratory sciences.

UC: Any 2 subjects of biology, chemistry, or physics; all 3 subjects are recommended.

CSU: Ten credits must be a biological science and 10 credits must be a physical science.

e. **Language other than English (20 credits):** Two yearlong college preparatory courses in one foreign language. UC recommends 3 courses.

f. **Visual and Performing Arts (10 credits):** One yearlong course in music, dance, visual arts, or drama/theater.

g. **Elective (100 credits):** Two semesters of "advanced-level" courses not used to fulfill other "a-g" requirements.

College Admission GPA: College preparatory courses completed in grades 10-12 are considered in the “a-g” Subject Requirements GPA. The UC minimum GPA is 3.0 while the CSU minimum GPA is 2.0.

UC Subject Requirement: Completing 11 “a-g” college preparatory courses by the end of grade 11 and 15 by the end of grade 12 fulfills the UC subject requirement.

UC Admission Tests - SAT or ACT test score taken by the senior year is combined with the College Admission GPA to determine qualifying Admission Index required for incoming college freshmen. SAT Subject Tests may be recommended for certain programs.

CSU Admission Tests: SAT or ACT test must be taken by December (November for Cal Poly SLO) of the senior year. The writing portions of these tests are not required. Admission Test is combined with Admission GPA to determine qualifying Eligibility Index. Admission Test is not required if Admission GPA is 3.0 or above, except for impacted campuses and programs.

Waiver forms for fee waiver consideration are available from the counselor.

COUNSELING

The purpose of a guidance and counseling program is to help all students with personal and educational matters. ALL students are urged to seek the assistance of the counselor to help answer questions, to gain assistance in resolving personal and/or social conflicts and to improve school adjustment. The counselor also may be sought for college admissions testing, achievement testing for the State of California and others.

Specialized counseling at the 10th grade level includes a review of the student's progress on their original suggested four-year plan and a reassessment/validation of his/her future course enrollments with the goal of preparation for higher education and/or employment. Whenever possible, parents are invited to participate in this conference and priority will be assigned to those students who are having difficulty in meeting their high school graduation requirements. (Ed. Code 48431.6). The counseling office is located in room 6.

Appointments may be arranged by signing up on the counselor's clipboard at the counseling office.

SCHEDULE CHANGES

A student's schedule of courses may be changed if the change is necessary to promote school success. Prior teacher permission may be required. At the beginning of each semester, students have a **one-week** period to request necessary schedule changes. To make a schedule change, students must complete a **Schedule Change Form** available from the counselor. This form requires students to get approval signatures from the teachers involved, a parent, the counselor and the principal (last signature). Students must not attend any new classes until the Schedule Change Form is completed and returned to the counselor. Otherwise, the student will be marked with an unexcused absent in the original course and will not appear on the roster of the new classes.

ACADEMIC RECOGNITION

Honor Roll includes students earning a grade point average of at least 3.0.

Principal's Honor Roll includes students earning a grade point average of 3.5-3.99.

Superintendent's Honor Roll includes students earning a grade point average of 4.00 or above.

A grade of “F” or “I” (Incomplete) automatically excludes the student from consideration for Honor Roll

COMPULSORY ATTENDANCE

The State of California requires compulsory school attendance/education for all students from six (6) years to eighteen (18) years of age. Exemptions to compulsory attendance/education can be made through the process established by board policy. Upon attaining the age of eighteen (18) years, the student's right to a free public education becomes a privilege. Continued use of this privilege is contingent upon the student's acceptable performance/behavior and may be revoked at any time through administrative process.

ATTENDANCE POLICY

Regular attendance in classes enhances student learning. Parents and guardians are in control of their children and are under obligation by law to ensure that their children attend school pursuant to Ed. Code Sections 48200, 48400, and 48450 between the ages of 6 and 18. An accumulation of absences, EVEN EXCUSED absences, leads to incomplete knowledge and understanding, non-proficient skill levels, and a poorly prepared graduate.

Students and parents must realize that when a student is absent, it is not possible to recreate the activities that took place in classes on the day a student is absent. Labs, lectures, discussions, demonstrations, and special presentations cannot be repeated for individuals. Assignments or homework are only part of the learning that takes place. One of our major goals is to develop a sense of responsibility among our students that parallels the expectations that the student will face in future education, training, and as an employee in the workplace.

Absent students are responsible for contacting each teacher and requesting missed assignments. Teachers must supply assignments for student absences that are excused by the District.

Teachers do not have to supply work for students with unexcused absences.

EXCUSED ABSENCES

Pursuant to California Education Code Section 48205, the following types of absences are considered excused:

1. Personal Illness. (District policy requires a doctor's note after 3 days.)
2. Quarantine under the direction of a county or city health officer.
3. Doctors appointments.
4. Attendance at funeral services of a member of the immediate family.
5. Jury Duty for student over 18.
6. Participation in religious instruction or exercise in accordance with District Policy.
7. Justifiable personal reason approved by the Principal.
8. For justifiable personal reasons, including but not limited to an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent/guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
9. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
10. For the purpose of spending time with a member of his/her immediate family, who is an active duty member of the uniformed services, as defined in E.C. section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position.

Such absences will be granted for a period of time to be determined at the discretion of the Superintendent of the school district.

11. For the purpose of attending his/her naturalization ceremony to become a United States citizen.

EXTENDED ABSENCES:

An extended absence of more than three days due to illness verified by a doctor's note or other extenuating circumstance is to be reported to the attendance clerk *as soon as possible*. *The attendance clerk will arrange for make of assignment to be given to the students. Students that are absent for more than 5 consecutive days may be put on an Independent Study Contract. Once a student has completed the Independent Study Contract assignments the student's absence will be considered excused.*

UNEXCUSED ABSENCES

Examples of unexcused absences are:

1. Shopping and/or errands - both in and out of town.
2. Staying home to take care of a parent or a sibling who is ill or who needs help for some reason.
3. Employment.

TRUANCIES

A student who is absent from class without parent permission or a student who leaves school or a class for part of the day without approved checkout through the attendance office or a student who is tardy 30 minutes or more without a valid excuse is considered TRUANT. Students with three truancies are considered habitual truants and will be brought before the Shandon District Student Attendance Review Board (SARB). SARB members will include the Principal, Counselor, Probation Office Social Services Representative, School Resource Officer and other agencies as needed.

If a student returns from an absence with NO NOTE from his/her parents/guardian and the parent has not called the office, the absence(s) will automatically become a TRUANT absence and that absence will remain TRUANT until a note is brought to the office or until the parent/guardian comes to the office in person to explain the absence.

TARDY POLICY

A student is considered tardy if he/she is not in his/her seat with proper materials when the tardy bell rings. A tardy will only be excused if it pertains to an illness, a medical appointment that is confirmed by a doctor /dentist's note, funeral, an excuse by school district personnel or otherwise stipulated in E.C. section 48205. All other tardiest will be considered unexcused.

UNEXCUSED TARDY CONSEQUENCES

- Students who accumulate three (3) cumulative (all classes combined) tardies in a semester will be given a lunch detention for every three (3) tardies. The parents will be notified.
- Students who accumulate 10 cumulative (all classes combined) tardies in a semester may be given a four (4) hour Saturday School for every 10 tardies. The parents will again be notified.

HOMEWORK REQUESTS:

Homework may be requested by calling the office the morning of the second full day of the absence. For missed assignments, it is the responsibility of the student to get his/her makeup work. Teachers are required to provide makeup assignments to students with excused absences. Teachers are not required to give makeup work to students for absences due to suspension and truancy. (EC 48913).

EARLY RELEASE

Students who are progressing on a regular graduation track will be allowed to request an early release for any reason if they earned a 3.5 GPA for the prior semester. Students not meeting these requirements may appeal to the Board. All Early Release Requests will require Superintendent and Board approval.

CLOSED CAMPUS/LUNCH PROCEDURES

All Shandon schools are closed campuses. Students, regardless of age, may not check themselves out of school during lunch. Only a parent or guardian may check their student out from school for lunch. In the rare event of an emergency, the office is always willing to accommodate parents or guardians if at all possible. Others listed on the emergency card may check the student out during the school day only for doctor appointments, dentist appointments or emergencies.

Pupil Nutrition/Notice of Free and Reduced Meal Prices (E.C. sections 49510-49520; 42 USC 1758 and 1773)

Your child may be eligible for free and reduced meal prices. The application form and related information will be distributed to all parents at the beginning of each school year and is available to students at all times during the school day.

LOCKERS

Students are issued lockers at the time that they receive their schedules. Physical Education teachers will issue lockers for physical education classes. Lockers for athletics are issued by the coaches involved and are to be relinquished when the particular sports season has been completed. Locks will be issued to students upon request. Students must pay for any lost or damaged locks issued to them. Students may not use their own locks on their lockers.

STUDENTS DESIRING TO USE THE LOCKERS MAY DO SO WITH THE STIPULATION THAT LOCKERS MAY BE EXAMINED BY STAFF AT ANY TIME. Lockers are a courtesy, not a guaranteed safe place for student belongings. You must secure your locker in order to avoid theft. Students are encouraged to **NOT** bring large amounts of money to school or personal items with high property value.

Students must keep the locker assigned to them unless a change is made through the office. Students are also encouraged to lock their lockers and keep your locker combinations private in order to prevent theft. Students should pick up materials from lockers before going to class. Normally, teachers will not permit students to go to their lockers during class periods.

HEALTH AND SAFETY SERVICES

MEDICATION

A Medication Form including authorization from a physician, type of medication and dosage must to be filled out each year prior to any medication being brought to school. Please contact the school clerks for assistance.

All medication must be stored in the school office. Exception may be made for students with self-administered blood glucose level test and inhaled asthma medication if a Medication Form has been submitted and approved. Students may also carry and use sunscreen without a doctor's note or prescription and may also wear sun-protective clothing [E.C. Section 35183.5].

If a student is on a continuing medication regimen administered at home for a non-episodic condition, parents are required to notify the principal of the medication being taken, the current dosage and the name of the supervising physician. [E.C. 49480].

Medication should be scheduled to be administered at home whenever possible. Medication that must be administered at school should be brought to the school by the parent in the original prescription bottle

labeled by the pharmacy. If requested to do so, the pharmacist can provide two labeled prescription bottles so that one may come to school, one may be kept at home and the medication can be split between them. Students are not to have any medication, pills, aspirin, cough drops or any other prescribed or over-the-counter medication in their possession unless it is allowable as described above. *All medication should be picked up by the parent at the end of the school year or it will be discarded.*

Parents may come to school to administer medication not covered by a physician's order. In no case will medications be administered by school staff without an Authorization of Medication form signed by the parent and physician.

The district provides coverage for immediate medical and surgical treatment of bodily injuries to a regularly enrolled student resulting from an accident occurring on school grounds or other facilities being used in the district's educational programs or during transportation to and from those places. This includes field trips and all interscholastic athletic competitions with the exception of tackle football. Coverage may be applicable for up to 52 weeks following the accident, with a limit of \$2,500, and the coverage applies for expenses that exceed the limit of, are less than the deductible of, or are simply not covered by, other insurance available to the student.

Scoliosis Screening (E.C. section 49452.5)

If your child is enrolled in grades 7 through 12 and is suspected of having curvature of the spine, please notify the school office. The district may screen female students in grade 7 and male students in grade 8 for the condition known as scoliosis. If the initial screening indicates the student may have scoliosis, additional screening may be required. You may request in writing that your student not be screened. If your child is identified at school as having this condition, you will be notified in accordance with the law.

Sight and Hearing Test (E.C. section 49452)

The district is required to provide for testing the sight and hearing of each student enrolled in its schools unless you submit a written denial of consent.

Information for Use in Emergencies (E.C. section 49408)

For protection of your child's health and welfare, we ask that you fill out and return the enclosed Emergency Information Card.

School Safety Plans (E.C. section 32280 and following)

Each school site has established a Safety Plan. Details of the Safety Plan are available to the public through the district office on request, and copies are provided to local law enforcement.

School Buses and Passenger Safety (E.C. section 39831.5)

See transportation safety policies.

Tobacco-Free Schools/No Smoking Policy (Health and Safety Code section 104420)

The district's governing board recognizes that the health hazards associated with smoking and the use of tobacco products, including breathing second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff. The law requires that all recipients of any state and/or federal grant or contract maintain tobacco-free school sites.

Use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, and in district vehicles. This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Prohibited products include any product containing tobacco or nicotine, including but not limited to cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for use or possession of prescription nicotine products.

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate. Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may direct the person to leave school property, request local law enforcement assistance in removing the person from school premises, and/or prohibit him/her from entering district property for a specified period of time.

PARTICULAR EDUCATION ISSUES

Comprehensive Sexual Health Education, HIV Prevention Education, and Assessments Related to a Student's Health Behaviors and Risks Including Attitudes Concerning or Practices Relating to Sex (E.C. sections 51934-51939)

A parent or guardian of a pupil has the right to excuse their student from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a written "opt-out" process. You may opt out by so advising the district in writing.

The written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection.

Comprehensive sexual health education or HIV prevention education may be taught by school district personnel or by outside consultants.

You may request a copy of Education Code sections 51934-51939.

If arrangements for this instruction are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14 days before the instruction is delivered.

Anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the pupil's attitudes concerning or practices relating to sex, may be administered to any pupil in grades 7 to 12, inclusive. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey through a written "opt-out" process. You may opt out by so advising the district in writing.

You will be notified in writing if and when such a test, questionnaire, or survey is to be administered.

You have the right to review the test, questionnaire, or survey.

If the school has received a written request from the student's parent or guardian excusing the pupil from participation in comprehensive sexual health education, HIV prevention education, and assessments related to that education, the student may not attend any class in comprehensive sexual health education or HIV prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks.

A pupil may not be subject to disciplinary action, academic penalty, or other sanction if the pupil's parent or guardian declines to permit the pupil to receive comprehensive sexual health education or HIV prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks.

While comprehensive sexual health education, HIV prevention education, or anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks is being administered, an alternative educational activity shall be made available to pupils whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.

Health Instruction Conflicting with Religious Training and Beliefs of Parent or Guardian (E.C. section 51240)

Upon written request, a parent or guardian has the right to excuse their student from any part of a school's instruction in health that may conflict with their religious training and beliefs or personal moral convictions.

Homeless Youth Education (42 U.S. 11432)

Homeless students and their parents have various rights regarding public education. Information on this subject is explained in the school district's Education for Homeless Children Policy BP/AR 6173.

SEX OFFENDER NOTIFICATION TO PARENTS

Board Policy 3515.5 (adopted in January, 2000) addresses sex offender notification. In order to protect students, the Governing Board believes it is important that the district respond appropriately when a law enforcement agency contacts the district about registered sex offenders who may reside or work within district boundaries. Although this article is not in response to such a contact from the law enforcement, we believe it is important to be prepared. The principal is the liaison with law enforcement regarding these matters and would collaborate with them if the need should arise. The purpose of this article is to advise parents/guardians of the district's willingness and intention to work with law enforcement. The reporting requirements according to Penal Code 290 include the fact that law enforcement is the agency best able to assess the relative danger of an offender, and parents may contact law enforcement for additional information. Information is posted on the district website at www.shandonschools.org. If an identified sex offender is seen on or nearby school grounds or around any student, staff shall immediately contact the Superintendent or designee. The staff member may also inform local law enforcement. Information about registered sex offenders is available online at <http://meganslaw.ca.gov/> or at the Sheriff's Sub-Station at: 356 North Main Street, Templeton, California (805) 781 4550.

TEXTBOOKS

Textbooks are provided for student use. Textbooks will be issued by the library. Students are responsible for textbooks issued to them. If a student loses a textbook the student will be issued another textbook and charged full replacement value. Students who return damaged books will be charged for one-half to full replacement value depending upon the damage (Education Code § 48904(a)(1)). Students checking out of school will return all books to the library. Books not returned must be paid for before the yearend student checkout is completed. Report cards, transcripts, yearbooks, and diplomas will be held pending payment of all fines and debts. If a student moves and textbooks are not returned, the new school will be contacted and will be asked to hold records as well.

LIBRARY

The school library is open:

Monday, Tuesday and Thursdays from 7:30 AM until 4:00 PM

Wednesday from 7:30 AM to 2:00 PM

Fridays 7:30AM to 11:50 AM

Students who come to the library need to come with the intention of checking out a book, reading or working on a class assignment. Students need to enter the library quietly and not disturb other students that are working. Students will be sent back to class with a possible referral for not following library rules.

Students may check out books from the library for three weeks at a time. A fine may be imposed for late books. Students need to take care of their books. Damaged or lost books need to be paid for before the end of each semester. Damage may include books getting wet, torn or missing pages, no barcode or covers missing, etc.

No student may check out a book for another student. The student checking out a book is responsible for that book. Students should not loan books under their name to another student. Students owing books or money to the library may be denied use of the facility.

VISITORS/VOLUNTEERS

SHS extends a warm welcome to parents/guardians to visit our school and classrooms. At the same time, we must ensure that our students and staff remain safe and that learning is not disrupted. Schools must be aware of who is on campus and why they are here. In order to facilitate a safer learning environment we have developed the following guidelines for school visitors:

1. All visitors must report to the school office and sign in before going elsewhere on campus.
2. Visitors will receive a Visitor's Badge when they sign in. Please make sure the badge is visible. Badges are not needed at Open House, Back to School Night or other school-sponsored events open to the public.
3. For the safety of our students and staff, we will consider that visitors who do not sign in and are not wearing a badge are trespassing. A staff member will escort them to the main office.
4. Visitors will not be allowed unmonitored access to students. Individuals who volunteer will need a back ground check.
5. Visitors who want to meet with a teacher or administrator need to make an appointment.
6. If a meeting is scheduled to address a concern, the meeting will take place in the office, not in a classroom. The parent/guardian must first report to the office and then will be directed to the meeting place.
7. If parents/guardians need to pick up their student before the regular dismissal time they should call ahead to the attendance office. They must pick up their student in the office or other location named by the school. Parents/guardians may not go directly to the classroom to pick up their student. The school will not release a student to anyone other than a custodial parent without prior arrangement and proper identification.
8. Parent/guardian visits to their students' classrooms must be arranged with the office 24 hours in advance.
9. If a visitor engages in disruptive or inappropriate behavior, the school administration may restrict or deny future visits. This protocol has been developed to have clear expectations for our visitors and to continue to provide a safer environment for our students, staff and visitors.

WORK PERMITS

The State of California requires **EVERY MINOR UNDER THE AGE OF 18 TO HAVE A WORK PERMIT** for most types of jobs, **even during the summer**. Students must renew work permits at the beginning of each school year. Work permit applications are available through the school office. Failure to have a work permit on file with one's employer may cause the employer to be fined \$500 or more. Work permits are free and apply only to one employer at a time. Work permits may be revoked by the District for trancies, suspensions, poor attendance, poor grades, or misbehavior.

SCHOOL TELEPHONE USE

School telephones are to be used for school business. School telephones are not intended for general personal student use. Office staff may place calls for students for emergency purposes only. Parents may call the office if it is necessary to leave a message for your child. Please call **before 2:00 p.m.** to ensure the message gets to your child without disrupting instructional time. Transportation and appointments should be arranged outside of school hours. Please communicate at home with your student with any special instructions for the day. The school is not staffed to accommodate a multitude of messages. The school administration would like to keep to a minimum the disruption of classes when messages are delivered to the classroom.

VEHICLES AND PARKING

All vehicles must be parked on the campus parking lot and not on adjacent streets. No student is permitted to go to the parking lot to move or remove his/her vehicle during school hours without permission of the administration. Students are not allowed in the parking lot during breaks or lunch without the permission of the administration. No vehicle may be parked in such a way as to interfere with the normal flow of traffic or to create a safety hazard. **Students driving to and parking at school must have a copy of a valid driver's license, registration and proof of insurance on file with the office.** The privilege that a student has to drive to school and to park on campus may be revoked at anytime by the administration.

NO WHEELED VEHICLES OF ANY KIND ARE PERMITTED TO BE USED ON THE WALKWAYS OF ANY SCHOOL CAMPUS BECAUSE OF THE DANGER TO PEDESTRIANS AND STATE LAW. This rule applies 24 hours a day including non-school hours and days for skateboards, scooters, motorcycles, bicycles, etc. **Any automobile entering the school premises is subject to search with or without cause by school officials or police officers. Search may include the passenger compartment, engine compartment, trunk and all containers locked or unlocked in or upon the vehicle.**

CHEATING AND PLAGIARISM POLICY

Public education is free to all students in the U.S. and with that right, the responsibility for all students to learn at the best of their ability. School Boards confer diplomas upon the successful completion of Board and State requirements for high school graduation. That diploma signifies the recipient has attained a level of competency that employers and colleges can rely upon for job skills and educational background. Consequences for cheating (classwork, homework, projects, tests, including talking, copying by hand, photo, or machine, transmitting, text messaging or note passing) should be severe in order to dissuade students from attempting to copy or cheat. Consequences for cheating or plagiarism are as follows:
First occasion: The student shall receive a discipline referral and a zero or an "F" on that assignment or exam, and the teacher shall inform the parents in writing.
Second occasion: The student shall receive a discipline referral and an "F" for the semester for the course and the teacher shall inform the parents in writing. Parents may request a meeting with the Administrator to discuss a review of any offense of this regulation

LATE ASSIGNMENTS

Each teacher will explain their late assignment policy clearly to both students and parents as part of their course syllabus given to students within the first three days of student attending their class. All teachers will allow assignments to be turned in late for Excused Absences within a reasonable time period within one week of the student returning to class. Late work for unexcused absences including suspensions and trancies will only be accepted at the teacher's discretion.

STUDENT DRESS CODE

All students are expected to dress and groom appropriately. The school staff reserves the right to determine whether student dress and grooming is disruptive to the educational process, immodest or poses a safety risk to the student or other students. All students have the right to attend a safe and orderly school. School is a place of business and the manner in which a student dresses helps prepare them to participate in school activities, be appropriate to the task, be safe from harassment and to learn.

All students are expected to dress in clothes that are clean, neat, fit properly and are in good condition.

The following rules apply while at school and all school functions, including dances and games.

1. Clothes shall be sufficient to CONCEAL UNDERGARMENTS AT ALL TIMES.
2. See-through or fish-net fabrics, halter tops, tube tops, tank tops, off-the-shoulder, low cut tops, bare midriffs, are not allowed at school.
3. Dresses and skirts must be below finger tips when arms are held to the side or at least mid-thigh.
4. Shirt straps must be at least one inch in width.
5. Shorts must be at least 6 inches at the inseam.
6. Pants/skirts/shorts are not to be worn below the waist line (sagging) and must be sufficient to conceal undergarments.
7. Clothes must not have offensive symbols, slogans, sexual/inappropriate innuendo(hidden messages) or references to alcohol, tobacco, and drugs.
8. Shirts must be worn at all times. (This includes physical education classes, except during swimming.)
9. Hair shall be clean and neatly groomed. Haircuts, hairstyles or makeup that draws undue attention to the wearer or detracts from the educational process are not permitted (i.e., unusual designs, colors, symbols, razor cuts).
10. Bandanas or nets must not be worn on the head or other parts of the student's body.
11. Nonprescription sunglasses are not to be worn inside rooms unless medically required.
12. Distracting, unsafe or offensive jewelry must not be worn.
13. Jewelry may not be worn in any body piercings other than ear piercings.
14. Wide armholed tank tops may not be worn, includes during physical education classes.
15. Head coverings are NOT to be worn within school buildings. Hat brims must face forward not backwards or sideways when worn outside of school buildings.
16. Shoes must be worn at all times.
17. No gang-related clothing may be worn. Since this will be ever-changing, the School Recourse Officers and SLO County Gang Task Force will be consulted if necessary to determine what clothing is gang related.

1st Violation – Student will be required to change into more appropriate clothing. The student may either call home to arrange for more appropriate clothes to be delivered or loaner shirts/shorts will be provided and exchanged back at the end of the day.

2nd Violation – Student will be required to change into more appropriate clothing. Parent contact will be made and disciplinary action may be given.

3rd Violation – Parent contact will be made and student may be placed in In-School Suspension for the remainder of the day. Subsequent violations will result in additional days of In-School Suspension or Saturday School and may result in out of school Suspension.

PUBLIC DISPLAYS OF AFFECTION

It is the goal of the Shandon High School staff to provide a professional work environment of both students and staff. Therefore students are asked to limit public displays of affection to holding hands on a limited basis and not in the classroom. Excessive displays of affection are not allowed in the most workplaces, may be considered sexual harassment to those who are subject to seeing such actions, and certainly have no place in a high school environment. Students participating in such activities may be subject to disciplinary action including detention or suspension as well as notification of parents.

ELECTRONIC DEVICES

Cellular telephones or any other electronic devices including all accessories (headphones, cameras, calculators, ear buds, plugs, etc.) are not to be visible in use or even powered on during school hours without the permission of staff.

Staff members may confiscate electronic devices if they determine that the student does not have permission to use the device and/or the device is a distraction.

Loss or theft of electronic devices belonging to students will NOT be investigated. Students must take the responsibility of protecting their property.

1st violation: Parent or guardian must pick up the confiscated item and the student is warned.

2nd violation: Parent or guardian must pick up the confiscated item. The student will receive a lunch detention. Parent and student are notified that future violations may result in suspension.

3rd violation: **In-School** Suspension and the confiscated item is later returned to the parent or guardian.

Subsequent Violations: Additional days of **In-School** suspension and other discipline action may be taken.

INTERVIEWING STUDENTS

There are outside agencies such as law enforcement and social services that on occasion may request to interview a student. This is typically done in private and the student may request school staff to be present.

PARENT RESPONSIBILITY

Parents/guardians are liable for all the damages caused by the willful misconduct of their minor children which result in death or injury to other students, school personnel, or damage to school property.

Parents/guardians are also liable for any school property loaned to the student and willfully not returned. Parents/guardians' liability may be as much as \$17,112 in damages and another maximum of \$17,112 for payment of a reward, if any. (EC48904) The school district may withhold the grades, diplomas or transcripts of the student responsible until such damages are paid or the property returned, or until completion of a voluntary work program in lieu of payment of money. (EC48904, Civil Code Sec.1714.1) If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities, or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. (EC48900.1)

RELEASE OF A STUDENT TO A PEACE OFFICER

If a school official releases your child from school to a peace officer for the purpose of removing him/her from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent/guardian. (EC48906)

Student Searches (*New Jersey v. T.L.O.* (1985) 469 U.S. 325)

A warrant or probable cause is not necessary for searches of students by school officials and the level of suspicion to justify the search need not rise to the level of probable cause. Rather, such a search by school officials must be:

- Justified in its inception - it must be reasonable to suspect the items searched contain evidence of prohibited conduct;
- Reasonably related in scope to the circumstances which justified the search in the first place. That is, the measures adopted are reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

SEARCH DOGS

Ensuring your students are safe from drugs requires a drug free school. Trained dogs may be used in a search on the school grounds, in hallways, social areas, locker rooms, gyms, parking lots and classrooms. As a parent one of the most crucial policies to demand from your student's school is a drug free campus. Nationwide, over 85% of high school students and 44% of junior high students report seeing drugs used, sold, or stored on campus with 31% of high school students and 9% of junior high students seeing such conduct at least once a week (Center for Substance Abuse Research).

CIVILITY TOWARDS STAFF

Any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of his or her duties materially disrupts class work or extracurricular activities or involves substantial disorder is guilty of a misdemeanor [EC44811 (a)]. A violation of subdivision (a) is punishable as follows: Upon the first conviction, by a fine of no less than five hundred dollars (\$500) and not more than one thousand dollars (\$1,000), or by imprisonment in a county jail for not more than one year, or by both the fine and imprisonment. [EC44811 (b)(1)]

Code of Conduct for Employee-Pupil Interactions (E.C. section 44050 and BP sections 4219.21, 4119.21 and 4319.21)

The district has a code of conduct for employees that includes employee interaction with pupils. Inappropriate employee conduct toward students includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon.
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child.
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student.
5. Possessing or viewing any pornography on school grounds or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time.
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members.
7. Willfully disrupting district or school operations by loud or unreasonable noise or other action.

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity.
9. Being dishonest with students, parents/guardians, staff, or members of the public including, but not limited to, falsifying information in employment records or other school records.
10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information.
11. Causing damage to or engaging in theft of property belonging to students, staff, or the district.
12. Wearing inappropriate attire.
13. An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of, but fails to report, inappropriate employee conduct may also be subject to discipline.
14. The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

Know Your Rights

Your Child Has the Right to a Free Public Education

- All children in the United States have a Constitutional right to equal access to free public education, regardless of immigration status and regardless of the immigration status of the students' parents or guardians.
- In California:
 - All children have the right to a free public education.
 - All children ages 6 to 18 years must be enrolled in school.
 - All students and staff have the right to attend safe, secure, and peaceful schools.
 - All students have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
 - All students have equal opportunity to participate in any program or activity offered by the school, and cannot be discriminated against based on their race, nationality gender, religion, or immigration status, among other characteristics.

Information Required for School Enrollment

- When enrolling a child, schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency.
- You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

Confidentiality of Personal Information

- Federal and state laws protect student education records and personal information. These federal laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- Some schools collect and provide publicly basic student "directory information." If they do, then each year, your child's school district must provide parents/guardians with written notice of the school's directory information policy, and let you know of your option to refuse release of your child's information in the directory.

Family Safety Plan if You Are Detained or Deported

- You have the option to provide your child's school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported.
- You have the option to complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

Right to File a Complaint

Your child has the right to report a hate crime or file a complaint to the school district if he or she is discriminated against, harassed, intimidated, or bullied on the basis of his or her actual or perceived nationality, ethnicity, or immigration status.

BUS REGULATIONS

When each student who will typically ride the bus boards at the beginning of school or just after enrollment, they will be given a list of bus rules. The rules are consistent with safety and courtesy. The discipline plan comes into effect with bus regulations. Parents/guardians and students need to understand that bus riding is a privilege that may be curtailed or withdrawn for misbehavior. Should misbehavior occur, a bus referral is written and the disciplinarian of the school in which the student is enrolled handles the disciplinary matter. Depending upon the severity of the infraction, the typical handling may be limited revocation of bus-riding privileges or extended revocation of bus riding privileges.

CARE OF SCHOOL AND PERSONAL PROPERTY

Students are responsible for the proper care of all books, supplies, and furniture supplied by the school. Students who disfigure property, break windows, or do other damage to school or personal property or equipment will be required to pay for the damage. The administration is not responsible for unnecessary items brought to school that are lost or stolen.

EMERGENCIES/EVACUATIONS

In the event of a disaster, we insist that students stay at school under the supervision of school personnel until the situation is stabilized. The school will create a "reunion" site on campus for parents to pick up their student as soon as possible. Under NO circumstances will the school release students without permission of a parent or adult listed on Student Emergency Information Card.

FOOD SERVICES

Shandon offers nutritious meals every school day from the District Cafeteria. Applications are available in the school office for students who may be eligible depending on the total household income for either free or reduced-price meals. Parents/guardians must complete a new application for free or reduced meals, one per family, at the beginning of each school year and returned as soon as possible to ensure there is no lapse in eligibility for students.

Free and Reduced Price School Meals - Delinquent Payments and Excess Account Balances

The district may attempt to collect unpaid school meal fees from a parent/guardian, but shall not use a debt collector. (E.C. section 49557.5.)

The Superintendent or designee may enter into an agreement with a student's parent/guardian for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year. (CDE's Nutrition Services Division Management Bulletin SNP-03-2017.)

The district shall not direct any action toward a student to collect unpaid school meal fees. (E.C. section 49557.5.)

The district's efforts to collect debt shall be consistent with 2 CFR 200.426. The district shall not spend more than the actual debt owed in efforts to recover unpaid meal charges. (CDE's Nutrition Services Division Management Bulletin SNP-03-2017.)

The Superintendent or designee shall maintain records of the efforts made to collect unpaid meal charges and, if applicable, financial documentation showing when the unpaid meal balance has become an operating loss. (CDE's Nutrition Services Division Management Bulletin SNP 06-2015 and SNP-03-2017.)

DISCIPLINE POLICY

DETENTION

Staff may assign detention as part of discipline procedures. The length of the detention, time and location of the detention is at the discretion of staff. Failure to serve assigned detentions will result in a referral to the administration for further action.

STUDENT MISCONDUCT AND DISCIPLINE

The Obligations of a Student While at School (5 CCR 300)

Every student must:

- Attend school punctually and regularly;
- Conform to the regulations of the school;
- Obey promptly all the directions of his teacher and others in authority;
- Observe good order and propriety of deportment;
- Be diligent in study; respectful to his/her teacher and others in authority; kind and courteous to schoolmates; and refrain entirely from the use of profane and vulgar language.

Teachers Are Required to Hold Students to Strict Account for Misconduct (E.C. section 44807)

Every teacher must hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. Teachers may exercise that amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

Prohibited Behavior (E.C. section 48900 and following)

If a student engages in prohibited behavior, in addition to other forms of corrective action, he/she may be disciplined, including in school suspension, suspension from school and expulsion from the school district, depending on the circumstances.

Prohibited behavior includes volitional conduct amounting to or related to: assault, battery, threat, alcohol, drugs including Soma, firearms, knives, explosives, other dangerous objects, drug paraphernalia, robbery, extortion, destruction of property, stealing, receiving stolen property, tobacco, obscene acts, habitual profanity, disrupting school activities, defying the valid authority of teachers, administrators, or other school personnel, possessing an imitation firearm, sexual battery, sexual assault, intimidation of student witnesses, hazing, bullying sexual harassment, hate violence, harassment, intimidation and terroristic threats.

Classroom Correction and Non-Punitive in School Correction Preferred When Appropriate (E.C. sections 48900.5, 48900.6 and 48900.9)

Other means of correction are always preferred over in-school suspension, suspension from school, expulsion and any other form of exclusionary discipline that results in a pupil being removed from his/her regular classroom.

Suspension from School (E.C. section 48911)

A school principal (or the principal's duly assigned designee or the Superintendent) may suspend a pupil from school for any conduct prohibited by Section 48900. The maximum duration of any single suspension is five school days.

Expulsion from the School District (E.C. section 48918)

When appropriate, the governing board may expel a student from the school district for any conduct proscribed by the Education Code, except 48900(k) disruption/defiance. The student is entitled to a hearing and due process. If expelled, the student is to receive a Rehabilitation Plan and a copy of the procedures to apply for readmission to the district.

Any serious offense may warrant an immediate suspension and/or expulsion. Administration always has the authority to supersede the list above and determine individual consequences based on the unique situation.

Student Contracts will be used to strengthen the communication and understanding of expected behavior. Failure to comply with all requirements of the contract will result in further disciplinary action as stated in the contract.

COMPLAINTS

Uniform Complaint Procedures (E.C. sections 32289 and 52075; 5 CCR 4600-4670)

The district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The district will investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, intimidation, or bullying in accordance with the district's uniform complaint procedures. The district has adopted a uniform complaint policy and procedures for use when addressing complaints alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in E.C. sections 200 or 220, Penal Code section 422.55, or Government Code section 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

Uniform complaint procedures will also be used to address any complaint alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities. Except where specifically authorized by statute, **a student enrolled in a public school cannot be required to pay a fee for his/her participation in an educational activity that constitutes an integral fundamental part of the**

district's educational program, including curricular and extracurricular activities. The uniform complaint procedures will also be used to address any complaint alleging the district's failure to comply with the requirements for development and adoption of a school safety plan, state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, special education programs, any complaint alleging retaliation against a complainant or other participant in the complaint process, and any alleged failure of the district to comply with the requirements of the Local Control and Accountability Plan (LCAP). (The board is required to adopt and annually update an LCAP in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.)

The Uniform Complaint Policy may also be used to help identify and resolve noncompliance with laws related to accommodations for lactating students, educational rights of foster youth and homeless students, assignment of students to courses without educational content, and any failure to provide physical education instruction for at least 200 minutes every 10 days.

The Uniform Complaint Policy may also be used to resolve allegations of noncompliance with the rights of a foster youth, homeless student, or a former juvenile court school student associated with waiving district-adopted local graduation requirements. (E.C. section 51225.1(m)(1))

The district has designated the following person as the compliance officer responsible for receiving complaints under the uniform complaint policy and procedures: Superintendent Kristina Benson, 101 1st South Street Shandon, CA 93461, (805)238-0286. Complaints made under this procedure must be directed to the compliance officer.

You can obtain a copy of the district's Uniform Complaint Policy and Procedures free of charge from the compliance officer. Complaints alleging retaliation, unlawful discrimination, harassment, intimidation, or bullying must be filed not later than six months from the date the behavior occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged retaliation, discrimination, harassment, intimidation, or bullying. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reason for the extension. The complaint review will be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. A complaint alleging noncompliance with the law regarding the prohibition against requiring students to pay student fees, deposits, and charges must be filed no later than one year from the date the alleged violation occurred and may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance.

A complainant may appeal the district's decision to the California Department of Education ("CDE") by filing a written appeal within 15 calendar days of receiving the district's decision. The appeal must include a copy of the complaint filed with the district and a copy of the decision. The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law

remedies that may be imposed by a court include but are not limited to injunctions and restraining orders. For complaints alleging discrimination, harassment, intimidation, and bullying based on state law, a complainant shall wait until 60 calendar days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies, provided the district has appropriately and in a timely manner apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622. The moratorium does not apply to injunctive relief or to discrimination complaints based on federal law.

Complaints Regarding Textbooks and Other Instructional Materials, Teacher Vacancies or Mis-assignment and the Condition of School Facilities (E.C. sections 17592.72, 35186, 35292.5; 5 CCR 4680-4687)

The district has a complaint process specifically designed to help identify and resolve insufficiencies related to textbooks and other instructional materials, teacher vacancies or mis-assignment and the condition of school facilities. The complainant is entitled to an investigation and a response from the district. Additionally, such complaints may be filed anonymously.

Complaints Regarding Employees

The district also has a process which permits the public to submit complaints against district employees in an appropriate and expeditious way which protects the rights of involved parties and holds employees accountable for their actions without disrupting the educational process.

Complaints Regarding Discrimination and Discriminatory Harassment (Section 504 of the Rehabilitation Act of 1973, Title VI Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972; 34 CFR 104.8 and 34 CFR 106.9)

The district is committed to equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, immigration status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

You have certain rights under the law, including Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin, Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, Section 504 of the Vocational Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act (IDEA), which prohibit discrimination on the basis of disability. The California Department of Education and the Office for Civil Rights of the U. S. Department of Education have authority to enforce these laws and all programs and activities that receive federal funds. Complaints or inquiries regarding compliance with Section 504 or Title II of the Americans with Disabilities Act may be directed to the district Section 504 Coordinator **Kristina Benson, Superintendent 101 South First Street Shandon, CA 93461, (805)238-0286** or to the Director of the Office for Civil Rights, U.S. Department of Education, Washington, DC.

Complaints of unlawful discrimination are investigated through the uniform complaint process. For a complaint form or additional information, please contact: **Kristina Benson, Superintendent 101 South First Street Shandon, CA 93461, (805)238-0286.**

STUDENT ACTIVITIES

Our goal is that all students are expected to excel in the classroom and be involved in at least one school activity. Educational research shows that students who are involved in some type of school activity achieve at a higher level academically than those students not involved in co-curricular activities. There are many different avenues available for students to become involved in the "Shandon Family."

Student Government

Shandon High School has three (3) basic levels of government. They are the school-wide Associated Student Body (ASB), individual class officers, and Student Council consisting of at-large representatives from classes. Additional information may be obtained by contacting the ASB advisor.

ASB and Class Officers

Each spring students elect ASB and class officers to administer activities for the following year. Petitions for office and a handout listing each officer's duties and responsibilities can be obtained from the ASB Advisor.

School Sponsored Student Leadership Organizations

All on campus clubs must abide by the Associated Student Body (ASB) Constitution and Regulations. In addition, all on campus clubs must be under the direction of an approved staff member. Students wishing more information may contact the club advisor. Students may check the daily bulletin for the club meeting schedule. Current student leadership organizations include Block "S," Drama, FFA and Friday.

Representatives from school organizations and classes must submit an Activity Request Form signed by an Advisor for all activities including fund raising. After receiving the approval of ASB, the activity form must be approved by the ASB Advisor and Principal before the activity can occur. Any organization sponsoring a school evening event such as a dance must provide a minimum of two (2) faculty sponsors.

Dance Guest Passes are only available for the Winter Formal and Prom. A guest must be a high school student in good standing with the high school administrator's signature to attend. Photo I.D. must be included. The only 18 through 20-yearold that will be able to attend on a guest pass are former Shandon Unified graduates that were in good standing.

Disciplinary action and charges will be filed against anyone in possession of, or under the influence of, alcohol or drugs at any school activity on or off campus

AUDIENCE BEHAVIOR AT PERFORMANCES

To provide the proper atmosphere at non-athletic performances and to achieve the best performance that students are capable of presenting, it is expected that students follow the rules of concert etiquette:

1. Please do not talk during performances. The art of theater and music is one that requires intense concentration on the part of the performers. Any noise during a performance is extremely distracting. Simple logic tells us that if you can hear the people on stage, they, in turn, can likely hear you.
2. Please do not enter or exit the auditorium during performances. The audience area is dark in order to draw attention to the stage. The foyer, however, is well lit. When a door is opened during a performance, the focus of the audience and performer is naturally drawn to the brighter area, thus destroying the concentration of the performers and breaking the mood for the audience.

3. The calling out of names of individuals on stage, making loud remarks which can be heard on stage (otherwise known as cat calls), yelling, screaming, or whistling are prohibited at all times. Applause, if sincere, is greatly appreciated, but anything else is an insult to the performers.

BEHAVIOR

The district recognizes that student athletes represent our school, therefore please see the athletic handbook for specific behavior expectations for our athletes.

GENERAL APPEARANCE

Students participating in extra-curricular activities must dress appropriately to represent their high school. They should keep their hair well groomed, skin clean and clothes clean and neat. The determination of acceptability will be up to the coach, advisor, Athletic Director or Principal.

TRAVEL

Unless prior written permission is received from the principal, a student must travel to and from contests/activities in school transportation. Parent's who need to check students off of school transportation upon the close of an event, must obtain written permission from the Principal or designee. Blanket requests for the entire season will not be honored. Students will only be released to a parent or legal guardian or an adult over 21 years of age approved by the parent.

ATTENDANCE IN SCHOOL

Cutting a class or classes will result in an athlete being benched for the next scheduled contest or a student missing the next extra-curricular activity. The student must be in attendance at school for all classes on the day of a game or on the Friday before Saturday games in order to participate in any games, events, practices or activities. Exceptions may be made by the Principal for emergency family issues or necessary medical appointments. If a game, event or practice is on Saturday, the student must be in all classes the previous Friday to participate. Students suspended on Friday cannot play or practice the following Saturday. Students assigned to In-School Suspension will not be released early to participate in practice, games, activities or travel.

GRADUATION CEREMONIES AND END OF YEAR ACTIVITIES

The graduation ceremony and/or activities at the end of the school year are considered symbolic of the educational end result and are not essential components to the provision of public education. A Participating and walking at the graduation ceremony is a privilege not a right. Students may be excluded from participating in graduation ceremonies and end of year activities for the following reasons:

1. Two or more suspensions during their senior year,
2. Violation of school rules for Senior Trip.
3. More than 10 unexcused absences during their senior year.
4. Failure to pay fines or any other funds owed to the District.
5. Failure to participate in required preparation for graduation ceremonies held during school hours.
6. Inappropriate or disrespectful behavior during graduation preparation.

Graduation cap and gowns will not be issued to students until the Friday before Baccalaureate. Students not eligible to graduate will not be issued their graduation cap and gown but will be refunded for the purchase price of the cap and gown. Administration may determine at any time before the graduation ceremony that student's inappropriate actions will cause him to not be included in graduation. Parents/Guardian will be notified as soon as possible.

DISTRICT TECHNOLOGY SERVICES STUDENT ACCEPTABLE USE POLICY

Use of school, networks and Internet services is a privilege, which may be restricted or revoked at any time. Students, who use school technology, access networks, or the Internet, agree to follow all school rules. Students, using school technology and equipment must follow the directions of teachers and school staff. Students may not use school technology for commercial purposes, including auctioning, selling, offering, providing or purchasing goods or services for personal use. Students who fail to follow school rules may lose their privileges, and/or be subjected to disciplinary procedures.

Use of school technology, networks, and Internet services does not create any expectation of privacy. The school reserves the right to search and/or monitor any information created, accessed, sent, received, and/or stored in any format by students on school equipment.

Users may encounter material they interpret as controversial, inappropriate, or offensive. It is impossible to completely control the content. It is the user's responsibility not to intentionally access such material.

All district network infrastructure and bandwidth are the property of Shandon Joint Unified School District and Shandon Joint Unified reserves the right to monitor all activities and restrict access accordingly.

The following are **examples** of inappropriate uses that are prohibited:

- Anything prohibited by law, district or school rules
- Using obscene language or intentionally accessing or possessing obscene or pornographic material, as defined in subdivision (a) of Penal Code Section 313
- Harassing, insulting or attacking others, especially cyberbullying
- Using another person's password or distributing another's password
- Sending or displaying pornographic, hostile, offensive, or hate related material
- Accessing another person's computer, folders, work, or files without their consent
- Possession or use of any tools designed for probing, monitoring, or breaching the security of the network or willfully infecting the network with a virus
- Using the network for non-school related bandwidth intensive activities such as network games and the downloading of music/video files or serving as a host for such activities
- Using the network for commercial purposes
- Violating copyright laws
- Participating in non-district approved forums, chat rooms, or exchanges
- Using school equipment for non-school related purposes
- Advertising or promoting non-school commercial endeavors
- Activities that would subject the school or the individual to criminal, civil or administrative liability

I understand and agree to comply with the above stated district and school policies and procedures as outlined in Board Policy 6163.4 and it's supporting Administrative Regulations. To read the entire policy as it relates to students, you may contact your school office.

Social Media Monitoring (E.C. section 49073.6)

The district intends to and will collect data from pupils' social media and may use such data in disciplinary actions involving students and/or district employees. The information gathered and/or maintained will pertain directly to school or student safety.

Pupils and their parents/guardians may inspect this information and request correction or deletion. The information will be deleted within one year of the pupil reaching the age of 18 or within one year of the pupil no longer being enrolled in the district, whichever comes first. The social media records of a pupil may be inspected by the pupil or the pupil's parent/guardian and corrections or deletion of the information may be requested. Requests to inspect a pupil's collected social media information, or to correct or delete the information, may be made to the principal or other site administrator who, within five school days, shall make the records available for inspection or respond to the request for correction or deletion of the information. Students and their parents/guardians also may have a district-level hearing to appeal the decision not to change or delete records.

STUDENT/PARENT AGREEMENT PAGE

We have read the Student Handbook as well as the Acceptable Use Policy for Technology.

Student: I have read the Student Handbook and I agree to abide by all school rules as well as all state and federal regulations and laws.

Parent/Guardian: As the parent/guardian of the student, I have read the Student Handbook and I agree to abide by these rules.

Print name of parent/guardian

Signature of parent/guardian

Date

Print name of student

Grade

Signature of student

Date

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

AGENDA ITEM TITLE:

Approval of the 2018-2019 Annual Notification to Parents/Guardians

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This plan is submitted for the Board's review. The changes that were made reflect the addition of new and current employee names while former employee names were removed.

The 2018-19 Annual Notification to Parents/Guardians is respectfully submitted to the Board for approval.

RECOMMENDED ACTION:

Approval

Annual Notification to Parents/Guardians

2018-2019



Shandon Joint Unified School District

101 South First Street Box 79

Shandon, CA 93461

Phone (805)238-0286 * Fax (805) 238-0777 * shandonschools.org

Kristina Benson, Superintendent

Please review this packet. Then sign the
acknowledgment on the first page.

**ANNUAL NOTICE TO PARENTS/GUARDIANS
CONCERNING THEIR RIGHTS AND RESPONSIBILITIES
2018-2019**

Each school district must notify parents and guardians of their legal rights and obligations at the beginning of the first semester or quarter of the regular school year. The following summarizes those rights and responsibilities.

Please sign and return the attached acknowledgment indicating that you have received and reviewed these materials. Also, please check the appropriate box below which will allow the district to send future versions of the Annual Notice to you electronically instead of a hard copy.

If you have any questions, please contact the District office.

Sincerely,

Kristina Benson
Shandon Joint Unified School District
District Superintendent

PARENTAL ACKNOWLEDGMENT

E.C section 48982 Requires Parents to Sign and Return this Acknowledgment

By signing below, I am neither giving nor withholding my consent for my student(s) to participate in any program nor am I agreeing to, or disagreeing to, the information contained in this Notice. I am merely indicating that I have received and read the attached notice regarding my rights relating to activities which might affect my student(s).

- ☐ I wish to receive the district's Annual Notice by logging onto the district website
- ☐ I wish to receive the district's Annual Notice only by email.

Date: _____

Signature of Parent

Printed Name of Student

Printed Name of Parent

Printed Name of Student

Obtaining Confidential Medical Services (E.C. section 46010.1)

A pupil may be excused from the school for the purpose of obtaining medical services that are private in nature and scheduled confidentially, that is, without the consent of the pupil's parent or guardian.

Absence for Religious Purposes (E.C. section 46014)

With your written permission, your child may be excused to attend religious exercises or to receive moral and religious instruction away from school. However, your child will be required to complete a certain number of minutes for that day. Such absences are limited to four days per month.

No Grade Reduction or Loss of Academic Credit (E.C. section 48205)

Your child shall not have his/her grade reduced or lose academic credit for any excused absence(s) if missed assignments and tests can be reasonably provided and are satisfactorily completed in a reasonable time.

SCHOOL ATTENDANCE OPTIONS

Enrollment in Neighborhood School (E.C. section 48980)

Generally, children may attend a school run by the district in which their parents reside. Districts usually enroll children in their neighborhood school. Their neighborhood school is the school which the district has designated to serve the area in which their family resides.

In addition, the district tries to provide options so that parents who reside in one attendance area may choose to enroll their child in a school that is designated to serve another attendance area. Further, families may choose to enroll their child at a school run by another school district all-together instead of attending a school run by their own school district.

The rules governing enrollment/attendance options are designed to not only address the diverse needs and interests of district families, but also balance enrollment in order to maximize the efficient use of district facilities. There are limitations and requirements associated with each such option and transportation assistance to and from the receiving school receiving the student is generally not provided.

Unless the interdistrict attendance agreement expressly provides otherwise, the student does not have to reapply annually, or at all, and must be allowed to continue to attend the school in which he or she first enrolls.

Neither the sending nor receiving districts are required to consent to the transfer. There is an appeal process if an application is denied. The appeal is to the county board of education with jurisdiction over the district denying the transfer.

The application and selection process is more fully explained in the school district's interdistrict enrollment policy (BP/AR section 5117).

B. Open Enrollment Act Transfers Pursuant to an Interdistrict Attendance Agreement (E.C. sections 48350-48361; 5 CCR 7400-4705)

A student may enroll in a school outside the district under an interdistrict attendance agreement in conjunction with the Open Enrollment Act. A student in a school on California's list of 1,000 lowest achieving schools may transfer to another school with a higher API in the school district or, if none, in a nearby district. Once enrolled at a school pursuant to an inter-district transfer, the transferring student may remain at that school unless the interdistrict attendance agreement between the two school districts expressly provides otherwise. The sending district may not deny the transfer request. The receiving district, however, may deny the transfer request. The county board of education may overrule a denial.

The application and selection process is more fully explained in the school district's Open Enrollment Act transfer policy (BP/AR section 5118).

C. School District of Choice Program (E.C. section 48300-48316)

A school district may enact the School District of Choice Program. The program allows the receiving district to enroll non-district students without the agreement of their district of residence. Under this program, priority must be given to siblings of children already in attendance and the receiving district may also give priority to children of military personnel.

Once enrolled pursuant to the School District of Choice Program, the transfer is renewed automatically unless the governing board withdraws from the program. However, the student does not have a regulatory right to stay at the same school as in the case of a Section 46600 interdistrict attendance agreement. Additionally, the district of residence may impose a statutorily-set cap on the total number of students transferring out of the district, and the district of choice is required to give certain notices to districts of residence.

Foster Youth (E.C. sections 48204(a)(2) and 48853.5)

Students who are or become “Foster” children must be permitted to continue their education at their “school of origin” through the end of the academic year and maybe longer if that placement is in their best interests. This rule applies as long as they remain “Foster” children. On the other hand, if the district’s Educational Liaison and the Foster family agree that enrollment in a “new” school is in the best interest of the “Foster” child, the new school must immediately enroll the child. Foster children must be allowed to matriculate with their peers in accordance with the established feeder patterns of the school district when transitioning to middle school or high school. The process is more fully explained in the school district’s education for foster youth policy (BP/AR section 6173.1).

Emancipated Youth (E.C. section 48204(a)(4)); Fam. Code section 7000 and following)

An emancipated student whose residence is located within the boundaries of a school district is considered a resident of that district and may attend the district’s schools. An emancipated student is a minor whose parent or legal guardian has been relieved of responsibility, control, and authority through an emancipation procedure in court.

The process is more fully explained in the school district’s residency policy (BP/AR section 5111.1).

Students Residing in a State Hospital (E.C. section 48204(a)(6))

A student residing in a state hospital located within the boundaries of a school district is deemed a resident of that district.

The process is more fully explained in the school district’s residency policy (BP/AR section 5111.1).

“Homeless” Students (42 USC 11413-114350)

A student whose parents come within the McKinney-Vento criteria for homelessness may, if they so choose, continue enrollment in the school they were attending prior to becoming homeless even if now living elsewhere in or outside of the district’s boundaries. Note that they may also choose the neighborhood school in their new district instead.

Also note that McKinney-Vento gives homeless students transportation rights. The new district and old district, together, must make transportation arrangements for the student.

The process is more fully explained in the school district’s education for homeless children policy (BP/AR section 6173).

to as “independent study,” takes place primarily at home or outside the traditional classroom-based school setting.

Private Schools.

Children may be instructed in a private full-time day school by persons qualified to teach in the State of California (E.C. sections 33190 and 33195). Private schools are selected and paid for by the student’s parents.

Mentally Gifted Students (E.C. section 48223)

Children who are mentally gifted may be taught in a private full-time day school by persons qualified to teach in the State of California. Parents bear the costs of such schools.

Private Tutors (E.C.§ 48224)

As an alternative to a private school, children may be instructed by a private tutor, who must hold a valid state credential for the applicable grade level. Parents and tutors are selected and paid for by student’s parents.

Homeschooling

Homeschooling in California is either performed by a parent who files a private school affidavit, a parent who qualifies as a private tutor, or untrained parents who simply teach their child at home.

STUDENT MISCONDUCT AND DISCIPLINE

The Obligations of a Student While at School (5 CCR 300)

Every student must:

- Attend school punctually and regularly;
- Conform to the regulations of the school;
- Obey promptly all the directions of his teacher and others in authority;
- Observe good order and propriety of deportment;
- Be diligent in study; respectful to his/her teacher and others in authority; kind and courteous to schoolmates; and refrain entirely from the use of profane and vulgar language.

Teachers Are Required to Hold Students to Strict Account for Misconduct (E.C. section 44807)

Every teacher must hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. Teachers may exercise that amount of physical control reasonably necessary to maintain order, protect property, or protect

receive a Rehabilitation Plan and a copy of the procedures to apply for readmission to the district.

Discipline of a Disabled Student Who Is Eligible for Special Education Pursuant to IDEA or Section 504 (E.C. section 48915.5 and 20 USC 1415(k))

Federal law governs the authority of school districts to suspend and expel disabled children from school. If the misconduct is a manifestation of the student's disability, after 10 days of suspension, the student must be returned to the pre-suspension placement unless his/her IEP team and parents agree otherwise. A disabled student may not be expelled for misconduct which is a manifestation of the student's disability.

Student Searches (*New Jersey v. T.L.O.* (1985) 469 U.S. 325)

A warrant or probable cause is not necessary for searches of students by school officials and the level of suspicion to justify the search need not rise to the level of probable cause. Rather, such a search by school officials must be:

- Justified in its inception - it must be reasonable to suspect the items searched contain evidence of prohibited conduct;
- Reasonably related in scope to the circumstances which justified the search in the first place. That is, the measures adopted are reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

Law Enforcement Notification (E.C. section 48902)

The Education Code requires that the school principal to notify law enforcement in cases of student misbehavior involving:

- Assault with a deadly weapon or other instrument;
- Assault by means of force likely to produce serious bodily injury;
- Use, possession or sale of drugs and alcohol;
- Arranging for the sale of a substance represented to be drugs or alcohol;
- Possession of a firearm within a school zone;
- Possession of other weapons such as dirks or daggers at school; and
- Possession or furnishing of a firearm or an explosive at school.

Attendance by Parent for a Portion of the School Day (E.C. 48900.1)

If your student willfully defies the authority of his/her teacher, disrupts classroom activity, commits an obscene act or habitually uses profanity or vulgarity, you may be required to attend school with your student for a portion of the school day.

Student Sexual Harassment (E.C. section 231.5; 5 CCR section 4917)

The district takes allegations of sexual harassment seriously. Students in grades 4 through 12 may be suspended or expelled for engaging in sexual harassment. A copy of the district's policy on student sexual harassment is enclosed for your review.

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

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

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

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

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account

Social Media Monitoring (E.C. section 49073.6)

The district intends to and will collect data from pupils' social media, and may use such data in disciplinary actions involving students and/or district employees. The information gathered and/or maintained will pertain directly to school or student safety.

Pupils and their parents/guardians may inspect this information and request correction or deletion. The information will be deleted within one year of the pupil reaching the age of 18 or within one year of the pupil no longer being enrolled in the district, whichever comes first. The social media records of a pupil may be inspected by the pupil or the pupil's parent/guardian and corrections or deletion of the information may be requested. Requests to inspect a pupil's collected social media information, or to correct or delete the information, may be made to the principal or other site administrator who, within five school days, shall make the records available for inspection or respond to the request for correction or deletion of the information. Students and their parents/guardians also may have a district-level hearing to appeal the decision not to change or delete records.

Involuntary Transfer of a Student Convicted of a Violent Felony or Misdemeanor Where Victim Enrolled at Same School (E.C. section 48929)

Pursuant to Board Policy, a student perpetrator who has been convicted of a violent felony or a misdemeanor involving a firearm may be involuntarily transferred to another school site if the victim of the offense is enrolled at the same school as the perpetrator. District policy provides that (i) the school first attempt to resolve their conflict using restorative justice or counseling, if the victim will participate; (ii) the student perpetrator be notified of his/her right to request a meeting with the school principal before the principal makes a recommendation; (iii) the Superintendent or his/her designee make a recommendation to the governing board; and (iv) the board deliberate in closed session as may be necessary to maintain the confidentiality of student information. The board's decision will be final.

Sex Equity in Course Selection and Career Counseling; Advance Notice(E.C. section 221.5)

Commencing with the 7th grade, parents must be notified in advance of Course Selection and Career Counseling. Parents may participate in such counseling along with their child. Recommendations by counselors cannot differentiate between students on the basis of the student's sex and shall affirmatively explore with each student the possibility of careers and courses leading to careers that may be considered nontraditional for that student's sex.

HEALTH AND SAFETY SERVICES

Immunizations (E.C. sections 49403, 48216; Health and Safety Code sections 120335, 120365, 120370; 17 CCR 6020 and 6051)

Unless certain exemptions apply, your child must have proof of up-to-date immunizations before he/she can be admitted to attend school. Please contact Shandon Joint Unified at 805-238-0286 for information about a personal beliefs exemption or medical exemption from immunizations for your child.

If prior to January 1, 2016, a student's parent/guardian files with the district a letter or written affidavit stating that an immunization is contrary to his/her personal beliefs, then the student is exempted from the immunization until he/she enrolls in the next applicable grade span requiring immunization. The grade spans are: birth to preschool; grades K-6; and grades 7-12. Otherwise, all students entering pre-school, kindergarten or the 7th grade are required to comply with the Health and Safety Code school immunization requirements.

Special education students may nevertheless access special education and related services as required by the student's IEP.

If a student's parent/guardian files with the district a written statement by a licensed physician to the effect that the physical condition of the student is such, or medical circumstances relating to the child are such, that immunization is not considered safe, then the student may be exempt from the immunization requirements. The statement must indicate the specific nature and probable duration of the medical condition or circumstances including, but not limited to, family medical history, for which the physician does not recommend immunization.

Students with a timely filed exemption are allowed continued enrollment to the next grade span. However, if it is determined that a child has been exposed to one of the 10 diseases named in the immunization requirements and does not have proof of immunization, the child may be temporarily kept out of school.

Control of Communicable Disease (E.C. section 49403)

The district cooperates with the local health office in the control and prevention of communicable disease in school-age children. If you consent in writing, the district may permit any person licensed as a physician and surgeon, or any person licensed as a registered nurse, to administer an immunizing agent to your child. You will be advised in writing before any immunization program is instituted.

Administering Medication and Monitoring Health Conditions (E.C. sections 49414.5, 49414.7, 49423, 49423.1; 5 CCR 600-611; *American Nurses Association v. Torlakson* (2013) 57 Cal. 4th 570)

The district recognizes that during the school day, some students may need to take medication prescribed or ordered by an authorized health care provider to be able to fully participate in the educational program. Upon your written request and with the approval of your child's authorized health care provider, together with a release by parents, foster parents, or guardians of civil liability for such self-administration, a student with a medical condition who requires frequent treatment, monitoring, or testing (including but not limited to diabetes and asthma) may be allowed to self-administer, self-monitor, and/or self-test. Your child must observe universal precautions in handling blood and other bodily fluids.

Any medication prescribed by an authorized health care provider, including an emergency anti-seizure medication for a student with epilepsy, may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received a written statement from you indicating your desire for the district to assist your child in taking the medication and a written statement from your child's authorized health care provider detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken. If the medication, dosage, frequency of administration, or reason for administration changes at some point in the year, you must provide a new written statement from your child's authorized health care provider.

When unlicensed personnel are authorized by law to administer a medication, such as emergency anti-seizure medication, epinephrine auto-injector, glucagon, or insulin, the Superintendent or designee will ensure that school personnel designated to administer it to students receive appropriate training from qualified medical personnel before any medication is administered. Additionally, such unlicensed personnel will be supervised by, and provided immediate communication access to, a school nurse or physician. In an emergency situation, such as a public disaster or epidemic, a trained, unlicensed district employee may administer medication to a student.

are less than the deductible of, or are simply not covered by, other insurance available to the student.

Scoliosis Screening (E.C. section 49452.5)

If your child is enrolled in grades 7 through 12 and is suspected of having curvature of the spine, please notify the school office. The district may screen female students in grade 7 and male students in grade 8 for the condition known as scoliosis. If the initial screening indicates the student may have scoliosis, additional screening may be required. You may request in writing that your student not be screened. If your child is identified at school as having this condition, you will be notified in accordance with the law.

Sight and Hearing Test (E.C. section 49452)

The district is required to provide for testing the sight and hearing of each student enrolled in its schools unless you submit a written denial of consent.

Information for Use in Emergencies (E.C. section 49408)

For protection of your child's health and welfare, we ask that you fill out and return the enclosed Emergency Information Card.

Confidential Medical Services Without Parental Consent (E.C. section 46010.1)

According to the law, school authorities may excuse any student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the pupil's parents.

Management Plan for Asbestos-Containing Material (40 CFR 763.84, 40 CFR 763.93)

A complete, updated management plan for asbestos-containing material in school buildings is available at each school office.

Pesticide Warnings (E.C. sections 17612, 48980.3)

The district has implemented an integrated pest management program designed to effectively control pests using a combination of techniques. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment may be used according to established regulations and treatment thresholds.

Pursuant to the Healthy Schools Act of 2000, the district is required to notify staff and parents of the name of all pesticide products expected to be applied at the school facility during the upcoming year. Those products are as follows

Information regarding pesticide information may be obtained at the California Department of Pesticide Regulation website: <http://apps.cdpr.ca.gov/schoolipm/>

School Safety Plans (E.C. section 32280 and following)

Each school site has established a Safety Plan. Details of the Safety Plan are available to the public through the district office on request, and copies are provided to local law enforcement.

School Buses and Passenger Safety (E.C. section 39831.5)

39831.5. (a) All pupils in prekindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures and passenger safety. The county superintendent of schools, superintendent of the school district, or owner/operator of a private school, as applicable, shall ensure that the instruction is provided as follows:

(1) Upon registration, the parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are in prekindergarten, kindergarten, and grades 1 to 6, inclusive, shall be provided with written information on school bus safety. The information shall include, but not be limited to, all of the following:

- (A) A list of school bus stops near each pupil's home.
- (B) General rules of conduct at school bus loading zones.
- (C) Red light crossing instructions.
- (D) School bus danger zone.
- (E) Walking to and from school bus stops.

(2) At least once in each school year, all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, who receive home-to-school transportation shall receive safety instruction that includes, but is not limited to, proper loading and unloading procedures, including escorting by the driver, how to safely cross the street, highway, or private road, instruction on the use of passenger restraint systems, as described in paragraph (3), proper passenger conduct, bus evacuation, and location of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through emergency exit doors.

(3) Instruction on the use of passenger restraint systems, when a passenger restraint system is installed, shall include, but not be limited to, all of the following:

- (A) Proper fastening and release of the passenger restraint system.
- (B) Acceptable placement of passenger restraint systems on pupils.
- (C) Times at which the passenger restraint systems should be fastened and released.
- (D) Acceptable placement of the passenger restraint systems when not in use.

cigarettes. Exceptions may be made for use or possession of prescription nicotine products.

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate. Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may direct the person to leave school property, request local law enforcement assistance in removing the person from school premises, and/or prohibit him/her from entering district property for a specified period of time.

PARTICULAR EDUCATION ISSUES

Comprehensive Sexual Health Education, HIV Prevention Education, and Assessments Related to a Student's Health Behaviors and Risks Including Attitudes Concerning or Practices Relating to Sex (E.C. sections 51934-51939)

A parent or guardian of a pupil has the right to excuse their student from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a written "opt-out" process. You may opt out by so advising the district in writing.

The written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection.

Comprehensive sexual health education or HIV prevention education may be taught by school district personnel or by outside consultants.

You may request a copy of Education Code sections 51934-51939.

If arrangements for this instruction are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14 days before the instruction is delivered.

Anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the pupil's attitudes concerning or practices relating to sex, may be administered to any pupil in grades 7 to 12, inclusive. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey through a written "opt-out" process. You may opt out by so advising the district in writing.

Statewide Pupil Assessment Program (E.C. sections 60604 and 60615; 5 CCR 852)

The California Assessment of Student Performance and Progress (CAASPP) is a statewide assessment program that tests the degree to which pupils are achieving the academically rigorous content and performance standards, adopted by the state board, that reflect the knowledge and complex skills that student will need in order to succeed in the information-based, global economy of the 21st century.

A parent or guardian may annually submit to the school a written request to excuse his or her child from any or all parts of the test for the school year. Such a request will be granted.

Right to Refrain from Harmful Use of Animals (E.C. sections 32255-32255.6)

Your child may participate in a course during this year that utilizes live or dead animals or animal parts to help your child obtain knowledge, information, or experience required in the course. If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with him/her to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the course. The school will need a signed note from you indicating your child's objection.

Homeless Youth Education (42 U.S. 11432)

Homeless students and their parents have various rights regarding public education. Information on this subject is explained in the school district's Education for Homeless Children Policy BP/AR 6173.

Free and Reduced Price School Meals - Delinquent Payments and Excess Account Balances

The district may attempt to collect unpaid school meal fees from a parent/guardian, but shall not use a debt collector.(E.C. section 49557.5.)

The Superintendent or designee may enter into an agreement with a student's parent/guardian for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year. (CDE's Nutrition Services Division Management Bulletin SNP-03-2017.)

The district shall not direct any action toward a student to collect unpaid school meal fees.(E.C. section 49557.5.)

- (3) A structured English immersion program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for pupils who are learning English.

An English learner may transfer to an English language mainstream classroom when he/she has developed the English language skills necessary to succeed in an English-only classroom is reclassified as fluent English proficient.

SCHOOL RECORDS AND ACHIEVEMENT

Pupil Records/Notice of Privacy Rights of Parents and Students (E.C. sections 49060, 49061, 49062, 49063, 49064, 49068, 49069, 49070, 49073, 49076, 49077; 20 USC 1232g; 20 USC 1232h; 34 CFR 99.3; 34 CFR 99.7; 34 CFR 99.30; 34 CFR 99.31; 34 CFR 99.33; 34 CFR 99.34; 34 CFR 99.35)

With certain exceptions, pupil records are confidential and will not be disclosed without your consent. If you have completed and signed a Caregiver's Authorization Affidavit for the purpose of enrolling a minor student in school, you have the right to access the student records of the child for whom you provide care. If you are 14 years old or older and are identified as both homeless and an unaccompanied youth, you may access your student records without parental consent.

Pupil records are any items of information (in handwriting, print, tape, film, microfilm, or other medium) that are directly related to an identifiable student, other than "directory information," and are maintained by the district or required to be maintained by an employee in the performance of his/her duties. Pupil records include the student's health record. District officials responsible for maintaining your child's records are as follows: School Counselor, Administrative Assistant and Bilingual Clerks.

When your child enrolls or intends to enroll in another district, agency, or institution, we will forward his or her records to that district, agency, or institution within 10 school days of receiving a request as long as the disclosure is for purposes related to the student's enrollment. Various original records or copies of those records shall be retained permanently by the district.

Additionally, your child's records may be shared with school officials and employees of the District, and other persons connected with the District who have a legitimate educational interest, or other legally authorized purpose, and who may need your child's records to perform his or her tasks. "School officials and employees" are individuals whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records. A "legitimate educational interest" is an interest held by a school official, employee, or person outside the district, as further defined here and in board policy, whose duties, responsibilities or contractual obligations to the district, whether routine or as a result of special circumstances, require him/her to have access to student records. Persons

Release of Pupil Directory Information (E.C. sections 49061(c)), 49070, 49073, 51938; 34 CFR 99.37; 20 USC 7908; 20 USC 1232h)

With certain exceptions, the law requires that the District obtain your written consent prior to disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District that you do not wish this information to be released in accordance with District procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school and/or district publications. Outside organizations to which directory information may be disclosed include but are not limited to companies that sell class rings, school photography, graduation attire, and/or publish school yearbooks; news media; including but not limited to newspapers, magazines, and radio and television stations; nonprofit organizations; military recruiters; employers; and institutions of higher education.

Directory information is defined by District policy as information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information may include a student's name, address, phone number, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, and the most recent previous school attended by the student.

By law, the District must give notice to parents of the District's decision to release designated directory information, and must allow a parent to inform the District in writing that any or all of the information designated as directory information should not be released without parent consent. **THIS IS YOUR NOTICE.** If you do not want directory information about your student to be disclosed without your written consent, you must inform your child's school within thirty (30) days from the date of receiving this notification.

Directory information regarding a student identified as a homeless child or youth will not be released unless a parent, or student accorded parental rights, has provided written consent that directory information may be released.

School Accountability Report Card (E.C. section 35256)

The School Accountability Report Card is available on request and is accessible at the following website: shandonschools.org. This contains information regarding the quality of the district's programs and its progress toward achieving stated goals.

The Uniform Complaint Policy may also be used to resolve allegations of noncompliance with the rights of a foster youth, homeless student, or a former juvenile court school student associated with waiving district-adopted local graduation requirements. (E.C. section 51225.1(m)(1))

The district has designated the following person as the compliance officer responsible for receiving complaints under the uniform complaint policy and procedures: **Kristina Benson, Superintendent, 101 S 1st Street Box 79 Shandon CA, 93461, phone number (805)238-0286.** Complaints made under this procedure must be directed to the compliance officer.

You can obtain a copy of the district's Uniform Complaint Policy and Procedures free of charge from the compliance officer. Complaints alleging retaliation, unlawful discrimination, harassment, intimidation, or bullying must be filed not later than six months from the date the behavior occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged retaliation, discrimination, harassment, intimidation, or bullying. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reason for the extension. The complaint review will be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. A complaint alleging noncompliance with the law regarding the prohibition against requiring students to pay student fees, deposits, and charges must be filed no later than one year from the date the alleged violation occurred and may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance.

A complainant may appeal the district's decision to the California Department of Education ("CDE") by filing a written appeal within 15 calendar days of receiving the district's decision. The appeal must include a copy of the complaint filed with the district and a copy of the decision. The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include but are not limited to injunctions and restraining orders. For complaints alleging discrimination, harassment, intimidation, and bullying based on state law, a complainant shall wait until 60 calendar days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies, provided the district has appropriately and in a timely manner apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622. The moratorium does not apply to injunctive relief or to discrimination complaints based on federal law.

Safe Place to Learn Act (E.C. sections 220, 221.5, 234.1)

The district is committed to providing a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, facilities, and activities. At any school or school activity, the district prohibits unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, immigration status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Students who engage in discrimination, harassment, intimidation, bullying, or retaliation will be disciplined. For copies of the district's anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies or to file a complaint regarding a violation of these policies using the uniform complaint procedures form, please contact the district's Coordinator for Nondiscrimination **Kristina Benson (805)238-0286**.

Each student is permitted to participate in sex-segregated school programs and activities and access facilities consistent with his/her gender identity, irrespective of the gender listed on the student's records. To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students, the district will address each situation on a case-by-case basis in accordance with law and board policy. If any student believes his/her privacy or religious beliefs and/or practices require increased privacy he/she may contact the district's Coordinator for Nondiscrimination **Kristina Benson (805)238-0286**.

MISCELLANEOUS

Local Control and Accountability Plan (E.C. sections 52060-52077)

[E.C. section 52075 requires districts to include information about the legal requirements related to the Local Control and Accountability Plan in their Annual Notice.]

The district is required to adopt a three-year Local Control and Accountability Plan (LCAP) and to update the LCAP on or before July 1 of each subsequent year. The LCAP is required to identify annual goals, and specific actions geared toward implementing those goals, and must measure progress for student subgroups across multiple performance indicators based on eight priorities set by the state. The priorities must be aligned to the District's spending plan. The LCAP must be approved before the annual district budget can be adopted. Once the budget and the LCAP are adopted at the local level, the plan will be reviewed by the county superintendent to ensure alignment of projected spending toward goals and services. The following are the eight state priorities:

complaint process must be provided to pupils, parents/guardians, and employees on an annual basis.

Miscellaneous Parental Rights (E.C. section 49091.10)

The Education Empowerment Act of 1998 establishes various rights for parents in addition to other rights identified in this Annual Notice. Your rights as a parent include the following:

Inspection of Instructional Materials: All primary supplemental instructional materials and assessments, including textbooks, teacher's manuals, films, audio and video recordings, and software shall be compiled and stored by the classroom instructor and made available promptly for your inspection in a reasonable time frame or in accordance with procedures determined by the district's governing board.

Observation of School Activities: You have the right to observe instruction and other school activities that involve your child in accordance with procedures determined by the district's governing board to ensure the safety of pupils and school personnel and to prevent undue interference with instruction or harassment of school personnel. Reasonable accommodation of parents will be considered by the district's governing board. Upon written request, school officials will arrange for observation of a requested class or classes or activities in a reasonable time frame and in accordance with procedures determined by the district's governing board.

Consent for Evaluations: Your child may not be tested for a behavioral, mental, or emotional evaluation without informed written parental consent.

Affirmation or Disavowal of Beliefs: A pupil may not be compelled to affirm or disavow any particular personally or privately held world view, religious doctrine, or political opinion. The law does not relieve pupils of any obligation to complete regular classroom assignments.

Other Parental Rights

The rights of parents of district pupils include the following:

- a. To observe in your child's classroom (upon reasonable notice).
- b. To meet with your child's teacher and the school principal (upon reasonable notice).
- c. To volunteer your time and resources at the school.
- d. To be notified on a timely basis if your child is absent from school without permission.

- The baccalaureate degree, college major, and any other graduate certification or degree held by the teacher.
- Whether your student is provided services by a paraprofessional, and if so, that person's qualifications.

To submit a request for information about the qualifications of your student's teacher(s) or paraprofessional(s), please contact your student's school.

Technology, Use of the Internet and/or Online Sites and Online Advertising (20 USC 6777; 17 USC 3601; E.C. sections 35182.5, 49073.1)

The district provides Internet connections for many students during the educational day, and those Internet connections are filtered using a software program or programs designed to eliminate access to visual depictions that are obscene, child pornography, or harmful to minors. While the filters are designed to prevent connections to such material, new websites and material are added to the Internet every day and the district is unable to ensure that each and every inappropriate website or all such material will be blocked.

The district provides technology to students in many educational programs, including computers or electronic devices such as tablets or iPads or similar devices, and also provides Internet access as required for an educational program. Student use of such technology is subject to an Acceptable Use Policy and Agreement which describes acceptable and unacceptable uses of both the Internet connections and the computers or devices. Acceptable uses include communications between teachers and students about class assignments and other classroom topics, and between students on cooperative or collaborative learning projects. During that communication, which may include the use of social media (such as a district-sponsored Facebook page or similar types of social media), personally identifiable information may be shared by your student with other students and the teacher. The district prohibits disclosure of such information outside the classroom assignment/environment but cannot ensure that recipients of the information will comply with the restrictions. Unauthorized disclosures may lead to disciplinary action. If you do not want your student to be subjected to the risk of unauthorized disclosure of personally identifiable information that is disclosed by your student in these classroom assignments/environment, you will have an opportunity to so declare when required to read and agree to the Acceptable Use Policy and Agreement for your student. Refusal to sign the Acceptable Use Policy and Agreement will prevent your student's participation in such educational programs and may require transfer of your student to a technology-free classroom or environment.

The district may also permit personal devices to be used at school, which is also regulated by the Acceptable Use Policy and Agreement. Students' use of their personal devices may involve unintentional disclosure of personally identifiable information about your student via non-district software programs (apps) your student has on the

intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child.
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student.
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time.
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members.
7. Willfully disrupting district or school operations by loud or unreasonable noise or other action.
8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity.
9. Being dishonest with students, parents/guardians, staff, or members of the public including, but not limited to, falsifying information in employment records or other school records.
10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information.
11. Causing damage to or engaging in theft of property belonging to students, staff, or the district.
12. Wearing inappropriate attire.
13. An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of, but fails to report, inappropriate employee conduct may also be subject to discipline.
14. The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct.

- Some schools collect and provide publicly basic student “directory information.” If they do, then each year, your child’s school district must provide parents/guardians with written notice of the school’s directory information policy, and let you know of your option to refuse release of your child’s information in the directory.

Family Safety Plan if You Are Detained or Deported

- You have the option to provide your child’s school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported.
- You have the option to complete a Caregiver’s Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

Right to File a Complaint

Your child has the right to report a hate crime or file a complaint to the school district if he or she is discriminated against, harassed, intimidated, or bullied on the basis of his or her actual or perceived nationality, ethnicity, or immigration status.

Kindergarten and First Grade Physical Examination (Health and Safety Code sections 323.5, 324.2, 324.3; E.C. sections 49450, 49452.8)

Good health, including good oral health, is important to your child’s learning and successful academic career. State law requires that for each child enrolling in the first grade, the parent must present a certificate signed by a physician verifying that the child has received a physical examination within the last 18 months. Likewise, state law requires that by May 31 of your child’s first school year in a public school, proof of an oral health assessment by a licensed dentist must be presented. You may file with the district a written objection or waiver stating the reasons if you are unable to obtain such services. Your child may be sent home if you fail to provide the certificate or waiver, or if your child is suspected to be suffering from a contagious disease. You may find it convenient to have your child immunized at the same time that the physical examination is conducted. These services may be available to you at no cost through the Child Health and Disability Prevention Program (“CHDP”). For information, you may contact **Shannon Kepins, Principal, Shandon Elementary, (805)238-1782.**

Vision Appraisal (E.C. section 49455)

The district is required to appraise each student’s vision upon initial enrollment and in grades 2, 5, and 8, except that a student first enrolling in grade 4 or grade 7 will not be reappraised the following year. The appraisal will include tests for visual acuity and color

- **Being overweight.** The single greatest risk factor for type 2 diabetes in children is excess weight. In the U.S., almost one out of every five children is overweight. The chances are more than double that an overweight child will develop diabetes.
- **Family history of diabetes.** Many affected children and youth have at least one parent with diabetes or have a significant family history of the disease.
- **Inactivity.** Being inactive further reduces the body's ability to respond to insulin.
- **Specific racial/ethnic groups.** Native Americans, African Americans, Hispanics/Latinos, or Asian/Pacific Islanders are more prone than other ethnic groups to develop type 2 diabetes.
- **Puberty.** Young people in puberty are more likely to develop type 2 diabetes than younger children, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

Warning Signs and Symptoms Associated with Type 2 Diabetes

Warning signs and symptoms of type 2 diabetes in children develop slowly, and initially there may be no symptoms. However, not everyone with insulin resistance or type 2 diabetes develops these warning signs, and not everyone who has these symptoms necessarily has type 2 diabetes.

- Increased hunger, even after eating
- Unexplained weight loss
- Increased thirst, dry mouth, and frequent urination
- Feeling very tired
- Blurred vision
- Slow healing of sores or cuts
- Dark velvety or ridged patches of skin, especially on the back of the neck or under the arms
- Irregular periods, no periods, and/or excess facial and body hair growth in girls
- High blood pressure or abnormal blood fats levels

Type 2 Diabetes Prevention Methods and Treatments

Healthy lifestyle choices can help prevent and treat type 2 diabetes. Even with a family history of diabetes, eating healthy foods in the correct amounts and exercising regularly can help children achieve or maintain a normal weight and normal blood glucose levels.

- **Eat healthy foods.** Make wise food choices. Eat foods low in fat and calories.
- **Get more physical activity.** Increase physical activity to at least 60 minutes every day.
- **Take medication.** If diet and exercise are not enough to control the disease, it may be necessary to treat type 2 diabetes with medication.

The first step in treating type 2 diabetes is to visit a doctor. A doctor can determine if a child is overweight based on the child's age, weight, and height. A doctor can also request tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (a condition which may lead to type 2 diabetes).

from high school. For more information, including administration dates and registration deadlines, visit the following website: <http://www.chspe.net/>.

Automatic Cal Grant Program Applicant Status - Opt Out (E.C. section 69432.9)

The district must give notice by October 15 of a pupil's grade 12 academic year to each grade 12 pupil (and for a pupil under 18 years of age, his or her parent or guardian) that the pupil will be deemed a Cal Grant applicant unless the pupil opts out within a period of time. **THIS IS YOUR NOTICE.**

Waiver of Local Graduation Requirements – Foster Youth, Homeless Youth and Former Juvenile Court School Pupils (E.C. section 51225.1)

A foster youth, homeless student, or a former juvenile court school student who transfers into the district any time after completing his/her second year of high school shall be required to complete all graduation requirements specified by the state Legislature in Education Code section 51225.3, but shall be exempt from any additional district-adopted local graduation requirements, unless 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 his/her fourth year of high school. Within 30 days of the transfer, any such student shall be notified of the availability of the exemption and whether he/she qualifies for it. Additionally, such a student may, if he or she wishes, stay in high school for a fifth year in order to complete any district-adopted local graduation requirements.

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.10

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the 2018-2019 SJUSD Transportation Safety Plan

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This plan is submitted for the Board's review. The changes that were made reflect the addition of new and current employee names while former employee names were removed.

The Transportation Department also reviewed this document and felt that there were no additional updates. NOTE: The newly enacted VC 28160 which requires all school buses operated in the state to be equipped with a Child Safety Alert System prior to the beginning of the 2018/2019 school year. (We've sent the PO and have the devices ordered but there is currently a backlog of orders.)

The 2018-19 District Transportation Safety Plan is respectfully submitted to the Board for approval.

RECOMMENDED ACTION:

Approval

SHANDON UNIFIED SCHOOL DISTRICT

TRANSPORTATION SAFETY PLAN



2018 / 2019

SHANDON UNIFIED SCHOOL DISTRICT
Transportation Safety Plan

TRANSPORTATION SAFETY AND EMERGENCIES

EC 39831.3

(a) The county superintendent of schools, the superintendent of a school district, a charter school, or the owner or operator of a private school that provides transportation to or from a school or school activity shall prepare a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of pupils. The plan shall be revised as required. The plan shall address all of the following:

(1) Determining if pupils require escort pursuant to paragraph (1) of subdivision (d) of Section 22112 of the Vehicle Code.

(2) (A) Procedures for all pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, to follow as they board and exit the appropriate schoolbus at each pupil's schoolbus stop.

(B) Nothing in this paragraph requires a county superintendent of schools, the superintendent of a school district, a charter school, or the owner or operator of a private school that provides transportation to or from a school or school activity, to use the services of an onboard schoolbus monitor, in addition to the driver, to carry out the purposes of this paragraph.

(3) Boarding and exiting a schoolbus at a school or other trip destination.

(4) Procedures to ensure that a pupil is not left unattended on a schoolbus, school pupil activity bus, or youth bus.

(5) Procedures and standards for designating an adult chaperone, other than the driver, to accompany pupils on a school pupil activity bus.

(b) A current copy of a plan prepared pursuant to subdivision (a) shall be retained by each school subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol.

Such procedures shall include, on or before the beginning of the 2018-19 school year, the installation of a child safety alert system at the interior rear of each bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting. A student activity bus may be exempt from this requirement under the conditions specified in Vehicle Code 28160

Procedures for all pupils to follow:

Procedures for all pupils to follow while waiting for the bus to arrive, such as how to properly wait for the bus in an orderly manner, when it is safe to board the bus, and how to properly perform an *Escorted Red Light Crossing* if it is applicable to the stop. It is the policy of the Shandon Unified School District to escort any student in grades K thru 12th if the student must cross the roadway.

- (1) Students are expected to wait back away from the bus upon it's arrival at a distance of at least 12 feet until the vehicle has come to a complete stop and the driver has opened the entrance door. This is the signal to the passengers that the vehicle is secure and safe to approach.
- (2) Students who must cross the roadway prior to boarding the bus must wait at a designated safe location until the driver signifies to them that it is now safe to cross the roadway. After crossing the roadway the student/s must immediately board the bus one at a time and move quickly to a seat, or if exiting the bus must immediately continue to a safe location away from the roadway.
- (3) If a student drops papers or other objects while boarding or exiting the bus, the student shall get the attention of the driver. Never go under or near the school bus to retrieve objects, as the bus driver may not see you.

Procedures for the driver of the bus to follow:

- (1) The school bus driver shall escort all transported students who must cross a highway or street on which the bus is stopped, where traffic is not controlled by a traffic officer or official traffic control signal.
- (2) The school bus driver shall ask at each school bus stop, if they are not certain, if anyone must cross the street on which the bus is stopped in order to reach their destination.
- (3) The school bus driver shall review student rosters/addresses to determine if students need to be escorted across the street.
- (4) The school bus driver will monitor pupils as they exit and board at each school bus stop and trip destination to ensure the pupil is boarding the appropriate school bus and exiting at the appropriate bus stop.
- (5) Assigned school site staff will monitor school loading zones and assist students in boarding the appropriate school bus.
- (6) The school bus driver shall insure that all students are in a safe location and out of the *danger zone* prior to moving the school bus.
- (A) In compliance with AB 1297, the Flashing Red Lights will be activated according to Vehicle Code Section 22112.

School Bus Driver Procedures at School Bus Stop when using Flashing Red Lights

1. Begin slowing the bus in preparation for the designated stop.
2. As you approach the stop, activate the amber warning lights beginning 200 feet before the stop.
3. Apply the brakes with enough pressure to activate the stop lamps so that following vehicles will have an indication that the bus is preparing to stop.
4. Check all mirrors to ensure that traffic is clear and it is safe to turn to the right and stop.
5. Activate the right-side turn signal lamps during the last 100 feet prior to turning into the stop.
6. Approach the stop slowly this will assist with slowing approaching vehicles, insure your bus is stopped legally and allow you to compensate in the event the pupils rush the bus.
7. Once the bus is stopped, **simultaneously, activate the flashing red light** signal system/stop arm, **set parking brake** secure the vehicle (shift transmission to proper gear, cancel turn indicator, curb tires).
8. Before opening the door insure that the flashing red light signal system and stop arm are activated and it is safe to enter or exit the bus (all approaching traffic is stopped and there are no vehicles passing the bus on the right or left sides)
9. Open the entrance door and load or unload pupils.
10. When the last pupil is aboard or has departed (or you have completed your escorted crossing) close the door, **DO NOT TURN OFF THE FLASHING RED LIGHTS** (now you can secure pupils with safety vests, into car seats etc.) Insure that all pupils inside the bus are seated and all unloaded pupils and pedestrians are accounted for and are a safe distance from the bus in compliance with the Danger Zone requirements or 12'.
11. Prepare your vehicle to depart, restart engine if applicable, Place transmission in proper gear, release parking brake, uncurb tires.
12. Check all mirrors for pupils, other pedestrians and traffic. Insure that no pupils are running/coming towards the bus. (there may be late runners including pupils who are being dropped off at the stop area, pupils who may have forgotten something on the bus, dropped items around the bus etc.)

When you are no longer stopped for the purpose of loading or unloading pupils

13. Deactivate the Flashing Red Light system – activate the left turn indicator, *you must allow traffic to clear.*
14. When safe to depart the stop, perform the 5 count mirror procedure and continue the 5 count mirror procedure until your vehicle is completely on the main traveled portion of the highway.

Loading and Unloading pupils is not a timed event! Consistency is necessary by all School bus Drivers to ensure we are not confusing our pupils or the public. Insuring your pupils are safe should never be considered as agitating the motoring public.

(a) On approach to a school bus stop where pupils are loading or unloading from a school bus, the school bus driver shall activate an approved amber warning light system, if the school bus is so equipped, beginning 200 feet before the bus stop. The school bus driver shall deactivate the amber warning light system after reaching the school bus stop. The school bus driver shall operate the flashing red light signal system and stop signal arm, as required on the school bus, at all times when the school bus is stopped for the purpose of loading or unloading pupils. The flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any place where traffic is controlled by a traffic officer or at any location identified in subdivision (e) of this section. The school bus flashing red light signal system, amber warning light system, and stop signal arm shall not be operated at any other time.

(b) The school bus driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the school district superintendent or authorized by the superintendent for school activity trips.

(c) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer, the driver shall, before opening the door, ensure that the flashing red light signal system and stop signal arm are activated, and that it is safe to enter or exit the school bus.

(d) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following:

(1) Escort all pupils in pre-kindergarten, kindergarten, or any of grades 1 to 8, inclusive, **(The Shandon Unified School District will escort all pupils regardless of grade)** who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" sign while escorting all pupils.

(2) Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross.

(3) Ensure that all pupils who need to cross the highway or private road upon which the school bus is stopped have crossed safely, and that all other pupils and pedestrians are a safe distance from the school bus before setting the school bus into motion.

(e) Except at a location where pupils are loading or unloading from a school bus and must cross a highway or private road upon which the school bus is stopped, the school bus driver may not activate the amber warning light system, the flashing red light signal system and stop signal arm at any of the following locations:

(1) School bus loading zones on or adjacent to school grounds or during an activity trip, if the school bus is lawfully stopped or parked.

(2) Where the school bus is disabled due to mechanical breakdown. The driver of a relief bus that arrives at the scene to transport pupils from the disabled school bus shall not

activate the amber warning light system, the flashing red light system, and the stop signal arm.

(3) Where a pupil requires physical assistance from the driver or authorized attendant to board or leave the school bus and providing the assistance extends the length of time the school bus is stopped beyond the time required to load or unload a pupil that does not require physical assistance.

(4) Where a roadway surface on which the bus is stopped is partially or completely covered by snow or ice and requiring traffic to stop would pose a safety hazard as determined by the school bus motor carrier.

(5) On a state highway with a posted speed limit of 55 miles per hour or higher where the school bus is completely off the main traveled portion of the highway.

(6) Any location determined by a school district, with approval of the Department of the California Highway Patrol, to present a traffic or safety hazard.

(f) Notwithstanding subdivisions (a) to (d), inclusive, the Department of the California Highway Patrol may require the activation of an approved flashing amber warning light system, if the school bus is so equipped, or the flashing red light signal system and stop signal arm, as required on the school bus, at any location where the department determines that the activation is necessary for the safety of school pupils loading or unloading from a school bus.

Title 13 CCR 2480 – Airborne Toxic Control Measure to Limit School Bus Idling and Idling at Schools.

(a) **Purpose.** Reduce public exposure to air borne toxics, especially school age children's exposure, to diesel exhaust particulate mater and other toxic air contaminants by limiting unnecessary idling.

(b) **Applicability.** Applies to the operation of every school bus, transit bus, SPAB, youth bus, GPPV, and other heavy-duty vehicle except as provided in subsection (d).

(c) Idling control measure.

(1) A driver of a school bus, SPAB, youth bus, or GPPV:

(A) must turn off the bus or vehicle engine upon stopping at a school or within 100 feet of a school, and must not turn the bus or vehicle engine on more than 30 seconds before beginning to depart from a school or from within 100 feet of a school; and

(B) must not cause or allow a bus or vehicle to idle at any location greater than 100 feet from a school for:

(i) more than five consecutive minutes; or

(ii) a period or periods aggregating more than five minutes in any one hour.

(2) A driver of a transit bus or of a heavy-duty vehicle not identified in (c)(1):

(A) must turn off the bus or vehicle engine upon stopping at a school or within 100 feet of a school, and must not turn the bus or vehicle engine on more than 30 seconds before beginning to depart from a school or from within 100 feet of a school; and

(B) must not cause or allow a bus or vehicle to idle at any location greater than 100 feet of, but not at, a school for:

(i) more than five consecutive minutes; or

(ii) a period or periods aggregating more than five minutes in any one hour.

(3) A motor carrier of a school bus, SPAB, youth bus, or GPPV must ensure that:

(A) the bus or vehicle driver, upon employment and at least once per year thereafter, is informed of the requirements in (c)(1), and of the consequences, under this section and the motor carrier's terms of employment, of not complying with those requirements;

(B) all complaints of non-compliance with, and enforcement actions related to, the requirements of (c)(1) are reviewed and remedial action is taken as necessary; and

(C) records of (3) (A) and (B) are kept for at least three years and made available or accessible to enforcement personnel within three business days of their request.

(4) A motor carrier of a transit bus or of a heavy-duty vehicle not identified in (c)(1) must ensure that:

(A) the bus or vehicle driver, upon employment and at least once per year thereafter, is informed of the requirements in (c)(2), and of the consequences, under this section and the motor carrier's terms of employment, of not complying with those requirements;

(B) all complaints of non-compliance with, and enforcement actions related to, the requirements of (c)(2) are reviewed and remedial action is taken as necessary; and

(C) records of (4) (A) and (B) are kept for at least three years and made available or accessible to enforcement personnel within three business days of their request.

(d) **Exemptions.**

This section 2480 does not apply for the period or periods during which:

(1) idling is necessary while stopped:

(A) for an official traffic control device;

(B) for an official traffic control signal;

(C) for traffic conditions over which the driver has no control, including, but not limited to: stopped in a line of traffic; or

(D) at the direction of a peace officer;

(2) idling is necessary to ascertain that the school bus, transit bus, SPAB, youth bus, GPPV, or other heavy-duty vehicle is in safe operating condition and equipped as required by all provisions of law, and all equipment is in good working order, either as part of the daily vehicle inspection, or as otherwise needed;

(3) idling is necessary for testing, servicing, repairing, or diagnostic purposes;

(4) idling is necessary, for a period not to exceed three to five minutes (as per the recommendation of the manufacture), to cool down a turbo-charged diesel engine before turning the engine off;

(5) idling is necessary to accomplish work for which the vehicle was designed, other than transporting passengers, for example: controlling cargo temperature or operating a lift, crane, pump, drill, hoist, mixer, or other auxiliary equipment other than a heater or air conditioner;

(6) idling is necessary to operate:

(A) lift or other piece of equipment designed to ensure safe loading, unloading, or transport of persons with one or more disabilities; or

(B) a heater or an air conditioner of a bus or vehicle that has, or will have, one or more children with exceptional needs aboard;

(7) idling is necessary to operate defrosters, heaters, air conditioners, or other equipment:

(A) to prevent a safety or health emergency; and

(B) not solely for the comfort of the driver or passengers; or

(8) idling is necessary solely to recharge a battery or other energy storage unit of a hybrid electric bus or vehicle.

EC 39843(a) The county superintendent of schools, the superintendent of a school district, a charter school, or the owner or operator of a private school that provides transportation to or from a school or school activity shall notify the Department of Motor Vehicles, in a form and manner that the Department of Motor Vehicles specifies, within five calendar days after the county office of education, the governing board of a school district, the charter school, the owner or operator of the private school, or, in situations where the transportation services are contracted out, the driver's employer, has done both of the following:

(1) Ordered and upheld disciplinary action, after completion of disciplinary procedures conducted in compliance with rights granted by law or a collective bargaining agreement, against a driver of a schoolbus, school pupil activity bus, or youth bus who was found to have left the immediate vicinity of the vehicle to which the driver had been assigned with an unsupervised pupil onboard.

(2) Made a finding that the driver's actions constituted gross negligence.

(b) For purposes of this section, escorting pupils pursuant to paragraph (1) of subdivision (d) of Section 22112 of the Vehicle Code shall not be considered leaving the immediate vicinity of the vehicle.

(c) For purposes of this section, "gross negligence" means the want of even scant care or an extreme departure from the ordinary standard of conduct.

VC 28160. Child Safety Alert Systems

(a) On or before January 1, 2018, the department shall adopt regulations governing the specifications, installation, and use of child safety alert systems.

(b) (1) On or before the beginning of the 2018–19 school year, each schoolbus, school pupil activity bus, except as provided in paragraph (2), youth bus, and child care motor vehicle shall be equipped with an operational child safety alert system.

(2) A school pupil activity bus is not required to be equipped with an operational child safety alert system if all of the following apply:

(A) The school pupil activity bus is not used exclusively to transport pupils.

(B) When the school pupil activity bus is used to transport pupils, the pupils are accompanied by at least one adult chaperone selected by a school official. If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer established by the policies of the school district, county office of education, charter school, or private school.

(C) One adult chaperone has a list of every pupil and adult chaperone, including a school employee, who is on the school pupil activity bus at the time of departure.

(D) The driver has reviewed all safety and emergency procedures before the initial departure and the driver and adult chaperone have signed a form with the time and date acknowledging that the safety plan and procedures were reviewed.

(E) Immediately before departure from any location, the adult chaperone shall account for each pupil on the list of pupils, verify the number of pupils to the driver, and sign a form indicating that all pupils are present or accounted for.

(F) After pupils have exited a school pupil activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.

(G) The driver shall sign a form with the time and date verifying that all required procedures have been followed.

(H) The information required to be recorded pursuant to subparagraphs (D), (E), and (G) may be recorded on a single form. These forms shall be retained by the school district, county office of education, charter school, or private school for a minimum of two years.

(c) A "child safety alert system" is a device located at the interior rear of a vehicle that requires the driver to either manually contact or scan the device before exiting the vehicle, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

(d) For purposes of this section, the following definitions apply:

(1) "Child care motor vehicle" means a vehicle designed, used, or maintained for more than eight persons, including the driver, that is used by a child care provider to transport children.

(2) "Child care provider" has the same meaning as provided for "day care center" in Section 1596.76 of the Health and Safety Code.

(Added by Stats. 2016, Ch. 721, Sec. 7. (SB 1072) Effective January 1, 2017.)

13 CCR 1215 – Pre-Trip Inspection

Each day, prior to driving a school bus, each school bus driver shall inspect the bus to ensure that it is in safe operating condition and equipped as required by law and that all equipment is in good working order. At the completion of each day's work, the driver shall prepare and sign a written report of the condition of the equipment specified in 13 CCR 1215. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the bus or, if no defect or deficiency was discovered or reported, shall so indicate. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the bus.

Passenger Restraint Systems

The Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)

1. Is a Type 1 school bus manufactured on or after July 1, 2005 which is designed for carrying more than 16 passengers and the driver
2. Is a Type 2 school bus or student activity bus manufactured on or after July 1, 2004 which meets one of the following criteria:

Passenger Restraint System - continued

- a. Is designed for carrying 16 or fewer passengers and the driver
- b. Has a manufacturer's vehicle weight rating of 10,000 pounds or less and is designed for carrying not more than 20 passengers and the driver

The Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)

Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. In any such permitted situation, the driver shall only use a wireless telephone or device that is specifically designed and configured to allow voice-operated and hands-free operation or a function that requires only a single swipe or tap of the driver's finger provided the device is mounted on the windshield, dashboard, or center console of the bus. (Vehicle Code 23123.5, 23125)

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety. (Education Code 39834)

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips may discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization. (Education Code 39842; 13 CCR 1256.5)

Parental Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians

of all students in grades prekindergarten through 6 who have not previously been transported in a district school bus or student activity bus. This information shall be provided upon registration and shall contain: (Education Code 39831.5)

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions
4. A description of the school bus danger zone
5. Instructions for safely walking to and from school bus stops

Student Instruction

Students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety as follows:
(Education Code 39831.5; 5 CCR 14102)

1. Each year, all students who receive home-to-school transportation in a school bus shall be provided appropriate instruction in safe riding practices and emergency evacuation drills.
2. At least once each school year, all students in grades prekindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:
 - a. Proper loading and unloading procedures, including escorting by the driver
 - b. How to safely cross the street, highway, or private road
 - c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use
 - d. Proper passenger conduct
 - e. Bus evacuation procedures
 - f. Location of emergency equipment

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

- a. District name
- b. School name and location
- c. Date of instruction
- d. Names of supervising adults
- e. Number of students participating
- f. Grade levels of students
- g. Subjects covered in instruction
- h. Amount of time taken for instruction
- i. Bus driver's name
- j. Bus number

k. Additional remarks

This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the CHP.

2. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.

Bus Accidents

In the event of a school bus accident, the driver shall immediately notify the CHP and the Superintendent or designee. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR 1219)

The Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Superintendent or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

A copy of this plan shall be retained by each school subject to the plan and made available upon request to an officer of the Department of the California Highway Patrol.

Legal Reference:

EDUCATION CODE

39830-39843	Transportation, school buses
39860	Contract for transportation; requirement that student not be left unattended
51202	Instruction in personal and public health and safety

PENAL CODE

241.3	Assault against school bus driver
243.3	Battery against school bus driver

VEHICLE CODE

415	Definition of motor vehicle
545-546	Definition of school bus and student activity bus
22112	Loading and unloading passengers
23123.5	Use of wireless telephone or communications device while driving; exceptions
23125	Use of wireless telephone prohibited while driving school bus
27316-27316.5	Passenger restraint systems
28160	Child safety alert system
34500	California Highway Patrol responsibility to regulate safe operation of school buses
34501.5	California Highway Patrol responsibility to adopt rules re: safe operation of school buses
34501.6	School buses; reduced visibility
34508	California Highway Patrol responsibility to adopt rules re: equipment and bus operations

CODE OF REGULATIONS, TITLE 5

14100-14105	School buses and student activity buses
-------------	---

CODE OF REGULATIONS, TITLE 13

1200-1293	Motor carrier safety
2480	Airborne toxic control measure; limitation on bus idling

CODE OF REGULATIONS, TITLE 19

574-575.3	Inspection and maintenance of fire extinguishers
-----------	--

SHANDON UNIFIED SCHOOL DISTRICT BUS ROUTE INFORMATION

If your student will not be riding the bus on the morning route it is helpful to the department if the parent would notify our office prior to 6:30 AM so that the driver is able to adjust the route. If there is no answer please leave a message on the machine and / or call the district office so that they can notify the driver by two-way radio.

Students should be at their bus stop 5 minutes prior to the scheduled pick up time. Students will be picked up and dropped off at their regular bus stop unless the driver has a note from the PARENT or GUARDIAN giving them permission to be dropped off or picked up at another designated stop. **The bus may only stop at bus stops that have been designated by the superintendent.**

A call to the student's school site will also allow the driver to be notified that permission was given by the parent.

SUPERINTENDENT: Kristina Benson	(805) 238-0286	
TRANSPORTATION OFFICE:	(805) 239-2326	239-2326 Fax
DISTRICT OFFICE:	(805) 238-0286	
SHANDON ELEMENTARY	(805) 238-1782	
PARKFIELD SCHOOL:	(805) 463-2331	

<u>ROUTES</u>	<u>DRIVER</u>	
Shell Creek/ McMillan Canyon/Hwy 46/Creekside	Kelly Kuhnle	239-4149
Parkfield / Bitterwater	Lilla Hewitt	550-4887
Special Needs	Kim Rendon	835-9264
Substitute	Rudy Valencia	239-0112

SHANDON UNIFIED SCHOOL DISTRICT

BUS CONDUCT

AUTHORITY OF THE DRIVER- pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. *Title 5 CCR 14103*

Safety Rules

1. Be courteous and obey the driver.
2. Use no profane language or obscene gestures.
3. No eating or drinking on the bus.
4. No glass containers are allowed.
5. No animals or live insects.
6. No tobacco, alcohol or controlled substances.
7. Do not be destructive.
8. Passengers must remain seated while the bus is in motion.
9. Keep aisle clear at all times.
10. Keep all body parts inside of the bus.
11. No loud talking, whistling or clapping.
12. The bus driver is authorized to assign seating.
13. Shirts and shoes are required.
14. Harassment of any kind is not allowed. The ride shall be pleasant for everyone on the bus.



REMEMBER – *Providing bus transportation is not required by law, but is a service and a privilege for students who cooperate with these rules and obey the authority of the driver.*

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.11

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of 2018-19 Seasons of Sport- High School

PREPARED BY:

Aleksandr Hewitt

AGENDA SECTION:

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

SUMMARY:

The District is seeking approval for the 2018-19 Seasons of Sport - High School.

RECOMMENDED ACTION:

Approval

2018-19 Seasons of Sport High School

Fall:

Weightlifting/Conditioning

Girls Volleyball

X-Country

Winter:

Boys Basketball

Girls Basketball

Spring:

Boys Volleyball

Softball

Track

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.12

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of 2018-19 Seasons of Sport- Middle School

PREPARED BY:

Aleksandr Hewitt

AGENDA SECTION:

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

SUMMARY:

The District is seeking approval for the 2018-19 Seasons of Sport - High School.

RECOMMENDED ACTION:

Approval

2018-19 Seasons of Sport Middle School

Fall:

Flag Football

Girls Volleyball

X-Country

Winter:

Boys Basketball

Girls Basketball

Spring:

Boys Volleyball

Track

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.13

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the 2018-2019 Transportation/Custodial Rate

PREPARED BY:

Sonia Stuart

AGENDA SECTION:

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

SUMMARY:

The hourly rate has increased for two transportation/custodial employees over the past year. We have updated their hourly rate and statutory benefits to reflect 2018-19 rates. The new hourly rate for transportation/custodial invoicing is \$29.46/hr or \$44.18/overtime.

RECOMMENDED ACTION:

Approval

805.239.2332 Fax



Driver Overtime Rate \$38.25

Date: _____

Bill to: [REDACTED]

	hourly	benefits	Average	
Kim	22.44	6.30	28.74	
Rudy	23.56	6.61	30.17	\$ 29.46
	overtime			\$ 44.18

Date	Destination	Miles		Vehicle	Bus	Hours		Hourly Pay	OT Pay	Total
		Vehicle	Bus			Regular	O.T.			
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00	\$ -			\$ -	\$ -	\$0.00
				\$0.00				\$ 0	0	\$0.00
Total										\$0.00

Total	\$0.00
--------------	---------------

Vehicle:

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.14

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of the MOU Between the CSEA and its Shandon Chapter 225 and the SJUSD

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

The passage of Assembly Bill 119 has added sections 3555-3559 to the Government Code and amends the Public Records Act at Government Code Section 6254.3, creating new legal requirements around notice of new hires, exclusive representative access to orientation sessions, and provision of contact information for new and current employees.

RECOMMENDED ACTION:

Approval

MEMORANDUM OF UNDERSTANDING

Between the

California School Employees Association and its Shandon Chapter 225

And the

Shandon Joint Unified School District

Whereas, the passage of Assembly Bill 119 has added sections 3555-3559 to the Government Code and amends the Public Records Act at Government Code Section 6254.3, creating new legal requirements around notice of new hires, exclusive representative access to orientation sessions, and provision of contact information for new and current employees.

Whereas, AB 119 did not establish the structure, time, and manner of CSEA's access to employees during the onboarding process but instead requires the parties to negotiate over such access by the exclusive representative.

The following language shall be added as:

ARTICLE IV- Associations Rights, Section G 3:

1. DISTRICT NOTICE TO CSEA OF NEW HIRES

- a) The District shall provide CSEA notice of any newly hired employee, within ten (10) days of date of hire, via an electronic mail. Please include the following information: full legal name, date of hire, classification, and site.

2. EMPLOYEE INFORMATION

- a) "Newly hired employee" or "new hire" means any employee, whether permanent, full time, part time, hired by the District, and who is still employed as of the date of the new employee orientation. It also includes all employees who are or have been previously employed by the District and whose current position has placed them in the bargaining unit represented by CSEA. For those latter employees, for purposes of this article only, the "date of hire" is the date upon which the employee's employee status changed such that the employee was placed in the CSEA unit.
- b) The District shall provide CSEA with contact information on the new hires. The information will be provided to CSEA electronically via a mutually agreeable secure FTP site or service, on the last working day of the month in which they were hired.

This contact information shall include the following items, with each field in its own column:

- i. First Name;
- ii. Middle initial;
- iii. Last name;
- iv. Suffix (e.g. Jr., III)
- v. Job title/Classification;
- vi. Department;
- vii. Primary worksite name;
- viii. Work telephone number;
- ix. Home Street address (incl. Apartment #)
- x. City
- xi. State
- xii. Zip Code (5 or 9 digits)
- xiii. Home telephone number (10 digits);
- xiv. Personal cellular telephone number (10 digits);
- xv. Personal email address of the employee;
- xvi. Employee ID;
- xvii. CalPERS status;
- xviii. Hire date.
- xix. Last 4 of SSN

This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the District.

- c) Periodic Update of contact information: The District shall provide CSEA with a list of all bargaining unit members names and contact information on the last working day of September, January and May. The information will be provided to CSEA electronically via a mutually agreeable secure File Transfer Protocol (FTP) site or service. This contact information shall also include the following information, with each field listed in its own column:

- i. First Name;
- ii. Middle initial;
- iii. Last name;
- iv. Suffix (e.g. Jr., III)
- v. Job title/Classification;
- vi. Department;
- vii. Primary worksite name;
- viii. Work telephone number;
- ix. Home Street address (incl. Apartment #)
- x. City

- xi. State
- xii. Zip Code (5 or 9 digits)
- xiii. Home telephone number (10 digits);
- xiv. Personal cellular telephone number (10 digits);
- xv. Personal email address of the employee;
- xvi. Employee ID;
- xvii. CalPERS status;
- xviii. Hire date.
- xix. Last 4 of SSN

3. NEW EMPLOYEE ORIENTATION

- a) "New employee orientation" means the onboarding process of a newly hired public employee, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matters.
- b) The District shall provide CSEA mandatory access to its new employee orientations. CSEA shall receive not less than ten (10) days' notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the District's operations that was not reasonably foreseeable.
 - i. In the event the District conducts a group orientation, CSEA shall have one (1) hour of paid release time for one (1) CSEA representative, the Chapter President or designee, to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
 - ii. In the event the District conduct one-on-one orientations with new employees, CSEA shall have fifteen (15) minutes of paid release time for one (1) CSEA representative to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
- c) The District shall include the CSEA membership application and a CSEA provided link for an electronic application, in any employee orientation packet of District materials provided to any newly hired employee. CSEA shall provide the copies of the CSEA membership applications to the District for distribution.

- d) The orientation session shall be held on District property during the workday of the employees(s), who shall be on paid time.
- e) During CSEA's orientation session, no District manager or supervisor or non-unit employee shall be present.

4. GRIEVANCE/ARBITRATIONS

Any alleged violation, misinterpretation, or misapplication of the terms of this MOU shall be subject to the grievance provisions of Article XII in the Collective Bargaining Agreement hereafter referred to as "CBA", except as follows:

- a) "Grievant" shall only be CSEA and its Shandon, chapter #225.
- b) "Grievance" shall not require the individual or group of employees to be harmed or adversely affected.

5. DURATION OF AGREEMENT

- a) Term: This Agreement shall remain in full force and effect from the date this Agreement is signed, through June 30, 2021 and shall be automatically renewed from year to year unless either party serves written notice upon the other between March 1 and April 1, 2021, or any subsequent anniversary date, of its desire to modify the Agreement. If negotiations for a subsequent Agreement continue after June 30, 2021, the provisions of this Agreement shall remain in effect until the negotiation of a new Agreement is completed. In the event an agreement is not reached within sixty (60) days after the demand to negotiation, either party can make a demand for interest arbitration.

- i. Unless mutually agreed to by the Parties, there shall be no reopening of negotiations on New Employee Orientation during the life of the Agreement from the date this Agreement is signed, through June 30, 2021.

- b) Savings Clause: If during the life of the Agreement there exists any applicable law, rule, regulation or order issued by governmental authority, other than the District, which shall render invalid or restrain compliance with or enforcement of any provision contained within this Agreement, it shall not invalidate any unaffected remaining portion(s). The remaining portion(s) shall continue in full force and effect. Upon written notification by one of the Parties to the other, any portion of the Agreement that is invalidated in accordance with this Article shall be opened for negotiations within thirty (30) days of the invalidation.

FOR THE ASSOCIATION:

FOR THE DISTRICT:

Aleks Hewitt
Chapter President
Chapter #225

Kristina Benson, Superintendent

Lacy L. Gillespie
Labor Relations Representative
California School Employees Association

**TENTATIVE AGREEMENT
BETWEEN THE
SHANDON JOINT UNIFIED SCHOOL DISTRICT
AND THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), AND ITS SHANDON
CHAPTER #225**

The Shandon Joint Unified School District and California School Employees Association, and its Shandon chapter #225 having negotiated a "NEW TERM AGREEMENT" in good faith, agree that it is in the best interest of the District and CSEA to have stability during the period in which the parties negotiate a new successor agreement. To this end the parties agree to the following:

1. The parties agree to create a new collective bargaining agreement between CSEA and the District with a term of July 1, 2018 to September 30, 2018.

The above referenced collective bargaining agreement shall embody all of the specific terms of the agreement that expired on June 30, 2018, with the exception of **ARTICLE XIII CONCLUSION- Duration of Agreement** (G)

2. Pursuant to the provisions of this agreement, the parties shall have a free and unlimited right to make successor agreement proposals on any subject matter within the scope during the period between July 1, 2018 and September 30, 2018.
3. It is further understood that this agreement is unique and shall not set precedence for future requests or situations, and shall in no way be construed as a waiver, expressed or implied, of CSEA's, or the District's rights to negotiate on any and all matters within the scope of representation as set forth in Section 3543.2 of the Educational Employment Relations Act.

Tentatively agreed to pending ratification of CSEA and the District.

For CSEA

For the District

Date _____

Date _____

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.15

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Interdistrict Transfer Student 2018-19-10

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your consideration is Interdistrict Transfer Student 2018-19-10

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.16

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Intradistrict Transfer Student 2018-19-11

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your consideration is Intradistrict Transfer Student 2018-19-11

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.17

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Intradistrict Transfer Student 2018-19-12

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your consideration is Intradistrict Transfer Student 2018-19-12

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.18

Regular Meeting of the Board of Trustees

MEETING DATE: August 14, 2018

AGENDA ITEM TITLE:

Approval of Intradistrict Transfer Student 2018-19-13

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your consideration is Intradistrict Transfer Student 2018-19-13

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT**Regular Meeting of the Board of Trustees****MEETING DATE: August 14, 2018**

AGENDA ITEM TITLE:

Approval of the 2018-2019 Consolidated Application

PREPARED BY:

Kristina Benson

AGENDA SECTION:

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

SUMMARY:

This agenda item is the submission of Certification of Assurances also known as the Consolidated Application or "ConApp".

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California.

Annually, in May, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

This application is respectfully submitted for the Board's approval.

RECOMMENDED ACTION:

Approval

California Department of Education**Consolidated Application**

Shandon Joint Unified (40 68833 0000000)

Status: Certified
Saved by: Sonia Stuart
Date: 6/25/2018 3:21 PM**2018-19 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca18asstoc.asp>.

CDE Program Contact:Joy Paull, jpaull@cde.ca.gov, 916-319-0297**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Shannon Kepins
Authorized Representative's Signature	
Authorized Representative's Title	Principal
Authorized Representative Signature Date	06/20/2018

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Report Date:6/26/2018

R02

Page 1 of 7

2018-19 Protected Prayer Certification

ESSA Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Shannon Kepins
Authorized Representative Title	Principal
Authorized Representative Signature Date	06/20/2018
Comment	
If the LEA is not able to certify at this time an explanation must be provided in the Comment field. (Maximum 500 characters)	

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sonia Stuart
Date: 6/25/2018 3:22 PM**2018-19 LCAP Federal Addendum Certification****CDE Program Contact:**Local Agency Systems Support Office, LCFF@cde.ca.gov, 916-323-5233

Pursuant to Section 1112 (Title 20, United States Code, Section 6312) of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act (ESSA), a local educational agency (LEA) may receive a subgrant from the State only if the LEA has on file with the State a plan approved by the State educational agency.

Within California, LEAs that apply for ESSA funds are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve as the ESSA LEA Plan.

In order to apply for funds, the LEA must certify that the completed Addendum will be approved by the local governing board or governing body of the LEA and submitted to the California Department of Education (CDE), and that the LEA will work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

County Offices of Education and School Districts Enter the original approval date of the county office of education or school district 2017-18 – 2019-20 LCAP Note: For districts, the date should be the day your county office of education (COE) approved your 2017-18 - 2019-20 LCAP. For COEs, it should be the date the California Department of Education (CDE) approved your 2017-18 - 2019-20 LCAP.	09/08/2017
Charter Schools Enter the adoption date of the charter school LCAP	
Authorized Representative's Full Name	Shannon Kepins
Authorized Representative's Title	Principal

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 0000000)

Consolidated Application

Status: Certified
 Saved by: Sonia Stuart
 Date: 6/25/2018 3:23 PM

2018-19 Application for Funding**CDE Program Contact:**Education Data Office, ConApp@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	08/19/2018
---	------------

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Enrique Ramirez
DELAC review date	08/19/2018
Meeting minutes web address Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)	

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	Yes
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title V, Part B Subpart 1 Small, Rural School Achievement Grant	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sonia Stuart
Date: 6/25/2018 3:23 PM**2018-19 Application for Funding****CDE Program Contact:**Education Data Office, ConApp@cde.ca.gov, 916-319-0297

ESSA Sec. 5211 SACS 5810 ATTENTION: If participating, the LEA also needs to apply for the SRSA grant directly through the USED at https://www.grants.gov/ .	
Title V, Part B Subpart 1 Alternative Uses of Funds Authority Participation	Yes
Title IV, Part A (Student Support) ESSA Sec. 1112(b) SACS 4127	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2018-19 Title III English Learner Student Program Subgrant Budget

The purpose of this form is to provide a proposed budget for 2018-19 English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Estimated Entitlement Calculation

Estimated English learner per student allocation	\$99.05
Estimated English learner student count	140
Estimated English learner entitlement amount	\$13,867

Note: \$10,000 minimum program eligibility criteria

If the LEA's estimated entitlement amount is less than \$10,000 it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the CDE Title III EL Consortium Details Web page at <http://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$11,867
Parent, family, and community engagement	\$2,000
Direct administration costs (Amount cannot exceed 2% of the estimated entitlement)	\$0
Indirect costs (LEAs can apply approved indirect cost rate to the portion of subgrant that is not reserved for direct administration costs)	\$0
Total budget	\$13,867

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2018-19 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability and Info Srv Office, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2018-19 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	We have been completing Time Accounting for Federal funds and are in compliance with the monitoring rules set forth by the state.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 0000000)

Consolidated Application

Status: Certified
 Saved by: Sonia Stuart
 Date: 6/25/2018 3:22 PM

2017-18 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2017 through June 30, 2018.

CDE Program Contact:

Melissa Flatt, Teacher and Leader Policy Office, mflatt@cde.ca.gov, 916-324-5689

2017-18 Title II, Part A entitlement	\$9,914
--------------------------------------	---------

Professional Development Expenditures

Professional development for teachers	
Professional development for administrators	
All other professional development expenditures	

Recruitment, Training, and Retention Expenditures

Recruitment activities	
Training activities	
Retention activities	
All other recruitment, training, and retention expenditures	

Miscellaneous Expenditures

Class size reduction	\$9,652
Administrative and indirect costs	
Title V, Part B, Subpart 1 REAP	
Funds used for flexible use under REAP	
Total funds transferred out of Title II, Part A	
Equitable services for nonprofit private schools	
All other allowable expenditures and encumbrances	\$262
Total expenditures and encumbrances	\$9,914
2017-18 Unspent funds	\$0

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2017-18 Title III English Learner YTD Expenditure Report, 12 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2017 through June 30, 2018.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized English Learners Sub-grantee Activities**Required**

Section 3115 (c)(1) To increase the English proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for English learners by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for English learners and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English language proficiency and academic achievement of English learners.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to English learners and their families.
- (7) Improving the instruction of English learners, which may include English learners with disabilities. Offering early college high school or dual or concurrent enrollment programs or courses designed to help English learners achieve success in postsecondary education.

2017-18 Title III English learner entitlement	\$14,708
Transferred-in amount	\$0
2017-18 Total allocation	\$14,708
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$9,168
3000-3999 Employee benefits	\$5,540
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administration costs (Amount cannot exceed 2% of the entitlement)	\$0
Indirect costs	\$0
Total year-to-date expenditures	\$14,708
2017-18 Unspent funds	\$0

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sonia Stuart
Date: 6/26/2018 7:26 AM**2017-18 Homeless Education Policy, Requirements, and Implementation**

The purpose of this data collection is to meet federal requirements specified in 42 U.S.C. 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the ESEA. This collection includes monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:Leanne Wheeler, Coordinated School Health and Safety Office, lwheeler@cde.ca.gov, 916-319-0383**Homeless Education Certification**

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless
 - b) Includes a dispute resolution process
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

Homeless liaison first name	Amanda
Homeless liaison last name	Dobberpuhl
Homeless liaison title	Counselor
Homeless liaison e-mail address (format: abc@xyz.zyx)	adobberpuhl@shandonschools.org
Homeless liaison telephone number (format: 999-999-9999)	805-238-0286
Homeless liaison telephone extension	
Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education (Format: 0.00)	1.00

Homeless Liaison Training Information*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Report Date: 6/26/2018

R82

Page 3 of 5

2017-18 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 U.S.C. 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the ESEA. This collection includes monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Coordinated School Health and Safety Office, lwheeler@cde.ca.gov, 916-319-0383

Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years	Yes
Has the homeless liaison provided training to the following personnel:	
Principals and other school leaders	Yes
Attendance officers and registrars	Yes
Teachers and instructional assistants	Yes
School counselors	Yes

Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	
Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	06/22/2017
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

Title I, Part A Homeless Expenditures

2017-18 Title I, Part A entitlement	\$61,816
2017-18 Title I, Part A direct or indirect services to homeless children reservation	\$1
Amount of 2017-18 Title I, Part A funds expended or encumbered for direct or indirect services to homeless children	\$0
Homeless services provided (Maximum 500 characters)	Students are served through San Luis Obispo County Office of Education Grant for After School Tutoring.
No expenditures or encumbrances comment	Students are served through San Luis Obispo County Office of Education Grant for After School Tutoring.

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2017-18 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 U.S.C. 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the ESEA. This collection includes monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Coordinated School Health and Safety Office, lwheeler@cde.ca.gov, 916-319-0383

Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	
--	--

Warning

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

California Department of Education

Shandon Joint Unified (40 68833 00000000)

Consolidated Application

Status: Certified
Saved by: Sonia Stuart
Date: 6/25/2018 3:25 PM

2018-19 Nonprofit Private School Consultation

The LEA shall provide, on an equitable basis, special education services or other benefits to eligible children attending a nonprofit private school.

CDE Program Contact:

Sylvia Hanna, Title I Policy and Program Guidance Office, shanna@cde.ca.gov, 916-319-0948
Rina DeRose, Title I Policy and Program Guidance Office, RDeroser@cde.ca.gov, 916-323-0472

The LEA must offer to provide equitable services that address the needs of eligible students attending nonprofit private school and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information field in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Note:

The LEA of residence is responsible for providing Title I, Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a nonprofit private school. This includes students who attend nonprofit private schools outside the LEA's boundaries

Private School's Believed Results of Consultation Allowable Codes

Y1: meaningful consultation occurred

Y2: timely and meaningful consultation did not occur

Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s)

No

The LEA is electing to add nonprofit private schools outside of the district's attendance area.

Warning

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

R07

Report Date: 6/26/2018

Consolidated Application

Status: Certified
Saved by: Sonia Stuart
Date: 6/25/2018 3:25 PM

2018-19 Nonprofit Private School Consultation

The LEA shall provide, on an equitable basis, special education services or other benefits to eligible children attending a nonprofit private school.

School Name	School Code	Enrollment	Consultation Occurred	Was Consultation Agreement Met	Signed Written Affirmation on File	Consultation Code	School Added
-------------	-------------	------------	-----------------------	--------------------------------	------------------------------------	-------------------	--------------

Warning
The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Wed
Aug 8

- All day **Asbestos Removal SHS Rooms 3 & 4**
- All day **Gym closed for Painting**
- All day **SES Campus Scheduled Water Outage (Construction)**

Thu
Aug 9

- All day **Asbestos Removal SHS Rooms 3 & 4**
- All day **Gym closed for Painting**
- 3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
- 3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**

Fri
Aug 10

- All day **Asbestos Removal SHS Rooms 3 & 4**
- All day **Gym closed for Painting**
- 3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
- 3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**

Sat
Aug 11

- All day **Scheduled Power Outage (Campus Closed)**

Mon
Aug 13

- All day **All Teachers Report- Staff Development**
- All day **FFA Officer Leadership Retreat** Lake Nacimiento, Paso Ro...
- 3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
- 3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**

Tue
Aug 14

- All day **All Teachers Report- Staff Development**
- All day **FFA Officer Leadership Retreat** Lake Nacimiento, Paso Ro...
- 8am – 12pm **CPR Staff in the Gym**
- 12 – 1pm **Bill Ballesteros Presentation Lunch**
- 3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
- 3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
- 7 – 10pm **Board Meeting SHS Library**

Wed
Aug 15

- All day **All Teachers Report- Staff Development**

Tue
Aug 14

- All day
- All day
- 8am – 12pm
- 12 – 1pm
- 3:30 – 9pm
- 3:30 – 8pm
- 7 – 10pm

All Teachers Report- Staff Development

FFA Officer Leadership Retreat Lake Nacimiento, Paso Ro...

CPR Staff in the Gym

Bill Ballesteros Presentation Lunch

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Board Meeting SHS Library

Wed
Aug 15

- All day
- All day
- 11:15am – 1:15pm
- 1:30 – 9pm
- 1:30 – 8pm

All Teachers Report- Staff Development

FFA Officer Leadership Retreat Lake Nacimiento, Paso Ro...

***Freshmen Orientation**

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Thu
Aug 16

- All day
- All day
- 8:15 – 9am
- 3:30 – 9pm
- 3:30 – 8pm
- 3:30 – 6pm

***First Day of School**

White Day (1-4)

SHS First Day of School Assembly

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

Fri
Aug 17

- All day
- 3:30 – 9pm
- 3:30 – 8pm
- 3:30 – 6pm

Blue Day (5-8)

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

Mon
Aug 20

- All day
- 3:30 – 9pm
- 3:30 – 8pm
- 3:30 – 6pm

White Day (1-4)

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10





Flag Football Practice (Ongoing) 8/1-10/10

Tue






- All day

Blue Day (5-8)





Tue
Aug 21

-  All day **Blue Day (5-8)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**





Wed
Aug 22

-  All day **White Day (1-4) Minimum Day**
-  11:40am – 12:10pm **SBLOCK Meeting**
-  1:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  1:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  1:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**





Thu
Aug 23

-  All day **Blue Day (5-8)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**







Fri
Aug 24

-  All day **White Day (1-4)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**






Mon
Aug 27

-  All day **Blue Day (5-8)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**

Tue
Aug 28

-  All day **White Day (1-4)**
-  7:30 – 11am **SHS Picture Day**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**
-  4:30 – 7pm **SLO Section CATA & Fair Meeting** Shandon Agriculture De...
-  5 – 6:30pm **SHS Volleyball vs SLO Classical (HOME)**

Wed
Aug 29

-  All day
-  1:30 – 9pm
-  1:30 – 8pm
-  1:30 – 6pm
-  1:30 – 2:30pm

Blue Day (5-8) Minimum Day





Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

7-12 Technology Training

Thu
Aug 30

-  All day
-  3:30 – 8pm
-  3:30 – 6pm
-  5 – 6:30pm





White Day (1-4)

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

SHS Volleyball vs Coast Union (HOME)

Fri
Aug 31

-  All day
-  3:30 – 9pm
-  3:30 – 8pm
-  3:30 – 6pm





Blue Day (5-8)

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

Mon
Sep 3

-  All day
-  3:30 – 9pm
-  3:30 – 8pm
-  3:30 – 6pm






Labor Day (Holiday)

Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

Tue
Sep 4

-  All day
-  11:30am – 12pm
-  2:30 – 9pm
-  3:30 – 8pm
-  3:30 – 6pm

White Day (1-4)






***SHS Music & Games in Quad**

SHS Volleyball at Maricopa (AWAY) Maricopa Unified Sch...

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10

Flag Football Practice (Ongoing) 8/1-10/10

Wed
Sep 5

-  All day
-  1:30 – 9pm
-  1:30 – 8pm
-  1:30 – 6pm
-  6 – 7pm

Blue Day (5-8) Minimum Day


Volleyball Practice (Ongoing) 8/1-10/10

Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10





Flag Football Practice (Ongoing) 8/1-10/10

***Shandon 4-H SES Cafeteria**

Thu
Sep 6

-  All day **White Day (1-4)**
-  11:30am – 12pm ***SHS FNL Lunch Mtgs.**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**
-  4:30 – 6pm **Neighborhood Food Distribution** SHS Parking Lot
-  5 – 6:30pm **SHS Volleyball vs Valley Christian (HOME)**

Fri
Sep 7

-  All day **Blue Day (5-8)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**





Sat
Sep 8

-  All day **SOLC- Sectional Officer Leadership Conference** Atascade...







Sun
Sep 9

-  All day **SOLC- Sectional Officer Leadership Conference** Atascade...





Mon
Sep 10

-  All day **White Day (1-4)**
-  3:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**

Tue
Sep 11

-  All day ***SHS Music & Game in Quad**
-  All day **Blue Day (5-8)**
-  2:15 – 9:15pm **SHS Volleyball at Cuyama Valley (AWAY)** Cuyama Valley ...
-  3:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**
-  3:30 – 6pm **Flag Football Practice (Ongoing) 8/1-10/10**
-  7 – 9pm **Board Meeting**

Wed
Sep 12

-  All day **White Day (1-4) Minimum Day**
-  11am – 4pm **AFLAC Insurance (Pam Johnson)**
-  1:30 – 9pm **Volleyball Practice (Ongoing) 8/1-10/10**
-  1:30 – 8pm **Weighlifting/Conditioning Practice (Ongoing) 8/1-10/10**



Report to School Board of Shandon Joint Unified School District
Special Education Department August, 2018

Beginning of Year Statistics

Current students receiving special education services: 50

- PK - 8th grade: 32 IEPs + 2 504 Plans
- 9th - 12th grade: 18 IEPs + 4 504 Plans

Students receiving only speech therapy service: 9

Students of residence being served outside of Shandon School District: 2

Staff Credentialed special education teachers: 3

- 6-12th grade - Jeannie Thornton
- SDC Classroom - Monica Carr
- TK-5th grade - Danya Pratt

Classified Paraeducators supporting special education: 7

- 6-12th grades: Cassandra Uzeta, Enrique Ramirez, Maria Sendejas , Carolina Gutierrez (p.m.)
- TK -5th grades: Jennifer Valdez, Martha Soto, Sunshine Wright
- Substitutes: Michele Fielder, Cassidy Brimer

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 30 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

8.14.18 Technology Report

Summer Projects

- Mac Lab- I have deployed 32 Macbook Pros for Mr. V's Maclab. His Graphic Design class has increased from 10 to 30 students. We are using the workstations purchased last year to replace office and administration computers.
- Digitization- I am working on digitizing our district documents so that they are editable by our staff and faculty. I have done this for the following documents:
 - Activity Request Forms
 - Classified Time Sheets
 - Certificated Time Sheets
 - Request For Leave
 - Requisition Forms
- New Calendar Protocol- I am working with the office staff to develop a new activity request/calendar protocol. Our biggest pain point last year was on scheduling and lost paperwork. Our new protocol will have built-in redundancies to prevent that from happening. Our new protocol is as follows:
 - Activity Request is filled out (using digital document)
 - Activity Request is approved
 - Activity Request is scanned and copied.
 - Calendar is updated and follows protocol:
 - Event created
 - Send invite to MOT and staff member making request
 - This will insure that MOT sees the calendar event and the staff member can correct any errors that may have been made
 - Attach copy of request to the event
 - This will insure that documents are not lost as a backup is always available on the Google Calendar
 - Double check accuracy by searching for event in Calendar
- New Website
 - Goal is to launch by first day of school
 - Will include Public Share Folders for school resources
 - Public Share Folders will allow anyone who clicks on the link to have access to a Google Share Folder. They will have view only permissions.
 - This will speed up how we publish important documents to the public.
 - I.e. Board Agendas will simply need to be dropped into folder and it will automatically publish. If an error is discovered, the corrected agenda can replace the incorrect item and publish automatically.
 - Multiple editors can be assigned throughout the website
 - Could allow for student/staff/webmaster submissions to be made more frequently, keeping the site fresh
 - Students will not have publishing rights, but could submit additions to the site

- Incomplete projects: Chromebook and Chrome Tablet summer deployment is still pending. Waiting on confirmation of enrolled students per class. Teachers will be issued new Chrome Tablets when they return to school. Parkfield Library project is on hold until building renovations are complete. We also need to evaluate our security systems (speakers/cameras/etc) to see where we can make improvements.

Shandon Technology Club

- I will be working with ASB and Mrs. S to develop a new Student Technology Club. The goal of the club will be to train students in becoming IT Support Professionals. The ultimate goal would be to get students certificated by the end of their high school career so they can enter the workforce or have a better foundation if they pursue further education. The certificates I will be focusing on are:
 - Google Apps for Education Teacher Certification Level I and II
 - Google IT Support Professional Certificate
- I am also working on developing partnerships with local technology companies to provide summer internships/site tours/workshops for our students. These include:
 - iFixit (San Luis Obispo)
 - STS Education (Simi Valley)

Professional Development

- Per the WASC recommendation, we will be providing our teachers and staff with technology training, with a focus on shifting toward Google Apps for Education.
- I will be working with both site administrators and the counselor to develop a three year plan for Professional Development (WASC Recommendation)

Personal Development

- I am working on several certifications for myself and have completed the following:
 - Google IT Support Professional Certificate
 - This is a two year certificate that covers every aspect of IT support
 - Google Apps for Education Teacher Certificate I
 - This is the first of three courses needed to complete Google Certified Trainer
 - Google Certified Trainer will allow me to train our staff members so they can complete various certifications on their own
 - We would currently need to outsource this training if we want to have access to the resources Google provides to their trainers
 - There are currently only 4 certified trainers in the entire county (mostly in Los Osos)
- I am working toward the following:
 - Google Apps for Education Teacher Certificate II
 - Google Certified Trainer

8.14.18 Athletic Report

Fall Sports

- Volleyball (Girls)- Coach Mercado is returning to run our Varsity Volleyball program. She will also be coaching our middle school teams.
- Weightlifting/Conditioning (Coed)- Coach Diaz will be leading a weightlifting/conditioning program. The goal for this program will be to prepare students physically for future sports in the school year. This is not a CIF-SS sport so we will be using it to promote healthy living amongst all students. The only requirement to join will be a sports physical.
- Middle School Flag Football- I have a coach pending for this sport. This coach is a staff member. If it doesn't work out, I will be coaching flag football as a backup.

Fall Sports scheduling

- One of the biggest pain points last year was the constant shifting of schedules. I am working with our two leagues (Coast Valley and Coast Valley Prep) to make sure that this is kept to a minimum.
- Coast Valley is already set for Volleyball and should only change in an emergency.
- Coast Valley Prep has already seen two master schedules this year and all dates were conflicting with the high school. I am working with each individual school to lock in dates that do not conflict. Once locked, these should not change unless it is an emergency.
- As stated in the technology report, we are building redundancies into our activity request protocols.

Stipends and Staff Participation

- The biggest pain point I have in Athletics is a lack of participation from staff and faculty
- Only Coach Martin and Mrs. Valencia participated in athletics with students last year
- The number one reason I hear from staff and faculty is that stipends are too low
 - Current stipends
 - \$500 Middle School Head Coach
 - \$1656 High School Head Coach
 - \$1304 High School Assistant Coach
 - I've had teachers/staff say that they refuse to coach until these numbers increase
- I have zero control over this as it is negotiated between the teacher's union and the district.
- This needs to be resolved in order to promote internal participation.

Coaching shortages for 18-19 Seasons of Sport

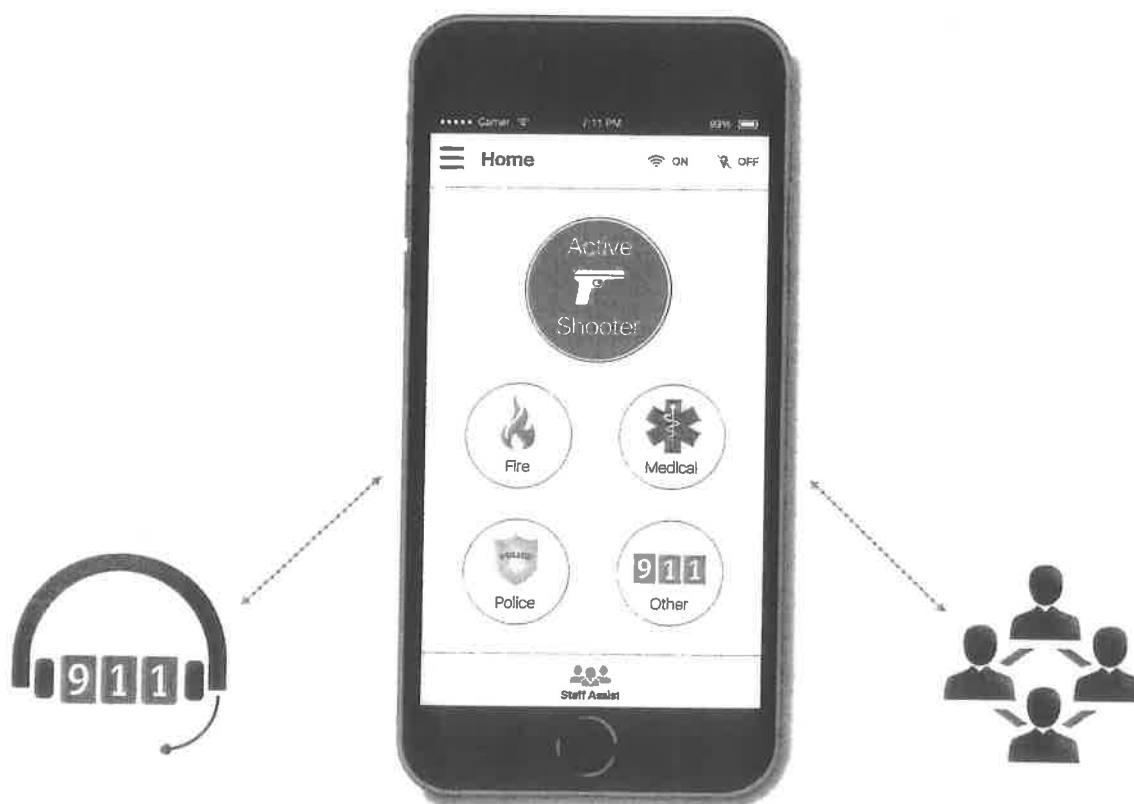
- Middle School Boys Basketball
- Middle School Girls Basketball
- High School Boys Volleyball

Spirit Nights

- We plan on hosting several spirit games throughout the school year to encourage alumni participation.
- We will be hosting Donkey Basketball on February 16 (three day weekend). There will be a taco feed provided by ASB.
- Banner Restoration Project- SBLOCK will be working on fundraising throughout the year to restore older banners that are falling apart. We will have a fundraising booth at all home games for this and other projects.
 - Students can earn community service hours when they come to help construct the replacement banners

Enhancing Emergency Response for Schools, Public Buildings, and Businesses

In seconds, Rave Panic Button clearly communicates an emergency to 9-1-1, on-site personnel, staff, and security.



Immediately Calls 9-1-1

- 9-1-1 can quickly dispatch the right resources.
- Enables immediate and ongoing communication and coordination among 9-1-1, security personnel, and the panic caller.

Instantly Alerts On-site Personnel

- Notifies on-site staff and security of emergency type, location, and who initiated the panic call.
- Staff Assist button sends localized alerts to internal team only. Allows rapid intervention in non 9-1-1 emergencies.

Instant On-site Notification

In seconds, Rave Panic Button immediately and clearly communicates an emergency to all on-site personnel, staff, and security. This ensures your facility rapidly initiates lockdowns, evacuations, or other emergency responses.

Help Arrives Sooner

Rave Panic Button alerts 9-1-1 dispatchers of an emergency and who is calling. It can automatically deliver critical data about the facility including key contact information, floor plans, and emergency response plans. This results in faster dispatch of the right resources with improved situational awareness.

Simple, Fast, and Effective

Rave Panic Button simplifies emergency calls for help. There is no need for users to remember different sets of actions for different emergencies. A simple press of the button connects to 9-1-1, while their co-workers receive an immediate alert/notification.

Safety Innovation From a Trusted Source

Rave Mobile Safety is a trusted leader of public safety software, with over a decade of experience improving safety in thousands of institutions and agencies. Rave Panic Button leverages mobile phones, Rave's public safety grade infrastructure, and a unique integration with 9-1-1 to help improve safety throughout your entire facility.

Impacts All Emergencies



Rave Panic Button works for all emergencies -- from active shooters and individual assaults to fires and medical emergencies. Key staff and on-site security immediately become aware of the situation and can react quickly, while providing better visibility to first responders.

Staff Assist Internal Alerting



Staff Assist instantly connects your users to on-site help during urgent non-emergency situations. Staff

Assist supports multiple preset

message and recipient lists for different incident types. Authorized users can also send custom messages to update or provide direction during incidents.

Cost Effective, Easy to Activate and Maintain

At a fraction of the cost of hardwired panic buttons and other solutions, Rave Panic Button puts a powerful emergency communication tool in the hands of key personnel, staff, and security wherever they are located.

Activating Rave Panic Button is straightforward. The administration console makes it easy to review activity, maintain access lists, and define notification rules.

"Rave Panic Button is critical to school safety and cut eight minutes off our response time when a gun was reported on campus."



JEFF MORRIS
9-1-1 COMMUNICATIONS DIRECTOR
CRITTENDEN COUNTY (AR)

Contact Us Today to Learn More

888-605-7164 • www.ravemobilesafety.com • sales@ravemobilesafety.com

RAVE
MOBILE SAFETY



PROFESSIONAL DEVELOPMENT AGENDA

Monday- August 13, 2018

- 8:00 - 8:30 All Staff Breakfast SES Library
8:30 - 9:15 Welcome Kristina /Shannon
9:15 - 9:30 AFLAC Representative Pamela Johnson
9:30 - 9:45 District Paperwork Sadie
9:45 - 12:00 All Staff Report to worksite
12:00-12:45 Lunch- All Staff Potluck @ SHS Room 4
12:45-2:00 August Faculty meeting for SHS Library
SES Office
2:00-3:40 K-12 Report to worksite

Tuesday- August 14, 2018

- 8:00 - 12:00 CPR Class -SES Gym
All Staff not currently certified
Currently certified staff report to worksite
12:00-12:30 Lunch- SES Library
(Hosted by Family Insurance Company)
Or Lunch on your own
12:45-2:00 "Dots for Resiliency" K-12 Certificated Staff
2:00-3:40 K-12 Report to Worksite

Wednesday- August 15, 2018

- 8:00-12:00 All Staff Report to worksite
12:00 - 12:30 All Staff Lunch- SHS Quad (Hosted by SHS & ASB)
Freshmen Orientation Lunch- SHS Quad
12:30 - 3:40 All Staff Report to worksite
*SHS Library available for Online Safety Training

Shandon High School

Back To School Night!



Support Your Students
Date: September 18, 2018
Time: 4:30 p.m. to 7:00 p.m.
Place: Shandon High School



Agenda

Workshops Available to parents & students.

30-minute time slots

COLLEGE/CAREER READINESS-Rm. 2

ART/TECHNICAL TRACK-Rm. 8 & 10

AGRICULTURE/CTE-Rm. 11/Shop Area

AERIES PORTAL TRAINING-Rm. 6 (Counseling Office)

Food & Drinks for sale in the Quad (4:30 p.m. to 6 p.m.)

Session 1 Begins & Ends (5:00 p.m. to 5:30 p.m.)

Session 2 Begins & Ends (5:45 p.m. to 6:15 p.m.)

Session 3 Begins & Ends (6:30 p.m. to 7:00 p.m.)



ASB will be selling...

Tacos- 3 for \$5.00

Nachos- \$2.00 each

Sodas & Water- \$1.00 each

Chips & Candy \$1.00 each



Shandon High School

¡Noche de Regreso a Clases!



Apoya a los estudiantes
Fecha: 18 de Septiembre de 2018
Hora: 4:30 p.m. a las 7:00 p.m.
Lugar: Shandon High School



Agenda

Talleres disponibles para padres y estudiantes.

Intervalos de tiempo de 30 minutos

PREPARACIÓN PARA LA UNIVERSIDAD / CARRERA - Rm. 2

ARTE / PROGRAMA TECNICO -Rm. 8 y 10

AGRICULTURA / CTE-Rm. 11 / Edificio de Agricultura

**ENTRENAMIENTO DEL PORTAL AERIES-Rm. 6 (Oficina de
consejería)**

Comida & Bebidas en venta en el patio (4:30 p.m. to 6 p.m.)

La sesión 1 comienza y termina (5:00 p.m. a 5:30 p.m.)

La sesión 2 comienza y termina (5:45 p.m. a 6:15 p.m.)

La sesión 3 comienza y termina (6:30 p.m. a 7:00 p.m.)

ASB venderá ...

Tacos- 3 por \$ 5.00

Nachos- \$ 2.00 cada uno

Sodas y Agua- \$ 1.00 cada uno

Sabritas y Dulces \$ 1.00 cada uno





FRESHMEN ORIENTATION

AUGUST 15, 2016

11:15 am ARRIVE

11:30 a.m. INTRODUCTIONS

11:45 a.m. LUNCH IN ROOM 4

**12:30 p.m. TOUR OF CLASSES
& LIBRARY BOOK CHECK-OUT**



**ALL FRESHMEN IN
ATTENDANCE RECEIVE A GIFT
FROM ASB**

QUESTIONS? CALL

805-238-0286



Orientación Para Estudiantes del Primer Año

15 de Agosto de 2018

11:15 a.m. Bienvenida

11:30 a.m. Presentaciones

11:45 a.m. Almuerzo en aula #4

12:30 p.m. Tour de las aulas y
informandoles sobre los libros
disponible en la biblioteca.

Todos los estudiantes de primer año
en asistencia recibira un regalo de
parte del ASB

¿Preguntas? Favor de llamar a
805-238-0286

En el patio de la
escuela
secundaria de
Shandon

Patriots' Day Recognition

September 11, 2018

8:15 a.m. Meet @ flagpole for flag raising

**8:30 a.m. Students dismissed to library for
guest speaker presentation**

9:00 a.m. Students @ gym for activities



Sheet Races



Cup Cake Walk



Obstacle Course



Jaws of Life Demonstration



Guest Speaker



Hose Roll Out



**Support Your Local
First-Responder**

Summer School 2018

Session 1- 8:00-10:30 Math students either earning credit for improving skills or making up a poor grade. (Students listed by 2018-2019 grade year attending)

6th grade- 1

7th grade- 7

8th grade- 3

9th grade- 5

10th grade- 4

11th grade- 5

12th grade-3

Session 1- 8:00 a.m.-10:30 a.m. English/Elective credit/History students either earning credit for improving skills or making up a poor grade. (Students listed by 2018-2019 grade year attending)

7th-1

8th-2

9th- 3

10th-5

11th- 5

12th- 5

Total students in session 1- Qty. 49

Session 2-11 a.m. to 1:30 p.m. Math students either earning credit for improving skills or making up a poor grade. (Students listed by 2018-2019 grade year attending)

7th- 2

8th- 2

9th- 6

10th- 7

11th- 4

12th-3

Session 2-11 a.m. to 1:30 p.m. English/Elective students either earning credit for improving skills or making up a poor grade. (Students listed by 2018-2019 grade year attending)

6th- 1

7th- 6

8th- 3

9th- 1

10th-1

11th- 4

12th-5

Total students in session 2- Qty. 45

Note***All students grades 6-12 were offered summer school regardless of need. All High School age students were making up a poor or failing grade that was a graduation requirement thus helping to keep them on track for graduation. 45/49 students met the criteria for successful completion of summer school in 1 or both sessions. Students who failed to meet the criteria attended less than half of summer school thus affecting their ability to complete assignments successfully.



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

August 28, 2017

Dear County and District Superintendents and Charter School Administrators:

**UPDATED BOARD OF EDUCATION WAIVER REQUEST REQUIREMENTS FOR
KINDERGARTEN AND TRANSITIONAL KINDERGARTEN**

This letter is to inform you that, with the Governor's approval of the Budget Act of 2017 (Assembly Bill 99), local educational agencies that have implemented an early primary program will no longer need to submit waiver requests to the State Board of Education in order to operate kindergarten programs and transitional kindergarten (TK) programs for different lengths of time, whether at the same school site or a different school site within the district.

Effective July 1, 2017, California *Education Code* Section 37202 is specifically amended to read:

(b) Notwithstanding subdivision (a), a school district that is implementing an early primary program, pursuant to Chapter 8 (commencing with Section 8970) of Part 6, may maintain kindergarten ~~classes at different schoolsites within the district~~ *or transitional kindergarten classes* for different lengths of time during the ~~school day~~ *school day, either at the same or a different schoolsite.*

If you have any questions regarding TK or kindergarten, please contact Kathleen Halvorson, Education Programs Consultant, Early Education and Support Division, by phone at 916-322-6233 or by e-mail at TKinquiries@cde.ca.gov.

Sincerely,

Tom Torlakson

TT:kh
2017-05535