DURHAM UNIFIED SCHOOL DISTRICT
9420 Putney Drive, Durham, CA 95938

Regular Session Governing Board Meeting Agenda
Wednesday, June 17, 2020
5:30 PM Closed Session  7:00 PM Open Session

Join Zoom Meeting
https://durhamunified.zoom.us/j/86847334909?pwd=b0djdUN1V1g2bTczaU16Q1Z1dnJMDz09
Meeting ID: 868 4733 4909
Password: 1zBYSz
Teleconference: +1 669 900 6833
Due to COVID-19 Precautions

A. CALL TO ORDER

B. MOVE TO CLOSED SESSION

C. CLOSED SESSION
1. Conference with Labor Negotiators Agency designated representatives: Board President
   Alex DuBose, Unrepresented Employee(s): Superintendent
   (Government Code 54957.6)
2. Conference with Labor Negotiators Agency designated representatives: Superintendent
   Joanne Parsley; Employee Organizations: Administrative, CTA, CSEA, and Classified
   Confidential (Government Code 54957.6)
3. Public Employee Discipline / Dismissal / Release / Complaint
   (Government Code 54957)
4. Public Employee Performance Evaluation: Superintendent
   (Government Code 54957)
5. Public employee appointment/employment: Assistant Superintendent to Business and Operations
   (Government Code 54957)
6. Student Expulsion: (No-Student) Pursuant to Education Code section 35146. The Education code
   requires closed session in these cases to prevent disclosure of confidential student record
   information.
7. Conference with legal counsel-existing litigation (Paragraph (1) of subdivision (d) of Section
   54956.9) Case name unspecified: disclosure would jeopardize existing settlement negotiations

D. RETURN TO OPEN SESSION

E. PLEDGE OF ALLEGIANCE

F. REPORT OF ACTION TAKEN IN CLOSED SESSION

G. ADJUSTMENT TO ORDER OF AGENDA

H. PUBLIC HEARING:
1. Public Hearing: re: Adoption of 2020-2021 Original Budget (Available for public viewing at the District
   Office.)
2. Public Hearing: re: Assigned and Unassigned Fund Balances in excess of the State’s minimum 4%
   reserve for economic uncertainties.
I. ITEMS FROM THE PUBLIC:
The law allows the public to address the governing board on any school district matter, whether or not it is on the agenda, but the law prohibits action or discussion by the Board on non-agenda items. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits. *Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes.* With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323)

“Questions or concerns expressed may be referred to the Superintendent, Joanne Parsley, for a response or resolution. Those persons wishing to contact the Superintendent may do so by phone at (530) 895-4675 or by email at jparsley@durhamunified.org”

J. DISTRICT REPORTS
1. Assistant Superintendent to Business and Operations
2. Superintendent
3. Board of Trustees

K. CONSENT AGENDA
1. Minutes of Regular Meeting May 20, 2020
2. Minutes of Special Meeting May 28, 2020
3. Accounts Payable for the Month of May 2020
7. Approve Surplus Item: DPF Pulse Cleaner.
8. Employment:
   2020 Fall Coaches: **Contingent on whether there is a Sport Season and State restrictions have been released.**

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CERTIFICATED DECREASE in FTE

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L. INFORMATION ITEMS:
1. Boots, Bytes and Bids fundraiser update: Jolie Webb
2. Special Education Services Department Update.
3. Superintendent Parsley’s LCAP update.
4. Williams Uniform Compliant

M. DISCUSSION/ACTION ITEMS:

1. Discussion/Approval of the Beginning of the 2020-2021 School Year.
2. Discussion/Approval of the adoption of the 2020-2021 Original Budget on first reading. (Hearing Item #1). This document is available for public review at the District Office.
3. Discussion/Approval of Reserve Level requirements of Unassigned and Assigned Fund Balances (Hearing Item #2) as per Ed Code 42127.
5. Discussion/Approval of Resolution #20-10 Establishing Procedure in Case of Tie Vote at Governing Board Election.
6. Discussion/Approval of Resolution #20-11 regarding Cost of Candidates’ Statements.
7. Discussion/Approval of Notification to Consolidate Governing Board Members Elections.
8. Discussion/Approval to Approve Butte Glenn Community College District, College & Career Access Pathways Partnership Agreement, Dual Enrollment Appendix.
11. Discussion/Approval of the 2020-2021 Designation of CIF Representative.
12. Discussion/Approval of Agreement with the California Department of Education, Special Education Division – Special Education Local Plan Area (SELPA) which is the basis for the operation and administration of Special Education Programs.
14. Discussion/Approval of Agriculture Career Incentive Grant 2020-2021 Application for Funding. 45-51
15. Discussion/Approval of The Strengthening Career and Technical Education for the 21st Century Act (Perkins Grant). 52-70
17. Discussion/Approval to increase cafeteria meal price of Durham Unified School District all site meals by ten (10) cents. 73
18. Discussion/Approval of Home to School Transportation Rates. 74

N. ITEMS FROM THE BOARD

O. RETURN TO CLOSED SESSION

P. CLOSED SESSION

Q. RETURN TO OPEN SESSION

R. REPORT OF ACTION TAKEN IN CLOSED SESSION

S. NEXT BOARD MEETING DATE: June 17, 2020

T. ADJOURNMENT

NOTES:
*Agenda item documents are available for public inspection during regular business hours at the District Office.
**Handout will be provided at the board meeting. If you require special accommodations to participate in the meeting, please advise Tina Blenn, District Secretary, 48 hours in advance at 895-4675 x227.
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Meeting ID: 813 8946 2092   Password: 2QWMXW
+1 669 900 6833 US
Due to COVID-19 Precautions

Minutes

The Regular meeting of the Board of Trustees of the Durham Unified School District was held in the Durham Unified School District Board Room, Wednesday, May 20, 2020 and began at 5:00 pm.

Trustees Present: Alex DuBose, Kathy Horn, Ed McLaughlin, Lance Smith and Matthew Thorpe.

Staff Members Present: Superintendent Joanne Parsley, Assistant Superintendent to Business and Operations RJ Anderson, District Secretary Tina Blenn, Principals Lora Fox and Robbin Pedrett.

A. CALL TO ORDER
President Alex DuBose called the DUSD Board of Trustees meeting to order at 5:00 pm.

B. MOVE TO CLOSED SESSION

C. CLOSED SESSION
1. Conference with Labor Negotiators Agency designated representatives: Board President, Unrepresented Employee(s): Superintendent
   (Government Code 54957.6)
2. Conference with Labor Negotiators Agency designated representatives: Superintendent, Employee Organizations: Administrative, CTA, CSEA, and Classified Confidential
   (Government Code 54957.6)
3. Public Employee Discipline / Dismissal / Release / Complaint
   (Government Code 54957)
4. Public Employee Performance Evaluation: Superintendent
   (Government Code 54957)
5. Public employee appointment/employment, (Government Code section 54957)

D. RETURN TO OPEN SESSION
Board President Alex DuBose reconvened Open Session at 7:10 p.m.

E. PLEDGE OF ALLEGIANCE
Clerk of the Board Ed McLaughlin led the Pledge of Allegiance.

F. REPORT OF ACTION TAKEN IN CLOSED SESSION: No action taken during closed session.

G. ADJUSTMENTS TO ORDER OF AGENDA: There were no adjustments to the agenda.
H. ITEMS FROM THE PUBLIC:
Eva-Lis Southam of the DHS graduation committee gave an update.
Karla Rigsbee gave accolades to RJ Anderson for his service to the district as Assistant Superintendent to Business and Operations.

I. DISTRICT REPORTS:
Principals Reports:

Lisa Atlas, Durham Elementary:
Our weekly communication with parents continues to go well. Teachers meet via google classroom or zoom on a weekly basis with individuals or small groups, as well as the whole class, providing students a short social time to see friends. We continue to offer weekly times for work pick up. Thank you to all Durham staff that work hard to plan lessons, work with families, and ensure our students have lunches and packets delivered.
Enrollment: 484

Lora Fox, Durham Intermediate:
Teachers understand that it is important to keep our students engaged and persevering. They are delivering curriculum via google classroom and creating packets for students with no or poor computer / internet access. A big shout out to staff for continuing to be diligent and making the best of this situation. Thank you Elaine for working to make promotion as great as it can be!!
Enrollment: 250

Robbin Pedrett, Durham High:
Durham High School staff continues to work on course work, grading and the master schedule for next year. Grading will be a combination of pass/fail and grades based on student/parent decision. We have sent paperwork out and blackboard connect regularly. The master schedule will be completed as soon as our decisions on staffing and the budget are more stable. Our hiring has stalled as we wait for a final verdict on the budget. We have had some CIF “virtual” meetings and athletics is as questionable as school. We will work to keep you up to date on progress there.
FFA is completing their year virtually with state convention and Kayla and her students are putting together virtual communications as well for year-end recognitions. The Silver Dollar animals will be loaded and moved out on May 23. As of this printing we have no information on the Gridley Fair. Our greenhouses are both done thanks to the efforts and energies of Pat Orr and Lyman Hagen. Students wanted to recognize the contribution from Ed McLaughlin for the benches in the greenhouse and also the work on the electrical from Matt Thorpe. We had plants to sell this spring but could not get them to market. Great year overall for our agriculture program although the COVID 19 virus kept us from fund raising as much as we would have liked.
Graduation is pending the State and Butte County Health Department requirements. We will keep you posted as soon as more information is available.
Enrollment: 309

Director of Special Education Report:
IEP meetings are being held via Zoom online platform with parent permission and have been running well. The remainder of the school year’s meetings will be held via Zoom, phone or other means as requested by parent.
At this time student assessment has been postponed until schools have reopened as there is not a way to complete assessments with fidelity and legal defensibility on a virtual platform. We are able to offer some rating scales to IEP team members as part of the assessment process. Next school year will be extremely busy as we must address all assessments that we are not able to complete now and the new ones that will be required in the 2020-2021 school year.
Carmina Vital, School Psychologist is collaborating with psychologists all over the country and even Canada to brainstorm the best ways possible to serve students, families and communities in the stressful
time. She is also attending professional development and seeking out information to ensure that we continue to provide students with legally defensible services while following best practices.

In order to support the mental health and academic achievement of our students, a team of DUSD employees has been diligently working on providing resources and psychoeducation to DUSD families and staff members. The team includes Amy Jensen, school counselor; Carmina Vital, school psychologist; and the DHS MTSS team that is made up of several DHS teachers and DUSD administration. The following is a list of services that we are continuing to provide:

- **Care Solace.** Care Solace is a database with a wealth of counseling resources that families have immediate access to. DUSD, along with BCOE and other Butte Schools, are contracting with Care Solace. BCOE has purchased a 3-month trial and will be offering services at no cost for all Butte County LEAs. The purpose of Care Solace is to provide concierge services to DUSD families and staff members. The concierge services ensure that families are connected with counselors based on their mental health needs. The link provided here gives detailed data on the utilization of Care Solace. The data is broken down in multiple formats. The DUSD community seeks support in the following areas: anxiety, depression, suicidal ideation, trauma and stress, and many other areas. Please click on the link for more detailed information.

  https://caresolace.com/site/durhamfamilies/reports/utilization?auth=cyJpZCI6MjAzLClzYWx0IjoiZWU1YxZAxTATmAjAlZ00MjU2LT1mOTQtMmNWRmZTUzZGVkIn0:1jUf6e:B_ud9ILbuRBFhjohTY1xgYRTQ0

- **Newsletters.** We have been working on providing DUSD families with psychoeducation in the areas of suicide prevention and resilience. The purpose of the newsletters is to provide families with information on current mental health information and trips on ways to support their families. The newsletters also provide resource links and contact information for referrals and questions. Next week, we will send out a newsletter on anxiety and will end the school year with a newsletter of self-care.

- **Butte County Behavioral Health (BCBH).** DUSD staff is provided with updated information regarding BCBH services available to students and families. The staff has been provided with tools to assist them in determining when a student may benefit from a BCBH referral. The DUSD staff is also reminded of who they can contact to begin the BCBH referral process.

- **Warm Line.** A warm-line is a number that students in need of support can call and learn about available mental health resources. Amy Jensen developed a warm line for all DUSD. The number is a direct line to her.

- **DIS resource website.** Amy Jensen developed a resource website where parents/guardians can read up to date information about school announcements, covid-19, google classroom needs, and mental health resources. The website is posted on the DHS and DIS school websites:

  https://sites.google.com/view/dis-resources/home

- **Google classroom.** All DIS students have been added to a counseling and resource google classroom. In this classroom, students have access to mindful practices, gratitude, wellness practices, among other things. Amy invited students to a zoom meet and about 20 students joined.

- **Calls.** All 8th grade students received a check-in. Carmina and Alex reached out to the Spanish speaking families.

- **Continuous check-ins: Both Carmina and Amy have been in contact with students who request support. Check-ins include virtual group meetings, virtual 1:1 meetings and texting via a google phone number. These check-ins have been successful. Texting has been beneficial to the students who feel anxious about meeting with someone via video or phone calls.**

**Assistant Superintendent to Business and Operations, RJ Anderson:**

*Update on May Budget revise – minus 7.92% to the budget*

*Cash deferrals*

*Cuts to CTEIG funding*

*Bond Report (available at the District Office)*

*Announced his resignation effective June 30, 2020.*
Interim Superintendent, Joanne Parsley:
- Retirement Celebration for staff: June 17th Board Meeting.
- Parent Survey regarding online education.
- Possibility of July 6th Special Board Budget Meeting.

Board of Trustees:
Trustee Horn: We are all concerned regarding graduation and working to provide the best possible.
Trustee Thorpe: Thank you to all staff regarding graduation. Going to miss RJ. Asked to add a Discussion/Action item for June 17th Board Meeting regarding surplus from the Auto Shop.
Trustee McLaughlin: Ditto from the previous Board members, wishes RJ wasn’t leaving. Suggested to organize an Advisory Committee of financial and administrative members who would be key components to the stability of the District Office, who would meet a couple of times a year.
Trustee Smith: Durham, all schools, were dealt a tough hand this year. Our principals have done an amazing job. Joanne Parsley will be missed. RJ has done a great job, thank you for honesty and integrity.
President DuBose: It is a tall order to cut $880,000 out of an already tight budget. Everyone will need to be a player in this to help bridge the gap – both unions. Everything is on the table. Hoping it’s all temporary and can get back to normal. We have to be fiscally responsible.
Superintendent Parsley: John Bohannon coming on board is such a good thing for Durham! He has vast experience and will do a fantastic job.

J. CONSENT AGENDA: Due to COVID-19 and the uncertainty of the budget, Item #5 Fall Coaches was pulled from the Consent Agenda. The Consent Agenda was then approved.

Moved: Ed McLaughlin Second: Matthew Thorpe Vote: 5-0

INFORMATION ITEMS:
1. Recognition of Nick Wilson:
During the fall semester, all seniors at Williams College, in Maryland, were invited to submit nominations for prizes of excellence in secondary school teaching. Thanks to a fund established through the estate of George Olmsted, Fr., a 1924 graduate, these prizes are awarded at the end of each school year at Commencement ceremonies at Williams. In addition, the schools where the selected teachers are employed receive recognition as well. Gaia Seinfeld DeNisi ’20 nominated Nick Wilson, of Durham High School. She is a former student of Mr. Wilson’s from Northcoast Preparatory Academy. Congratulations Mr. Wilson

2. LCAP update. LCAP is now due January 2021. It will be presented to community and staff after re-organization. DUSD has used the same information and changed goals so that they are grouped into categories. Principal Atlas has been tremendous help with this organization. These goals will be brought back for the June 17th Board meeting. It will be important to embed these goals into all school sites and get connected throughout the District, everyone is working toward capturing it together. By having LCAP listed, everyone can see what the item is; what it is specified for and how it is paid for. Seeing funding or lack of it will be important information for all the District/community to see.

3. Bond Project Update: Julie Kessel and Maria Campos of A-Line Construction Management, reported they are focused on roofing, which does not require DSA approval, then moving to other projects.
ACTION ITEMS:

1. **Action:** Discussion/Approval of Eagle Scout Ryan Doyle’s flag pole project.
   
   Moved: Lance Smith  Second: Kathy Horn  Vote: 5-0

2. **Action:** Discussion/Approval of the first reading of Durham Unified Board Policy December 2019 updates. BP 5141.21 Administering Medication and Monitoring Health Conditions was approved with the adoption of option #2.
   
   Moved: Lance Smith  Second: Kathy Horn  Vote: 5-0

3. **Action:** Discussion/Approval of first reading of Durham Unified Board Policy March 2020 updates.
   
   Moved: Matt Thorpe  Second: Ed McLaughlin  Vote: 5-0

4. **Action:** Discussion/Approval of Resolution #20-07 Resolution to reduce Classified hours due to lack of work and/or lack of funds.
   
   Moved: Kathy Horn  Second: Lance Smith  Vote: 5-0

(Discussion/Action items 6-9, which relate to Bond projects, were approved with a blanket motion by Kathy Horn and Second by Ed McLaughlin. The vote: 5-0)

5. **Action:** Discussion/Approval of the use of ASB account funds of the Class of 2020 to be used through August 14, 2020.
   
   Moved: Kathy  Second: Lance Smith  Vote: 5-0

6. **Action:** Discussion/Approval of Replacement of Mechanical Screens and Re-Roofing.

7. **Action:** Discussion/Approval of Phase 1 Master Plan Bond Project – This is a pre-approval requested for DHS heating, ventilation & air conditioning (HVAC) & roof replacement on bldgs. 100, 200, 400, 500, & CTE and DIS HVAC & roof replacement on rooms 4-8 and GYM/DIGS project.

8. **Action:** Discussion/Approval of the Adoption of Resolution #20-08 California Uniform Public Construction Cost Accounting Procures and Informal Bidding Ordinance.

9. **Action:** Discussion/Approval of the Notice of Exemption of the California Environmental Quality Act in regards to Durham High School and Intermediate School HVAC & Roof Replacement Project.

10. **Action:** Discussion/Approval to Adopt the Declaration of Need for fully qualified educators for the 2020-2021 school year.

   Moved: Ed McLaughlin  Second: Kathy Horn  Vote: 5-0

11. **Action:** Discussion/Approval to Adopt the Annual Statement of Need for 30-day and Designated Subjects Career Technical Education 30-day substitute teaching permits for the 2020-2021 school year.

   Moved: Kathy Horn  Second: Lance Smith  Vote: 5-0
M. ITEMS FROM THE BOARD OF TRUSTEES:
- Trustee Horn: Encourages parents and community to hang on during the COVID-19 unknowns.
- Trustee Thorpe: Thanks to the community for all your support and understanding during this time. Joanne Parsley has been great throughout all of this. RJ will be missed by us, the principals and staff.
- Trustee McLaughlin: Thanks Eric for getting the clean-up done, setting priorities and keeping the campus clean.
- Trustee Smith: He echoed to the community the appreciation of support and noted that all the Board, like the community, wants to get back to work. The Durham staff is absolutely wonderful.

N. NEXT BOARD MEETING DATE: June 17, 2020

O. ADJOURNMENT:
President Alex DuBose adjourned the meeting of the DUSD Board of Trustees at 8:40 p.m.

*Agenda item documents are available for public inspection during regular business hours at the District Office.
**Handout will be provided at the board meeting.
If you require special accommodations to participate in the meeting, please advise Tina Blenn, District Secretary, 48 hours in advance at 895-4675 x227.
The Regular meeting of the Board of Trustees of the Durham Unified School District was held in the Durham Unified School District Board Room, Thursday, May 28, 2020 and began at 1:00 pm.

Trustees Present: Alex DuBose, Kathy Horn, Ed McLaughlin, Lance Smith and Matthew Thorpe.

Staff Members Present: Assistant Superintendent to Business and Operations RJ Anderson, District Secretary Tina Blenn, and Principal Lora Fox.

A. CALL TO ORDER
President Alex DuBose called the DUSD Board of Trustees meeting to order at 1:00 pm.

B. MOVE TO CLOSED SESSION

C. CLOSED SESSION
1. Conference with Labor Negotiators Agency designated representatives: Board President, Unrepresented Employee(s): Superintendent (Government Code 54957.6)
2. Conference with Labor Negotiators Agency designated representatives: Superintendent, Employee Organizations: Administrative, CTA, CSEA, and Classified Confidential (Government Code 54957.6)
4. Public Employee Performance Evaluation: Superintendent (Government Code 54957)
5. Public employee appointment/employment, (Government Code section 54957)

D. RETURN TO OPEN SESSION
Board President Alex DuBose reconvened Open Session at 1:50 p.m.

E. PLEDGE OF ALLEGIANCE
President Alex DuBose led the Pledge of Allegiance.

F. REPORT OF ACTION TAKEN IN CLOSED SESSION: No action taken during closed session.
G. ADJUSTMENTS TO ORDER OF AGENDA: President DuBose announced the Board would be returning to Closed Session.

H. ITEMS FROM THE PUBLIC: None

J. CONSENT AGENDA: The Consent Agenda was approved.
   Moved: Ed McLaughlin       Second: Kathy Horn       Vote: 5-0

   ACTION ITEMS:
   1. **Action:** Discussion/Approval of Resolution # 20-09 Resolution to reduce Classified hours due to lack of work and/or lack of funds.
      Moved: Ed McLaughlin       Second: Matthew Thorpe       Vote: 5-0

M. ITEMS FROM THE BOARD OF TRUSTEES:
   - Trustee Thorpe: This is all unfortunate, maybe there will have to be more cuts to come. I hope not, I appreciate all the efforts of our District staff. Principal Fox, I heard nothing but great things about your Promotion ceremonies.
   - Trustee Horn: Thank you to the unions for working with us. Principal Fox, you did an amazing job.

N. RETURNED TO CLOSED SESSION: 1:51 pm

O. RETURN TO OPEN SESSION: 2:10 pm

P. REPORT OF ACTION TAKEN IN CLOSED SESSION: No action taken in closed session.

Q. NEXT BOARD MEETING DATE: June 17, 2020

R. ADJOURNMENT:
   President Alex DuBose adjourned the meeting of the DUSD Board of Trustees at 2:11 p.m.

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Board Report

Regpay 12d

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**Check Details**

- Pay to the Order of
- Due to the Order of
- Date: 05/31/2020

**Board Report**

- 05/14/2020
- 05/15/2020
- 05/16/2020
- 05/17/2020
- 05/18/2020

**Repay 129**
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**Repay123**

**Board Report**

Checks Dated 05/05/2020 through 05/31/2020
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Cheques Dated 05/10/2020 through 05/31/2020

Report

RegPay12d
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**Fund Recap**

**Check Report**

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Check Report

RegPay1223

Checks Date 05/01/2020 through 05/31/2020
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May 18, 2020

Joanne Parsley
Superintendent
Durham Unified School District
9420 Putney Drive
Durham, CA 95938

Re: 2020-21 Agreement for Professional Services

Dear Ms. Parsley:

Thank you for the opportunity to provide legal advice and counseling services to the Durham Unified School District. It has been our honor for over four decades to be vital, participating partners with California school and community college districts in their mission to educate and prepare all children and young adults to be responsible, mindful citizens in the global marketplace of ideas. We remain your steadfast allies and will support you with our full range of expertise as you meet new challenges and overcome extraordinary hurdles in your continuing efforts to provide quality education programs to millions of California students.

Attached is our Agreement for Professional Services for 2020-21. In light of the economic uncertainty confronting us all, no changes have been made to the billing ranges. While our ranges remain unchanged, the rates for some individuals who perform work on your matters may increase within the existing ranges.

We will continue to offer the District efficient and prompt service and the highest quality legal advice and counsel you have come to expect.

We look forward to serving the District in the coming school year and continuing our mutually rewarding partnership. Please sign the attached Agreement, insert the date of Board approval, and return to the undersigned via email.

Best regards,

DANNIS WOLIVER KELLEY

Matthew P. Juhl-Darlington

MJD:mea

www.DWKesq.com
Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

**BILLING STATEMENT.** Attorney shall send District a statement for fees and costs incurred every calendar month. Attorney’s statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney’s fees. Upon District office’s request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request. District shall pay Attorney’s statements within thirty (30) days after each statement’s date.

**INDEPENDENT CONTRACTOR.** It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District.

**CONFLICT OF INTEREST.** In some situations, where Attorney has relationships with other entities, the Rules of Professional Conduct may require Attorney to provide disclosure or to obtain informed written consent before it can provide legal services for a client. Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other entities throughout California. The statutory and regulatory structure of the provision of education services results in many ways in which these entities interact which could result in a conflict between the interests of more than one of Attorney’s clients. If Attorney becomes aware of a specific conflict of interest involving District, Attorney will comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

**TERMINATION OF CONTRACT.** District or Attorney may terminate this Agreement by giving reasonable written notice of termination to the other party.

**COUNTERPARTS.** This Agreement may be executed in duplicate originals, including facsimiles, each of which shall fully bind each party as if all had signed the same copy. Electronic copies of signatures shall be treated as originals for all purposes.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

DURHAM UNIFIED SCHOOL DISTRICT

Joanne Parsley
Superintendent

5-18-2020

DANNIS WOLIVER KELLEY

Matthew P. Juhl-Darlington
Attorney at Law

5/18/2020

At its public meeting of June 19, 2020, the Board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.

Agreement for Professional Services

Page 2
AGREEMENT BETWEEN DURHAM RECREATION AND PARK DISTRICT AND
DURHAM UNIFIED SCHOOL DISTRICT
RE: FACILITIES

THIS AGREEMENT made and entered into this 1st day of July, 2020, in the County of
Butte, State of California, by and between the DURHAM RECREATION AND PARK
DISTRICT hereinafter referred to as PARK BOARD, and the DURHAM UNIFIED
SCHOOL DISTRICT hereinafter referred to as DISTRICT:

WITNESSETH:

For and in consideration of the mutual covenants, considerations, and on the terms and
conditions herein set forth, the parties hereto do hereby mutually agree as follows:

WHEREAS, the Education Code of the State of California, commencing with Section
40040 authorized sites, public corporations, and public schools districts to cooperate with one
another for the purpose of authorizing, promoting, and conducting programs of community
recreation which will contribute to the attainment of general recreational and educational
objectives for children and adults of the PARK BOARD and the DISTRICT; and

WHEREAS, the PARK BOARD and the DISTRICT are mutually interested in and
concerned with the provision of adequate facilities for the recreation and physical well-being of
their residents; and

WHEREAS, the PARK BOARD operates and maintains certain public parks and
recreational facilities, which are capable of being used by DISTRICT for educational purposes;
and DISTRICT has in its employ qualified personnel to supervise, direct, and conduct such
educational programs; and

WHEREAS, the DISTRICT has certain educational facilities under its jurisdiction,
suitable for a community recreation program, and conduct such a community recreation
program;

IT IS HEREBY MUTUALLY AGREED BETWEEN the DISTRICT and the PARK
BOARD that:

The DISTRICT will make available to the PARK BOARD for community recreation
activities such school grounds and buildings as may be mutually agreed upon. These facilities
are to be selected by the PARK BOARD and approved by the DISTRICT in accordance with
administrative procedures established by the DISTRICT superintendent.

The PARK BOARD will make available to the DISTRICT for bona fide school use
such PARK BOARD facilities as may be mutually agreed upon. These facilities are
to be selected by the DISTRICT and approved by the PARK BOARD in accordance with administrative procedures established by the Executive Director.

The use of school facilities shall be in accordance with the regular procedures for the DISTRICT in granting permits for use of school facilities as provided for by laws of California and the rules and regulations of the DISTRICT Board of Education.

The use of PARK BOARD facilities shall be in accordance with the regular procedures in granting permits for use of PARK BOARD facilities as prescribed by the rules and regulations of the PARK BOARD of Directors.

Schedules shall be established for said use of school and PARK BOARD facilities by designated representatives of the Superintendent of Schools and Executive Director of the PARK BOARD.

DISTRICT shall not at any time or to any extent whatsoever be liable, responsible, or in any way accountable for any injury to or death of persons or loss, destruction, or damage to property, occurring in, on or about the facilities under the jurisdiction of the DISTRICT when resulting from any use of or activities within such facilities by the PARK BOARD under the terms of this agreement, and the PARK BOARD shall forever indemnify DISTRICT against any and all claims, liabilities, loss, destruction, or damage. Similarly, the PARK BOARD shall not at any time or to any extent whatsoever be liable, responsible, or in any way accountable for any injury to or death of persons or loss, destruction or damage to property occurring in, on, or about the facilities under the jurisdiction of the PARK BOARD resulting from any use or activities within such facilities when being used by DISTRICT under the terms of this agreement and DISTRICT shall forever indemnify the PARK BOARD against any and all claims, liability, loss, or damage.

IT IS FURTHER AGREED that the PARK BOARD and DISTRICT at all times during the term of this agreement, will each, at their own expense, maintain in force a policy or policies of insurance, written by one or more responsible carriers doing business in the State of California or legally self-insured public agency acceptable to the other party. Policy or policies shall, in the case of the DISTRICT, insure PARK BOARD against all liability for injury or death of persons occurring in or about the facilities and in the case of the PARK BOARD will insure DISTRICT against all liability for injury or death of persons occurring in or about the facilities. The minimum coverage limit of the insurance policy shall be $1,000,000.
IT IS FURTHER AGREED that the DISTRICT will charge the PARK BOARD a fee for the use of facilities for programs operated by the PARK BOARD for adults. The fee established by the DISTRICT shall be consistent with current DISTRICT policy.

IT IS FURTHER AGREED that in consideration of the use of the DISTRICT facilities, the PARK BOARD shall provide for students, without charge except for additional personnel required, the use of the PARK BOARD facilities for the periods mutually agreed upon between the DISTRICT and the PARK BOARD.

IT IS FURTHER UNDERSTOOD AND AGREED that this agreement shall supersede any and all prior agreements, (with the exception of the Midway Park agreement) and that this agreement shall take effect July 1, 2020. Either party to this agreement may, at any time terminate this agreement upon giving, in writing, to either party, thirty (30) days notice of its intention to terminate same.

IT IS FURTHER AGREED that the term of this agreement will expire on June 30, 2021. The agreement may be renewed at that time by mutual consent of both boards.

IN WITNESS THEREOF the parties hereto have caused the AGREEMENT to be executed on their behalf.

DURHAM RECREATION AND PARK BOARD

By: ___________________________ Board Chairman

_____________________________ District Manager

Date: __________________________

DURHAM UNIFIED SCHOOL DISTRICT

By: ___________________________ Board President

_____________________________ Superintendent

Date: __________________________
Summer Activities for Special Education Department include file purging and document uploads. Teachers have completed the caseload SEIS management and now Tracey and I will take care of any errors that pop up.

I am working on several trainings that can be presented in person or via Zoom for education specialists. It is also time to start planning the meeting schedule for the 2020-21 school year making sure to include all the assessment reviews that were postponed due to the stay at home order and COVID 19 precautions.

Another item on the to-do list is gathering data for the most recent CDE review that was postponed due to COVID 19. We will be analyzing academic achievement in the areas of Math and ELA as demonstrated by most recent state assessments for students who receive special education services.

Butte County, Special Education Local Plan

The Special Education Local Plan that I am asking the Board to approve is the most up to date version of the plan. Each district in the county has participated in its development and update. It reflects the most current laws and regulations in the world of special education services. The Board has been asked to approve previous versions of this document as it has been updated over the years. Once approved by the districts in Butte County the documents will be sent to CDE for final approval. These actions are being completed by all districts and county offices in California.

History

In 1977, all county offices and school districts and were mandated to form consortiums in geographical regions of sufficient size and scope to provide for all special education service needs of children residing within the region boundaries. Each region, Special Education Local Plan Area (SELPAs), developed a local plan describing how it would provide special education services.

SELPAs in California are dedicated to the belief that all students can learn and that special needs students must be guaranteed equal opportunity to become contributing members of society. SELPAs facilitate high quality educational programs and services for special needs students and training for parents and educators. The SELPA collaborates with county agencies and school districts to develop and maintain healthy and enriching environments in which special needs students and families can live and succeed.

The SELPA document must be changed and updated as laws and student needs grow more diverse. These changes have stemmed from new laws and regulations at both the state and national levels, as well as from the spirit of fairness, balance and equality that characterize the public school system in America. New interpretations of existing laws by the courts have further modified and expanded the services required for exceptional students.

Thank you for your time. Please contact me if you have any questions.

Marilyn Bertolucci, Director of Special Education Services
Quarterly Report on Williams Uniform Complaints
[Education Code § 35186(d)]

District: **DURHAM UNIFIED SCHOOL DISTRICT**
Person completing this form: **Joanne Parsley**
Title: **SUPERINTENDENT**

Quarterly Report Submission Date:  □ April 2021
    ☒ July 2020
    □ October 2020
    □ January 2021

Date for information to be reported publicly at governing board meeting:

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.

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Print Name of District Superintendent: **Joanne Parsley**

Signature of District Superintendent: [Signature]
Date: 6-17-2020

Send to: Student Programs and Educational Support
BCOE | Attn: G. Wilson
1859 Bird Street, Oroville, CA 95965
gwilson@bcoe.org or fax 530.532.5762
SUBJECT: Approve combined Assigned and Unassigned Fund Balances in excess of the state’s minimum 4% reserve for economic uncertainties.

PREPAREER: RJ Anderson, Assistant Superintendent of Business and Operations

RECOMMENDATION

☑ Approve  ☐ Do Not Approve
☐ Accept  ☐ Discuss
☐ Information Only

BACKGROUND:

Education Code section 42127 requires that budgets adopted by the governing board commencing with the 2015-2016 fiscal year are required to hold a public hearing for assigned and unassigned fund balances in the General Fund in excess of the state’s minimum 4% reserve for economic uncertainties.

It requires school districts to provide the following information at a public hearing for public review and discussion:

- Identify the minimum recommended reserve for economic uncertainties for each fiscal year identified in the budget.

- Identify the combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve for economic uncertainties for each fiscal year identified in the budget.

- A statement of reasons that substantiates the need for an assigned and unassigned ending fund balance that is in excess of the minimum recommended reserve for economic uncertainties in excess of the minimum recommended reserve for economic uncertainties.

For the 2020-2021 fiscal year, the minimum 4% reserve for economic uncertainties is $450,228. The fund balance in Fund 17, Special Reserve Fund, is combined with the General Fund ending balance in identifying the excess balances. The amounts in excess are identified in the attached document included in the Original Budget package for 2020-2021.
ORDER OF ELECTION
(Education Code Sections 5000, 5018, 5304, and 5322)
RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

WHEREAS, the regular biennial election of Governing Board members is ordered by law pursuant to Section 5000 of the Education Code to fill offices of Governing Board members of the Durham Unified School District of Butte County, now be it

RESOLVED that, the County Superintendent of Schools for this county call the election as ORDERED and in accordance with the designations contained in the following Specifications of the Election Order made under the authority of Education Code Sections 5304 and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 3, 2020.

The purpose of the election is to elect 4 members of the governing board of the

DURHAM UNIFIED SCHOOL DISTRICT

Offices Subject to Election: 3 Members 4 year terms
1 Members 2 year terms

IT IS FURTHER ORDERED that the clerk or secretary of the Durham Unified School District Governing Board shall deliver not less than 123 days prior to the date set for the election, one (1) copy to the officer conducting the election.

The foregoing Resolution and Order was adopted by a formal vote of the Durham Unified School District Governing Board of Butte County, being the board authorized by law to make the designations therein contained on June 17, 2020.

Signed: __________________________
(Clerk/Secretary of the Governing Board)

Instructions: After the Order of Election is adopted by the board, the clerk or secretary should sign the Order and deliver two (2) copies to the County Superintendent of Schools and one (1) to the officer conducting the election, not less than 123 days prior to the date set for the election (Education Code 5322). One (1) of these copies is to be delivered by the County Superintendent to the County Clerk or Registrar of Voters, with a copy of the Notice of Election, at least 120 days prior to the day of election (Education Code 5324).

(1) Instruction: If the election is called under Education Code Section 5018 insert:
"Another purpose is to measure whether the number of members of the governing board of _____________ District shall be increase from three to five."

And
"Another purpose of the election shall be to elect two additional members of the governing board of _____________ District to serve if the above measure is approved."

Remaining Board Members;
RESOLUTION # 20-10

ESTABLISHING PROCEDURE IN CASE OF TIE VOTE AT GOVERNING BOARD ELECTION

WHEREAS, 4 members of Durham Unified School District Governing Board are to be elected at the November 3, 2020 election; and

WHEREAS, Education Code Section 5304 provides that the Governing Board has the duty to resolve tie votes in governing board elections; and

WHEREAS, Education Code Section 5016 provides that the Governing Board may either call a runoff election or determine the winner or winners by lot.

BE IT THEREFORE RESOLVED that, in the event a tie vote makes it impossible to determine which of two or more candidates has been elected to the Governing Board, the winner shall be determined by lot.

PASSED AND ADOPTED by the Durham Unified School District Governing Board, this 17th day of June, 2020 by the following vote:

AYES: Alex DuBose, Kathy Horn, Ed McLaughlin, Matt Thorpe, Lance Smith

NOES: (Board Member’s Names)

ABSENT: (Board Member’s Names)

ABSTENTION: (Board Member’s Names)

ATTEST:

By Ed McLaughlin

(Secretary to the Board)

Remaining Board Members:
RESOLUTION # 20-11
REGARDING COSTS OF CANDIDATES' STATEMENTS

WHEREAS, pursuant to Elections Code § 13307 - 133307.5, each candidate for elective office may prepare a candidate's statement for inclusion in the voter's pamphlet.

BE IT THEREFORE RESOLVED by the Durham Unified School District Governing Board, that each candidate for a position on the Governing Board shall be required to pay his or her pro rata share of the cost of printing, handling, translating and mailing of the candidate's statement filed pursuant to California Elections Code § 13307 - 133307.5, in accordance with said section for the General Election to be held on November 3, 2020.

PASSED AND ADOPTED by the Durham Unified School District Governing Board this _______ day of _______ June, 2020 by the following vote:

AYES: Alex DuBose, Kathy Horn, Ed McLaughlin, Lance Smith & Matthew Thorpe (Board Member's Names)

NOES: (Board Member's Names)

ABSENT: (Board Member's Names)

ABSTENTION: (Board Member's Names)

Alex Dubose (President of the Governing Board)

ATTEST:

By Ed McLaughlin (Secretary to the Board)
NOTIFICATION TO CONSOLIDATE GOVERNING BOARD MEMBER ELECTIONS

Date: May 28, 2020

TO THE DURHAM UNIFIED SCHOOL DISTRICT:

In accordance with the provisions of the Education Code, you are hereby notified that the governing board member election to be held on November 3, 2020, is required to be consolidated with the General Election in Butte County.

NUMBER OF GOVERNING BOARD MEMBERS TO BE ELECTED:

3 for a 4 year term to fill the seats of the following governing board members:

Alex DuBose
Kathy Horn
Ed McLaughlin

1 for a 2 year term to fill the seat of the following governing board members:

Matthew Thorpe

Mary Sakuma
County Superintendent of Schools
Butte County

*Notification to a high school board may name elementary districts here or an attached list, or may read here “in each elementary school district comprising the above named High School Districts.”

Remaining Board Members:
APPENDIX

WHEREAS, the College and Career Access Pathways Partnership Agreement ("CCAP Agreement") is between Butte-Glenn Community College District ("College") and Durham Unified School District ("School District"); and

WHEREAS, the College and the School District agree to record College and School District specific components of the CCAP Agreement using the CCAP Agreement Appendix to specify additional detail regarding, but not limited to: the total number of high school students to be served; the total number of full-time equivalent students projected to be claimed by the College for those students; the scope, nature, time, location and listing of community college courses to be offered; and the criteria to assess the ability of pupils to benefit from those courses. (Ed. Code, § 76004, subd. (c)(1))

NOW THEREFORE, the College and School District agree as follows:

1. CCAP AGREEMENT

1.1. The College and School District entered into this CCAP Agreement on July 1, 2018, pursuant to action of the governing boards of the College and School District.

   1.1.1. COLLEGE BOARD MEETINGS

   | Information Board Meeting Date: | Agreement: 4/17/18 | Appendix: N/A |
   | Public Comment and Approval Board Meeting Date: | Agreement: 5/16/18 | Appendix: 8/12/20 |

   1.1.2. SCHOOL DISTRICT BOARD MEETINGS

   | Information Board Meeting Date: | Agreement: 5/16/18 | Appendix: N/A |
   | Public Comment and Approval Board Meeting Date: | Agreement: 6/21/18 | Appendix: 7/6/20 |

2. POINTS OF CONTACT

2.1. College and School District points of contact for this CCAP Agreement: (Ed. Code, § 76004 (c)(2))

   COLLEGE
   Name: Tanna Neilsen
   Telephone: (530)893-7586
   Email: neilsenta@butte.edu
   Title: Program Administrator

   SCHOOL DISTRICT
   Name: Tina Blenn
   Telephone: (530)895-4675 x227
   Email: tblenn@durhamunified.org
   Title: District Secretary

3. STUDENT SELECTION

3.1. College and School District shall adhere to the terms outlined in Section 3, Student Eligibility, Admission, Registration and Enrollment of the CCAP Agreement to select eligible students.
4. **CCAP AGREEMENT EDUCATION PROGRAM(S) AND COURSE(S).** The College and School District shall ensure courses offered as part of this CCAP Agreement are consistent with the high school's master schedule. The College and School District have identified the following: program year; educational program(s) and course(s) to be offered at the said date, time and location; term; number of sections; the total number of students to be served and projected FTES; and the instructor and employer of record.

<table>
<thead>
<tr>
<th>PROGRAM YEAR:</th>
<th>2020-21</th>
<th>EDUCATIONAL PROGRAM:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL DISTRICT:</td>
<td>Durham Unified School District</td>
<td>HIGH SCHOOL: Durham High School</td>
</tr>
</tbody>
</table>

| ESTIMATED NUMBER OF STUDENTS TO BE SERVED: | 60 | TOTAL PROJECTED FTES: | 6 |

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>COURSE #</th>
<th>TERM</th>
<th>TIME</th>
<th>DAYS/HOURS</th>
<th>INSTRUCTOR</th>
<th>EMPLOYEE OF RECORD</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career, Education &amp; Life Choices</td>
<td>CLP101</td>
<td>FA20</td>
<td>8-3</td>
<td>M-W-F</td>
<td>J. Atkins</td>
<td>☑ CC</td>
<td>☑ CC</td>
</tr>
<tr>
<td>Career, Education &amp; Life Choices</td>
<td>CLP101</td>
<td>FA20</td>
<td>8-3</td>
<td>M-W-F</td>
<td>J. Atkins</td>
<td>☑ CC</td>
<td>☑ CC</td>
</tr>
<tr>
<td>Career, Education &amp; Life Choices</td>
<td>CLP101</td>
<td>FA20</td>
<td>8-3</td>
<td>M-W-F</td>
<td>J. Atkins</td>
<td>☑ CC</td>
<td>☑ CC</td>
</tr>
</tbody>
</table>

**Required:** Attach the course description for each course listed above. Each course description should include information regarding the nature and scope of the course.

**Required:** Describe the criteria used to assess the ability of pupils to benefit from the courses(s) offered: (Ed. Code, § 76004 (c)(1))

SCHOOL DISTRICT counselors and pathway instructors select students based on academic readiness and alignment of course content to students' education and career goals.

5. **BOOKS AND INSTRUCTIONAL MATERIALS.** The total cost of books and instructional materials for School District students participating as part of this CCAP agreement will be borne by School District.

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>TEXT</th>
<th>COST</th>
<th>OTHER INSTRUCTIONAL MATERIALS</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6. **REIMBURSEMENT.**

6.1. Use of School District Instructor. For those courses in which a School District instructor is responsible for the instructional services for a course offered as part of this CCAP Agreement, the College will reimburse School District as follows: **$400.00 per completed section with 10 students or more enrolled.**

6.2. Invoicing Procedures. Within 30 days after the end of each academic term, the School District shall provide an invoice to the College for reimbursement implied in this CCAP Agreement Appendix. The invoice must specify the course name, course number, term, instructor and the number of students served.
7. **FACILITIES USE.**

7.1. College and School District shall adhere to the terms outlined in Section 13, Facilities, of this CCAP Agreement.

7.2. School District as part of Section 13.1 of this CCAP Agreement, shall extend access and use of the following School District facilities:

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>CLASSROOM</th>
<th>DAYS</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHS</td>
<td>108</td>
<td>M-W-F</td>
<td>8-3</td>
</tr>
</tbody>
</table>

8. **APPENDIX APPROVAL**

8.1. The College and School District shall ensure that the governing board of each district, at an open public meeting of that board, shall present this CCAP Appendix, take comments from the public, and approve or disapprove this CCAP Appendix. (Ed. Code, § 76004, subd. (b))

8.2. Upon approval of this CCAP Appendix by the governing boards of both the College and School District, the College will provide a copy of this CCAP Appendix to the Chancellor's Office of the California Community Colleges prior to the start of the course. (Ed. Code, § 76004, subd. (c)(3))

**[SIGNATURE PAGE FOLLOWS]**
IN WITNESS WHEREOF, the parties to the CCAP Agreement have executed this CCAP Agreement Appendix by their duly authorized representatives on the dates of their signatures.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT**

By:  
(Signature of person authorized to execute Appendix on behalf of College.)

Name:_________________________________  
Title:_________________________________  
Date:_________________________________

**DURHAM UNIFIED SCHOOL DISTRICT**

By:  
(Signature of person authorized to execute Appendix on behalf of School District.)

Name:_________________________________  
Title:_________________________________  
Date:_________________________________

**TO BE COMPLETED BY COLLEGE ONLY**

The person preparing this contract must complete this section and obtain appropriate initials before contract will be approved.

Initiating Department: VPI  
Preparer’s Name & ID: TANNA NEILSEN 3180821  
Phone: 7586

Vendor Name: DURHAM UNIFIED SCHOOL DISTRICT  
Vendor ID: 

PO Description (Max. 25 characters): DUAL ENROLLMENT CCAP INSTRUCTOR PAYMENT

Budget Code: TBD  
PO Amount: $1,200

Contract Monitor Name (Person Who Approves Invoices): TANNA NEILSEN  
Phone: 7586

Dept. Dean/Director Initials: 
Dept. Vice President Initials: 

Business Contracts Approval: 
Purchase Order Number:
BUTTE COLLEGE
COURSE OUTLINE

I. CATALOG DESCRIPTION
CLP 101 - Career, Education and Life Choices 3 Unit(s)
Prerequisite(s): NONE
Recommended Prep: Reading Level II; English Level II
Transfer Status: NT
51 hours Lecture

This is an introductory personal development course where students learn the skills for goal setting, budget projection, career and educational research, decision-making, and personal management. The course culminates in a 10-year action plan to fulfill educational and career goals.

II. OBJECTIVES
Upon successful completion of this course, the student will be able to:
A. Identify interests, lifestyle preferences and aptitudes that influence career, education and life choices.
B. Conduct preliminary career research using online and in-person resources such as the Occupational Outlook Handbook and informational interviews.
C. Use a basic problem-solving techniques to overcome obstacles and refine personal goals.
D. Create plans and use self-directed strategies for career changes and lifelong learning.
E. Develop and maintain a 10-year action plan that includes appropriate experiences, skills, training and education required to attain stated career goal.

III. COURSE CONTENT
A. Unit Titles/Suggested Time Schedule

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Envisioning your future</td>
<td>2.00</td>
</tr>
<tr>
<td>2. Setting goals and creating plans</td>
<td>4.00</td>
</tr>
<tr>
<td>3. Career research</td>
<td>6.00</td>
</tr>
<tr>
<td>4. Budgeting for your envisioned lifestyle</td>
<td>5.00</td>
</tr>
<tr>
<td>5. Rubrics for making informed education, career, and life choices</td>
<td>4.00</td>
</tr>
<tr>
<td>6. Transitioning through post-secondary education into the workforce</td>
<td>4.00</td>
</tr>
<tr>
<td>7. Long-range plans for educational and training opportunities</td>
<td>8.00</td>
</tr>
<tr>
<td>8. Strategies for making career and life changes</td>
<td>3.00</td>
</tr>
<tr>
<td>9. Self-mastery skills and resiliency strategies</td>
<td>4.00</td>
</tr>
<tr>
<td>10. Connecting your education and career decisions with the planning process</td>
<td>4.00</td>
</tr>
<tr>
<td>11. Designing and maintaining your 10-year plan</td>
<td>7.00</td>
</tr>
<tr>
<td>Total Hours</td>
<td>51.00</td>
</tr>
</tbody>
</table>

IV. METHODS OF INSTRUCTION
A. Lecture
B. Group Discussions
C. Guest Speakers
D. Class Activities
E. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture
F. Multimedia Presentations

V. METHODS OF EVALUATION
A. Portfolios
B. Projects
C. Homework
D. Class participation
E. Written Assignments
F. Final Project

VI. EXAMPLES OF ASSIGNMENTS
A. Reading Assignments
   1. Read the section in your text on the six E’s of excellence, and prepare to share in class a person you know that embodies these traits.
   2. Read the chapter in your text on the traits of those who succeed, and prepare to present in class the characteristics of people you would like to hire if you were the manager of a company.
B. Writing Assignments
   1. Complete a one-page personal profile articulating your passions, work values, strengths, skills, aptitudes, and desired roles.
   2. Write a budget for the envisioned lifestyle using the template provided by your instructor.
C. Out-of-Class Assignments
   1. Complete an online inventory that details the skills you have and the skills you need to learn for your chosen career path. Submit a one-page summary of your findings.
   2. Using your skills inventory chart, develop an education plan for your career path. Prepare to share your plan during a small-group discussion in class.

VII. RECOMMENDED MATERIALS OF INSTRUCTION
Textbooks:

Materials Other Than Textbooks:
A. Online inventories that measure interests, personality, values, skills, learning styles, and lifestyle
   Instructor may decide to assign additional self-measurement tools outside of the course text/materials, as needed.

Created/Revised by: Brian Donnelly
Date: 10/31/2016
I. CATALOG DESCRIPTION
DFT 2 - Engineering Graphics 1  
Transfer Status: CSU/UC  
34 hours Lecture  
51 hours Lab

This is a computer-based engineering graphics course that introduces students to graphical design and problem solving using freehand sketching and a solid modeling application. Topics include sketching and modeling using extrudes, sweeps, and lofts. Additional topics include assemblies development and detail drawing output. Graphics standards including American National Standards Institute (ANSI) Y14.5 and international standards application will be introduced and practiced.

II. OBJECTIVES
Upon successful completion of this course, the student will be able to:
A. Describe the role of technical graphics in the engineering design process.
B. Set up a solid modeling application to develop parts, assemblies and output drawings.
C. Create orthographic and pictorial sketches of mechanical parts and objects using freehand sketching techniques.
D. Create parts with extrudes, sweeps and loft attributes using a solid modeling application.
E. Manipulate and combine parts to produce assemblies from modeled parts using a solid modeling application.
F. Create drawings from parts and assemblies including three view orthographic projection, isometric and exploded pictorial projection using a solids modeling application.
G. Apply relevant areas of graphics standards to document attributes of parts, assemblies and associated drawings.

III. COURSE CONTENT
A. Unit Titles/Suggested Time Schedule

<table>
<thead>
<tr>
<th>Topics</th>
<th>Lecture</th>
<th>Lab</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Technical Graphics Applications</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>2. Engineering Design</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>3. Basic solids modeling operations</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>4. Freehand Sketching and Lettering</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>5. Engineering Geometry and Modeling</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>6. Parts with extrudes, sweeps and lofts</td>
<td>6.00</td>
<td></td>
</tr>
<tr>
<td>7. Assemblies with mates and limits</td>
<td>6.00</td>
<td></td>
</tr>
<tr>
<td>8. Drawings with orthographic and pictorial views</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>9. Dimensioning, annotation and tolerancing</td>
<td>4.00</td>
<td></td>
</tr>
<tr>
<td>10. Graphic Standards</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>Total Hours</td>
<td>34.00</td>
<td></td>
</tr>
</tbody>
</table>

Lab

<table>
<thead>
<tr>
<th>Topics</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Technical Graphics Applications</td>
<td>2.00</td>
</tr>
</tbody>
</table>
2. Engineering Design  2.00
3. Basic solids modeling operations  8.00
4. Freehand Sketching and Lettering  4.00
5. Engineering Geometry and Modeling  8.00
6. Parts with extrudes, sweeps and lofts  8.00
7. Assemblies with mates and limits  6.00
8. Drawings with orthographic and pictorial views  6.00
9. Dimensioning, annotation and tolerancing  4.00
10. Graphic Standards  3.00
Total Hours  51.00

IV. Methods of Instruction
   A. Multimedia Presentations
   B. Lecture
   C. Demonstrations
   D. Collaborative Group Work
   E. Class Activities
   F. Homework: Students are required to complete two hours of outside-of-class homework for each hour of lecture

V. Methods of Evaluation
   A. Exams/Tests
   B. Quizzes
   C. Projects
   D. Homework
   E. Class participation

VI. Examples of Assignments
   A. Reading Assignments
      1. Please read the chapter on the History of Engineering Graphics. Be prepared to discuss at our next scheduled class.
      2. Please read the preface and introduction to the ANSI Y14.5 standard provided by the instructor. Be ready to discuss at our next scheduled class.
   B. Writing Assignments
      1. After reading the the preface and introduction to the ANSI Y14.5 standard, please summarize in your own words the scope of application of the standard to engineering graphics and submit to instructor when complete.
      2. After reading the chapter on the History of Engineering Graphics, please complete the questions in the study guide and submit to the instructor.
   C. Out-of-Class Assignments
      1. Outside of class, go to YouTube on the web and search the terms "engineering graphics and solidworks" exactly as in the quotes. Find the video entitled: "Create an exploded view with SolidWorks 2011" and watch video. Answer the following question: "How does an exploded view apply to the assembly development process?". Submit written answers to instructor at next class.
      2. Please complete the study guide exercises outside of class and be prepared to review your results in groups at the next class.

VII. Recommended Materials of Instruction
Textbooks:

Created/Revised by: John Dahlgren
Date: 04/16/2012
2020-2021 Negotiations

Durham Unified Teachers Association (DUTA)
And
Durham Unified School District (DUSD)

The parties agree to close negotiations for the 2020-2021 school year. Changes to the collectively bargained agreement are as follow. There are no other changes except as written below.

Title Page

2019-2022

Article 4
Negotiation Procedures

4.3 Successor Agreement Negotiations: The parties shall exchange successor agreement proposals no earlier than November 15, 2021 and no later than February 1, 2022.

Article 17
Salaries

17.6 For the 2020-21 School year, the salary schedule will be reduced at a rate of 2.75% at all levels to address the budgetary concerns arising from the May Revision of 2020.

Article 8
Teaching Hours

8.1 The regular school year for all unit members shall consist of a total of one hundred eighty-three (183) days of which one hundred eighty (180) days are instructional days. Year one probationary and temporary teachers shall report to work two (2) days prior to other teachers at the beginning of the school year.

Two (2) days prior to the start of the school and the last teacher work day shall be non-student work days for classroom preparation and administration meeting time, (such as Department Head meetings, Department meetings, grade level meetings, and curriculum planning) and shall be kept to a minimum, not to exceed two (2) hours total for all unit members per work day.

For the 2020-21 School year, the regular school year for all unit members shall consist of a total of one hundred eighty (180) days of which one hundred eighty (180) days are instructional Days.

8.8 The District will provide a minimum of 270 minutes of preparation time (in minimum 45 minute blocks) with two weeks for classroom teachers in grades 1-5. This time will be used for physical education, visual and performing arts (VAPA) or other programs agreed upon by the District and bargaining unit. Due to holidays and staff development days, this may vary
occasionally. In the event of special programs, assemblies, and other reasons, the preparation
time providers will supervise student and teacher will maintain their scheduled prep period.

**Article 11**

For the 2020-21 school year, with budget constraints. The Elementary PE position will be
reduce to 1.0 FTE from 1.1 FTE. This may require large Elementary PE section sizes.

**Article 21**

Signatures

This agreement settles all issues through June 30, 2021. However, if new budgetary
information or additional funding becomes available, the parties agree to meet to negotiate
the effects.

----------------------------------
Representative, Board of Education

----------------------------------
Chief Negotiator (DUTA)

----------------------------------
Date

----------------------------------
Date
2020-2021 Negotiations
California State Employee Association (CSEA)
And
Durham Unified School District (DUSD)

The parties agree to close negotiations for the 2020-2021 school year. Changes to the collectively bargained agreement are as follow. There are no other changes except as written below.

Article XVI
Salaries

Placement on the Salary Schedule
Employees entering service with the District for the first time will be given credit on a year to year basis at the time of initial placement for previous experience at a public or private institution. Prior experience shall be earned one step per year up to step nine and one year of credit for each two years of prior experience up to a maximum of fifteen years. (Retroactive July 1, 2017)

At the completion of each anniversary year, the employee shall advance one step on the salary schedule until Step 5. After the employee has worked for the District for seven anniversaries, he/she will advance to Step 7; after nine anniversaries to Step 9; and so on until the highest classification is reached. An employee who is placed on a step greater than step 5 due to the provisions of Article XVIII (Vacancies, Transfers, and Promotions) shall remain on the greater step until the employee’s anniversary is equal to the next step.

For the 2020-21 school year, all applicable steps and credits to steps will be frozen. This freeze is irrevocable and will not be retroactively awarded at a later date. This one year freeze of step and column is in response to budgetary concerns arising from the May Revision of 2020.

In addition to the freeze of step and column, all classified salaries will be reduced at a rate of 1% for the 2020-21 school year.
Article XXIV
Signatures

This agreement settles all issues through June 30, 2021. However, if new budgetary information or additional funding becomes available, the parties agree to meet to negotiate the effects.

Representative, Board of Education

CSEA Chapter #478 President

Date

Date
2020-2021 Negotiations
California State Employee Association (CSEA)
And
Durham Unified School District (DUSD)

The parties have worked mutually to address pending budgetary concerns for the 2020-21 school year. The parties wish to memorialize items that were mutually agreed upon to address the budgetary concerns arising from the May Revision of 2020. The relevant changes are documented below.

Reduction of 1 Elementary Office Clerk
Reduction of 1 Secretary I position
Reduction of 1 Librarian
Hiring freeze of 1 vacant 2.5 hour Cook I position
Reduction of Grounds II position to be offered only as Grounds I for 2020-21 School year.
3 Furlough Days for all classified staff
Reduction of all regular Para educator positions
1 year Classified Step and Column Freeze (Irrevocable and will not be retroactively rewarded)
1 year 1% reduction to all classified salaries.

It is the wishes of both parties to renegotiate these agreed upon reductions should additional funding become available above the May Revision of 2020 levels. The above items should take priority in negotiating effects of any additional funding.

----------------------------------------------
Representative, Board of Education

----------------------------------------------
CSEA Chapter # 478 President

----------------------------------------------
Date

----------------------------------------------
Date
2020-2021 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2020.

Durham Unified School District   School District/Governing Board at its June 17, 2020 meeting,
(Name of school district/governing board) (Date)
appointed the following individual(s) to serve for the 2020-2021 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

<table>
<thead>
<tr>
<th>NAME OF SCHOOL</th>
<th>Durham High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF REPRESENTATIVE</td>
<td>Robbin Pedretti</td>
</tr>
<tr>
<td>ADDRESS</td>
<td>PO Box 600</td>
</tr>
<tr>
<td>PHONE</td>
<td>530-895-4686</td>
</tr>
<tr>
<td>FAX</td>
<td>530-895-4688</td>
</tr>
<tr>
<td>E-MAIL</td>
<td><a href="mailto:rpedretti@durhamunified.org">rpedretti@durhamunified.org</a></td>
</tr>
</tbody>
</table>

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name: Joanne Parsley

Signature: [Signature]

Address: PO Box 300
City: Durham
Zip: 95938

Phone: 530-895-4675 x227
Fax: 530-895-4692

SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.
SELPA Local Plan
Agenda Item Summary

PREPARED BY: Marilyn Bertolucci, Director of Special Education Services

MEETING DATE: June 17, 2020

AGENDA ITEM: #12

TOPIC/ISSUE: Local Plan Final Approvals - Action

BACKGROUND: Under the trailer bill language of the adopted budget in 2018 AB 1808, the governor required all Special Education Local Plan Areas (SELPAs) to develop a Local Plan that conformed to a template to be provided by the CDE. The template was intended to provide the public with a format that would be uniform across the state. The timeline included local approval and submission to the California Department of Education by June 30, 2020.

The Local Plan has been reviewed at meetings of all Butte County governance committees. These meetings fall under the Brown Act and the public was provided the opportunity to participate and comment. Additionally, all Local Plan documents were posted on a Padlet for several months and are posted on our website. As is required by AB 1808, a 15-day hearing notice was scheduled and the hearing was held on May 20, 2020. The SELPA Local Plan was approved by the SELPA Governing Board.

The Local Plan brought forward for approval contains all required sections and incorporates the Butte County SELPA Procedural Manual and Appendices which have been updated to be aligned with the language in the Local Plan. All links to the draft Local Plan can be found on the SELPA website at: https://www.bcoe.org/o/selpa/page/butte-county-selpa-local-plan

Upon approval, the Local Plan will become the interim plan pending CDE approval. Additionally, to complete the full approval process in 2020-2021, the approval of the governing boards of the Butte County SELPA districts and the Superintendent of Butte County Office of Education will be required. These approvals of the Local Plan will be submitted to the CDE. The approved Local Plan must be posted on the website of each district, the Butte County SELPA, and the Butte County Office of Education.

The Butte County SELPA is respectfully requesting the return of the signed Local Plan Certification by June 19, 2020.
To ensure we provide a safe and healthy environment for our students while continuing to support our co and extra-curricular opportunities, we need to follow the most current State and County guidelines. If a site is interested in providing a co or extra-curricular opportunity for students from June 15th-July 24th, the site must submit a plan (see template below) for approval, at least 10 days prior to the activity/event, that meets the guidelines below. The plan must include a detailed description of the following:

1. Minute-by-minute description of each activity planned for each day, including a facility lay-out describing how participants will maintain social-distancing measures.
2. Detailed description of the contactless registration and payment mechanism when possible.
3. Detailed description of the sanitization and decontamination protocol to be implemented post-activity, including the sanitization of each piece of equipment utilized during the activity.
4. The plan must be approved by the Athletic Director, Site Principal, Director of Secondary Education, and the Assistant Superintendent of Educational Services prior to any marketing, promotion or implementation of the activity/event.

The plan should reference the following guidelines:

- Every participant must have a completed and signed SCHOOL DISTRICT Participation Liability Waiver on file with the school for each activity/event (see below)
- All participants must have wellness check each day upon entry into the facility
- Separate workstations by at least six feet.
- Do not share equipment, supplies, tools, etc.
- Completely sanitize each piece of equipment at the end of each use.
- Provide hand sanitizer containing a minimum of 70% alcohol to all participants at common points of ingress/egress and in common areas and other locations used by participants.
- Limit the number of participants in the facility at any one time to groups of ten or less, which allows for participants and employees to easily maintain at least six-foot distance from one another, at all practicable times.
- Where long lines can form, assign a staff member to monitor lines in order to ensure social distancing (6 feet) is maintained and that the maximum number of participants in the facility is not exceeded
- Provide contactless payment systems or, if not feasible, sanitize payment systems frequently, depending on volume of use, and wear gloves at point of collection
- Provide disinfecting wipes containing an EPA-registered disinfectant or other disinfection measure(s) for any staff member or participant for use where appropriate.
- Discontinue the use of shared food and beverage equipment, including water stations and large-volume beverage containers (Gatorade coolers, etc.).
- Require employees to wear face coverings when physical distancing of at least 6 feet cannot be maintained.
- Clean visibly dirty surfaces with soap and water prior to disinfecting.
- Discourage participants from bringing their own reusable items from home. Participants should bring individual disposable hydration containers (water bottles, Gatorade, etc.).
- Clearly notify, and document notification through written agreement, that all participants and parents that the activity is voluntary and non-attendance will not result in punitive actions.
Co and Extra-curricular Activities Summer Activity/Event Planning Template

If a site is interested in providing a co or extra-curricular opportunity for participants from June 15th-July 24th, the site must submit the following plan for approval prior to any marketing, promotion, or implementation of planned activity/event.

Requesting Site: __________________ Date of activity: ____________ Location of activity: __________________
Requesting Site Staff Member: __________________
Brief description of activity/event: __________________

Please complete the following sections (attach additional pages as necessary):

1. Provide a minute-by-minute description of each activity/event planned for each day, including a facility lay-out describing how participants will maintain social-distancing measures.
   a. Example: 8:00-8:15 individual passing drill, pairs of players will pass ball back and forth 10 feet apart.

2. Provide a detailed description of the contactless and/or electronic registration and payment mechanism when possible.

3. Provide a detailed description of the sanitization and decontamination protocol to be implemented by activity/event organizers post-activity/event, including the sanitization of each piece of equipment utilized during the activity/event.

The following approvals must occur prior to any marketing, promotion, or implementation of the planned activity/event:

Coach/Organizer:

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date</th>
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Athletic Director:

<table>
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<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date</th>
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</table>

Principal:

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
VOLUNTARY PARTICIPATION WAIVER

IN CONSIDERATION FOR BEING PERMITTED BY THE DURHAM UNIFIED SCHOOL DISTRICT TO PARTICIPATE IN THE ABOVE ACTIVITY, I HEREBY WAIVE, RELEASE, AND DISCHARGE ANY AND ALL CLAIMS FOR DAMAGES FOR PERSONAL INJURY, ILLNESS (INCLUDING, BUT NOT LIMITED TO, COVID-19) DEATH, OR PROPERTY DAMAGE WHICH I MAY HAVE OR WHICH MAY HEREAFTER ACCRUE AS A RESULT OF MY PARTICIPATION IN SAID ACTIVITY. THIS RELEASE IS INTENDED TO DISCHARGE IN ADVANCE THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FROM AND AGAINST ANY AND ALL LIABILITY ARISING OUT OF OR CONNECTED IN ANY WAY WITH MY PARTICIPATION IN SAID ACTIVITY. I UNDERSTAND THAT THE ABOVE ACTIVITY MAY BE OF A HAZARDOUS NATURE AND/OR INCLUDE PHYSICAL AND/OR STRENUEOUS EXERCISE OR ACTIVITY; AND THAT PARTICIPANTS IN THE ABOVE SPORT OR ACTIVITY OCCASIONALLY SUSTAIN MORTAL OR PERSONAL INJURIES AND/OR PROPERTY DAMAGES AS A CONSEQUENCE THEREOF. KNOWING THE RISKS INVOLVED, NEVERTHELESS, I HAVE VOLUNTARILY APPLIED TO PARTICIPATE IN SAID ACTIVITY AND I HEREBY AGREE TO ASSUME ANY AND ALL RISKS OF INJURY OR DEATH AND TO RELEASE AND HOLD HARMLESS THE ABOVE DISTRICTS, ITS OFFICERS, EMPLOYEES, AND AGENTS. IT IS FURTHER UNDERSTOOD AND AGREED THAT THIS WAIVER, RELEASE, AND ASSUMPTION OF RISKS IS TO BE BINDING ON MY HEIRS AND ASSIGNS. I FURTHER AGREE TO INDEMNIFY AND TO HOLD THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FREE AND HARMLESS FROM ANY LOSS, LIABILITY, DAMAGE, COST OR EXPENSE WHICH THEY MAY INCUR AS A RESULT OF ANY INJURY AND/OR PROPERTY DAMAGE THAT I MAY SUSTAIN WHILE PARTICIPATING IN SAID ACTIVITY.

I HAVE CAREFULLY READ THE ABOVE AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE DISTRICTS AND SIGN IT OF MY OWN FREE WILL.

Participant:

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date</th>
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</thead>
</table>

IN CONSIDERATION FOR BEING PERMITTED BY THE DURHAM UNIFIED SCHOOL DISTRICT FOR MY DAUGHTER/SON TO PARTICIPATE IN THE ABOVE ACTIVITY, I HEREBY WAIVE, RELEASE, AND DISCHARGE ANY AND ALL CLAIMS FOR DAMAGES FOR PERSONAL INJURY, ILLNESS (INCLUDING, BUT NOT LIMITED TO, COVID-19) DEATH, OR PROPERTY DAMAGE WHICH MY DAUGHTER/SON MAY HAVE OR WHICH MAY HEREAFTER ACCRUE AS A RESULT OF HIS/HER PARTICIPATION IN SAID ACTIVITY. THIS RELEASE IS INTENDED TO DISCHARGE IN ADVANCE THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FROM AND AGAINST ANY AND ALL LIABILITY ARISING OUT OF OR CONNECTED IN ANY WAY WITH MY PARTICIPATION IN SAID ACTIVITY. I UNDERSTAND THAT THE ABOVE ACTIVITY MAY BE OF A HAZARDOUS NATURE AND/OR INCLUDE PHYSICAL AND/OR STRENUEOUS EXERCISE OR ACTIVITY; AND THAT PARTICIPANTS IN THE ABOVE SPORT OR ACTIVITY OCCASIONALLY SUSTAIN MORTAL OR PERSONAL INJURIES AND/OR PROPERTY DAMAGES AS A CONSEQUENCE THEREOF. KNOWING THE RISKS INVOLVED, NEVERTHELESS, MY DAUGHTER/SON VOLUNTARILY APPLIED TO PARTICIPATE IN SAID ACTIVITY AND I HEREBY AGREE TO ASSUME ANY AND ALL RISKS OF INJURY OR DEATH AND TO RELEASE AND HOLD HARMLESS THE ABOVE DISTRICTS, ITS OFFICERS, EMPLOYEES, AND AGENTS. IT IS FURTHER UNDERSTOOD AND AGREED THAT THIS WAIVER, RELEASE, AND ASSUMPTION OF RISKS IS TO BE BINDING ON MY HEIRS AND ASSIGNS. I FURTHER AGREE TO INDEMNIFY AND TO HOLD THE ABOVE DISTRICTS (ITS OFFICERS, EMPLOYEES, AND AGENTS) FREE AND HARMLESS FROM ANY LOSS, LIABILITY, DAMAGE, COST OR EXPENSE WHICH THEY MAY INCUR AS A RESULT OF ANY INJURY AND/OR PROPERTY DAMAGE THAT MY DAUGHTER/SON MAY SUSTAIN WHILE PARTICIPATING IN SAID ACTIVITY.

I HAVE CAREFULLY READ THE ABOVE AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE DISTRICTS AND SIGN IT OF MY OWN FREE WILL.

Parent/Guardian of Participant:

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>
SUBJECT: Agricultural Career Incentive Grant 2020-2021 Application for Funding

PREPARER: Robbin Pedrett

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>□ Approve</th>
<th>□ Do Not Approve</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>□ Accept</td>
<td>□ Discuss</td>
</tr>
<tr>
<td></td>
<td>□ Information Only</td>
<td></td>
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</tbody>
</table>

BACKGROUND:

Based on last year’s activity, this Grant can be worth approximately $7,000 dependent on State Budget. As this application has to be filed prior to approval, it is brought to the Durham Board of Trustees for that filing.
AGRICALUTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

__________________________  __________________________
School Site                                                                 District

Please include the following items with your application:

☐ Eligibility Determination Sheet
☐ Variance Request Form (if applicable)
☐ Quality Criterion 12 Form (if applicable)
☐ Award Estimator and Budget Sheet
☐ List of Agriculture Teachers

Certification: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the attached assurances are accepted as the basic conditions of the operations in this project/program for local participation and assistance.

__________________________  __________________________
Signature of Authorized Agent                                                                 Authorized Agent Title

__________________________  __________________________
Signature of Agriculture Teacher  Responsible for the Program                                                                 Signature of Principal

Contact Phone Number: ____________________________

Date of Local Agency Board Approval: ____________________________
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Eligibility Determination Sheet

IN ORDER TO APPLY FOR FUNDING, YOU MUST MEET ALL THE QUALITY CRITERIA LISTED BELOW.

Please check each Quality Criteria you meet:

☐ 1. Curriculum and Instruction
☐ 2. Leadership and Citizenship Development
☐ 3. Practical Application of Occupational Skills
☐ 4. Qualified and Competent Personnel
☐ 5. Facilities, Equipment, and Materials
☐ 6. Community, Business, and Industry Involvement
☐ 7. Career Guidance
☐ 8. Program Promotion
☐ 9. Program Accountability and Planning

IF YOU CHECKED ALL THE REQUIRED QUALITY CRITERIA, PLEASE CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

If you do not meet one or more of the criteria listed above, you may submit a Variance Request Form for each unmet criterion.

A variance is a proposed plan to bring your program into compliance with all the quality criteria listed above, prior to the following year's application.

All variances must be approved with this application in order to be eligible for funding. Non-compliance with the terms of the approved variance will result in a loss of funds.

Will you be including a formal Variance Request Form for each unmet criterion?

☐ Yes ☐ No

IF YOU ARE REQUESTING ONE OR MORE VARIANCES, PLEASE COMPLETE A VARIANCE REQUEST FORM FOR EACH AND CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

IF YOU DO NOT MEET ALL REQUIRED QUALITY CRITERIA LISTED ABOVE, AND YOU ARE NOT SUBMITTING A VARIANCE REQUEST FORM

STOP

YOU ARE NOT ELIGIBLE TO APPLY FOR FUNDING THROUGH THE AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT.
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21
APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

AWARD ESTIMATOR

DATES OF PROJECT DURATION: JULY 1, 2020 TO JUNE 30, 2021

Applicant Information (please fill in the underlined fields)
Number of Different Agriculture Teachers at Site
(Please attach a separate list of Agriculture teachers' names):

Total Number of Students from the prior fiscal year R-2 Report:

Number of teachers meeting Criterion 10 (Class size - See instructions):

Number of teachers meeting Criterion 11a (Year round employment - See instructions):

Number of teachers meeting Criterion 11b (Project supervision period - See instructions):

Do you meet all criteria on the attached Quality Criterion 12 Form (Y/N)?

Award Calculations

Part 1: Based on your number of agriculture teachers at the site:
(Please attach a separate list of Agriculture teachers' names):

$0.00

Part 2: Based on $8.00 per member listed on the R-2 Report:

$0.00

Part 3a: Based on number of teachers meeting Criterion 10:

$0.00

Part 3b: Based on number of teachers meeting Criterion 11a:

$0.00

Part 3c: Based on number of teachers meeting Criterion 11b:

$0.00

Part 4: Based on meeting all criteria on the Quality Criterion 12 Form:

$0.00

Total Estimated Award:

$0.00
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Budget Sheet

Incentive grant awards must be matched for each Account Number below (4000, 5000, and 6000). Account Number 4000 requires only the subtotal be matched, but Account Numbers 5000 and 6000 must be matched by line item. A waiver of matching must be approved for any instances where matching funds do not meet or exceed Incentive Grant funds.

Amount left to Allocate: $ 0.00

<table>
<thead>
<tr>
<th>4000: Books &amp; Supplies</th>
<th>Description of Items of Funds Being Used</th>
<th>Incentive Grant Funds</th>
<th>Matching Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>N/A</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5000 Services and Operating Expenses, including services of consultants, staff travel, conferences, rentals, leases, repairs, and bus transportation

<table>
<thead>
<tr>
<th>Description of Items of Funds Being Used</th>
<th>Incentive Grant Funds</th>
<th>Matching Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

6000 Capital Outlay, including sites, buildings, improvement of buildings, and equipment

<table>
<thead>
<tr>
<th>Description of Items of Funds Being Used</th>
<th>Incentive Grant Funds</th>
<th>Matching Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

Total Allocated Funds: $ 0.00 $ 0.00
VARIANCE REQUEST FORM

PLEASE NOTE: EACH CRITERION FOR WHICH A VARIANCE IS REQUESTED MUST BE COMPLETED ON A SEPARATE FORM

Variance Request for Funding Year:

__________________________________________________________________________  ______________________________________________________________________
School Site  District

1. Standard and criterion for which variance is requested:
   
   Standard Number:
   
   Criterion Number:

2. Reasons why the criterion is not being met at this time (use additional pages if needed):

   ___________________________________________________________________________

3. Steps to be taken in order to meet this criterion (use additional pages if needed):

   ___________________________________________________________________________
   ___________________________________________________________________________

Name of Agriculture Teacher  Signature of Agriculture Teacher Responsible for the Program
Responsible for the Program

Name of Principal  Signature of Principal

Name of Regional Supervisor  Signature of Regional Supervisor
AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor’s Office by June 30, 2020)

QUALITY CRITERION 12 FORM

Agricultural programs meeting all of the required Quality Criteria (Criteria 1 – 9) may qualify for an additional $7,500 by also meeting Criterion 12.

Please check each qualifying condition you meet below.

This form, along with the appropriate verification, must be submitted with the Agricultural Career Technical Education Incentive Grant Application by the application deadline.

Number of Students on Previous Year’s R-2 Report: _____

12A: Leadership and Citizenship Development
☐ Number of activities on the approved FFA Activity list in which the local chapter participated (Must participate in at least 80 percent of the activities)

12B: Practical Application of Occupational Skills
☐ Number of students who received the State FFA Degree (Must be at least 5 percent of the R2 number)

12C: Qualified and Professional Activities
☐ Number of teachers who attended a minimum of five professional in-service activities (Must attach approved In-service Activities Verification Page)

12D: Community, Business, and Industry Involvement
☐ Number of meetings held by the local Agriculture Advisory Committee (Must be at least three, with minutes attached)

   Name of Agriculture Advisory Committee Chair: __________________________

   Phone Number of Agriculture Advisory Committee Chair: __________________

12E: Retention
☐ Number of students from the 2016 freshman cohort who completed 3 or 4 years of Agriculture Education courses. Must be at least 30% of the 2016 freshman cohort

12F: Graduate Follow-Up
☐ Number of program completers graduating last year

☐ Number of those who graduated who are employed in agriculture, in the military, or continuing their education (must be at least 75 percent of the program completers). Attach graduate follow-up report.
## DURHAM UNIFIED SCHOOL DISTRICT

**Board Meeting Date:** June 17, 2020

### SUBJECT: The Strengthening Career and Technical Education for the 21st Century Act (Perkins V)

| PREPARER: | Robbin Pedrett |

<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>☑ Approve</th>
<th>☐ Do Not Approve</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Accept</td>
<td>☐ Discuss</td>
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<td></td>
<td>☐ Information Only</td>
<td></td>
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</tbody>
</table>

### BACKGROUND:

Agriculture and Natural Resources under the career pathway of Agricultural Mechanics. The Grant funding is $4,515 for the 2020-2021 school year. This Grant opens pathways for the CTEIG, AIG and SWP K12 Grants.
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)
2020-21 Application

2020-21 Section I - State Assurances and Certifications

Quick Facts Box

<table>
<thead>
<tr>
<th>Allocation Amount</th>
<th>$4,515.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budgeted Amount</td>
<td>$4,515.00</td>
</tr>
<tr>
<td>Indirect Amount</td>
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<td>Maximum Claim</td>
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<tr>
<td>Indirect Amount</td>
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<td>Application Due Date</td>
<td>Monday, June 15, 2020 11:59 PM</td>
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<tr>
<td>Application Status</td>
<td>Submitted For Review on Jun 10 2020</td>
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<tr>
<td>Fiscal Activity</td>
<td>No fiscal activity</td>
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<tr>
<td>Certified Claims</td>
<td></td>
</tr>
<tr>
<td>Signed GAN Received by CDE</td>
<td>GAN has not been processed or sent to LEA</td>
</tr>
</tbody>
</table>

* Subject to change based on Capital Outlay and actual expenditures

Certifications Sign-off

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Strengthening Career and Technical Education Act for the 21st Century Act (Perkins V).

The following Assurances, Certifications, and Grant Conditions are requirements of applicants and grantees as a condition of receiving funds. Applicants do not need to sign and return the general assurances and certification with the application; Every year, the local educational agencies (LEA) must download them, collect the appropriate signatures (please sign & date even the ones that don't specifically have a space for it), and keep them on file to be available for compliance reviews, complaint investigations, or audits.

- California Department of Education General Assurances
- Drug Free Workplace Certification
- U.S. Department of Education Debarment and Suspension
- U.S. Department of Education Lobbying
- Perkins V Assurances and Certifications
- 2020–21 Grant Conditions
LEA Sign-off

☐ This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Strengthening Career and Technical Education for the 21st Century Act (Perkins V).

CDE Review and Sign-off

CDE Comments

Section Approved

Save  Save and Continue to Section II

California Department of Education
1430 N Street
Sacramento, CA 95814

Web Policy
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)

2020-21 Application

2020-21 Section II - Stakeholders

Quick Facts Box

<table>
<thead>
<tr>
<th>Allocation Amount</th>
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<td></td>
</tr>
</tbody>
</table>

* Subject to change based on Capital Outlay and actual expenditures

Special Population Stakeholders

The Strengthening Career and Technical Education For the 21st Century Act (Perkins V) requires local educational agencies (LEAs) to implement strategies to overcome barriers that may be lowering special population students' rates of access to or success in career technical education (CTE) programs assisted with the funds. CTE programs must be designed to enable special population students to meet the performance level targets established for the programs. These programs must also provide the skills necessary to pursue careers in high-skill, high-wage, or in-demand industry sectors or occupations.

This form confirms that the LEA coordinators or administrators responsible for each of the programs associated with special population groups listed below have contributed to the LEA's Comprehensive Local Needs Assessment for the 2020-21 Perkins V application.

Each special population category must be signed by the LEA's designated administrator or the certificated representative responsible for that program.

Download the Sign-off Form for Representatives of Special Populations, collect the appropriate signatures, and keep the form on file to be available for compliance reviews, complaint investigations, or audits.
Students with Disabilities (Special Education Coordinator/Administrator)
Name: Marilyn Bertolucci
Title: Director of Special Education

Economically Disadvantaged (Title I Coordinator/Administrator)
Name: Lisa Atlas
Title: Title I Coordinator

Students Preparing for Non-Traditional Fields (Title IX Coordinator/Administrator)
Name: John Bohannon
Title: Title IX Coordinator/Administrator

Single Parent or Single Pregnant Women (Title IX Coordinator/Administrator)
Name: John Bohannon
Title: Title IX Coordinator/Administrator

English Language Learners (English Learner Coordinator/Administrator)
Name: Lisa Atlas
Title: English Learner Coordinator/Administrator

Homeless
Name: Marilyn Bertolucci
Title: Director of Student Services

Youth who are In, or who have aged out Of, the foster care system
Name: Marilyn Bertolucci
Title: Director of Student Services

Youth with a parent who is on active duty In the military
Name: Marilyn Bertolucci
Title: Director of Student Services

CTE Teacher Matrix

Please download the CTE Teacher Matrix.

LEA Sign-off

As the duly authorized representative of the local educational agency applying for the Strengthening Career and Technical Education for the 21st Century Act, 2020-21 funding, I confirm that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have contributed to the LEA’s Comprehensive Local Needs Assessment for this application.

CDE Review and Sign-off

CDE Comments

Section Approved
The purpose of this document is to determine whether or not your CTE teachers 1) have a CTE-eligible credential, 2) if the subject of the credential matches the pathway assignment he/she is teaching in, and 3) that the pathways and teachers assisted in your budget come from this list.

0) Enter your district's name. Please do not use abbreviations or acronyms.

1) (A) For each CTE teacher assisted w/ Perkins funds, enter either the name of the teacher as it appears on the CTE-eligible credential. (B) Enter the document number of the CTE-eligible credential. **We look up 100% of your entries on the CTC website.**

2) For each CTE teacher assisted w/ Perkins funds, (A) enter the local name of the site. If 1B & 1C is a credential older than 2008, enter the subject description/authorization here as well. (B) Enter the local name of the pathway. (C) Enter the pathway name that matches an official CALPADS pathway name; i.e., the name of the CTE Model Curriculum Standards the teacher covers. A drop-down list & further instructions will appear when you select the cell. If the same teacher is assigned to two or more pathways, list him/her two or more times.

4) When the list is complete, email this as an attachment to the Perkins general mailbox.

5) If a new teacher is added during the school year, add them to the list and resend to the Perkins mailbox.

<table>
<thead>
<tr>
<th>1A) CTE Teacher's Name (as it appears on the CTE-eligible credential)</th>
<th>1B) Document Number (of the CTE-eligible credential)</th>
<th>1C) Document Title (from CTC website)</th>
<th>1D) Subject Description (from CTC website)</th>
<th>2A) Name of Site of Pathway (as 1D's Subject Description for Pre-2008 Vocational Credentials)</th>
<th>2B) Local Name of Pathway</th>
<th>2C) CALPADS Pathway Name (Which CTE Model Curriculum Standards are covered)</th>
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<td>Bryan  Sample  Baker</td>
<td>123456789</td>
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<td>Sample Industrial Tech High School (SITHS) HVAC Maintenance &amp; Repair</td>
<td>HVAC Innovation Paradigm Shift (HIP5)</td>
<td>Energy, Environment, &amp; Utilities/Energy &amp; Power Technology</td>
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<tr>
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<td>190244560</td>
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0) LEA Name: Durham Unified School District
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)

2020-21 Application

2020-21 Section III - State Determined Performance Levels

Quick Facts Box

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<tr>
<th>Indicators</th>
<th>Baseline Level</th>
<th>Performance Levels</th>
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<tr>
<td></td>
<td>FY 2020</td>
<td>FY 2021</td>
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<tr>
<td>1S1: Four-Year Graduation Rate</td>
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<td>1S2: Extended Graduation Rate</td>
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<td>2S2: Academic Proficiency in Reading Language Arts</td>
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<tr>
<td>2S3: Academic Proficiency in Mathematics</td>
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<td>2S3: Academic Proficiency in Science</td>
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<td>3S1: Post-Program Placement</td>
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<td>5S2: Program Quality – Attained Postsecondary Credits</td>
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<tr>
<td>5S3: Program Quality – Participated in Work-Based Learning</td>
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</table>
The table above lists the State Determined Performance Levels (SDPLs) (formerly State Targets) for every sub-group. Note that future targets are likely to change as actual state-wide performance levels are gathered.

The Perkins V law defines special populations as individuals with disabilities; individuals from economically disadvantaged families, including low-income youth and adults; individuals preparing for nontraditional fields; single parents, including single pregnant women; out-of-workforce individuals; English language learners; homeless individuals; youth who are in, or who have aged out of, the foster care system; and youth with a parent who is on active duty in the military.

For reporting purposes in Perkins V, a 'completer' is defined as a student who has completed a high-quality CTE pathway of not less than 300 hours, with a C- or better in the capstone class, and exited secondary education.

Under Perkins V, California defines a 'concentrator' as a student who has completed a high-quality CTE pathway of not less than 300 hours, with a C- or better in the capstone class, and exited secondary education.

California’s College/Career Readiness Indicator (CCI) tracks graduation cohorts who also meet one or more defined categories. For categories involving CTE completion, the student must have completed a high-quality CTE pathway of not less than 300 hours with a C- or better in the capstone class.
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)
2020-21 Application

2020-21 Section IV - Comprehensive Local Needs Assessment (CLNA)

Quick Facts Box

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The below questions are taken from the 'Executive Summary' section of the 'Comprehensive Local Needs Assessment (CLNA) Reporting Template for California Local Education Agencies (LEAs) Under Section 131 (Secondary Schools) and Section 132 (ROPs and Adult Education Schools).'

Each question below is meant to be a concise but complete summary of the more in-depth exploration of each later section of the CLNA template and each are based on a separate requirement from the Perkins V law, Section 134, enumerating what must be contained in a CLNA and an application. Notice that the questions incorporate topics from both performance of special populations (Section 3 in past years' applications) and the required elements of a high quality CTE program (Section 4 in past years' applications).

Each line item in your budget must serve one of the needs or strategies you list below.

LEA Response

1. Section 134(c)(d)(e): Stakeholder Consultation on CLNA, Dates, Content, Membership:
   a. What was the date of your most recent district-wide CTE Advisory meeting that served as the source for filling out this document?
June 9, 2020

b. The source of that meeting should have been your Perkins indicators plus a self-evaluation, and/or this document. Was your self-evaluation based on the '11 Elements Of a High Quality CTE Program' aka the 'CTE Self-Review,' the CTEIG Self Review Rubric, an equivalent, or this document? Explain/describe.

The Durham High School CTE Advisory Committee is using the "11 Elements of a High Quality CTE Program" aka the "CTE Self-Review," to guide and direct our work and improve our curriculum in program improvement.

c. What is the date of your LEA's next district-wide CTE Advisory meeting that will review, evaluate, & identify needs per Section 134(c), Comprehensive Needs Assessment, and Section 134(e), Continued Consultation.

July 23, 2020

d. What have you done or what will you do to make sure all required categories of members will attend your next scheduled Stakeholder Consultation per section 134(d)?

We will send an email and a text message reminder prior to and the day of the meeting. We will include the agenda and the minutes of the previous meeting.

2. S134(c)(2)(A): Student Performance on Required Performance Indicators (Disaggregated)

For the 2019-2020 school year, Durham High has 20 (twenty) Completers and 148 (one hundred forty-eight) Concentrators out of a total student body of 307 students. That is 7% Completers and 48% Concentrators in the current school year. Due to Covid-19, there were no state tests offered this year, therefore no data in this category. For Dual Credit at Butte College, Durham High has 2 (two) students who received Draft 2 credit; 37 students (thirty-seven) received Weld 20 credit and 8 students (eight) received credit in Plant Science. This is great improvement for our students in the CTE Program.


For a student body of approximately 307 students, we have created a 7 period day to enable students to explore college and career opportunities. These mostly are CTE programs that offer a pathway to post secondary education. Our pathways in manufacturing are Computer Aided Manufacturing (welding and materials joining), Product Innovation and Design and Graphic Production Technology. Our pathway in agriculture includes Agricultural Mechanics, Sustainable Agriculture, and Floral Design. We are working to build a pathway in Arts, Media and Entertainment through our SSP Grant which is our recording arts program class. Next year we are building up to 14 CTE classes for a school of approximately 315 students.

4. S134(c)(2)(C): Progress Towards Implementation of CTE Programs of Study

This year we applied for and received the K-12 SWP Grant for the development of our Graphic Production Technology program. The grant includes a CTE coordinator who will assure us of dual credit opportunities in all CTE courses and begin to establish job shadowing and internships in all field.

5. S134(c)(2)(D): Improving recruitment, retention, and training of CTE professionals, including underrepresented groups

We are aware and have hired and retained instructors in non-traditional and underrepresented groups. 66% of our CTE professionals currently meet one or more different underrepresented groups. We will continue to recruit in this area. We continue to procure funding through grant writing and through active booster clubs that financially and professionally support the CTE values.


Because of the 7 period day as stated above, all students including special education, English language learners, Advanced Placement students, dual enrollment college track students, foster youth, homeless, and economically disadvantaged, have a better advantage of scheduling multiple CTE pathway classes throughout their 4 year high school career, gaining career skills.


Our newest CTE Pathway is Graphic Production Technology, in the Manufacturing and Product Development sector. It was chosen due to the potential for growth in Northern California, in the manufacturing industry.
LEA Sign-off

☑ Progress Report Toward Implementing the Local CTE Plan section is complete and ready for CDE review.

CDE Review and Sign-off

CDE Comments

Section Approved

California Department of Education
1430 N Street
Sacramento, CA 95814
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)
2020-21 Application

2020-21 Section V - Budget Builder

Quick Facts Box

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Line Item Detail

This section is used to budget expenditures for each pathway in an industry sector.

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<thead>
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<th>Site Name</th>
<th>Industry Sector</th>
<th>Career Pathway</th>
<th>Budget Amount</th>
<th>Action</th>
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Inventory Verification

Each LEA maintains a historical inventory system, which contains the description, name, serial or other identification number, acquisition date, original cost, and percentage of federal participation in the cost, location, use, condition, and date and mode of disposal of all equipment items acquired by it that has a market value of
five-hundred $500.00 or more per item. A reasonable estimate of the original cost may be used if the actual original cost is unknown. [CEC 35268]

Durham Unified (131 - Secondary) conducts a historical inventory verification at least every 2 years for all of the following:
- Description
- Name
- Serial or other identification number
- Acquisition date
- Original cost
- Location (room)
- Use, condition, and date and mode of disposal of all equipment items acquired by it that has a market value of five-hundred $500.00 or more per item. A reasonable estimate of the original cost may be used if the actual original cost is unknown.

Yes  No

Provide justification for not maintaining a historical inventory system that meet all of the above points.
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)

2020-21 Application

2020-21 Section VI - Budget Viewer

Quick Facts Box

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To add a site/sector/pathway or line item, go to Section V.
<table>
<thead>
<tr>
<th></th>
<th>Instruction (Including Career Technical Student Organizations)</th>
<th>Professional Development</th>
<th>Curriculum Development</th>
<th>Transportation and Child Care for Economically Disadvantaged Participants</th>
<th>Special Populations Services</th>
<th>Research Evaluation and Data Development</th>
<th>Career and Academic Guidance and Counseling for Students Participating in CTE Programs</th>
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Continue to Section VII

California Department of Education
1430 N Street
Sacramento, CA 95814

Web Policy
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)

2020-21 Application

Local CTE Program Changes Update

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Local CTE Plan Update

Applicants may update their local CTE plans annually, if necessary. Review the local CTE plan benchmarks and make adjustments to reflect progress or additions to the CTE program. This is particularly important if:

* New courses have been added to an existing program sequence.
New sequences of courses have been developed for an existing industry sector.
A new industry sector and the corresponding sequences of courses have been developed.

Are there any changes made to the local CTE program for 2020?

- Yes
- No

For 2020-2021 is the new CTE Coordinator that we received as part of the K-12 SWP Grant. She will be coordinating job shadowing, internships as well as all dual credit articulation opportunities. Durham High is also adding a course our manufacturing pathway that is called Graphic Production Technology. We also are beginning to plan for an additional pathway in Arts, Media and Entertainment that would include digital recording.

**LEA Sign-off**

- Local CTE Plan Update section is complete and ready for CDE review

**CDE Review and Sign-off**

**CDE Comments**

**Section Approved**

California Department of Education
1430 N Street
Sacramento, CA 95814
Program Grant Management System (PGMS)

Durham Unified (131 - Secondary)

2020-21 Application

2020-21 Status

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Application Overall Status

Application Over All Status: Submitted For Review on 06/10/20 at 06/10/20

This application has been finalized and submitted to CDE for review. This application has not been approved by CDE.

www3.cde.ca.gov/pgms/(S(paix5gjff3zomltyjxoch))/stat.aspx
**Application Status - PGMS (CA Dept of Education)**

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<th>CDE Progress</th>
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<table>
<thead>
<tr>
<th>Task</th>
<th>By Whom</th>
<th>Deadline</th>
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<tr>
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<td>02/15/2020</td>
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<td>Initial LEA submission</td>
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<tr>
<td>Initial CDE review</td>
<td>CDE Consultant/LEA Perkins Coordinator</td>
<td>06/15/2020</td>
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<td>Reopen for edits, w/ feedback when needed</td>
<td>Revises &amp; resubmits</td>
<td></td>
</tr>
<tr>
<td>CDE approval</td>
<td>PGMS + CDE Consultant</td>
<td>06/15/2020</td>
</tr>
<tr>
<td>Triggers a notification to LEA's Superintendent for her/his online approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LEA's Superintendent approval</td>
<td>LEA Superintendent</td>
<td>06/22/2020</td>
</tr>
<tr>
<td>PGMS/Perkins/Application/Status tab, &quot;Superintendent Certification&quot; checkbox</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GANs sent to LEAs</td>
<td>CDE</td>
<td>07/01/2020</td>
</tr>
</tbody>
</table>
The Durham Unified School District continued to plan and deliver high-quality distance learning opportunities through the end of the 2019-2020 school year. We are in the process of evaluating the effectiveness of our instructional practices to develop continued professional development. We will continue to provide dual enrollment with Southern Oregon University and online platforms for the upcoming 2020-2021 school year.

The Durham Unified School District offered multiple programs during their response to the COVID-19 emergency which addressed the needs of English Learners, foster youth, and low-income students. The LEA had to be flexible and responsive dictated by the needs of students and families. The district offered remote learning and educational support to address the major impacts of academic learning and SEL. The LEA had to review and explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 pandemic.

The Durham Unified School District was outlined by their governing bodies. LEAs have been taken by the LEA to continue delivering high-quality distance learning opportunities.

The LEA has in place, plans to be sufficiently successful to provide descriptions that do not exceed 300 words. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes.

<table>
<thead>
<tr>
<th>Date of Adoption</th>
<th>Contact Name and Title</th>
<th>Email and Phone</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 17, 2020</td>
<td>Joanne Parsley, Superintendent</td>
<td><a href="mailto:parsley@durhamunited.org">parsley@durhamunited.org</a></td>
<td>Local Educational Agency (LEA)</td>
</tr>
<tr>
<td>503-895-4675 x227</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Durham Unified School District could not provide supervision of students and follow the "Stay in Place" orders for COVID-19.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

(Please provide details)

Durham Unified School District provided meals while maintaining social distancing practices.

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

(Please provide details)
DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: June 17, 2020

SUBJECT: Increase in site meal prices

PREPARER: RJ Anderson, Assistant Superintendent of Business and Operations

RECOMMENDATION
☑ Approve  ☐ Do Not Approve
☐ Accept  ☐ Discuss
☐ Information Only

To ensure compliance with the Paid Lunch Equity guidance from CDE in bulletin SNP-10-2020 and in compliance with the USDA Policy Memorandum SP 07-2020, the District is required to annually review and approve paid lunch meal prices.

At this time to ensure compliance with the Paid Lunch Equity calculator tool, District Administration is recommending an increase to the existing fee schedule. The proposed fees for the 2020-2021 school year are as follows:

<table>
<thead>
<tr>
<th>Site</th>
<th>2019-20 Paid Lunch Price</th>
<th>Recommended 2020-21 Paid Lunch Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Durham Elementary School</td>
<td>2.85</td>
<td>2.90</td>
</tr>
<tr>
<td>Durham Intermediate School</td>
<td>3.20</td>
<td>3.30</td>
</tr>
<tr>
<td>Durham High School</td>
<td>3.20</td>
<td>3.30</td>
</tr>
</tbody>
</table>
DURHAM UNIFIED SCHOOL DISTRICT

Board Meeting Date: June 17, 2020

SUBJECT: Home to School Transportation Fees

PREPARER: RJ Anderson, Assistant Superintendent of Business and Operations

RECOMMENDATION
☑ Approve
☐ Do Not Approve
☐ Accept
☐ Discuss
☐ Information Only

BACKGROUND:

Board Policy 3250 requires the Board to annually review and approve the proposed transportation fee schedule of Home to School Transportation.

At this time District Administration is **NOT** recommending an increase to the existing fee schedule. The proposed fees for the 2020-21 school year are as follows:

<table>
<thead>
<tr>
<th>TRANSPORTATION</th>
<th>FULL PRICE</th>
<th>REDUCED PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Round Trip</td>
<td>$275.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>Annual One Way</td>
<td>$137.50</td>
<td>$27.50</td>
</tr>
<tr>
<td>Semester Round Trip</td>
<td>$137.50</td>
<td>$27.50</td>
</tr>
<tr>
<td>Semester One Way</td>
<td>$69.00</td>
<td>$13.75</td>
</tr>
<tr>
<td>Book of One Way Passes</td>
<td>$13.00</td>
<td>$11.00</td>
</tr>
</tbody>
</table>