

MANCHESTER UNION ELEMENTARY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF TRUSTEES

Tuesday, November 8, 2022

Manchester School Library

4:00 p.m.

Public may attend this meeting via zoom. Please call 882-2374 to obtain the link for zoom.

NOTICE TO THE PUBLIC

* Members of the School Board and the community have an opportunity to review Agenda information prior to the meeting. Audience participation is welcome and encouraged. The Chair will recognize those members of the audience who wish to speak and may set a time limit on each person's remarks if he/she feels it necessary. Each person wishing to speak will be asked to identify himself/herself prior to speaking. Generally the Chair will ask the public for their remarks after individual Board Members have had an opportunity to speak. At the President's discretion, Agenda items may be considered in other than numerical order.

* Written materials distributed to the Board and the public within 72 hours of the Board meeting are available for public inspection immediately upon distribution at the Manchester School District Office, 19550 S. Hwy 1, Manchester.

* In compliance with Government Code 54954.2(a), the Manchester School Board of Education, will, on request make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Kristin Larson Balliet, Board Secretary, Manchester Union Elementary School, 19550 S. Hwy 1, Manchester, CA 95459. Telephone (707) 882-2374

AGENDA

*Acronyms used in this agenda:

- AB Assembly Bill
- AR Administrative Regulations
- BP Board Policy

1.0 Call to order

- 1.1 Establishment of a quorum
- 1.2 Pledge to the Flag

2.0 Approval of Agenda

ACTION

3.0 Public comment on non-agenda items

INFORMATION

Items not on the Agenda may be introduced by members of the audience: however, no discussion or formal action will be taken by the Board at this time.

4.0 Consent Calendar

The following items presented under the consent calendar are considered by the Board to be routine and will be enacted upon by the board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed and/or removed from the consent calendar. This must be done prior to the approval of the agenda:

- 4.1 Approval of the Minutes of the Regular Board meeting of 10-11-22
- 4.2 Approval of Payroll and Expenditures
- 4.3 Approval of Mendocino County Investment Reports, August 31, 2022 and September 30, 2022

INFORMATION ITEMS

5.0 Communications

INFORMATION

6.0 REPORTS

INFORMATION

- 6.1 Board:
- 6.2 Business Manager:
- 6.3 Staff
- 6.4 Superintendent / Principal

ACTION ITEMS

7.0 Approval of the ongoing adherence to AB 361 Rules for Board Meetings

INFORMATION
DISCUSSION
ACTION

8.0 School Wellness Policy Update, Assessment, Approval INFORMATION
DISCUSSION
ACTION

DISCUSSION ITEMS

9.0 Financial Audit - November INFORMATION
DISCUSSION

10.0 1st Reading: BP and AR #6158: Independent Study INFORMATION
DISCUSSION

11.0 1st Reading: BP and AR #5145.3: Nondiscrimination/Harassment INFORMATION
DISCUSSION

12.0 1st Reading: BP and AR #5141.52: Suicide Prevention INFORMATION
DISCUSSION

13.0 CDE California School "Dashboard"
Local Control Funding Formula Priorities #1, 2, 3, 6, & 7 Report INFORMATION
DISCUSSION

14.0 Review Proposed Board Priorities Survey Instruments INFORMATION
DISCUSSION

15.0 Sexual Harassment Training - Discussion, Planning INFORMATION
DISCUSSION

16.0 Transportation Program - Update INFORMATION
DISCUSSION

17.0 Public Comments on item to be heard in Closed Session

CLOSED SESSION

17.1 Recess to Closed Session at:
With respect to every item of business to be discussed in closed session pursuant to Section 54957
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

17.2 Reconvene to Open Session at:

17.3 Report from Closed Session:

18.0 Next agenda items:

- Attendance Report
- 1st Reading - BP # 5141.21 and AR # 5141.21: Administering Medication and Monitoring Health Conditions
- Review Board Activities Calendar for 2023
- Discuss Development of District Calendar

19.0 Adjournment

**Next Regular Meeting of the Board
Tuesday, December 13, 2022**

Board of Trustees
Frances Robbings, President
Erin Piper, Diana Weston-Williams

MANCHESTER UNION ELEMENTARY SCHOOL DISTRICT

REGULAR MEETING OF THE BOARD OF TRUSTEES

Tuesday, October 11, 2022

Manchester School Library

4:00 p.m.

MINUTES

*Acronyms used:

AB Assembly Bill
AR Administrative Regulations
BP Board Policy
MCOE Mendocino County Office of Education

1.0 Call to order

Board President Francis Robbins called the meeting to order at 4:00 p.m.

1.1 Establishment of a quorum

Board attendees: Frances Robbins (via Zoom), Erin Piper, Diana Weston Williams
Board absent: N/A
Administration: Kristin Larson Balliet, Elsie Piper
Others present: N/A

1.2 Pledge to the Flag

2.0 Approval of Agenda

MSP Diana, Erin to approve as presented; passed 3-0

3.0 Public comment on non-agenda items

None

4.0 Consent Calendar

MSP Diana, Erin to approve as presented; passed 3-0

4.1 Approval of the Minutes of the Regular Board meeting of 9-13-22

4.2 Approval of the Minutes of the Special Board meeting of 10-05-22

4.3 Payroll and Expenditures

4.4 Approve Williams First Quarter Uniform Complaints Report

4.5 Approve employment of Chris Leiser as part-time K-2 job share teacher

INFORMATION ITEMS

5.0 Communications: None

6.0 REPORTS

6.1 Board: None

6.2 Business Manager: None

6.3 Staff: Jennifer Dempsey reported on behalf of the staff. TK-2 are enjoying watching chicks and quail hats. Some families are adopting the chicks. The class is working on grade level concepts. Field trip to Windy Hollow, working on environmental literacy, including pumpkin plant life cycle; building environmental literacy. 3-5 are studying Geography, Geology and other grade level concepts. End-of-quarter assessments are coming soon. 6-8 working weekly vocabulary, finishing Maroo book, working on Science, History, and grade level math and ELA concepts. Recently wrote Haikus.

6.4 Superintendent/Principal: Staff and students are working hard. MCOE inspector came for additional FIT inspection (to meet CSI requirements) and recommended several repairs; highlights were shared. Staff is working toward ELA adoption; looking forward to updated materials, receiving help from MCOE. Conferences, progress reports coming. Staff discussing ways to provide interventions to students who struggle. Kristin had a conference with Action Network personnel to clarify expectations. Looking forward to

6-8 kayaking trip to Jenner.

ACTION ITEMS

7.0 Approval of the ongoing adherence to AB 361 Rules for Board Meetings
MSP Diana, Erin to approve as presented; passed 3-0.

8.0 Review and approve updated Board Goals
MSP Diana, Erin to approve as amended; passed 3-0.

9.0 Review and approve metrics and tool for analysis of progress toward Board Goals
MSP Diana, Erin to approve as presented; passed 3-0.

10.0 Approval of Adoption of California Studies Weekly – Social Studies, published by Studies Weekly, Inc. for grades K-2
MSP Erin, Diane to approve as presented; passed 3-0.

11.0 Approval of Resolution #2223-1, 2022-23 Gann Limit
MSP Diana, Erin to approve as presented; passed 3-0.

12.0 Approval of 2021-22 Unaudited Actuals
Elsie Piper explained the specifics of the Unaudited Actuals.
MSP Diana, Erin to approve as presented; passed 3-0.

13.0 Approval of BP #5131 and AR #5131.2: Bullying
This was the second reading of these policies.
MSP Erin, Diana to approve as presented; passed 3-0.

14.0 Approval of Superintendent/Principal Goals & Evaluation documents for 2022-23
MSP Diana, Erin to approve as presented; passed 3-0.

DISCUSSION ITEMS

15.0 Information regarding Facility Inspection Tool (FIT) and recent site inspection
Specifics were shared under Superintendent/Principal report. No additional discussion.

16.0 Next agenda items:

- School Wellness Policy update, assessment, and approval
- Report on California School Dashboard LCFF Priorities #1,2,3,6, &7
- Discuss/begin mandated 2-hour training on Sexual Harassment (every other year)

17.0 Adjournment
MSP Erin, Diana to adjourn at 5:54; passed 3-0.

**Next Regular Meeting of the Board
Tuesday, November 8, 2022**

Respectfully Submitted:

PAYROLL

76 - WARRANT/PASS-THROUGH			Fiscal Year 2022/23	
JE #	Description	Debits	Credits	Running Balance
	**Balance Forward			3,148.60-
10/10/22	CT23-00224 20221010-REG		2,451.57	5,600.17-
10/10/22	PR23-00016 20221010-REG	11,094.54	6,834.68	1,340.31-
10/10/22	PR23-00017 20221010-REG		218.71	1,559.02-
10/31/22	CT23-00323 20221031-REG		18,105.26	19,664.28-
10/31/22	PR23-00019 20221031-REG	55,215.96	25,818.07	9,733.61
10/31/22	PR23-00020 20221031-REG		1,177.08	8,556.53
	Total for 10/2022	66,310.50	54,605.37	
	Net Change	11,705.13		

Recap by Resource					
Rsrc-PY	Bal Forward	Debit	Credit	Ending Bal	Resource Description
-	3,451.91-	66,310.50	54,605.37	8,253.22	
0000-0	303.31			303.31	NO REPORTING REQUIREM
	3,148.60-	66,310.50	54,605.37	8,556.53	

AGENDA ITEM # 4.2

EXPENDITURES

Checks Dated 11/03/2022

Check Number	Check Date	Pay to the Order of	FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST	Comment	Expensed Amount	Check Amount
746549	11/03/2022	ALPHA ANALYTICAL LABORATORIES	01-0000-0-5800-001-0000-8110-0000	WATER TEST		100.00
746550	11/03/2022	ELK TOWING	01-0740-0-5800-001-0000-3600-0000	BUS TOW		1,512.50
746551	11/03/2022	LEISER, TANSY	01-1100-0-4300-001-1110-1000-0000	CLASS SUPPLIES	159.45	
746552	11/03/2022	ODP BUSINESS SOLUTIONS LLC	01-1100-0-4300-001-1110-1000-0011	CLASS SUPPLIES	85.08	244.53
746553	11/03/2022	P G & E	01-1100-0-4300-001-1110-1000-0000	CLASS SUPPLIES		103.57
746554	11/03/2022	QUILL CORPORATION	01-0000-0-5510-001-0000-8200-0000	OCTOBER		9.53
746555	11/03/2022	SOLID WASTES OF WILLITS INC.	01-0000-0-4300-001-0000-2700-0000	SUPPLIES	147.20	
			01-0000-0-4300-001-0000-7200-0000	SUPPLIES	63.09	
			01-0000-0-4300-001-0000-8200-0000	SUPPLIES	59.47	
			01-1100-0-4300-001-1110-1000-0000	SUPPLIES	40.03	309.79
			01-0811-0-5540-001-0000-8200-0000	OCTOBER		483.67
			01-1100-0-4300-001-1110-1000-0000	SUPPLIES	13.91	
			01-3212-0-4300-001-1110-1000-0000	SUPPLIES	37.73	51.64
				Total Number of Checks	8	2,815.23

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	8	2,815.23
	Total Number of Checks	8	2,815.23
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		2,815.23

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 10/27/2022

Check Number	Check Date	Pay to the Order of	FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST	Comment	Expensed Amount	Check Amount
745916	10/27/2022	AT&T				
745917	10/27/2022	DELTA DENTAL PLAN OF CALIF.	01-0000-0-5903-001-0000-8200-0000	10 17 22 BILLING		73.47
745918	10/27/2022	ODP BUSINESS SOLUTIONS LLC	01-0000-0-9514-000-0000-0000-0000	NOVEMBER		1,565.85
745919	10/27/2022	VISION SERVICE PLAN	01-1100-0-4300-001-1110-1000-0000	CLASS SUPPLIES		7.25
VCH-00000143	10/27/2022	PIPER, ELSIE	01-0000-0-9514-000-0000-0000-0000	NOVEMBER		249.70
			01-0000-0-5200-001-0000-2700-0000	MILEAGE	26.25	
			01-0000-0-5200-001-0000-7200-0000	MILEAGE	11.25	37.50
				Total Number of Checks	5	1,933.77

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	5	1,933.77
	Total Number of Checks	5	1,933.77
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		1,933.77

Checks Dated 10/20/2022

Check Number	Check Date	Pay to the Order of	FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST	Comment	Expensed Amount	Check Amount
745420	10/20/2022	POINT ARENA GAS	01-0740-0-4300-001-0000-3600-0000	DIESEL BUS		720.60
745421	10/20/2022	S & B MARKET	01-1100-0-4300-001-1110-1000-0011	CLASS SUPPLIES		6.79
745422	10/20/2022	SCHOOL & COLLEGE LEGAL SERVICE	01-0000-0-5800-001-0000-2700-0000	WORKSHOP	31.50	
			01-0000-0-5800-001-0000-7200-0000	WORKSHOP	13.50	45.00
VCH-00000142	10/20/2022	BARTON, RICK	01-3212-0-4300-001-1110-1000-0000	CLASS SUPPLIES		93.94
Total Number of Checks					4	866.33

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	4	866.33
Total Number of Checks		4	866.33
Less Unpaid Tax Liability			.00
Net (Check Amount)			866.33

Checks Dated 10/13/2022

Check Number	Check Date	Pay to the Order of	FD-RESC-Y-OBJT-SCH-GOAL-FUNC-DIST	Comment	Expensed Amount	Check Amount
744986	10/13/2022	DEEP VALLEY SECURITY INC	01-0000-0-5800-001-0000-8110-0000	MONITORING FEE		62.95
744987	10/13/2022	KYOCERA DOCUMENT SOLUTIONS NOR THERN CA INC	01-0000-0-5800-001-0000-2700-0000	SERVICE CONTRACT	45.38	
			01-0000-0-5800-001-0000-7200-0000	SERVICE CONTRACT	19.45	
744988	10/13/2022	MENDOCINO COMMUNITY NETWORK	01-0000-0-5800-001-1110-1000-0000	SERVICE CONTRACT	64.83	129.66
744989	10/13/2022	ODP BUSINESS SOLUTIONS LLC	01-0000-0-5800-001-0000-2700-0000	ACCT 6511	6.27	
			01-0000-0-5800-001-0000-7200-0000	ACCT 6511	2.68	8.95
744990	10/13/2022	READ NATURALLY	01-1100-0-4300-001-1110-1000-0000	CLASS SUPPLIES		155.48
744991	10/13/2022	STUDIES WEEKLY	01-3212-0-5800-001-1110-1000-0000	READ LIVE		435.00
VCH-00000141	10/13/2022	PIPER, ELSIE	01-6300-0-4300-001-1110-1000-0000	HISTORY SOCIAL SCIENCE		246.17
			01-0000-0-4300-001-0000-8200-0000	SUPPLIES	41.99	
			01-1100-0-4300-001-1110-1000-0000	SUPPLIES	6.99	48.98
				Total Number of Checks	7	1,087.19

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	7	1,087.19
	Total Number of Checks	7	1,087.19
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		1,087.19

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Portfolio summary

As of August 31, 2022



PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.27
Average Coupon	1.01%
Average Purchase YTM	1.19%
Average Market YTM	2.93%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.32 yrs
Average Life	1.32 yrs

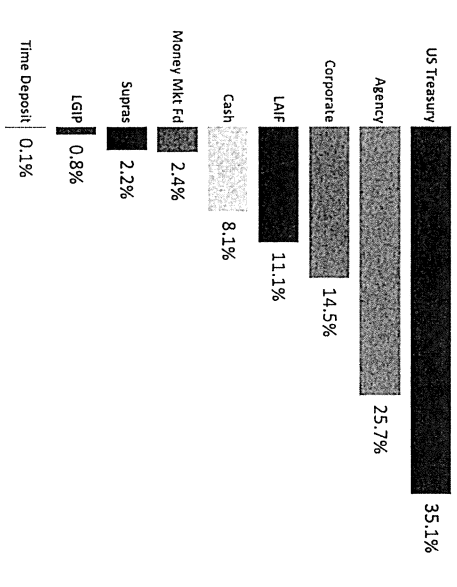
ACCOUNT SUMMARY

	Reg. Values as of 7/31/22	End Values as of 8/31/22
Market Value	408,449,523	388,438,643
Accrued Interest	937,573	965,074
Total Market Value	409,387,095	389,403,717
Income Earned	409,198	392,614
Cont./WD		
Par	418,479,858	400,758,920
Book Value	416,724,878	399,061,739
Cost Value	416,340,335	398,586,468

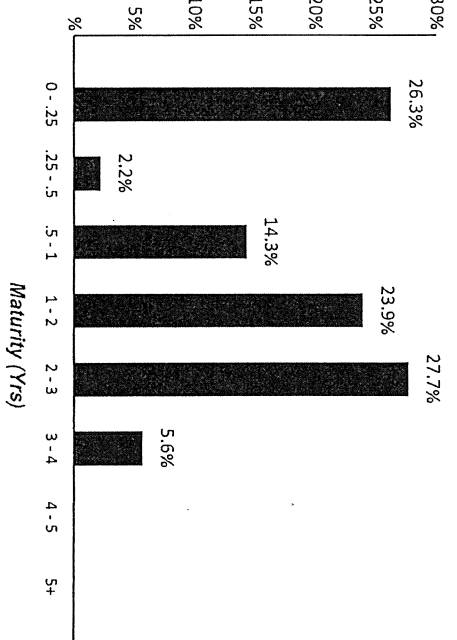
TOP ISSUERS

Government of United States	35.1%
Federal Farm Credit Bank	11.1%
Local Agency Investment Fund	11.1%
Custodial Checking Account	8.0%
Federal Home Loan Mortgage Corp	7.6%
Federal National Mortgage Assoc	3.6%
Federal Home Loan Bank	3.3%
Dreyfus Treasury Money Market F	2.4%
Total	82.3%

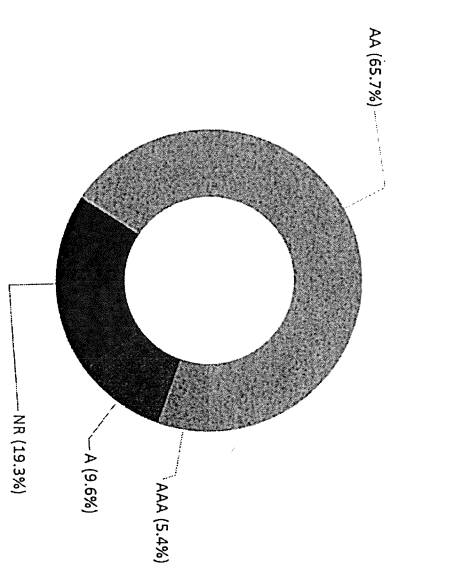
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



AGENDA ITEM # 4.3

Statement of Compliance

As of August 31, 2022



County of Mendocino Consolidated
This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
U.S. Treasuries	No limitation; Full Faith and credit of the U.S. are pledged for the payment of principal and interest	Complies
Federal Agencies	30% max per Agency issuer; 20% max callable agency securities; Federal agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises	Complies
Supranational Obligations	"AA" rating category or higher by two NRSROs; 30% max; 10% max per issuer; Unsubordinated obligations issued by IBRD, IFC, or IADB	Complies
Municipal Securities	"A" rating category or higher by a NRSRO; 30% max; 5% max per issuer; Include obligations of the County, the State of California, and any local agency within the State of California; Obligations of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states in addition to California.	Complies
Corporate Medium Term Notes	"A" rating category or better by two NRSROs; 30% max; 5% max per issuer; Issued by corporations organized and operating within U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed Securities (ABS) and Mortgage Pass-Through Securities	"AA" rating category or better by two NRSROs; 20% max (combined Mortgage Pass-Through and Asset-Backed Securities); 5% max per issuer in Asset Backed or Commercial Mortgage security issuer. No issuer limitation on any Mortgage security where the issuer is U.S. Treasury or Federal Agency/GSE	Complies
Negotiable Certificates of Deposit (NCD)	"A" rating category or higher by two NRSROs for long-term obligations; and/or "A-1" rating category or higher by two NRSROs for short-term debt obligations; 30% max (including CDARS); 5% max per issuer	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combined Negotiable Certificates of Deposit including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rating category or higher by two NRSROs for short-term debt obligations; and "A" rating category or higher by two NRSROs for long-term debt obligations; 40% max; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" rating category or higher by two NRSROs for short-term obligations; and "A" rating category or higher by two NRSROs for long-term obligations, if any; 40% max; 5% max per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets in excess of \$500 million; If the issuer is organized within the U.S. as a special purpose corporation, trust, or limited liability corporation, then the securities must have program-wide credit enhancement including, but not limited to, overcollateralization, letters of credit, or a surety bond.	Complies
Mutual Funds and Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 20% max per Money Market Mutual Fund; 20% max in Mutual Funds; 10% max per Mutual Fund Maximum permitted amount by LAIF	Complies
Local Agency Investment Fund (LAIF)	Maximum permitted amount by LAIF	Complies

Local Government Investment Pool (LGIP)			Complies
Repurchase Agreements	No limitation; 1 year max maturity; 102% collateralized; Not used by investment adviser		Complies
Prohibited	Inverse floaters, range notes, mortgage derived interest-only strips; Securities with maturity longer than 5 years (unless approved by the Board of Supervisors); Zero interest accrual if held to maturity; Under a provision sunsetting January 1, 2026, securities backed by the U.S. Government that could result in zero or negative interest accrual if held to maturity are permitted; Trading securities for the sole purpose of speculating on the future direction of interest rates; Purchasing or selling securities on margin; Reverse Repurchase Agreements; Securities lending; Foreign currency denominated securities		Complies
Social and Environmental Concerns	Investments are encouraged in entities that support equality of rights regardless of sex, race, age, disability, or sexual orientation, as well as those entities that practice environmentally sound and fair labor practices. Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products, firearms, or weapons not used in our national defense.		Complies
Maximum Per Issuer	5% max per issuer, except for U.S. Government securities, LGIPs, Supranationals, and money market mutual funds, or unless otherwise specified in this policy		Complies
Maximum maturity	5 years maximum maturity		Complies

Mendocino County Consolidated

Account #70006

Holdings Report

As of August 31, 2022



AGENCY	CUSIP	Security/Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
	313383WD9	FLHB Note 3.125% Due 9/9/2022	2,200,000.00	01/16/2019 2.66%	2,235,266.00 2,200,211.97	100.01 2.47%	2,200,303.60 32,847.22	0.57% 91.63	Aaa / AA+ AAA	0.02 0.02
	3135G0T78	FNMA Note 2% Due 10/5/2022	3,000,000.00	05/20/2019 2.22%	2,979,030.00 2,999,421.75	99.95 2.52%	2,998,461.00 24,333.33	0.78% (960.75)	Aaa / AA+ AAA	0.10 0.09
	3133EKHN9	FFCB Note 2.33% Due 10/18/2022	3,000,000.00	05/01/2019 2.32%	3,001,380.00 3,000,051.27	100.00 2.29%	3,000,075.00 25,824.17	0.78% 23.73	Aaa / AA+ AAA	0.13 0.13
	313381BR5	FLHB Note 1.875% Due 12/9/2022	3,000,000.00	Various 2.46%	2,931,075.00 2,995,540.80	99.70 2.97%	2,991,012.00 12,812.50	0.77% (4,528.80)	Aaa / AA+ AAA	0.27 0.27
	3133ELNWO	FFCB Note 1.45% Due 2/21/2023	3,000,000.00	02/14/2020 1.45%	2,999,940.00 2,999,990.53	99.06 3.48%	2,971,650.00 1,208.33	0.76% (28,340.53)	Aaa / AA+ AAA	0.48 0.46
	3130ADRG9	FLHB Note 2.75% Due 3/10/2023	3,000,000.00	03/28/2019 2.24%	3,057,120.00 3,007,526.21	99.63 3.46%	2,989,011.00 39,187.50	0.78% (18,515.21)	Aaa / AA+ NR	0.52 0.51
	3137EAEQ8	FLHMC Note 0.375% Due 4/20/2023	4,235,000.00	Various 0.36%	4,236,232.50 4,235,299.06	98.04 3.52%	4,151,820.37 5,779.01	1.07% (83,478.69)	Aaa / AA+ AAA	0.64 0.62
	3137EAE6	FLHMC Note 0.375% Due 5/5/2023	3,000,000.00	05/05/2020 0.39%	2,998,740.00 2,999,716.41	97.93 3.49%	2,937,921.00 3,625.00	0.76% (61,795.41)	Aaa / AA+ AAA	0.68 0.67
	3135G04Q3	FNMA Note 0.25% Due 5/22/2023	3,050,000.00	05/20/2020 0.35%	3,040,819.50 3,047,795.00	97.62 3.61%	2,977,406.95 2,096.88	0.77% (70,388.05)	Aaa / AA+ AAA	0.72 0.71
	3133ELG81	FFCB Note 0.3% Due 6/8/2023	4,000,000.00	06/02/2020 0.33%	3,997,000.00 3,999,232.88	97.61 3.48%	3,904,224.00 2,766.67	1.00% (95,008.88)	Aaa / AA+ AAA	0.77 0.76
	3133834G3	FLHB Note 2.125% Due 6/9/2023	2,750,000.00	06/10/2019 2.00%	2,763,035.00 2,752,510.51	99.04 3.39%	2,723,613.75 13,310.76	0.70% (28,896.76)	Aaa / AA+ NR	0.77 0.75
	3133EKSN7	FFCB Note 1.77% Due 6/26/2023	2,500,000.00	06/21/2019 1.89%	2,488,375.00 2,497,628.85	98.51 3.63%	2,462,825.00 7,989.58	0.63% (34,803.85)	Aaa / AA+ AAA	0.82 0.80
	3137EAE54	FLHMC Note 0.25% Due 6/26/2023	3,300,000.00	06/24/2020 0.35%	3,290,364.00 3,297,377.60	97.40 3.50%	3,214,200.00 1,489.58	0.83% (83,177.60)	Aaa / AA+ AAA	0.82 0.80
	3135G05G4	FNMA Note 0.25% Due 7/10/2023	3,475,000.00	07/08/2020 0.32%	3,467,528.75 3,472,871.21	97.29 3.48%	3,380,820.55 1,230.73	0.87% (92,050.66)	Aaa / AA+ AAA	0.86 0.84
	3133EKZK5	FFCB Note 1.6% Due 8/14/2023	3,000,000.00	08/09/2019 1.63%	2,996,040.00 2,999,059.47	98.16 3.58%	2,944,776.00 2,266.67	0.76% (54,283.47)	Aaa / AA+ AAA	0.95 0.93
	3133ELV4	FFCB Note 0.2% Due 8/14/2023	4,000,000.00	08/12/2020 0.27%	3,991,640.00 3,997,350.76	96.89 3.55%	3,875,528.00 377.78	1.00% (121,822.76)	Aaa / AA+ AAA	0.95 0.94

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AGENCY	GUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3137EAEV7		FHLMC Note 0.25% Due 8/24/2023	4,825,000.00	Various 0.29%	4,818,968.50 4,823,030.24	96.79 3.61%	4,670,175.40 234.55	1.20% (152,854.84)	Aaa / AA+ AAA	0.98 0.96
3133EL6I8		FECB Note 0.22% Due 9/8/2023	4,000,000.00	09/14/2020 0.26%	3,995,648.00 3,998,512.00	96.57 3.68%	3,862,912.00 4,228.89	0.99% (135,600.00)	Aaa / AA+ AAA	1.02 1.00
3137EAEW5		FHLMC Note 0.25% Due 9/8/2023	4,045,000.00	Various 0.25%	4,045,461.15 4,045,165.18	96.66 3.62%	3,909,791.83 4,859.62	1.01% (135,373.35)	Aaa / AA+ AAA	1.02 1.00
3133EMB50		FECB Note 0.2% Due 10/2/2023	4,000,000.00	09/28/2020 0.24%	3,995,240.00 3,998,278.58	96.50 3.51%	3,860,188.00 3,311.11	0.99% (138,090.58)	Aaa / AA+ AAA	1.09 1.07
3137EAEV1		FHLMC Note 0.125% Due 10/16/2023	3,900,000.00	10/14/2020 0.25%	3,885,453.00 3,894,553.18	96.32 3.49%	3,756,292.80 1,828.13	0.97% (138,260.38)	Aaa / AA+ AAA	1.13 1.10
3137EAEZ8		FHLMC Note 0.25% Due 11/6/2023	4,385,000.00	11/03/2020 0.28%	4,381,053.50 4,383,448.05	96.26 3.51%	4,220,891.37 3,501.91	1.08% (162,556.68)	Aaa / AA+ AAA	1.18 1.16
3133EMHR6		FECB Note 0.25% Due 11/27/2023	5,000,000.00	12/16/2020 0.21%	5,005,900.00 5,002,480.74	96.11 3.49%	4,805,385.00 3,263.89	1.23% (197,095.74)	Aaa / AA+ AAA	1.24 1.24
3135G06H1		FNMA Note 0.25% Due 11/27/2023	5,000,000.00	12/16/2020 0.22%	5,004,400.00 5,001,850.05	96.16 3.44%	4,807,940.00 3,263.89	1.24% (193,910.05)	Aaa / AA+ AAA	1.21 1.22
3137EAF2		FHLMC Note 0.25% Due 12/4/2023	2,900,000.00	12/02/2020 0.28%	2,897,129.00 2,898,796.54	95.96 3.56%	2,782,924.10 1,752.08	0.72% (115,872.44)	Aaa / AA+ AAA	1.26 1.23
3133EMRZ7		FECB Note 0.25% Due 2/26/2024	1,845,000.00	02/22/2021 0.26%	1,844,335.80 1,844,670.63	95.23 3.57%	1,757,078.37 64.06	0.45% (87,592.26)	Aaa / AA+ AAA	1.49 1.46
3130AQF40		FHLB Note 1% Due 12/20/2024	2,000,000.00	12/21/2021 1.03%	1,998,240.00 1,998,647.02	94.71 3.41%	1,894,106.00 3,944.44	0.49% (104,541.02)	Aaa / AA+ AAA	2.31 2.24
3133ENK58		FECB Note 1.125% Due 1/6/2025	5,000,000.00	Various 1.22%	4,986,371.00 4,989,281.69	94.72 3.49%	4,735,750.00 8,593.75	1.22% (253,531.69)	Aaa / AA+ AAA	2.35 2.28
3133ENWH9		FECB Note 2.9% Due 5/9/2025	5,000,000.00	05/03/2022 2.97%	4,990,250.00 4,991,273.04	98.45 3.51%	4,922,495.00 45,111.11	1.28% (68,778.04)	Aaa / AA+ AAA	2.69 2.54
Total Agency			102,410,000.00	0.92%	102,372,035.70 102,371,571.22	3.42%	99,709,578.09 261,103.14	25.67% (2,661,993.13)	Aaa / AA+ AAA	1.04 1.01
CASH										
90CASH\$00		Cash Custodial Cash Account	358,493.23	Various 0.00%	358,493.23 358,493.23	1.00 0.00%	358,493.23 0.00	0.09% 0.00	NR / NR NR	0.00 0.00

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CUSIP	Security/Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CASH									
90CHECK\$1	Checking Deposit Bank Account	31,114,306.57	Various 0.00%	31,114,306.57	1.00 0.00%	31,114,306.57 0.00	7.99% 0.00	NR / NR NR	0.00 0.00
Total Cash		31,472,799.80	N/A	31,472,799.80	0.00%	31,472,799.80 0.00	8.08% 0.00	NR / NR NR	0.00 0.00
CORPORATE									
69371RQ33	Paccar Financial Corp Note 2% Due 9/26/2022	1,000,000.00	09/23/2019 2.04%	998,780.00 999,972.17	99.93 2.98%	999,276.00 8,611.11	0.26% (696.17)	A1 / A+ NR	0.07 0.07
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	1,500,000.00	05/20/2019 2.66%	1,501,890.00 1,500,187.58	99.72 3.47%	1,495,833.00 5,625.00	0.39% (4,354.58)	A1 / A+ A+	0.36 0.36
69371RQ41	Paccar Financial Corp Note 1.9% Due 2/7/2023	1,000,000.00	10/31/2019 1.90%	999,950.00 999,993.31	99.32 3.48%	993,238.00 1,266.67	0.26% (6,755.31)	A1 / A+ NR	0.44 0.43
89236TJD8	Toyota Motor Credit Corp Note 0.4% Due 4/6/2023	700,000.00	04/06/2021 0.44%	699,433.00 699,830.76	98.33 3.25%	688,310.70 1,127.78	0.18% (11,520.06)	A1 / A+ A+	0.61 0.51
931142DH3	Wal-Mart Stores Callable Note Cont 1/11/2023 2.55% Due 4/11/2023	1,500,000.00	05/01/2019 2.62%	1,495,965.00 1,499,377.51	99.41 3.53%	1,491,136.50 14,875.00	0.39% (8,241.01)	Aa2 / AA AA	0.61 0.59
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	1,000,000.00	05/20/2019 2.65%	990,790.00 998,441.58	99.32 3.42%	993,242.00 7,866.67	0.26% (5,199.58)	Aaa / AA+ NR	0.67 0.66
037833DVG	Apple Inc Note 0.75% Due 5/11/2023	1,000,000.00	06/26/2020 0.46%	1,008,300.00 1,002,001.53	98.19 3.41%	981,908.00 2,291.67	0.25% (20,093.53)	Aaa / AA+ NR	0.69 0.68
57629WCU2	Mass Mutual Global Funding Note 0.85% Due 6/9/2023	2,000,000.00	12/22/2021 0.73%	2,003,420.00 2,001,816.67	97.80 3.77%	1,955,968.00 3,872.22	0.50% (45,848.67)	Aa3 / AA+ AA+	0.77 0.76
24422EVEN6	John Deere Capital Corp Note 0.45% Due 1/17/2024	1,960,000.00	03/01/2021 0.47%	1,958,608.40 1,959,332.72	95.77 3.62%	1,877,139.04 1,078.00	0.48% (82,193.68)	A2 / A A	1.38 1.35
69371RR24	Paccar Financial Corp Note 0.35% Due 2/2/2024	540,000.00	01/28/2021 0.39%	539,373.60 539,703.10	95.33 3.76%	514,780.38 152.25	0.13% (24,922.72)	A1 / A+ NR	1.42 1.39
89114QCCQ9	Toronto Dominion Bank Note 0.55% Due 3/4/2024	2,000,000.00	04/20/2021 0.58%	1,998,520.00 1,999,222.54	95.14 3.90%	1,902,770.00 5,408.33	0.49% (96,452.54)	A1 / A AA-	1.51 1.47

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CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book Yield	Book Value	Mkt YTM	Accrued Int.	Gain/Loss	Fitch	Duration
CORPORATE									
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024	2,300,000.00	Various	2,302,710.00	95.81	2,203,659.90	0.57%	A2 / A	1.55
	0.75% Due 3/18/2024		0.71%	2,301,358.17	3.56%	7,810.41	(97,698.27)	A	1.51
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	2,500,000.00	12/01/2021	2,470,800.00	94.88	2,371,940.00	0.61%	A1 / AA	1.70
			0.93%	2,479,714.03	3.59%	3,406.25	(107,774.03)	AA-	1.66
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	3,430,000.00	Various	3,289,043.07	94.63	3,245,839.87	0.83%	A2 / A	1.71
			2.48%	3,314,848.66	3.72%	4,459.00	(69,008.79)	A	1.67
24422EVC9	John Deere Capital Corp Note 0.45% Due 6/7/2024	1,860,000.00	06/07/2021	1,857,675.00	94.73	1,761,987.30	0.45%	A2 / A	1.77
			0.49%	1,856,627.97	3.55%	1,953.00	(96,640.67)	A	1.73
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022	1,735,000.00	12/07/2021	1,716,713.10	94.74	1,643,725.12	0.42%	A2 / A+	1.87
			1.04%	1,721,838.83	3.55%	1,385.59	(78,113.71)	NR	1.83
	0.625% Due 7/15/2024								
59217GEP0	Mettlife Note 0.7% Due 9/27/2024	2,000,000.00	12/01/2021	1,972,600.00	93.22	1,864,444.00	0.48%	Aa3 / AA-	2.08
			1.20%	1,979,842.76	4.15%	5,988.89	(115,398.76)	AA-	2.01
74153WCQ0	Pricoa Global Funding Note 1.15% Due 12/6/2024	1,530,000.00	12/01/2021	1,528,424.10	93.50	1,430,550.00	0.37%	Aa3 / AA-	2.21
			1.19%	1,528,808.71	4.19%	4,154.38	(98,258.71)	AA-	2.19
89236TJ3	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	1,885,000.00	01/10/2022	1,882,474.10	94.46	1,780,565.35	0.46%	A1 / A+	2.37
			1.50%	1,883,006.47	3.92%	3,644.33	(102,441.12)	A+	2.28
64952WEK5	New York Life Global Note 1.45% Due 1/14/2025	3,265,000.00	01/11/2022	3,261,473.80	93.99	3,068,750.65	0.79%	Aaa / AA+	2.38
			1.49%	3,262,213.79	4.14%	6,180.83	(193,463.14)	AAA	2.29
78016EVM3	Royal Bank of Canada Note 1.6% Due 1/21/2025	3,000,000.00	01/12/2022	3,000,000.00	94.38	2,831,415.00	0.73%	A1 / A	2.39
			1.60%	3,000,000.00	4.09%	5,333.33	(168,585.00)	AA-	2.30
69371RQ66	Paccar Financial Corp Note 1.8% Due 2/6/2025	2,000,000.00	04/18/2022	1,936,520.00	95.46	1,909,274.00	0.49%	A1 / A+	2.44
			2.99%	1,944,835.07	3.77%	2,500.00	(35,561.07)	NR	2.34
46647PBY1	JP Morgan Chase & Co Callable Note Cont 2/16/2024	2,575,000.00	Various	2,568,630.00	94.56	2,434,961.20	0.63%	A2 / A-	2.47
			0.85%	2,570,897.83	3.76%	604.05	(135,936.63)	AA-	2.39
	0.563% Due 2/16/2025								
59217GEW5	Mettlife Note 2.8% Due 3/21/2025	960,000.00	03/14/2022	959,145.60	96.44	925,799.04	0.24%	Aa3 / AA-	2.56
			2.83%	959,273.45	4.29%	11,946.67	(33,474.41)	AA-	2.40
023135CE4	Amazon.com Inc Note 3% Due 4/13/2025	2,000,000.00	04/18/2022	2,003,780.00	98.56	1,971,162.00	0.51%	A1 / AA	2.62
			2.93%	2,003,314.88	3.58%	23,000.00	(32,152.88)	AA-	2.46
87612EBL9	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	1,000,000.00	02/22/2022	1,004,390.00	96.19	961,936.00	0.25%	A2 / A	2.62
			2.10%	1,003,645.87	3.79%	8,500.00	(41,709.87)	A	2.49

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CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book Yield	Book Value	Mkt YTM	Accrued Int.	Gain/Loss	Rating	Duration
CORPORATE									
06406R8C0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	2,740,000.00	04/19/2022	2,739,616.40	98.67	2,703,642.94	0.70%	A1 / A	2.65
				2,739,661.24	3.88%	31,871.53	(36,018.30)	AA-	2.48
037833DT4	Apple Inc Callable Note Cont 4/11/2025 1.125% Due 5/11/2025	2,000,000.00	04/26/2022	1,894,800.00	93.50	1,869,980.00	0.48%	Aaa / AA+	2.70
			2.95%	1,906,752.39	3.68%	6,875.00	(36,772.39)	NR	2.60
89115A2A9	Toronto-Dominion Bank Note 3.766% Due 6/6/2025	2,000,000.00	06/02/2022	2,003,660.00	98.93	1,978,550.00	0.51%	A1 / A	2.77
			3.70%	2,003,375.63	4.18%	17,365.44	(24,825.63)	NR	2.57
06406R8F3	Bank of NY Mellon Corp Callable Note Cont 6/13/2024 3.43% Due 6/13/2025	1,095,000.00	06/08/2022	1,095,000.00	98.83	1,082,202.74	0.28%	A1 / A	2.79
			3.26%	1,095,000.00	3.69%	8,137.68	(12,797.26)	AA-	2.61
46647PDE3	JP Morgan Chase & Co Callable Note Cont 6/14/2025 3.845% Due 6/14/2025	1,500,000.00	06/08/2022	1,500,480.00	99.09	1,486,327.50	0.38%	A2 / A-	2.79
			3.65%	1,500,445.40	3.99%	12,656.46	(14,117.90)	AA-	2.63
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	2,900,000.00	Various	2,815,820.00	94.20	2,731,692.70	0.70%	A1 / A	3.4
			2.97%	2,823,506.00	4.23%	3,516.25	(91,813.30)	AA-	3.2
Total Corporate		58,475,000.00	1.87%	57,998,785.17	3.79%	56,152,006.93	14.48%	A1 / A+	1.98
				58,080,846.62		223,463.79	(1,928,839.69)	AA-	1.90
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	43,000,000.00	Various	43,000,000.00	1.00	43,000,000.00	11.08%	NR / NR	0.00
			1.38%	43,000,000.00	1.38%	127,514.19	0.00	NR	0.00
Total LAIF		43,000,000.00	1.38%	43,000,000.00	1.38%	43,000,000.00	11.08%	NR / NR	0.00
				43,000,000.00		127,514.19	0.00	NR	0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	California Asset Mgmt Program CAMP	3,000,000.00	Various	3,000,000.00	1.00	3,000,000.00	0.77%	NR / AAA	0.00
			2.37%	3,000,000.00	2.37%	0.00	0.00	NR	0.00
Total Local Gov Investment Pool		3,000,000.00	2.37%	3,000,000.00	2.37%	3,000,000.00	0.77%	NR / AAA	0.00
				3,000,000.00		0.00	0.00	NR	0.00



CUSIP	Security/Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND									
261908107	Dreyfus Trsy/Agcy Cash Management 521	9,451,120.39	Various 2.18%	9,451,120.39 9,451,120.39	1.00 2.18%	9,451,120.39 0.00	2.43% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund		9,451,120.39	2.18%	9,451,120.39 9,451,120.39	2.18%	9,451,120.39 0.00	2.43% 0.00	Aaa / AAA NR	0.00 0.00
SUPRANATIONAL									
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	2,000,000.00	05/04/2018 2.93%	1,904,540.00 1,999,219.51	99.96 2.81%	1,999,216.00 16,236.11	0.52% (3.51)	Aaa / AAA AAA	0.04 0.04
4590581V6	Intl. Bank Recon & Development Note 0.125% Due 4/20/2023	3,310,000.00	04/13/2021 0.23%	3,303,148.30 3,307,831.86	97.90 3.50%	3,240,407.25 1,505.59	0.83% (67,424.61)	Aaa / AAA AAA	0.64 0.62
4581X0DM7	Inter-American Dev Bank Note 0.5% Due 5/24/2023	2,500,000.00	04/23/2021 0.21%	2,515,200.00 2,505,321.00	97.80 3.58%	2,444,900.00 3,368.06	0.63% (60,421.00)	Aaa / AAA NR	0.73 0.72
4590581M6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	1,090,000.00	11/17/2020 0.32%	1,087,656.50 1,089,039.06	96.05 3.56%	1,046,940.64 734.24	0.27% (42,098.42)	Aaa / AAA AAA	1.23 1.21
Total Supranational		8,900,000.00	0.84%	8,810,544.80 8,901,411.43	3.37%	8,731,463.89 21,844.00	2.25% (169,947.54)	Aaa / AAA AAA	0.60 0.58
TIME DEPOSIT									
90MEND\$15	Savings Bank of Mendocino Coun Time Deposit 0.5% Due 3/3/2023	250,000.00	03/03/2022 0.50%	250,000.00 250,000.00	100.00 0.50%	250,000.00 631.94	0.06% 0.00	NR / NR NR	0.50 0.51
99MEND\$15	Community First Credit Union Time Deposit 0.449% Due 3/20/2023	250,000.00	03/20/2022 0.45%	250,000.00 250,000.00	100.00 0.45%	250,000.00 514.48	0.06% 0.00	NR / NR NR	0.55 0.56
Total Time Deposit		500,000.00	0.47%	500,000.00 500,000.00	0.47%	500,000.00 1,146.42	0.13% 0.00	NR / NR NR	0.53 0.53

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Holdings Report

As of August 31, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
91282CAR2	US Treasury Note 0.125% Due 10/31/2022	4,000,000.00	10/29/2020 0.15%	3,997,968.75 3,999,832.59	99.58 2.65%	3,983,304.00 1,684.78	1.02% (16,528.59)	Aaa / AA+ AAA	0.17 0.17
91282S92	US Treasury Note 1.25% Due 7/31/2023	3,000,000.00	11/27/2019 1.62%	2,960,507.81 2,990,185.90	98.02 3.46%	2,940,702.00 3,260.87	0.76% (49,483.90)	Aaa / AA+ AAA	0.92 0.90
91282T26	US Treasury Note 1.375% Due 9/30/2023	3,000,000.00	12/19/2019 1.71%	2,963,554.69 2,989,594.60	97.80 3.46%	2,934,141.00 17,356.56	0.76% (55,453.60)	Aaa / AA+ AAA	1.08 1.05
91282T91	US Treasury Note 1.625% Due 10/31/2023	3,500,000.00	Various 0.86%	3,589,628.91 3,530,640.55	97.95 3.44%	3,428,085.50 19,164.41	0.89% (102,555.05)	Aaa / AA+ AAA	1.17 1.13
91282CAW1	US Treasury Note 0.25% Due 11/15/2023	5,000,000.00	04/26/2021 0.25%	4,999,414.06 4,999,723.38	96.29 3.42%	4,814,260.00 3,702.45	1.24% (185,453.38)	Aaa / AA+ AAA	1.21 1.18
91282CBA8	US Treasury Note 0.125% Due 12/15/2023	4,000,000.00	12/17/2020 0.19%	3,992,343.75 3,996,704.73	95.87 3.43%	3,834,688.00 1,065.57	0.99% (162,016.73)	Aaa / AA+ AAA	1.29 1.27
91282CBE0	US Treasury Note 0.125% Due 1/15/2024	4,000,000.00	01/12/2021 0.24%	3,985,781.25 3,993,494.43	95.57 3.46%	3,822,656.00 652.17	0.98% (170,838.43)	Aaa / AA+ AAA	1.38 1.31
91282CBM2	US Treasury Note 0.125% Due 2/15/2024	4,000,000.00	Various 0.26%	3,984,375.01 3,992,326.04	95.30 3.46%	3,812,188.00 230.98	0.98% (180,138.04)	Aaa / AA+ AAA	1.41 1.43
91282CBR1	US Treasury Note 0.25% Due 3/15/2024	4,000,000.00	03/24/2021 0.30%	3,994,062.50 3,996,932.84	95.21 3.47%	3,808,592.00 4,619.57	0.98% (188,340.84)	Aaa / AA+ AAA	1.54 1.51
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	5,000,000.00	04/14/2021 0.36%	5,001,757.81 5,000,949.47	95.14 3.48%	4,757,225.00 7,120.90	1.22% (243,724.47)	Aaa / AA+ AAA	1.62 1.59
91282CC3	US Treasury Note 0.25% Due 5/15/2024	1,750,000.00	05/27/2021 0.31%	1,747,128.91 1,748,351.05	94.73 3.46%	1,657,783.75 1,295.86	0.43% (90,567.30)	Aaa / AA+ AAA	1.71 1.67
91282CCG4	US Treasury Note 0.25% Due 6/15/2024	2,500,000.00	06/10/2021 0.33%	2,494,238.28 2,496,567.15	94.48 3.46%	2,361,915.00 1,331.97	0.61% (134,652.15)	Aaa / AA+ AAA	1.79 1.76
91282CCJ3	US Treasury Note 0.375% Due 7/15/2024	4,000,000.00	08/05/2021 0.37%	4,001,093.75 4,000,695.56	94.50 3.44%	3,779,844.00 1,956.52	0.97% (220,851.56)	Aaa / AA+ AAA	1.87 1.83
91282CCT6	US Treasury Note 0.375% Due 8/15/2024	4,000,000.00	09/24/2021 0.52%	3,983,750.00 3,988,981.48	94.23 3.45%	3,769,376.00 692.93	0.97% (219,605.48)	Aaa / AA+ AAA	1.96 1.92
912828YE4	US Treasury Note 1.25% Due 8/31/2024	6,000,000.00	04/28/2022 2.73%	5,800,078.13 5,829,306.47	95.81 3.44%	5,748,516.00 207.18	1.48% (80,790.47)	Aaa / AA+ AAA	2.00 1.95
91282CCX7	US Treasury Note 0.375% Due 9/15/2024	3,300,000.00	09/24/2021 0.54%	3,283,886.72 3,288,925.84	93.98 3.46%	3,101,356.50 5,716.71	0.80% (187,569.34)	Aaa / AA+ AAA	2.04 2.00

Mendocino County Consolidated

Holdings Report

Account #70006

As of August 31, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Market Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book Yield	Book Value	Mkt. YTM	Accrued Int.	Gain/Loss	Fitch	Duration
US TREASURY									
91282CDB4	US Treasury Note 0.625% Due 10/15/2024	6,500,000.00	Various	6,478,105.47	94.26	6,126,757.00	1.58%	Aaa / AA+	2.13
			0.75%	6,483,380.92	3.45%	15,428.62	(356,623.92)	AAA	2.07
912828YM6	US Treasury Note 1.5% Due 10/31/2024	6,000,000.00	04/27/2022	5,830,781.25	95.98	5,759,064.00	1.49%	Aaa / AA+	2.17
			2.67%	5,854,032.68	3.44%	30,326.09	(94,968.68)	AAA	2.09
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	6,500,000.00	Various	6,462,460.94	94.26	6,127,010.50	1.58%	Aaa / AA+	2.21
			0.95%	6,471,519.06	3.47%	14,439.54	(344,508.56)	AAA	2.15
91282CDN8	US Treasury Note 1% Due 12/15/2024	5,000,000.00	01/04/2022	4,996,484.38	94.63	4,731,250.00	1.22%	Aaa / AA+	2.29
			1.02%	4,997,265.99	3.46%	10,655.74	(266,015.99)	AAA	2.23
912828Z52	US Treasury Note 1.375% Due 1/31/2025	5,000,000.00	01/05/2022	5,040,039.06	95.20	4,759,765.00	1.22%	Aaa / AA+	2.42
			1.11%	5,031,538.35	3.47%	5,978.26	(271,773.35)	AAA	2.34
912828ZC7	US Treasury Note 1.125% Due 2/28/2025	5,000,000.00	01/07/2022	4,987,304.69	94.45	4,722,460.00	1.21%	Aaa / AA+	2.50
			1.21%	4,989,899.19	3.46%	155.39	(267,439.19)	AAA	2.43
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	5,000,000.00	04/05/2021	4,966,601.56	92.74	4,637,110.00	1.19%	Aaa / AA+	2.58
			0.67%	4,978,377.09	3.46%	10,519.13	(341,267.09)	AAA	2.5
912828ZL7	US Treasury Note 0.375% Due 4/30/2025	4,000,000.00	01/13/2021	3,996,875.00	92.18	3,687,344.00	0.95%	Aaa / AA+	2.6
			0.39%	3,998,061.58	3.47%	5,054.35	(310,717.58)	AAA	2.61
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	4,500,000.00	07/16/2021	4,437,597.66	91.62	4,122,774.00	1.06%	Aaa / AA+	2.75
			0.61%	4,455,641.71	3.47%	2,858.61	(332,867.71)	AAA	2.69
912828ZW3	US Treasury Note 0.25% Due 6/30/2025	6,000,000.00	Various	5,713,945.32	91.43	5,485,548.00	1.41%	Aaa / AA+	2.83
			1.73%	5,755,491.78	3.45%	2,567.94	(269,943.78)	AAA	2.77
91282CAB7	US Treasury Note 0.25% Due 7/31/2025	4,250,000.00	10/06/2021	4,169,482.42	91.13	3,873,144.00	0.99%	Aaa / AA+	2.92
			0.75%	4,188,499.13	3.47%	923.91	(315,355.13)	AAA	2.86
912828K74	US Treasury Note 2% Due 8/15/2025	5,000,000.00	04/08/2022	4,875,195.31	95.88	4,793,945.00	1.23%	Aaa / AA+	2.96
			2.79%	4,889,800.11	3.48%	4,619.57	(95,855.11)	AAA	2.83
91282CAU0	US Treasury Note 0.25% Due 8/31/2025	4,750,000.00	03/22/2022	4,411,933.59	90.87	4,316,377.25	1.11%	Aaa / AA+	3.00
			2.42%	4,455,503.01	3.48%	32.80	(139,125.76)	AAA	2.94
9128285C0	US Treasury Note 3% Due 9/30/2025	6,000,000.00	04/21/2022	6,008,437.50	98.64	5,918,670.00	1.54%	Aaa / AA+	3.08
			2.96%	6,007,551.46	3.47%	75,737.70	(88,881.46)	AAA	2.88
9128285J5	US Treasury Note 3% Due 10/31/2025	6,000,000.00	06/09/2022	5,990,859.38	98.61	5,916,798.00	1.54%	Aaa / AA+	3.17
			3.05%	5,991,471.71	3.47%	60,652.17	(74,673.71)	AAA	2.96

Mendocino County Consolidated

Account #70006

Holdings Report

As of August 31, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
US TREASURY			Book Yield	Book Value	Mkt YTM	Accrued Int.	Gain/Loss	Fitch	Duration
912828M56	US Treasury Note 2.25% Due 11/15/2025	3,000,000.00	06/13/2022	2,885,507.81	96.30	2,889,024.00	0.75%	Aaa / AA+	3.21
			3.44%	2,892,743.72	3.48%	19,993.21	(3,719.72)	AAA	3.04
	Total US Treasury	143,550,000.00	1.25%	142,031,181.67	3.44%	136,421,673.50	35.12%	Aaa / AA+	2.14
				142,283,989.57		330,002.46	(5,862,316.07)	AAA	2.07
	TOTAL PORTFOLIO	400,758,920.19	1.19%	398,586,467.53	2.93%	388,438,642.60	100.00%	Aa1 / AA+	1.32
				399,061,739.03		965,074.00	(10,623,096.43)	AAA	1.27
	TOTAL MARKET VALUE PLUS ACCRUED					389,403,716.60			

Mendocino County Consolidated

Account #70006

Portfolio Summary

As of September 30, 2022



PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.26
Average Coupon	1.08%
Average Purchase YTM	1.28%
Average Market YTM	3.52%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.31 yrs
Average Life	1.31 yrs

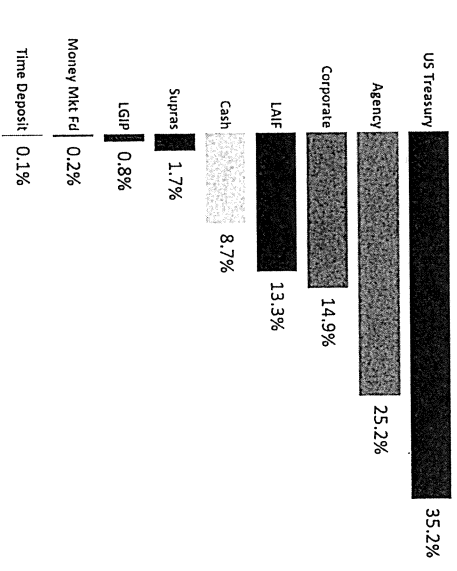
ACCOUNT SUMMARY

	Beg. Values as of 8/31/22	End Values as of 9/30/22
Market Value	388,438,643	398,593,706
Accrued Interest	965,074	1,009,140
Total Market Value	389,403,717	399,602,846
Income Earned	392,614	396,617
Cont/W/D		
Par	400,758,920	414,472,898
Book Value	399,061,739	412,577,819
Cost Value	398,586,468	412,101,526

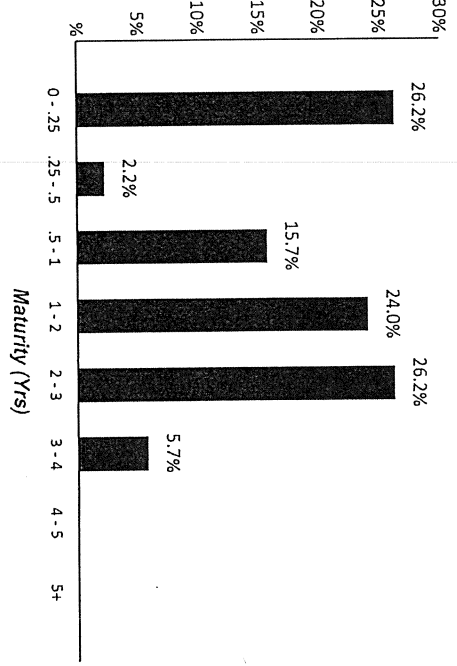
TOP ISSUERS

Government of United States	35.2%
Local Agency Investment Fund	13.3%
Federal Farm Credit Bank	10.7%
Custodial Checking Account	8.5%
Federal Home Loan Mortgage Corp	7.4%
Federal National Mortgage Assoc	3.5%
Federal Home Loan Bank	3.5%
Amazon.com Inc	1.1%
Total	83.3%

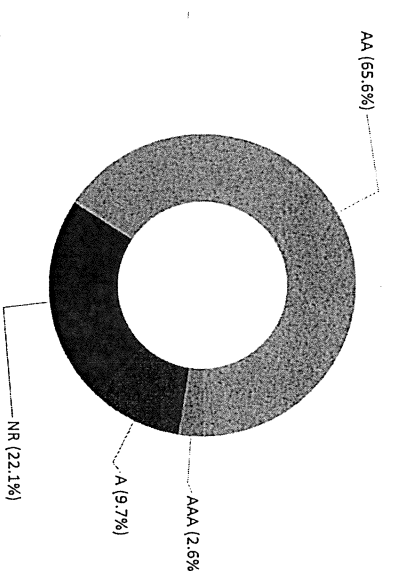
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Statement of Compliance

As of September 30, 2022



County of Mendocino Consolidated
This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.

Category	Standard	Comment
U.S. Treasuries	No limitation; Full Faith and credit of the U.S. are pledged for the payment of principal and interest	Complies
Federal Agencies	30% max per Agency issuer; 20% max callable agency securities; Federal agencies or U.S. government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or U.S. government-sponsored enterprises	Complies
Supranational Obligations	"AA" rating category or higher by two NRSROs; 30% max; 10% max per issuer; Unsubordinated obligations issued by IBRD, IFC, or IADB	Complies
Municipal Securities	"A" rating category or higher by a NRSRO; 30% max; 5% max per issuer; Include obligations of the County, the State of California, and any local agency within the State of California; Obligations of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states in addition to California.	Complies
Corporate Medium Term Notes	"A" rating category or better by two NRSROs; 30% max; 5% max per issuer; Issued by corporations organized and operating within U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed Securities (ABS) and Mortgage Pass-Through Securities	"AA" rating category or better by two NRSROs; 20% max (combined Mortgage Pass-Through and Asset-Backed Securities); 5% max per issuer in Asset Backed or Commercial Mortgage security issuer. No issuer limitation on any Mortgage security where the issuer is U.S. Treasury or Federal Agency/GSE	Complies
Negotiable Certificates of Deposit (NCD)	"A" rating category or higher by two NRSROs for long-term obligations; and/or "A-1" rating category or higher by two NRSROs for short-term debt obligations; 30% max (including CDARS); 5% max per issuer	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (combined Negotiable Certificates of Deposit including CDARS)	Complies
FDIC Insured Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions; The amount per institution is limited to maximum covered under FDIC; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer	Complies
Collateralized Time Deposits (Non-negotiable CD/TD)	Non-Negotiable Certificates of Deposit in state or federally chartered banks, savings and loans, or credit unions in excess of insured amounts which are fully collateralized with securities in accordance with California law; 20% max combined FDIC & Collateralized CD/TD; 5% max per issuer	Complies
Banker's Acceptances	"A-1" rating category or higher by two NRSROs for short-term debt obligations; and "A" rating category or higher by two NRSROs for long-term debt obligations; 40% max; 5% max per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" rating category or higher by two NRSROs for short-term obligations; and "A" rating category or higher by two NRSROs for long-term obligations, if any; 40% max; 5% max per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets in excess of \$500 million; If the issuer is organized within the U.S. as a special purpose corporation, trust, or limited liability corporation, then the securities must have program-wide credit enhancement including, but not limited to, overcollateralization, letters of credit, or a surety bond.	Complies
Mutual Funds and Money Market Mutual Funds	Registered with SEC under Investment Company Act of 1940 and meet either of the following criteria: (i) Highest rating by two NRSROs; or (ii) Retained an investment adviser registered or exempt from SEC registration with > 5 years experience managing money market mutual funds with AUM >\$500 million; 20% max combined Money Market Mutual Funds and Mutual Funds; 20% max per Money Market Mutual Fund; 20% max in Mutual Funds; 10% max per Mutual Fund	Complies
Local Agency Investment Fund (LAIF)	Maximum permitted amount by LAIF	Complies

Local Government Investment Pool (LGIP)			<i>Complies</i>
Repurchase Agreements	No limitation; 1 year max maturity; 102% collateralized; Not used by investment adviser		<i>Complies</i>
Prohibited	Inverse floaters, range notes, mortgage derived interest-only strips; Securities with maturity longer than 5 years (unless approved by the Board of Supervisors); Zero interest accrual if held to maturity; Under a provision sunseting January 1, 2026, securities backed by the U.S. Government that could result in zero or negative interest accrual if held to maturity are permitted; Trading securities for the sole purpose of speculating on the future direction of interest rates; Purchasing or selling securities on margin; Reverse Repurchase Agreements; Securities lending; Foreign currency denominated securities		<i>Complies</i>
Social and Environmental Concerns	Investments are encouraged in entities that support equality of rights regardless of sex, race, age, disability, or sexual orientation, as well as those entities that practice environmentally sound and fair labor practices. Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products, firearms, or weapons not used in our national defense.		<i>Complies</i>
Maximum Per Issuer	5% max per issuer, except for U.S. Government securities, LGIPs, Supranationals, and money market mutual funds, or unless otherwise specified in this policy		<i>Complies</i>
Maximum maturity	5 years maximum maturity		<i>Complies</i>

Mendocino County Consolidated

Account #70006

Holdings Report

As of September 30, 2022



AGENCY	CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
	3135G0T78	FNMA Note 2% Due 10/5/2022	3,000,000.00	05/20/2019 2.22%	2,979,030.00 2,999,931.97	99.99 2.57%	2,999,751.00 29,333.33	0.76% (180.97)	Aaa / AA+ AAA	0.01 0.01
	3133EKHN9	FCCB Note 2.33% Due 10/18/2022	3,000,000.00	05/01/2019 2.32%	3,001,380.00 3,000,018.55	99.97 2.98%	2,998,980.00 31,649.17	0.76% (1,038.55)	Aaa / AA+ AAA	0.05 0.05
	313381BR5	FHLB Note 1.875% Due 12/9/2022	3,000,000.00	Various 2.46%	2,931,075.00 2,996,892.07	99.68 3.55%	2,990,304.00 17,500.00	0.75% (6,588.07)	Aaa / AA+ AAA	0.19 0.19
	3133ELNWO	FCCB Note 1.45% Due 2/21/2023	3,000,000.00	02/14/2020 1.45%	2,999,940.00 2,999,992.17	99.06 3.88%	2,971,818.00 4,833.33	0.74% (28,174.17)	Aaa / AA+ AAA	0.39 0.39
	3130ADRG9	FHLB Note 2.75% Due 3/10/2023	3,000,000.00	03/28/2019 2.24%	3,057,120.00 3,006,337.86	99.55 3.77%	2,986,611.00 4,812.50	0.75% (19,726.86)	Aaa / AA+ NR	0.44 0.44
	3137EAEQ8	FHLMC Note 0.375% Due 4/20/2023	4,235,000.00	Various 0.36%	4,236,232.50 4,235,260.22	98.07 3.92%	4,153,374.61 7,102.45	1.04% (81,885.61)	Aaa / AA+ AAA	0.55 0.54
	3137EAE6	FHLMC Note 0.375% Due 5/5/2023	3,000,000.00	05/05/2020 0.39%	2,998,740.00 2,999,751.00	97.79 4.16%	2,933,751.00 4,562.50	0.74% (66,000.00)	Aaa / AA+ AAA	0.5 0.5
	3135G04Q3	FNMA Note 0.25% Due 5/22/2023	3,050,000.00	05/20/2020 0.35%	3,040,819.50 3,048,046.52	97.61 4.04%	2,977,217.85 2,732.29	0.75% (70,828.67)	Aaa / AA+ AAA	0.64 0.63
	3133ELG81	FCCB Note 0.3% Due 6/8/2023	4,000,000.00	06/02/2020 0.33%	3,997,000.00 3,999,315.07	97.42 4.14%	3,896,704.00 3,766.67	0.98% (102,611.07)	Aaa / AA+ AAA	0.69 0.67
	3133834G3	FHLB Note 2.125% Due 6/9/2023	2,750,000.00	06/10/2019 2.00%	2,763,035.00 2,752,242.48	98.54 4.28%	2,709,971.00 18,180.56	0.68% (42,271.48)	Aaa / AA+ NR	0.69 0.67
	3133EKSIN7	FCCB Note 1.77% Due 6/26/2023	2,500,000.00	06/21/2019 1.89%	2,488,375.00 2,497,867.56	98.17 4.31%	2,454,195.00 11,677.08	0.62% (43,672.56)	Aaa / AA+ AAA	0.74 0.72
	3137EAES4	FHLMC Note 0.25% Due 6/26/2023	3,300,000.00	06/24/2020 0.35%	3,290,364.00 3,297,641.60	97.21 4.13%	3,207,765.00 2,177.08	0.80% (89,876.60)	Aaa / AA+ AAA	0.74 0.72
	3135G05G4	FNMA Note 0.25% Due 7/10/2023	3,475,000.00	07/08/2020 0.32%	3,467,528.75 3,473,075.90	97.13 4.04%	3,375,184.10 1,954.69	0.85% (97,891.80)	Aaa / AA+ AAA	0.78 0.76
	3133EKZK5	FCCB Note 1.6% Due 8/14/2023	3,000,000.00	08/09/2019 1.63%	2,996,040.00 2,999,140.78	97.68 4.33%	2,930,496.00 6,266.67	0.73% (68,644.78)	Aaa / AA+ AAA	0.87 0.85
	3133EL3V4	FCCB Note 0.2% Due 8/14/2023	4,000,000.00	08/12/2020 0.27%	3,991,640.00 3,997,579.80	96.56 4.25%	3,862,544.00 1,044.44	0.97% (135,035.80)	Aaa / AA+ AAA	0.87 0.85
	3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	4,825,000.00	Various 0.29%	4,818,968.50 4,823,195.77	96.54 4.21%	4,658,165.98 1,239.75	1.17% (165,029.79)	Aaa / AA+ AAA	0.90 0.88

Mendocino County Consolidated

Holdings Report

Account #70006

As of September 30, 2022



AGENCY	CUSIP	Security Description	Par Value/Units	Purchase Date	Book Yield	Cost Value	Book Value	Mkt Price	Mkt YTM	Market Value	Accrued Int.	% of Port.	Moody/S&P	Maturity
												Gain/Loss	Rating	Duration
	3133E6I8	FFCB Note 0.22% Due 9/8/2023	4,000,000.00	09/14/2020	0.26%	3,995,648.00	3,998,632.00	96.24	4.35%	3,849,592.00	562.22	0.96%	Aaa / AA+	0.94
	3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	4,045,000.00	Various	0.25%	4,045,461.15	4,045,151.86	96.24	4.38%	3,892,810.92	646.07	0.97%	Aaa / AA+	0.94
	3133EMBS0	FFCB Note 0.2% Due 10/2/2023	4,000,000.00	09/28/2020	0.24%	3,995,240.00	3,998,408.99	96.06	4.24%	3,842,524.00	3,977.78	0.96%	Aaa / AA+	1.01
	3137EAEV1	FHLMC Note 0.125% Due 10/16/2023	3,900,000.00	10/14/2020	0.25%	3,885,453.00	3,894,951.73	95.71	4.37%	3,732,744.60	2,234.38	0.93%	Aaa / AA+	1.04
	3137EAEZ8	FHLMC Note 0.25% Due 11/6/2023	4,385,000.00	11/03/2020	0.28%	4,381,053.50	4,383,556.07	95.64	4.35%	4,193,765.77	4,415.45	1.05%	Aaa / AA+	1.10
	3133EMHR6	FFCB Note 0.25% Due 11/27/2023	5,000,000.00	12/16/2020	0.21%	5,005,900.00	5,002,316.09	95.54	4.24%	4,777,000.00	4,305.56	1.20%	Aaa / AA+	1.16
	3135G06H1	FNMA Note 0.25% Due 11/27/2023	5,000,000.00	12/16/2020	0.22%	5,004,400.00	5,001,727.26	95.55	4.22%	4,777,645.00	4,305.56	1.20%	Aaa / AA+	1.16
	3137EAF42	FHLMC Note 0.25% Due 12/4/2023	2,900,000.00	12/02/2020	0.28%	2,897,129.00	2,898,875.20	95.43	4.27%	2,767,371.40	2,356.25	0.69%	Aaa / AA+	1.18
	3133EMRZ7	FFCB Note 0.25% Due 2/26/2024	1,845,000.00	02/22/2021	0.26%	1,844,335.80	1,844,688.83	94.60	4.25%	1,745,290.67	448.44	0.44%	Aaa / AA+	1.41
	3133XVDG3	FHLMC Note 4.375% Due 9/13/2024	3,500,000.00	09/26/2022	4.48%	3,493,210.00	3,493,247.88	100.02	4.36%	3,500,735.00	7,656.25	0.88%	Aaa / AA+	1.96
	3130AQF40	FHLMC Note 1% Due 12/20/2024	2,000,000.00	12/21/2021	1.03%	1,998,240.00	1,998,695.28	92.98	4.35%	1,859,520.00	5,611.11	0.47%	Aaa / AA+	2.22
	3133ENKS8	FFCB Note 1.125% Due 1/6/2025	5,000,000.00	Various	1.22%	4,986,371.00	4,989,656.45	93.16	4.32%	4,658,015.00	13,281.25	1.17%	Aaa / AA+	2.27
	3133ENWH9	FFCB Note 2.9% Due 5/9/2025	5,000,000.00	05/03/2022	2.97%	4,990,250.00	4,991,539.92	96.58	4.30%	4,829,030.00	57,194.44	1.22%	Aaa / AA+	2.61
Total Agency			103,710,000.00		1.01%	103,579,979.70	103,667,736.88	4.11%		100,532,876.90	255,827.27	25.22%	Aaa / AA+	1.01
													AAA	0.98
CASH														
90CASH\$00		Cash Custodial Cash Account	571,671.28	Various	0.00%	571,671.28	571,671.28	1.00	0.00%	571,671.28	0.00	0.14%	NR / NR	0.00
													NR	0.00

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt-YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CASH									
90CHECK\$1	Checking Deposit Bank Account	34,065,870.12	Various 0.00%	34,065,870.12	1.00 0.00%	34,065,870.12 0.00	8.52% 0.00	NR / NR NR	0.00 0.00
Total Cash		34,637,541.40	N/A	34,637,541.40	0.00%	34,637,541.40 0.00	8.67% 0.00	NR / NR NR	0.00 0.00
CORPORATE									
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	1,500,000.00	05/20/2019 2.66%	1,501,890.00 1,500,144.95	99.58 4.18%	1,493,745.00 9,000.00	0.38% (6,399.95)	A1 / A+ A+	0.28 0.28
69371RQ41	Paccar Financial Corp Note 1.9% Due 2/7/2023	1,000,000.00	10/31/2019 1.90%	999,950.00 999,994.57	99.25 4.05%	992,483.00 2,850.00	0.25% (7,511.57)	A1 / A+ NR	0.36 0.35
89236TID8	Toyota Motor Credit Corp Note 0.4% Due 4/6/2023	700,000.00	04/06/2021 0.44%	699,433.00 699,854.16	97.97 4.42%	685,790.00 1,361.11	0.17% (14,064.16)	A1 / A+ A+	0.52 0.50
931142DH3	Wal-Mart Stores Callable Note Cont 1/11/2023 2.55% Due 4/11/2023	1,500,000.00	05/01/2019 2.62%	1,495,965.00 1,499,461.63	99.10 4.29%	1,486,467.00 18,062.50	0.38% (12,994.63)	Aa2 / AA AA	0.51 0.51
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	1,000,000.00	05/20/2019 2.65%	990,790.00 998,633.19	98.91 4.29%	989,071.00 9,866.67	0.25% (9,562.19)	Aaa / AA+ NR	0.59 0.57
037833DV9	Apple Inc Note 0.75% Due 5/11/2023	1,000,000.00	06/26/2020 0.46%	1,008,300.00 1,001,763.25	97.97 4.13%	979,739.00 2,916.67	0.25% (22,024.25)	Aaa / AA+ NR	0.61 0.60
57629WCU2	Mass Mutual Global funding Note 0.85% Due 6/9/2023	2,000,000.00	12/22/2021 0.73%	2,003,420.00 2,001,622.72	97.43 4.66%	1,948,692.00 5,288.89	0.49% (52,930.72)	Aa3 / AA+ AA+	0.69 0.67
24422EVEN6	John Deere Capital Corp Note 0.45% Due 1/17/2024	1,960,000.00	03/01/2021 0.47%	1,958,608.40 1,959,372.52	94.83 4.60%	1,858,705.24 1,813.00	0.47% (100,667.28)	A2 / A A	1.30 1.26
69371RR24	Paccar Financial Corp Note 0.35% Due 2/2/2024	540,000.00	01/28/2021 0.39%	539,373.60 539,720.27	94.61 4.54%	510,910.20 309.75	0.13% (28,810.07)	A1 / A+ NR	1.34 1.31
89114QCC9	Toronto Dominion Bank Note 0.55% Due 3/4/2024	2,000,000.00	04/20/2021 0.58%	1,998,520.00 1,999,264.95	94.01 4.95%	1,880,122.00 825.00	0.47% (119,142.95)	A1 / A AA-	1.43 1.39
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	2,300,000.00	Various 0.71%	2,302,710.00 2,301,281.04	94.59 4.60%	2,175,625.20 622.91	0.54% (125,655.84)	A2 / A A	1.47 1.43

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	2,500,000.00	12/01/2021 0.93%	2,470,800.00 2,480,697.19	93.77 4.49%	2,344,125.00 4,343.75	0.59% (136,572.19)	A1 / AA AA-	1.62 1.57
14913RZL0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	3,430,000.00	Various 2.48%	3,289,043.07 3,320,384.77	93.55 4.60%	3,208,922.78 5,745.25	0.80% (111,461.99)	A2 / A A	1.63 1.59
24422EVQ9	John Deere Capital Corp Note 0.45% Due 6/7/2024	1,860,000.00	06/07/2021 0.49%	1,857,675.00 1,858,691.79	93.29 4.63%	1,735,275.84 2,650.50	0.43% (123,415.95)	A2 / A A	1.69 1.64
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	1,735,000.00	12/07/2021 1.04%	1,716,713.10 1,722,416.92	93.24 4.60%	1,617,630.72 2,289.24	0.41% (104,786.20)	A2 / A+ NR	1.79 1.74
59217GEP0	MetLife Note 0.7% Due 9/27/2024	2,000,000.00	12/01/2021 1.20%	1,972,600.00 1,980,641.59	91.85 5.05%	1,837,040.00 155.56	0.46% (143,601.59)	Aa3 / AA- AA-	1.99 1.93
74153WCQ0	Pricoa Global Funding Note 1.15% Due 12/6/2024	1,530,000.00	12/01/2021 1.19%	1,528,424.10 1,528,851.93	92.28 4.92%	1,411,822.80 5,620.63	0.35% (117,029.13)	Aa3 / AA- AA-	2.19 2.10
89236TJ13	Toyota Motor Credit Corp Note 1.45% Due 1/13/2025	1,885,000.00	01/10/2022 1.50%	1,882,474.10 1,883,075.61	92.73 4.85%	1,747,969.93 5,922.04	0.44% (135,105.68)	A1 / A+ A+	2.2 2.2
64952WEK5	New York Life Global Note 1.45% Due 1/14/2025	3,265,000.00	01/11/2022 1.49%	3,261,473.80 3,262,310.31	92.51 4.95%	3,020,402.53 10,126.03	0.76% (241,907.78)	Aaa / AA+ AAA	2.29 2.20
78016EYM3	Royal Bank of Canada Note 1.6% Due 1/21/2025	3,000,000.00	01/12/2022 1.60%	3,000,000.00 3,000,000.00	92.61 5.03%	2,778,303.00 9,333.33	0.70% (221,697.00)	A1 / A AA-	2.31 2.21
69371RQ66	Paccar Financial Corp Note 1.8% Due 2/6/2025	2,000,000.00	04/18/2022 2.99%	1,936,520.00 1,946,696.66	93.64 4.69%	1,872,720.00 5,500.00	0.47% (73,976.66)	A1 / A+ NR	2.36 2.25
46647PBY1	JP Morgan Chase & Co Callable Note Cont 2/16/2024 0.563% Due 2/16/2025	2,575,000.00	Various 0.92%	2,568,630.00 2,571,034.72	93.52 4.66%	2,408,085.93 1,812.16	0.60% (162,948.79)	A1 / A- AA-	2.38 2.30
59217GEW5	MetLife Note 2.8% Due 3/21/2025	960,000.00	03/14/2022 2.83%	959,145.60 959,296.84	94.73 5.09%	909,370.56 746.67	0.23% (49,926.28)	Aa3 / AA- AA-	2.47 2.34
023135CE4	Amazon.com Inc Note 3% Due 4/13/2025	2,000,000.00	04/18/2022 2.93%	2,003,780.00 2,003,210.74	96.56 4.45%	1,931,296.00 28,000.00	0.49% (71,914.74)	A1 / AA AA-	2.54 2.37
87612EBL9	Target Corp Callable Note Cont 4/15/25 2.25% Due 4/15/2025	1,000,000.00	02/22/2022 2.10%	1,004,390.00 1,003,527.75	94.35 4.63%	943,480.00 10,375.00	0.24% (60,047.75)	A2 / A A	2.54 2.40
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	2,740,000.00	04/19/2022 3.35%	2,739,616.40 2,739,671.75	96.60 4.77%	2,646,755.06 39,520.69	0.67% (92,916.69)	A1 / A AA-	2.57 2.39

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
037833BDT4	Apple Inc Callable Note Cont 4/11/2025 1.125% Due 5/11/2025	2,000,000.00	04/26/2022 2.95%	1,894,800.00 1,909,598.20	91.63 4.56%	1,832,554.00 8,750.00	0.46% (77,044.20)	Aaa / AA+	2.61 2.51
89115A2A9	Toronto-Dominion Bank Note 3.766% Due 6/6/2025	2,000,000.00	06/02/2022 3.70%	2,003,660.00 2,003,275.27	96.64 5.12%	1,932,734.00 23,642.11	0.49% (70,541.27)	A1 / A NR	2.68 2.48
06406RBF3	Bank of NY Mellon Corp Callable Note Cont 6/13/2024 3.43% Due 6/13/2025	1,095,000.00	06/08/2022 3.43%	1,095,000.00 1,095,000.00	97.45 4.50%	1,067,130.06 11,267.55	0.27% (27,869.94)	A1 / A AA-	2.70 2.52
46647PDE3	JP Morgan Chase & Co Callable Note Cont 6/14/2025 3.845% Due 6/14/2025	1,500,000.00	06/08/2022 3.83%	1,500,480.00 1,500,408.43	97.17 5.01%	1,457,587.50 17,462.71	0.37% (42,820.93)	A1 / A- AA-	2.71 2.53
931142EW9	Wal-Mart Stores Note 3.9% Due 9/9/2025	2,000,000.00	09/09/2022 3.86%	2,002,460.00 2,002,419.45	98.21 4.55%	1,964,288.00 4,766.67	0.49% (38,131.45)	Aa2 / AA AA	2.95 2.74
437076CR1	Home Depot Callable Note Cont 8/15/2025 4% Due 9/15/2025	2,875,000.00	Various 4.08%	2,868,840.40 2,868,908.09	98.43 4.57%	2,829,730.25 3,833.33	0.71% (39,177.84)	A2 / A A	2.96 2.1
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	2,900,000.00	Various 3.09%	2,815,820.00 2,825,336.00	93.15 4.85%	2,701,466.00 7,735.75	0.68% (123,870.00)	A1 / A AA-	3.36 3.17
Total Corporate									
		62,350,000.00	2.05%	61,871,305.57 61,966,567.26	4.68%	59,200,039.60 262,515.47	14.88% (2,766,527.66)	A1 / A+ AA-	2.01 1.91
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	53,000,000.00	Various 1.60%	53,000,000.00 53,000,000.00	1.00 1.60%	53,000,000.00 181,390.36	13.31% 0.00	NR / NR NR	0.00 0.00
Total LAIF									
		53,000,000.00	1.60%	53,000,000.00 53,000,000.00	1.60%	53,000,000.00 181,390.36	13.31% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	California Asset Mgmt Program CAMP	3,000,000.00	Various 2.61%	3,000,000.00 3,000,000.00	1.00 2.61%	3,000,000.00 0.00	0.75% 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool									
		3,000,000.00	2.61%	3,000,000.00 3,000,000.00	2.61%	3,000,000.00 0.00	0.75% 0.00	NR / AAA NR	0.00 0.00

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CUSIP	Security Description	Par Value/Units	Purchase Date	Book Yield	Cost Value	Book Value	Mkt Price	Mkt YTM	Market Value	Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND													
261908107	Dreyfus Trsy/Agcy Cash Management 521	825,357.01	Various	2.85%	825,357.01	825,357.01	1.00	2.85%	825,357.01	0.00	0.21%	Aaa / AAA	0.00
					825,357.01	825,357.01	2.85%		0.00		0.00	NR	0.00
	Total Money Market Fund	825,357.01		2.85%	825,357.01	825,357.01	2.85%		825,357.01	0.00	0.21%	Aaa / AAA	0.00
									0.00		0.00	NR	0.00
SUPRANATIONAL													
4590581V6	Intl. Bank Recon & Development Note 0.125% Due 4/20/2023	3,310,000.00	04/13/2021	0.23%	3,303,148.30	3,308,113.44	97.89	4.01%	3,240,069.63	1,850.38	0.81%	Aaa / AAA	0.55
											(68,043.81)	AAA	0.54
4581XDM7	Inter-American Dev Bank Note 0.5% Due 5/24/2023	2,500,000.00	04/23/2021	0.21%	2,515,200.00	2,504,718.63	97.72	4.09%	2,442,950.00	4,409.72	0.61%	Aaa / AAA	0.65
											(61,768.63)	NR	0.64
4590581M6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	1,090,000.00	11/17/2020	0.32%	1,087,656.50	1,089,103.26	95.45	4.35%	1,040,365.76	961.32	0.26%	Aaa / AAA	1.15
											(48,737.50)	AAA	1.12
	Total Supranational	6,900,000.00		0.24%	6,906,004.80	6,901,935.33	4.09%		6,723,385.39	7,221.42	1.68%	Aaa / AAA	0.61
											(178,549.94)	AAA	0.61
TIME DEPOSIT													
90MEND\$15	Savings Bank of Mendocino Coun Time Deposit 0.50% Due 3/3/2023	250,000.00	03/03/2022	0.50%	250,000.00	250,000.00	100.00	0.50%	250,000.00	97.22	0.06%	NR / NR	0.42
											0.00	NR	0.43
99MEND\$15	Community First Credit Union Time Deposit 0.449% Due 3/20/2023	250,000.00	03/20/2022	0.45%	250,000.00	250,000.00	100.00	0.45%	250,000.00	34.30	0.06%	NR / NR	0.47
											0.00	NR	0.47
	Total Time Deposit	500,000.00		0.47%	500,000.00	500,000.00	0.47%		500,000.00	131.52	0.13%	NR / NR	0.45
											0.00	NR	0.45
US TREASURY													
91282CAR2	US Treasury Note 0.125% Due 10/31/2022	4,000,000.00	10/29/2020	0.15%	3,997,968.75	3,999,916.29	99.80	2.52%	3,991,948.00	2,092.39	1.00%	Aaa / AA+	0.08
											(7,968.29)	AAA	0.08

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912828S92	US Treasury Note 1.25% Due 7/31/2023	3,000,000.00	11/27/2019 1.62%	2,960,507.81 2,991,070.05	97.58 4.23%	2,927,460.00 6,317.93	0.73% (63,610.05)	Aaa / AA+ AAA	0.83 0.81
912828T26	US Treasury Note 1.375% Due 9/30/2023	3,000,000.00	12/19/2019 1.71%	2,963,554.69 2,990,386.89	97.17 4.30%	2,915,040.00 113.32	0.73% (75,346.89)	Aaa / AA+ AAA	1.00 0.98
912828T91	US Treasury Note 1.625% Due 10/31/2023	3,500,000.00	Various 0.86%	3,589,628.91 3,528,477.68	97.18 4.31%	3,401,289.50 23,800.95	0.86% (127,188.18)	Aaa / AA+ AAA	1.08 1.05
91282CAW1	US Treasury Note 0.25% Due 11/15/2023	5,000,000.00	04/26/2021 0.25%	4,999,414.06 4,999,742.24	95.59 4.31%	4,779,295.00 4,721.47	1.20% (220,447.24)	Aaa / AA+ AAA	1.13 1.10
91282CBA8	US Treasury Note 0.125% Due 12/15/2023	4,000,000.00	12/17/2020 0.19%	3,992,343.75 3,996,915.06	95.18 4.27%	3,807,032.00 1,475.41	0.95% (189,883.06)	Aaa / AA+ AAA	1.21 1.18
91282CBE0	US Treasury Note 0.125% Due 1/15/2024	4,000,000.00	01/12/2021 0.24%	3,985,781.25 3,993,883.99	94.80 4.31%	3,791,876.00 1,059.78	0.95% (202,007.99)	Aaa / AA+ AAA	1.29 1.26
91282CBM2	US Treasury Note 0.125% Due 2/15/2024	4,000,000.00	Various 0.26%	3,984,375.01 3,992,758.78	94.48 4.30%	3,779,376.00 638.58	0.95% (213,382.78)	Aaa / AA+ AAA	1.38 1.35
91282CBR1	US Treasury Note 0.25% Due 3/15/2024	4,000,000.00	03/24/2021 0.30%	3,994,062.50 3,997,096.86	94.32 4.31%	3,772,812.00 441.99	0.94% (224,284.86)	Aaa / AA+ AAA	1.43 1.43
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	5,000,000.00	04/14/2021 0.36%	5,001,757.81 5,000,901.36	94.18 4.32%	4,709,180.00 8,657.79	1.18% (291,721.36)	Aaa / AA+ AAA	1.54 1.50
91282CCC3	US Treasury Note 0.25% Due 5/15/2024	1,750,000.00	05/27/2021 0.31%	1,747,128.91 1,748,430.58	93.71 4.30%	1,639,872.50 1,652.51	0.41% (108,558.08)	Aaa / AA+ AAA	1.62 1.59
91282CCG4	US Treasury Note 0.25% Due 6/15/2024	2,500,000.00	06/10/2021 0.33%	2,494,238.28 2,496,724.86	93.42 4.29%	2,335,450.00 1,844.26	0.58% (161,274.86)	Aaa / AA+ AAA	1.71 1.67
91282CCL3	US Treasury Note 0.375% Due 7/15/2024	4,000,000.00	08/05/2021 0.37%	4,001,093.75 4,000,665.01	93.39 4.24%	3,735,780.00 3,179.35	0.94% (264,885.01)	Aaa / AA+ AAA	1.79 1.75
91282CCT6	US Treasury Note 0.375% Due 8/15/2024	4,000,000.00	09/24/2021 0.52%	3,983,750.00 3,989,444.44	93.06 4.27%	3,722,344.00 1,915.76	0.93% (267,100.44)	Aaa / AA+ AAA	1.88 1.83
912828YE4	US Treasury Note 1.25% Due 8/31/2024	6,000,000.00	04/28/2022 2.73%	5,800,078.13 5,836,321.28	94.54 4.24%	5,672,580.00 6,422.65	1.42% (163,741.28)	Aaa / AA+ AAA	1.92 1.86
91282CCX7	US Treasury Note 0.375% Due 9/15/2024	3,300,000.00	09/24/2021 0.54%	3,283,886.72 3,289,371.78	92.80 4.25%	3,062,297.70 546.96	0.77% (227,074.08)	Aaa / AA+ AAA	1.96 1.91
91282CDB4	US Treasury Note 0.625% Due 10/15/2024	6,500,000.00	Various 0.75%	6,478,105.47 6,484,024.23	92.99 4.25%	6,044,493.00 18,758.54	1.52% (439,531.23)	Aaa / AA+ AAA	2.04 1.98

Mendocino County Consolidated

Holdings Report

Account #70006

As of September 30, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date	Book Yield	Cost Value	Mkt Price	Market Value	% of Port.	Moody/S&P	Maturity
			Book	Yield	Book Value	Mkt YTM	Accrued Int.	Gain/Loss	Fitch	Duration
912828VM6	US Treasury Note 1.5% Due 10/31/2024	6,000,000.00	04/27/2022	2.67%	5,830,781.25	94.59	5,675,388.00	1.43%	Aaa/AA+	2.09
					5,859,568.74	4.24%	37,663.04	(184,180.74)	AAA	2.00
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	6,500,000.00	Various	0.95%	6,462,460.94	92.95	6,041,444.50	1.52%	Aaa/AA+	2.13
					6,472,579.14	4.26%	18,413.72	(431,134.64)	AAA	2.06
91282CDN8	US Treasury Note 1% Due 12/15/2024	5,000,000.00	01/04/2022	1.02%	4,996,484.38	93.23	4,661,330.00	1.17%	Aaa/AA+	2.21
					4,997,364.10	4.25%	14,754.10	(336,034.10)	AAA	2.14
912828252	US Treasury Note 1.375% Due 1/31/2025	5,000,000.00	01/05/2022	1.11%	5,040,039.06	93.68	4,683,985.00	1.18%	Aaa/AA+	2.34
					5,030,466.83	4.25%	11,582.88	(346,481.83)	AAA	2.25
9128282C7	US Treasury Note 1.125% Due 2/28/2025	5,000,000.00	01/07/2022	1.21%	4,987,304.69	92.89	4,544,725.00	1.16%	Aaa/AA+	2.42
					4,990,231.82	4.25%	4,816.99	(345,506.82)	AAA	2.34
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	5,000,000.00	04/05/2021	0.67%	4,966,601.56	91.25	4,562,500.00	1.14%	Aaa/AA+	2.50
					4,979,065.72	4.22%	68.68	(416,565.72)	AAA	2.44
912828ZL7	US Treasury Note 0.375% Due 4/30/2025	4,000,000.00	01/13/2021	0.39%	3,996,875.00	90.60	3,624,064.00	0.91%	Aaa/AA+	2.58
					3,998,121.41	4.25%	6,277.17	(374,057.41)	AAA	2.52
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	4,500,000.00	07/16/2021	0.61%	4,437,597.66	89.97	4,048,596.00	1.01%	Aaa/AA+	2.67
					4,456,968.48	4.27%	3,780.74	(408,372.48)	AAA	2.60
912828ZW3	US Treasury Note 0.25% Due 6/30/2025	6,000,000.00	Various	1.73%	5,713,945.32	89.78	5,386,872.00	1.35%	Aaa/AA+	2.75
					5,762,592.70	4.22%	3,790.76	(375,720.70)	AAA	2.68
91282CAB7	US Treasury Note 0.25% Due 7/31/2025	4,250,000.00	10/06/2021	0.75%	4,169,482.42	89.41	3,799,933.50	0.95%	Aaa/AA+	2.84
					4,190,233.18	4.26%	1,790.08	(390,299.68)	AAA	2.77
912828K74	US Treasury Note 2% Due 8/15/2025	5,000,000.00	04/08/2022	2.79%	4,875,195.31	93.96	4,698,045.00	1.18%	Aaa/AA+	2.88
					4,892,864.06	4.25%	12,771.74	(194,819.06)	AAA	2.74
91282CAI0	US Treasury Note 0.25% Due 8/31/2025	4,750,000.00	03/22/2022	2.42%	4,411,933.59	89.11	4,232,511.25	1.06%	Aaa/AA+	2.92
					4,463,571.42	4.26%	1,016.92	(231,060.17)	AAA	2.85
9128285C0	US Treasury Note 3% Due 9/30/2025	6,000,000.00	04/21/2022	2.96%	6,008,437.50	96.53	5,791,872.00	1.45%	Aaa/AA+	3.00
					6,007,350.09	4.24%	494.51	(215,478.09)	AAA	2.83
9128285I5	US Treasury Note 3% Due 10/31/2025	6,000,000.00	06/09/2022	3.05%	5,990,859.38	96.45	5,786,952.00	1.47%	Aaa/AA+	3.09
					5,991,693.03	4.24%	75,326.09	(204,741.03)	AAA	2.87
912828M56	US Treasury Note 2.25% Due 11/15/2025	3,000,000.00	06/13/2022	3.44%	2,885,507.81	94.19	2,825,742.00	0.71%	Aaa/AA+	3.13
					2,895,491.53	4.25%	25,495.92	(69,749.53)	AAA	2.94

Mendocino County Consolidated

Holdings Report

Account #70006

As of September 30, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
9128286L9	US Treasury Note 2.25% Due 3/31/2026	6,000,000.00	09/08/2022 3.50%	5,750,156.25 5,754,387.63	93.71 4.20%	5,622,420.00 370.88	1.41% (131,967.63)	Aaa / AA+ AAA	3.50 3.31
	Total US Treasury	149,550,000.00	1.34%	147,781,337.92 148,078,681.26	4.21%	140,174,505.95 302,053.86	35.15% (7,904,175.31)	Aaa / AA+ AAA	2.11 2.03
	TOTAL PORTFOLIO	414,472,898.41	1.28%	412,101,526.40 412,577,819.14	3.52%	398,593,706.25 1,009,139.90	100.00% (13,984,112.89)	Aa1 / AA+ AAA	1.31 1.26
	TOTAL MARKET VALUE PLUS ACCRUED					399,602,846.15			

LSWP Action Plan Form

General Information		Provide the general information below.
District Name:	Manchester Union Elementary School District	
School Name (if applicable):	Manchester Union Elementary School	
Wellness Team Members:	Jennifer Dempsey, Kristin Larson Balliet, Joija Post, Avis Anderson, Tansy Leiser, Mary Heibel, Greg Montagnino, Lauren Jones	

Assessment Information		Provide the assessment below.
Name of the Assessment Tool:	WellSAT 3.0	
Date Completed:	4/26/2022	
Score:	Comprehensive Score: 68 Strength Score: 32	
Areas of Strength: Highlight areas where the school scored well	<ol style="list-style-type: none"> 1. Nutrition education includes the school food environment, particularly with regard to the link between growing and eating healthy food (locally and in the school garden). 2. Physical education/activity is explicitly and actively promoted within the policy and within daily practice. 3. Board Policy and the updated District Wellness Plan specifically Address <u>engagement of community partners</u> and regular evaluation of and communication about the implementation 	

AGENDA ITEM # 8.0

	of our program.
<p>Areas of Opportunity: Discuss the areas with lower why they might not be meeting the criteria.</p>	<ol style="list-style-type: none"> 1. Appropriate practices are in place, but the addition of specific language with regard to student privacy (free/reduced participants) is recommended. 2. Additional, specific language to be added with regard to Foods and beverages served at class parties and other school events and celebrations. 3. Additional, specific language to be added with regard to use of physical activity as a reward (positive) and discouraging withholding physical activity as a punishment should be considered.
<p>School/District Priorities: Identify the "low-hanging fruit". city, stakeholder support, interest, and momentum.</p>	<ol style="list-style-type: none"> 1. Review the above "Next Steps" with staff and the Wellness Team in 2022-23. 2. Amend practices and language in informal documents, including classroom communications, about foods and beverages served at class celebrations. 3. <u>Plan for alternatives to benching students when behaviors are challenging.</u> Collaborate with staff regarding expanding practices consistent with the tenets of Positive Behavior Intervention Systems (PBIS), starting with articulating Universal Expectations.

**District Wellness Plan
Manchester Union Elementary School District**

The Manchester Union Elementary School District Governing Board is committed to providing a safe and healthy environment for students and staff, and will endeavor to collaborate with all stakeholders to accomplish the following:

1. Family, School, and Community Involvement
<p>Goal: Manchester Union Elementary School District (MUESD) will carry out a coordinated approach to health and wellness that includes family, school, and community. Collaboratively, these entities will establish and maintain a school environment that promotes student health and supports academic achievement through effective partnerships.</p>
<p>Actions:</p> <ul style="list-style-type: none">• Review and assess the Wellness Plan with MUESD’s School Site Council, DLAC, mental health support staff, and outside agencies including Mendonoma Health Alliance (MHA), Point Arena School District’s food services manager, school nurse, site staff, and school board at least annually.• Review site policies regarding classroom parties, celebrations, etc. with staff and parents annually.• Share school menus with parents, as provided by Point Arena School District.• Coordinate with MHA when families are experiencing health or family crises that cause a disruption to their children’s learning environment. Examples:<ul style="list-style-type: none">○ Financial crisis that causes the student to be unfocused due to a lack of food or appropriate clothing○ A health crisis that causes a student to be chronically absent• In cooperation with Action Network Local Agencies, offer mental health services to Manchester Union Elementary School students• The District Wellness Plan will be posted on the the district’s website: https://www.muesd.us/

2. Nutrition Education and Promotion
<p>Goal: MUESD will promote the role of nutrition in academic performance and quality of life and will ensure adoption of school policies which provide adequate opportunities to encourage and support students’ healthy eating.</p>
<ul style="list-style-type: none">• Participation in the National School Lunch Program and School Breakfast program, though an agreement with Point Arena Joint High School District, assures compliance with USDA nutrition standards.• School meals adhere to all mandated standards, and lunch servers will actively monitor student choices to include fresh fruits and vegetables.• A “Letter to Households” explaining the lunch program and the Free and Reduced lunch application will be provided to each student at the beginning of the year, upon

enrollment, or upon request if income or household size changes. School staff will encourage all families to submit a free/reduced lunch application. **School-provided breakfast and lunch are provided free to all students, on request, as of the start of the 2022-23 school year.**

- Vendor, Point Arena Joint Union High School School District's nutritional services staff complete annual trainings required by the USDA.
- Students have access to free, safe, drinking water on campus.
- Parents/students are encouraged to send/bring water rather than juice, sport drinks, or other flavored drinks, through information shared at Back to School Night and periodic reminders in our weekly school newsletters.
- Parents/students are encouraged to send/bring fruit or vegetables for class snacks or parties, **while soda, juice, candy, sugary cookies, etc.. are actively discouraged.**
- **Staff are encouraged to reinforce healthy eating through use of fresh fruit, vegetables, and sugar-free beverages at classroom celebrations, while refraining from providing sugar-heavy and fat-heavy treats.**
- Nutrition education is provided by teachers, informed by current Health Education Content Standards for Public Schools, and supported by classroom letters home

3. Physical Activity

Goal:

Physical activity within the coordinated school health approach provides students with increased opportunities to engage in moderate to vigorous physical activity before, during, and/or after school.

- Students regularly engage in teacher-guided physical activities
 - PE minimum of 20 minutes per day for all students, with the average time being approximately 25 minutes daily
 - Physical warm-ups for 3rd-5th grade classroom in the mornings
 - Physical Fitness Test is administered each year to 5th and 7th graders in the spring and results will be discussed with students
- Recess: Yard supervisors encourage all students to be active, unless injured/ill
- Students are encouraged (allowed to leave school early with no negative consequences) to play on organized sport teams with neighboring school districts
 - Flyers for local sports clubs/events are posted and handed out to all students
- All recesses are held outdoors unless raining (or air quality is bad, i.e. smoke)
 - K: 20 total minutes
 - 1-5: 40 total minutes
 - 6-8: 35 total minutes
- Periodic breaks are provided in the afternoons for the opportunity to stretch or run for 5-10 minutes
- MUESD's major school fundraiser is a student Lap-a-thon
- Active field trips may include destinations such as: Ropes Course, environmental walking tours (Point Cabrillo, Stornetta Public Lands, B. Bryan Preserve, and local nature walks)

- Students Leading Education (SLED) projects include the purchase of new playground equipment to further inspire physical activity
- **Staff refrain from “benching” students as a consequence for inappropriate behavior, with an emphasis on restorative practices instead.**
- **Staff actively seek opportunities to use physical activity, rather than food treats, as rewards for positive behavior, with high-interest outdoor games.**

4. Physical Education

Goal:
 MUESD will provide students with physical education using appropriate practices to ensure that all students are able to learn and develop the skills, knowledge, and attitudes necessary to be physically active now and throughout their lives.

- Students receive a planned, sequential physical education curriculum that is aligned to the California Standards for Physical Education and the President’s Physical Fitness Standards
- Daily mindfulness and movement activities to encourage focus and concentration
- Enrichment: focus on weekly out-door education opportunities (gardening and nutrition workshops)
- The importance and benefits of regular physical activity are addressed both formally and informally in classroom settings, as appropriate for the age of the students

5. Health Education

Goal:
 MUESD will deliver a health education curriculum within a coordinated school health approach that provides opportunities for students to acquire life skills in order to attain personal, family, community, consumer, and environmental health.

- Nutrition education is provided by teachers, informed by current Health Education Content Standards for Public Schools, and supported by classroom letters home
- 5th and 7th grade students are provided health lessons that include instruction pertaining to their changing bodies, puberty, and healthy relationships.
 - Parents are given access to the topics addressed and have the option of exempting their child(ren) from these portions of the health curriculum.
- The school nurse provides instruction in health and staying well
- Enrichment programs focus on weekly out-door education opportunities (gardening and nutrition workshops)
 - Healthy treats from the school garden are harvested and served when possible
 - MUESD is working to establish a relationship with ~~the Point Arena High School Agriculture program~~ **local agriculture experts** to support further development of our garden program
- Professional development may be regularly offered to staff, including teachers and

paraprofessionals, as appropriate, to enhance their knowledge and skills related to student health and wellness.

6. Healthy and Safe Environment

Goal:
MUESD is committed to maintaining a healthy and safe school culture for students, teachers, staff, parents, and community members. This healthy culture will support students' academic achievement and personal wellbeing.

- ~~As of 5-24-22, COVID19 protocols still strongly encourage masking indoors and MUESD has determined to continue use of masks indoors, to be reviewed periodically in the coming months~~
- ~~As of 5-24-22, COVID19 testing occurs Wednesday mornings for the school community including family members; temperatures are taken at the beginning of the school day and students are encouraged to maintain safe distancing (approximately 6 feet) indoors and out~~
- **MUESD recognizes the ongoing impact of COVID19 and has developed a local COVID19 Safety Plan to mitigate the negative impact of COVID19 on student and staff.**
- MUESD's school safety plan includes prevention, policies, procedures, and tactical emergency response plans that focus on supporting a healthy and safe environment
- MUESD maintains compliance with its Board Policies pertaining to wellness:
 - Board Policy 5030(a) establishes criteria for the development and monitoring of a School Health Council/Committee that "shall advise the district on health-related issues, activities, policies and programs."
 - Board Policy 5030(b) establishes criteria for the development and monitoring of goals for nutrition, physical activity, and other wellness activities.
 - Board Policy 5030(c) establishes standards for staff development as it pertains to student wellness.
 - Board Policy 5030(d) establishes guidelines pertaining to student access to *and* education about healthy drinking water and food. This policy additionally establishes the requirement that, "Nutrition
 - al standards adopted by the district for foods and beverages provided through various venues shall meet or exceed state and federal standards..."
 - Board Policy 5030(e) enumerates specific wellness aims, indicating "The superintendent/principal or designee shall assess the implementation of the effectiveness of this policy at least once every two years."
 - Board Policy 5030(f) enumerates local, state, and federal policies that the district must follow
 - Board Policy 5030(g) lists state and federal publications and resources for use by the district, to ensure MUESD's policies are in compliance.

7. Social and Emotional Well-being and Health Services

Goal:

MUESD will collaborate with students, parents, staff, and community to engender student success through building awareness and promoting strategies to maintain and/or improve student physical and mental health.

Actions:

- Students receive social skills instruction and small group emotional or issue-specific support needed, MUESD's partnership with ~~Action Network~~ **local community organizations**, which provides to provide skilled counseling support and access to specific programs, as needed
- Students have access to academic intervention and tutoring through Tier I structures in the classroom, Tier II structures including intervention with a support teacher, and after school tutoring through a collaborative relationship with EduAct, which provides skilled volunteer tutors
- The school nurse provides services related to vision and hearing screening, immunizations, hygiene education, informal issues counseling, and IEP services
- MUESD will periodically provide motivational assemblies and guest speakers

8. Staff Wellness

Goal:

MUESD will support the physical, emotional, and mental health of employees, promoting opportunities for staff to model, learn, and practice the skills of making personal decisions about health-enhancing daily habits, with the intent of maximizing health and preventing disease and disability.

- The District actively participates in Staywell (Mendocino County School Districts' health Plan), which includes Staywell Representatives as liaisons between the Staywell Committee and all staff.
- Staff have access to online health support through Aware Health and health Tap
- Employees are encouraged to complete a Blue Shield wellness assessment annually
- Staywell Representatives provide information related to the benefits of exercise, stress management, and nutrition via a quarterly newsletter
- Employees' Blue Shield health coverage includes Tele-doc services
- Employees will be encouraged to discuss stress-related issues with peers and/or administrators, as appropriate.
- Staff will have access to free, safe drinking water.
- Mendonoma HealthAlliance (MHA) will offer semi-annual cholesterol and blood pressure screenings to all District employees, giving staff a snapshot surveillance of their overall health. Staff with results that are considered out of healthy range will be provided with health education materials, will receive assistance with establishing follow-up testing/care with a physician, and further support from MHA in self-management of any diagnosis.
- MHA may provide health education presentations/forums to all District staff during designated dates/times that are agreed upon by the MHA and the district.

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Instruction

Independent Study

***Note: When developing policy on independent study, 5 CCR 11701 requires the Board to consider, in a public hearing, (1) the scope of its existing or prospective use of independent study as an instructional strategy, (2) its purposes in authorizing independent study, and (3) factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult students. ***

The Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

- (cf. 5147 - Dropout Prevention)*
- (cf. 6011 - Academic Standards)*
- (cf. 6143 - Courses of Study)*
- (cf. 6146.1 - High School Graduation Requirements)*
- (cf. 6146.11 - Alternative Credits Toward Graduation)*
- (cf. 6172 - Gifted and Talented Student Program)*
- (cf. 6200 - Adult Education)*

The Superintendent / Principal or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, a home-based format, and an online course.

- (cf. 0420.4 - Charter School Authorization)*
- (cf. 6181 - Alternative Schools/Programs of Choice)*

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747; 5 CCR 11700)

Parents/guardians of students who are interested in independent study shall contact the Superintendent / Principal or designee who shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom setting.

The minimum period of time for any independent study option shall be five consecutive school days.

Written Agreements

The Superintendent / Principal or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course-based independent study exist for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary, based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written agreement specifies a lower or higher number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

Student-Teacher Conferences

Supervising teachers should establish an appropriate schedule for student-teacher conferences in order to help identify students falling behind in their work or in danger of failing or dropping out of school. Teachers are expected to monitor student progress and work closely with each student to determine the amount and type of contact needed for the student to be successful in the program.

Missing appointments with the supervising teacher without valid reasons may trigger an evaluation to determine whether the student should remain in independent study.

Program Evaluation

The Superintendent / Principal or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent / Principal shall determine areas for program improvement as needed.

- (cf. 0500 - Accountability)*
- (cf. 5121 - Grades/Evaluation of Student Achievement)*
- (cf. 6162.5 - Student Assessment)*
- (cf. 6162.51 - State Academic Achievement Tests)*

Legal Reference:

EDUCATION CODE

17289 Exemption for facilities

41976.2 Independent study programs; adult education funding

Legal Reference (cont):

- 42238 Revenue limits
- 42238.05 Local control funding formula; average daily attendance
- 44865 Qualifications for home teachers and teachers in special classes and schools
- 46200-46208 Instructional day and year
- 46300-46307.1 Methods of computing average daily attendance
- 47612.5 Independent study in charter schools
- 48204 Residency
- 48206.3 Home or hospital instruction; students with temporary disabilities
- 48220 Classes of children exempted
- 48340 Improvement of pupil attendance
- 48915 Expulsion; particular circumstances
- 48916.1 Educational program requirements for expelled students
- 48917 Suspension of expulsion order
- 49011 Student fees
- 51225.3 Requirements for high school graduation
- 51745-51749.6 Independent study programs
- 52522 Adult education alternative instructional delivery
- 52523 Adult education as supplement to high school curriculum; criteria
- 56026 Individuals with exceptional needs
- 58500-58512 Alternative schools and programs of choice
- FAMILY CODE
- 6550 Authorization affidavits
- CODE OF REGULATIONS, TITLE 5
- 11700-11703 Independent study
- 19819 State audit compliance
- UNITED STATES CODE, TITLE 20
- 6301 Highly qualified teachers
- COURT DECISIONS
- Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365
- EDUCATION AUDIT APPEALS PANEL DECISIONS
- Lucerne Valley Unified School District, Case No. 03-02 (2005)

Management Resources:

- CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
- Elements of Exemplary Independent Study
- WEB SITES
- California Consortium for Independent Study: <http://www.ccis.org>
- California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>
- Education Audit Appeals Panel: <http://www.eaap.ca.gov>

(3/05 7/10) 12/14

Policy Adopted:

Policy Amended:

Instruction

Independent Study

Educational Opportunities

Educational opportunities offered through independent study may include, but are not limited to:
(Education Code 51745)

1. Special assignments extending the content of regular courses of instruction
(cf. 6143 - Courses of Study)
2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum

4. Continuing and special study during travel

(cf. 5112.3 - Student Leave of Absence)

5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement

(cf. 0420.4 - Charter School Authorization)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

In addition, when requested by a parent/guardian due to an emergency, vacation, or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in his/her regular classes.

(cf. 5113 - Absences and Excuses)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

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

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Provided that experienced certificated staff are available to effectively supervise students in independent study, the Superintendent / Principal or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent / Principal or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

(cf. 5111.1 - District Residency)

For a student with disabilities, as defined in Education Code 56026, participation in independent study shall be approved only if his/her individualized education program specifically provides for such participation. (Education Code 51745)

(cf. 6159 - Individualized Education Program)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

(cf. 6183 - Home and Hospital Instruction)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6184 - Continuation Education)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study for five or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but not be limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The manner, time, frequency, and place for submitting the student's assignments and for reporting his/her progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources, including materials and personnel, that will be made available to the student
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion and the number of missed assignments, by grade level and type of program, which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for an elementary student, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement that independent study is an optional educational alternative in which no student may be required to participate
8. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
(cf. 5144.1 - Suspension and Expulsion/Due Process)
9. Signatures of the student, the parent/guardian or caregiver of the student if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

Note: Education Code 51749.5-51749.6 establish a course-based independent study option that may be offered if certain requirements are met, as described below. As a condition of offering this option, Education Code 51749.5 mandates that the district adopt policy or regulations that comply with the legal requirements listed in the following section and any applicable regulations adopted by the State Board of Education.

The district shall offer a course-based independent study program for students in grades K-12 subject to the following requirements: (Education Code 51749.5)

1. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.

(cf. 4112.2 - Certification)

2. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality as equivalent classroom-based courses and shall be aligned to all relevant local and state content standards. This certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses.

3. Students enrolled in these courses shall meet the applicable age requirements established pursuant to Education Code 46300.1 and 46300.4 and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 48204, and 51747.3.

4. Teachers shall communicate with each student in person, by telephone, or by any other live visual or audio connection at least twice per calendar month to assess whether the student is making satisfactory educational progress. For this purpose, satisfactory educational progress includes, but is not limited to, applicable statewide accountability measures and the completion of assignments, examinations, or other indicators that the student is working on assignments, learning required concepts, and progressing toward successful completion of the course, as determined by the teacher providing instruction.

Written or computer-based evidence of satisfactory educational progress shall be retained for each course and student, including, at a minimum, a grade book or summary document that lists all assignments, examinations, and associated grades for each course.

If satisfactory educational progress is not being made, the teacher shall notify the student and, if the student is under age 18 years, his/her parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether he/she should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

(cf. 5125 - Student Records)

5. Examinations shall be administered by a proctor.

6. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be

disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

(cf. 6162.51 - State Academic Achievement Tests)

7. A student shall not be required to enroll in courses included in this program.
8. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
9. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

10. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
11. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

(cf. 3260 - Fees and Charges)

12. A student shall not be prohibited from participating in independent study solely on the basis that he/she does not have the materials, equipment, or Internet access necessary to participate in the course.

Before enrolling a student in a course within this program, the Superintendent / Principal or designee shall provide the student and, if the student is under age 18 years, his/her parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to this program
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources, including materials and personnel, that will be made available to the student

- 6. A statement that the student is not required to enroll in courses in this program
- 7. Signatures of the student, the student's parent/guardian if the student is under age 18 years, and all teachers providing instruction

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of his/her written agreement. The following supportive strategies may be used:

- 1. A letter to the student and/or parent/guardian
- 2. A meeting between the student and the teacher and/or counselor
- 3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
- 4. An increase in the amount of time the student works under direct supervision

When the student has missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Independent study students who are late, miss scheduled conferences, or do not submit assigned work on time shall not be reported as tardy or truant.

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

- 1. Recommending certificated staff to be assigned as independent study teachers and supervising staff assigned to independent study functions who are not regularly supervised by another administrator
- 2. Approving or denying the participation of students requesting independent study

3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a certificated employee who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement
2. Supervising and approving coursework and assignments
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due
4. Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records" below
5. Providing direct instruction and counsel as necessary for individual student success
6. Regularly meeting with the student to discuss the student's progress

Note: Pursuant to Education Code 51747.5, the district may only claim apportionment credit for independent study based on the time value of student work products as personally judged in each instance by a certificated teacher. Education Code 51747.5 specifies that the teacher is not required to sign and date the work products.

7. Determining the time value of assigned work or work products completed and submitted by the student
8. Assessing student work and assigning grades or other approved measures of achievement

The Superintendent / Principal or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

(cf. 4131 - Staff Development)

Records

The Superintendent / Principal or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that he/she has personally evaluated the work or that he/she has personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons

(cf. 3580 - District Records)

The Superintendent or designee also shall maintain a record of grades and other evaluations issued to each student for independent study assignments.

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

(10/15 5/16) 7/16

Policy Adopted:

Policy Amended:

Students

Nondiscrimination/Harassment

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

The Governing Board desires to provide a safe school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)*
- (cf. 5131 - Conduct)*
- (cf. 5131.2 - Bullying)*
- (cf. 5137 - Positive School Climate)*
- (cf. 5145.7 - Sexual Harassment)*
- (cf. 5145.9 - Hate-Motivated Behavior)*
- (cf. 5146 - Married/Pregnant/Parenting Students)*
- (cf. 6164.6 - Identification and Education Under Section 504)*

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent / Principal or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent / Principal or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's web site in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation.

The Superintendent / Principal or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent / Principal or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent / Principal or designee shall report the findings and recommendations to the Board after each review.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1330 - Use of Facilities)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6164.2 - Guidance/Counseling Services)

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.2 - Freedom of Speech/Expression)

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

c

(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
48900.3 Suspension or expulsion for act of hate violence
48900.4 Suspension or expulsion for threats or harassment
48904 Liability of parent/guardian for willful student misconduct
48907 Student exercise of free expression
48950 Freedom of speech
48985 Translation of notices
49020-49023 Athletic programs
49060-49079 Student records
51500 Prohibited instruction or activity
51501 Prohibited means of instruction
60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

PENAL CODE

422.55 Definition of hate crime
422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record
4600-4670 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975

12101-12213 Title II equal opportunity for individuals with disabilities

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.31 Disclosure of personally identifiable information
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
104.8 Notice
106.8 Designation of responsible employee for Title IX
106.9 Notification of nondiscrimination on basis of sex

110.25 Prohibition of discrimination based on age

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, March 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

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

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Resolution Agreement Between the Arcadia Unified School District, U.S. Department of Education, Office for Civil Rights, and the U.S. Department of Justice, Civil Rights Division, (2013) OCR 09-12-1020, DOJ 169-12C-70

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, Fact Sheet, August 2010

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited-English Proficient Persons, August 2003

WEB SITES

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

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

California Office of the Attorney General: <http://oag.ca.gov>

California Safe Schools Coalition: <http://www.casafeschools.org>

First Amendment Center: <http://www.firstamendmentcenter.org>

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

(9/16 5/18) 5/20

Policy Adopted: 12-14-99

Policy Amended:

Students

Nondiscrimination/Harassment

The district designates the individual identified below as the employee responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws and to answer inquiries regarding the district's nondiscrimination policies. The individual shall also serve as the compliance officer specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer may be contacted at: (Education Code 234.1; 5 CCR 4621)

Kristin Larson Balliet, Superintendent / Principal
P.O. Box 98, Manchester, CA 95459
707-882-2374
kballiet@muesd.us

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public by posting them in prominent locations and providing easy access to them through district-supported communications
2. Post the district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 5131.2 - Bullying)
(cf. 5145.9 - Hate-Motivated Behavior)

3. Post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)
4. Post in a prominent location on the district web site in a manner that is easily accessible to parents/guardians and students information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.6, 221.61, 234.6)
 - a. The name and contact information of the district's Title IX Coordinator, including the phone number and email address
 - b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)
 - c. A description of how to file a complaint of noncompliance under Title IX, which shall include:
 - (1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations
 - (2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site
 - (3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office
 - d. A link to the Title IX information included on the California Department of Education's (CDE) web site
5. Post a link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families. Such resources shall be posted in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.5, 234.6)
6. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior.
7. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students, including transgender and gender-nonconforming students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The

notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

8. Ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

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

9. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and/or information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students, including transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

10. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)

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

11. At the beginning of each school year, the Superintendent / Principal or designee has the responsibility to provide appropriate assistance or resources to protect students from threatened or potentially discriminatory behavior and ensure their privacy rights.

Enforcement of District Policy

The Superintendent / Principal or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond
3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination
4. Consistent with laws regarding the confidentiality of student and personnel records, communicating to students, parents/guardians, and the community the school's response plan to unlawful discrimination or harassment

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of district policy, including any student who is found to have filed a complaint of discrimination that the student knew was not true

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

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

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

Students who feel that they have been subjected to unlawful discrimination described above or in district policy are strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, students who observe any such incident are strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When a report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, the principal or compliance officer shall notify the student or parent/guardian of the right to file a formal complaint in accordance with AR 1312.3 - Uniform Complaint Procedures or, for complaints of sexual harassment that meet the federal Title IX definition, AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Once notified verbally or in writing, the compliance officer shall begin the investigation and shall implement immediate measures

necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity of a student means the student's gender-related identity, appearance, or behavior as determined from the student's internal sense, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity is different from the gender assigned at birth.

The district prohibits acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment, regardless of whether the acts are sexual in nature. Examples of the types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with the student's gender identity
2. Disciplining or disparaging a student or excluding the student from participating in activities, for behavior or appearance that is consistent with the student's gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable
3. Blocking a student's entry to the restroom that corresponds to the student's gender identity

4. Taunting a student because the student participates in an athletic activity more typically favored by a student of the other sex
5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information, without the student's consent
6. Using gender-specific slurs
7. Physically assaulting a student motivated by hostility toward the student because of the student's gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) or Title IX sexual harassment procedures (AR 5145.71), as applicable, shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. **Right to privacy:** A student's transgender or gender-nonconforming status is the student's private information and the district shall only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom a student's transgender or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless the employee is required to disclose or report the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to the student's status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's transgender or gender-nonconformity status or gender identity or gender expression to the student's parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

2. Determining a Student's Gender Identity: The compliance officer shall accept the student's assertion of gender identity and begin to treat the student consistent with that gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. Addressing a Student's Transition Needs: The compliance officer shall arrange a meeting with the student and, if appropriate, the student's parents/guardians to identify and develop strategies for ensuring that the student's access to educational programs and activities is maintained. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to the student's status as a transgender or gender-nonconforming individual, so that prompt action can be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting the student's educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. Accessibility to Sex-Segregated Facilities, Programs, and Activities: When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities, the district shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because the student is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with the student's gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with the student's gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. Student Records: A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed with proper documentation. When a student presents government-issued documentation of a name and/or gender change or submits a request for a name and/or gender change through the process specified in Education Code 49070, the district shall update the student's records. (Education Code 49062.5, 49070)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

(cf. 5125.3 - Challenging Student Records)

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AR 5145.3 (h)

6. **Names and Pronouns:** If a student so chooses, district personnel shall be required to address the student by a name and the pronoun(s) consistent with the student's gender identity, without the necessity of a court order or a change to the student's official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns will, in general, not constitute a violation of this administrative regulation or the accompanying district policy.

7. **Uniforms/Dress Code:** A student has the right to dress in a manner consistent with the student's gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress and Grooming)

(5/18 5/20) 7/20

Policy Adopted:

Policy Amended:

Students

DRAFT

Suicide Prevention

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. ~~To attempt~~ In an effort to reduce suicidal behavior and its impact on students and families, the Superintendent /Principal or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for suicide prevention and intervention use by the district, the Superintendent / Principal or designee ~~may~~ shall consult with school and community stakeholders such as administrators, other staff, parents/guardians, and students; school-employed mental health professionals such as health professionals, school counselors, school psychologists, school social workers, administrators, and school nurses: suicide prevention experts such as other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations; law enforcement; and , in developing policy for grades K-6, the county mental health plan. (Education Code 215)

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

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

The Board shall ensure that measures and strategies for students in grades K-6 are age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. (Education Code 215)

Measures and strategies for suicide prevention, intervention, and postvention shall include, but are not limited to:

~~Such measures and strategies shall include, but are not limited to:~~

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students as described in the accompanying administrative regulation. in the secondary (7th-8th in our District) grades

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others

(cf. 6142.8 - Comprehensive Health Education)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

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(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the suicide problem among youth, ~~youth suicide problem~~, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis

5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions

6. Crisis intervention procedures for addressing suicide threats or attempts

7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

If a referral is made for mental health or related services for a student in grade K-6 who is a Medi-Cal beneficiary, the Superintendent or designee shall coordinate and consult with the county mental health plan. (Education Code 215)

(cf. 5141.6 - School Health Services)

District employees shall act only within the authorization and scope of their credential or license. Nothing in this policy shall be construed as authorizing or encouraging district employees to diagnose or treat mental illness unless they are specifically licensed and employed to do so. (Education Code 215)

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The Board shall review, and update as necessary, this policy at least every five years. (Education Code 215)

The Superintendent or designee shall post this policy on the district's web site, in a prominent location and in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Legal Reference:

EDUCATION CODE

215 Student suicide prevention policies

215.5 Suicide prevention hotline contact information on student identification cards

216 Suicide prevention online training programs

234.6 Posting suicide prevention policy on web site

32280-32289.5 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, ~~2003~~ 2019

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

Manchester Union Elementary School District

BP 5141.52 (d)

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Management Resources (cont):

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:

<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Suicide Prevention Resource Center: <http://www.sprc.org/about-suicide>

Suicide Prevention Lifeline: <http://suicidepreventionlifeline.org>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

(6/96 7/09 3/17 12/18) 3/20

Policy Adopted: June 27, 2017

Policy Amended:

Students

DRAFT

Suicide Prevention

Staff Development

Suicide prevention training shall be provided to teachers, counselors, and other district employees who interact with students at the secondary level (~~7th and 8th in our District~~). The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Materials for training shall include how to identify appropriate mental health services at the school site and within the community, and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials. (Education Code 215)

Staff development shall include research and information related to the following topics:

1. The higher risk of suicide among certain groups, including, but not limited to, students who are bereaved impacted by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth

Staff development may include the following:

2. Individual risk factors such as previous suicide attempt(s) or self-harm, history of depression or mental illness, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, impulsivity, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)

3. Warning signs that may indicate depression, emotional distress, or suicidal intentions, such as changes in students' personality or behavior and verbalizations of hopelessness or suicidal intent

4. Protective factors that may help to decrease a person's suicide risk, such as resiliency, problem-solving ability, access to mental health care, and positive connections to family, peers, school, and community

5. Instructional strategies for teaching suicide prevention curriculum and promoting mental and emotional health

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6. School and community resources and services, including resources and services that meet the specific needs of high-risk groups

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

7. ~~District procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide~~

Appropriate ways to interact with a student who is demonstrating emotional distress or is suicidal and procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide, including, but not limited to, appropriate protocols for monitoring the student while the immediate referral of the student to medical or mental health services is being processed

8. District procedures for responding after a suicide has occurred

Instruction

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students and shall be aligned with the state content standards and curriculum framework. Suicide prevention instruction shall be incorporated into the health education curriculum ~~at appropriate grades (7th-8th) and shall be designed to help students:~~ in an age appropriate manner and shall be designed to help students:

1. Identify and analyze signs of depression and self-destructive behaviors in oneself and others and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide
2. Develop coping and resiliency skills and self-esteem
3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent
4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking services for mental health, substance abuse, and/or suicide prevention

(cf. 1020 - Youth Services)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5141.6 - School Health Services)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6164.2 - Guidance/Counseling Services)

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Student Identification Cards

Student identification cards for students in grades 7-12 shall include the National Suicide Prevention Lifeline telephone number and may also include the Crisis Text Line and/or a local suicide prevention hotline telephone number. (Education Code 215.5)

Intervention

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

Every statement regarding suicidal intent shall be taken seriously. Whenever a staff member suspects or has knowledge of a student's suicidal intentions based on the student's verbalizations or act of self-harm, he/she the staff member shall promptly notify the principal or school counselor, who shall implement district intervention protocols as appropriate.

Although any personal information that a student discloses to a school counselor shall generally not be revealed, released, referenced, or discussed with third parties, the counselor may report to the principal or student's parents/guardians when ~~he/she has~~ there is reasonable cause to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student or others within the school community. In addition, the counselor may disclose information of a personal nature to psychotherapists, other health care providers, or the school nurse for the sole purpose of referring the student for treatment. (Education Code 49602)

(cf. 5141 - Health Care and Emergencies)

~~A school employee shall act only within the authorization and scope of his/her credential or license. An employee is not authorized to diagnose or treat mental illness unless he/she is specifically licensed and employed to do so. (Education Code 215)~~

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall receive training that includes identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

When a suicide attempt or threat is reported, the Superintendent / Principal or designee shall ensure student safety by taking the following actions:

1. Immediately securing medical treatment and/or mental health services as necessary

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2. Notifying law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
3. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene
4. Removing other students from the immediate area as soon as possible

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5141 - Health Care and Emergencies)

The Superintendent / Principal or designee shall document the incident in writing, including the steps that the school took in response to the suicide attempt or threat.

(cf. 5125 - Student Records)

The Superintendent / Principal or designee shall follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed. If the parent/guardian does not access treatment for the student, the Superintendent / Principal or designee may meet with the parent/guardian to identify barriers to treatment and assist the family in providing follow-up care for the student. If follow-up care is still not provided, the Superintendent / Principal or designee shall consider whether he/she is required, it is necessary, pursuant to laws for mandated reporters of child neglect, to refer the matter to the local child protective services agency.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

For any student returning to school after a mental health crisis, the Superintendent / Principal or designee and/or school counselor may meet with the parents/guardians and, if appropriate, with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school and determine the need for ongoing support.

Postvention

In the event that a student dies by suicide, the Superintendent / Principal or designee shall communicate with the student's parents/guardians to offer condolences, assistance, and resources. In accordance with the laws governing confidentiality of student record information, the Superintendent / Principal or designee shall consult with the parents/guardians regarding facts that may be divulged to other students, parents/guardians, and staff.

The Superintendent / Principal or designee shall implement procedures to address students' and staff's grief and to minimize the risk of imitative suicide or suicide contagion. He/she The Superintendent / Principal or designee shall provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed.

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Students significantly affected by suicide death and those at risk of imitative behavior should be identified and closely monitored. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

Any response to media inquiries shall be handled by the district-designated spokesperson who shall not divulge confidential information. The district's response shall not sensationalize suicide and shall focus on the district's postvention plan and available resources.

(cf. 1112- Media Relations)

After any suicide or attempted suicide by a student, the Superintendent / Principal or designee shall provide an opportunity for all staff who responded to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions.

(6/96, 7/09, 3/17) 12/18, 3/20

Policy Adopted: June 27, 2017

Policy Amended:



Home / Testing & Accountability / Accountability / California School Dashboard and System of Support

Local Indicators

This page provides a description of local indicators, the applicable State Board of Education (SBE) requirements, self-reflection tools and links to additional resources.

What are Local Indicators?

California's accountability system is based on a multiple measures system that assesses how local educational agencies (LEAs) and schools are meeting the needs of their students. Performance on these measures is reported through the California School Dashboard (Dashboard).

The Dashboard includes a concise set of state indicators and local indicators that are founded on the Local Control Funding Formula (LCFF) priorities but are also aligned to the measures required under Every Student Succeeds Act (ESSA). Those LCFF priorities for which there is no state level data collected are referred to as local indicators. The seven local indicators are:

- Basic Services and Conditions (Priority 1)
- Implementation of State Academic Standards (Priority 2)
- Parent and Family Engagement (Priority 3)
- School Climate (Priority 6)
- Access to a Broad Course of Study (Priority 7)
- Coordination of Services for Expelled Students (Priority 9, for county offices of education [COEs] only)
- Coordination of Services for Foster Youth (Priority 10, for COEs only)

In addition to being a public record of progress on the Dashboard, the local indicator process serves to inform process and planning within the Local Control and Accountability Plan (LCAP). Further, progress in local indicators can inform technical assistance provided through the Differentiated Assistance process. For more information, please see the [California's System of Support web page](#).

Performance Standards

For each local indicator, the State Board of Education (SBE) adopted performance standards require an LEA to:

1. Annually measure its progress in meeting the requirements of the specific LCFF priority; and
2. Report the results as part of a non-consent item at a regularly scheduled public meeting of the local governing board/body in conjunction with the adoption of the LCAP; and

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3. Report results to the public through the Dashboard utilizing the SBE-adopted self-reflection tools for each local indicator.

An LEA uses the SBE-adopted self-reflection tools to report its progress through the Dashboard. The collection and reflection on locally available information relevant to progress regarding local priority areas will support LEAs in completing the self-reflection tools, reporting in the Dashboard, and in local planning and improvement efforts.

Provided an LEA satisfies the performance standards for each local indicator, the Dashboard will automatically assign a performance level of *Met*. If an LEA does not meet the performance standards, the Dashboard will automatically assign a performance level of *Not Met* or *Not Met for Two or More Years*, as applicable.

Earning a performance level of *Not Met for Two or More Years* may be a factor in being identified for differentiated assistance.

**CDE California School “Dashboard” Local Control Funding Formula (LCFF)
Priorities #1,2,3,6, &7 / 2021-22 (with updates through 11/22)**

At the time of this Board Meeting, the California School Dashboard has “gone dark” as CDE works to update it. This page reflects Manchester Union Elementary School District’s submission, adding detail for transparency.

LCFF Priority 1: Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean, and Functional School Facilities.

- Number/percentage of missassignments of teachers of ELS, total teacher misassignments, and vacant teacher positions: 0%
- Number of students without access to their own copies of standards-aligned instructional materials for use at school and home: 0%
- Number of identified instances where facilities do not meet the “good repair” standard (including deficiencies and extreme deficiencies): 0 for 2021-22 (2 in 22-23, as identified in the new SARC which will come out in February of 2023)
 - Interior Surfaces: Replace ceiling tile, paint corner, rust on metal restroom dividers. (These are currently being addressed by our maintenance person.)
 - Structural: Custodial shed needs ramp repair, roof needs tile replaced (These have been repaired since the inspection. MCOE inspector has advised that our sheds do not need to be represented on the Facilities Inspection Tool.)

LCFF Priority 2: LEAs provided narrative summary of progress in the implementation of state academic standards based on locally selected measures or tools:

1. LEA Progress in proving **professional learning** for teaching to the recently adopted academic standards and/or curriculum frameworks:

Teachers utilize and have received staff development in implementing the current standards in English Language Arts (ELA), English Language Development (ELD/Aligned to the ELA Standards), Mathematics, Next Generation Science Standards, and the History-Social Science Framework. Administration observes in classrooms regularly, to reinforce effective practice and identify areas for continued focus.

2. LEA progress in making **instructional materials** that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught:

- ELA and ELD - Teachers utilize the CCSS to supplement our current curriculum. (New adoption in process. Mendocino County Office of Education has assisted with staff development and sample materials.)
- Mathematics - Adopted materials are aligned to the Common Core State Standards.
- Next Generation Science Standards - Teachers actively utilize the Next Generation Science standards in supplementing our current Science curriculum. (A new adoption will be considered later in 2022-2023.)

- History-Social Science - Teachers actively utilize the History-Social Science Framework, in supplementing our current History-Social Science curriculum. (K-2 has done a new adoption this year and we will consider new adoptions for 3-5 and 6-8 in 2022-2023.)
3. LEA progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks.
 Staff are embarking on participation in Professional Learning Communities practices. (Staff development, release days for data analysis, and administrative support in this area for the coming year will focused on the "Four Questions")
- What do we want them to learn?
 Identifying essential standards, planning for scope, sequence, and vertical articulation
 - How will we know they have learned it?
 Identifying/creating formative assessments to regularly measure student mastery of the standards
 - What will we do if they don't?
 Planning systematic interventions for students who struggle with the standards
 - What will we do if they already know it?
 Planning for extension/enrichment for students who are easily grasping the standards
4. LEA progress implementing each of these academic standards adopted by the state board for all students: Career Tech Education, Health Education Content Standards, Physical Education Model Content Standards, Visual and Performing Arts, World Language.
 Manchester Union Elementary School District teachers implement all current standards that are applicable to K-8. PLC meetings and classroom observations reveal planning and delivery of instruction that addresses Physical Education and Visual and Performing Arts, especially.
5. LEA success at engaging in the following activities with teachers and School administrators during the prior school year (including summer Preceding the school year):
- Identifying the professional learning needs of groups of teachers and or staff as a whole - Staff and site administration identify needs during staff meetings, PLCs, and through individual reflection. Focus areas for group staff development are collaboratively determined, and staff development is provided by site administration, MCOE personnel, and through teachers' voluntary engagement in workshops made available through MCOE and other organizations. Teachers who attend virtual and in-person workshops share their new learning with one another in staff meetings and PLCs.
 - Identifying the professional learning needs of individual teachers - Professional learning needs of individual teachers are identified collaboratively between the superintendent/administrator and the teachers

themselves. Teacher goals and objectives are articulated during the first quarter of each academic year.

- Proving support for teachers on the standards they have not yet mastered
Superintendent/principal provides support for teachers, and along with assistance from personnel at MCOE, identifies additional resources.

LCFF Priority 3: Parental Involvement and Family Engagement

MUESD intentionally forms partnerships between educators, families, and community members, striving to purposefully integrate family and community with the goals for student learning and thriving.

- Building Relationships and Partnerships - The school regularly communicates with families through weekly newsletters, Apptegy (a parent communication platform that includes the school website, texting, emailing, and mass-call features) and our school marquee. Teachers communicate through email, phone, notes home, and parent/teacher conferences. Parents are encouraged to volunteer at the school and to reach out with any questions or concerns.
 - Focus Areas/Next Steps - We look forward to strengthening the school's relationship with the local "Migrant Education Program," which has offered to assist with increased interfacing with and supporting migrant families.
- Seeking Input for Decision Making - Parents are surveyed annually about their perceptions of the school, and the results of this survey are shared at a School Site Council meeting. Surveys are given in English and Spanish, and translation for Spanish speakers is available at school events and meetings. The School Site council regularly discusses strategies for increasing parent involvement at its meetings.
 - Focus Areas/Next Steps - We look forward to increased involvement of our Spanish speaking families in our advisory groups, all of which are represented at the School Site Council. We will actively recruit Spanish speaking parents.

LCFF Priority 6: School Climate

MUESD annually surveys parents about their perception of school climate and those results are shared at School Site Council meetings. Parents and educators plan for next steps, accordingly. In 2023, MUESD looks forward to administering the California Healthy Kids Survey as well, to gather further information about perceptions of the school from staff and students. Summarized results of the 2021-2022 Parent Survey are below:

- 2021-2022 Strengths Included:
 - Trusting relationships between students, teachers, and families
 - Students generally enjoy/look forward to going to school
 - Parents feel they can reach out with concerns or questions
- 2021-2022 Suggestions included:
 - Increase access to technology
 - Increase "activities" (further data will be gathered to gain specificity)

LCFF Priority 7: Board Course of Study

- Manchester School District is a small, one-school district whose enrollment was 26 at the end of the 2021-2022 school year and whose current enrollment (as of 11/8/22) is 35 students. Students are taught in multi-grade classrooms by fully credentialed teachers using the CCSS across all core curriculum.
- MUESD is a one-school district. In addition to teaching the Common Core State Standards, teachers integrate music and fine arts into their curriculum and students visit the computer lab on a regular basis to strengthen their skills in the areas of Technology, Math, and English Language Arts.
- Limited funding can be a barrier to expanding our programs in the areas of Career Technical Education, Visual and Performing Arts, and Foreign Language.
- MUESD continues to seek outside assistance to augment offerings to the students. Community members have provided opportunities for students to study poetry, art, science, bookmaking, music, gardening, nature, and more.

Hello Parents!

It is important to the Manchester Elementary School Board, and to all of us at the school, that we are meeting the needs of our students and community. Therefore, we would like to survey you to get your thoughts about how well we are doing in meeting our Board Goals. (This survey is in addition to the one generally sent home near the end of the year by the School Site Council.) Please take a minute to complete this survey (one per family) and turn it in to your child's teacher or to the Manchester Elementary School office. Your input matters!

- 4 = Excellent
- 3 = Good
- 2 = Average
- 1 = Poor

Goal #1 Support quality education that meets state requirements and ensures promoting students are prepared for high school and beyond.

1. Every student shall perform proficiently at, or make significant strides toward, grade level standards, based on state testing scores, teacher input, and individual academic achievement.
2. Every student shall demonstrate proficiency with the use of technology as per the Common Core Standards.
3. District will gather parent / community input on district goals and priorities (LCAP Engaged Partner meetings).

Rating (circle one) 4 3 2 1

Goal #2 Institute and maintain systems to support student academic and social/emotional success for all students.

1. Support teachers and staff in Professional Learning Communities collaboration
2. Support the development of a Multi-Tiered System of Support

Rating (circle one) 4 3 2 1

Goal # 3 Maintain Manchester Elementary School's safe and inclusive climate, as a school of excellence, with a high priority on multicultural education.

1. Provide qualified staffing, and sufficient and rigorous curriculum.
2. Provide students with ethics, social/emotional and bullying prevention instruction.
3. Provide students with multicultural experiences and enrichment programs.

Rating (circle one) 4 3 2 1

Goal # 5 Maintain and improve school facilities.

1. Continue upgrades to, and maintenance of, appearance of grounds and landscaping.
2. Monitor maintenance and improvement of the facility.

Rating (circle one) 4 3 2 1

Goal #6 Seek new and innovative ways to finance the school.

1. Pursue federal, state, and foundation educational grants.
2. Actively recruit donors.
3. Seek funding for technology.

Rating (circle one) 4 3 2 1

Additional comments (continue on the back if needed)

