

COTTONWOOD UNION SCHOOL DISTRICT
20512 West First Street
Cottonwood, California 96002

AGENDA FOR Tuesday, April 19, 2022, 6:30 P.M.
Regular Board Meeting, West Cottonwood Library

Rules and Procedures

The Cottonwood Union School District Board desires that its meetings be conducted in an open fashion and encourages public participation. Persons attending a meeting who wish to speak concerning an agenda item should notify the Board Chairperson of their desire to speak prior to the start of the meeting and should come forward during the time set aside for public comment and communication. It may be necessary, at times, for the Chairperson to limit discussions due to time considerations.

Arrangements to place an item on the agenda and make a presentation concerning said item must be established with the Superintendent, or any Board Member, at least ten calendar days in advance of the meeting. The request to address the Board shall be submitted in writing and the proposed stated in, or with, the request.

1.0 Call Regular Meeting to Order

2.0 Pledge of Allegiance

3.0 Approval of Agenda

4.0 Recognition (Students, Staff, Curriculum)/Curriculum Review
STAR Students - North Cottonwood

5.0 Public Forum/Hearing of Persons Wishing to Address the Board

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law (Education Code 35145.5, Government Code 54954.2). Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities (Government Code 54954.2).

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda.

Comments shall be limited to 3 minutes per person and 20 minutes for all comments, unless different time limits are set by the Chairman subject to the approval of the Board.

6.0 Consent Agenda

6.1 Review of Consent Agenda

- 6.1.1 Approval of Board Meeting Minutes for
Regular Board Meeting held March 15, 2022 (pg. 4 -7)
Special Board Meeting Held March 30, 2022 (pg.8)

- 6 1 2 Accept Letter of Resignation from **Susanne Lapointe** – 2nd Grade teacher,
Michael Bettis – School Counselor North (pg.9-10)
- 6 1 3 Consider approval of the following contracts
MOU for Agricultural Science I Teacher Services 2022/2023 (pg.11)
MOU for Technology Services 2022/2023 (pg.12-13)
MOU for SCOE transportation service extended year program 2022 (pg. 14)

6.2 Approval of Consent Agenda

7.0 Discussion/Action Items:

- 7.1 Consider approval of the **Commercial Warrants.** (pg. 15-36)
- 7.2 Consider approval of extending **Student Services position from a 3.75 to a 5.75 2022/2023** (pg.37)
- 7.3 Consider approval: **Board Policies/ Administrative Regulations/ Bylaws-**

BP 6112 School Day (pg. 38-40)
AR 6112 School Day (pg. 41-46)
BP 6143 Courses of Study (pg. 47-50)
AR 6143 Courses of Study (pg. 51-62)
BP 6158 Independent Study (pg. 63-82)
AR 6158 Independent Study (pg.83-90)
BP 6170.1 Transitional Kindergarten (pg. 91-99)
BB 9320 Meetings and Notices (pg. 100-111)

8.0 Informational Items-

- 8 1 CTA Report
- 8 2 Superintendent's Report – Curriculum Team Update
- 8 3 Principal's Report

9.0 Information/Communication Items.

- 9 1 Enrollment Report (pg.112)
- 9.2 Shasta County Pooled Investment Report for February 28, 2022 (pg. 113-114)
- 9.3 Shasta County Pooled Investment Report for March 31 2022 (pg. 115-116)
- 9.4 Williams Uniform Complaints Quarterly Report (January – March 2021) (pg. 117)

10.0 Governing Board Discussion and Suggested Agenda Items.

11.0 Future Meetings:

- 11 1 Regular Board Meeting, **Tuesday, May 17, 2022, 6:30 p.m.** in the West Cottonwood School Library, 20512 W First Street, Cottonwood, CA 96022

12.0 Closed Session: Adjournment to Closed Session during the meeting to consider and/or take action upon the following items:

**12.1 Pursuant to Government Code section 54957
Public Employee/ Discipline / Dismissal / Release**

13.0 Adjournment

AMERICAN WITH DISABILITIES ACT NOTICE

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board of Trustees meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the District

Office at (530) 347-3165 Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services

DOCUMENT AVAILABILITY

Documents provided to a majority of the Governing Board regarding an open session item on this agenda, including documents distributed to the board less than 72 hours in advance of a board meeting are available for public inspection at the District office located at 20512 West First Street, Cottonwood, CA 96022 during normal business hours

NOTE Copies of the agenda, approved board minutes and board packets may be reviewed/downloaded on the Cottonwood Union School District's website at www.cwusd.com Each month's board packet will be available on the website after 3:00 p m on the Friday prior to the Regular Board Meeting

To review and/or print a board packet:

Go to www.cwusd.com

Click on [Board of Trustees](#) in the right hand column

Click on [Board Meeting Documents](#) in the left hand column, and

Click on [Meeting Agendas, Minutes, or Board Meeting Packets](#) to review or download as you would like

Cottonwood Union School District

20512 West First Street
Cottonwood, California 96022

Minutes for Tuesday, March 15, 2022

Regular Board Meeting, West Cottonwood School Library

Members Present Mr Iles, Mrs Cordova, Mrs Sulzer, and Mrs McDougall, Mr O'Brien
Others Present Doug Geren, Superintendent
Terri Wright, Cecile Lamar, Principals
Kara McNeely, Laurel Kalnins, Vice Principals
Laura Merrick, CBO
Amanda McAbel, District Administrative Assistant
Staff and Community 45 community members and staff were present

- 1.0 **Call Regular Meeting to Order at 6:32 pm by Mr. Iles**
- 2.0 **Pledge of Allegiance led by Mr. Iles**
- 3.0 **Approval of Agenda**
ACTION: Mrs McDougall made a motion, seconded by Mrs Sulzer to approve the agenda as presented
VOTE: Unanimous in Favor
- 4.0 **Recognitions (Student, Staff, Curriculum) Curriculum Review-**
23 students from grades TK- 4th were recognized as star students
- 5.0 **Public Forum/Hearing of Persons Wishing to Address the Board**
None at this time
- 6.0 **Consent Agenda**
 - 6 1 **Review of Consent Agenda**
 - 6 1 1 Approval of Board Meeting Minutes for Regular Board Meeting held on February 15, 2022
 - 6 1 2 Approval to hire – None at this time
 - 6 1 1 Accept Letter of Resignation from **Nichole Straub** – Instructional Assistant, **Stacie Cunningham** – LVN, **Jacque Jardine** – Speech and Language Pathologist
 - 6.2 **Approval of Consent Agenda**
ACTION: Mrs McDougall made a motion, seconded by Mr O'Brien to approve the consent agenda
VOTE: Unanimous in Favor

7.0 Discussion/Action Items

- 7.1 **Consider Approval: Commercial Warrants**
ACTION: Mrs Cordova made a motion, seconded by Mrs McDougall to approve the commercial warrants
VOTE: Unanimous in Favor
- 7.2 **Consider Approval of the Second Interim for the 2021/2022 fiscal year.**
The CBO will present information on the General Fund, Cafeteria Fund, Special Reserve Fund- Non-Capitol Projects, Retiree Fund, Capital Facilities Fund, Bond Fund
Narrative
Ending Fund Balance
Cash Flow
MYP
SACS Report
Criteria & Standards Review
ACTION: Mrs McDougall made a motion, seconded by Mrs Cordova to approve the Second Interim for the 2021/2022 fiscal year
VOTE: Unanimous in Favor
- 7.3 **Consider approval of SB 871 Letter**
ACTION: Mrs Cordova made a motion, seconded by Mrs McDougall to approve the SB 871 Letter
VOTE: Unanimous in Favor
- 7.4 **Consider approval of 1 on 1 Special Education Instructional Assistant 5.75 position at North**
ACTION: Mrs McDougall made a motion, seconded by Mrs Sulzer to approve the new 1 on 1 Special Education Instructional Assistant 5.75 position
VOTE: Unanimous in Favor
- 7.5 **Discussion on possible change of April Board Meeting Date**
ACTION: Discussion was had, no motion made
VOTE: Not needed
- 7.6 **Consider approval: Board Policies/ Administrative Regulations-**

AP 5145.3 Nondiscrimination/Harassment
BP 5148 Child Care and Development
AR 5148 Child Care and Development
BP 5148.2 Before/After School Programs
AR 5148.2 Before/After School Programs
BP 5148.3 Preschool/Early Childhood Education
AR 5148.3 Preschool/Early Childhood Education

ACTION: Mrs McDougall made a motion, seconded by Mr O'Brien to approve AR 5145 3, BP 5148, AR 5148, BP 5148 2, AR 5148 2, BP 5148 3, AR 5148 3

VOTE: Unanimous in Favor

8.0 Informational Items-

- 8 1 CTA Report – Daneka gave update on the past two years of teaching with the COVID restrictions, Negotiations will be starting soon, CTA provided District with Sunshine letter and have received the Districts Sunshine letter as well
- 8 2 Superintendent's Report – Mr Geren provided an update in regards to SCOE touring North and possible upcoming expansion of our preschool, advised the masking mandate ended in schools and parent concerns regarding transportation
- 8 3 Principal's Report –
 - Mrs LaMar provided the board with a handout outlining student achievement, elective/enrichment/extra-curricular/community involvement, facilities and Maintenance and current enrollment updates
 - Mrs Wright provided the board with a handout outlining updates for professional development, electives/enrichment/community involvement, facility and maintenance, current enrollment

9.0 Information/Communication Items

- 9 1 Enrollment Report
- 9 2 Shasta County Pooled Investment Report for December 31, 2021
- 9 3 Letter from De'An Chambless, SCOE, regarding the First Interim Report for 2021/22
- 9 4 Consolidated Application

**10.0 Governing Board Discussion and Suggested Agenda Items:
None at this time**

11.0 Future Meetings:

- 11 1 Regular Board Meeting, **Tuesday, April 19, 2022, 6:30 p.m.** in the West Cottonwood School Library, 20512 W First Street, Cottonwood, CA 96022

12.0 Closed Session: Adjournment to Closed Session at 7:48 pm to consider and/or take action upon the following items:

- 12.1 Pursuant to Government Code section 54957

Public Employee / Discipline / Dismissal / Release

- 12 1 1 Public Employee Leave of Absence Request

At 9 28 p m. adjourned closed session and went back into open session

Public Notice of Action Taken in Closed Session

During the closed session held earlier tonight, the board voted unanimously to approve a leave of absence request for a school secretary and a teacher for the 2022/23 school year

13.0 Adjournment- the meeting adjourned at 09 29pm

Matt Iles, President

Heather Sulzer, Clerk

Kim Cordova, Member

Deidre McDougall, Member

James O'Brien, Member

Cottonwood Union School District

20512 West First Street
Cottonwood, California 96022

Minutes for Wednesday, March 30, 2022

Special Board Meeting, West Cottonwood School Library

Members Present Mr Iles, Mrs Cordova, Mrs Sulzer, and Mrs McDougall, Mr O'Brien
Others Present Doug Geren, Superintendent
 Laura Merrick, CBO
 Amanda McAbel, District Administrative Assistant
 No Staff or Community members were present

1.0 Call Regular Meeting to Order at 5:00 pm by Mr. Iles

2.0 Pledge of Allegiance led by Mr. Iles

3.0 Approval of Agenda

ACTION: Mrs Cordova made a motion, seconded by Mrs McDougall to approve the agenda as presented

VOTE: Unanimous in Favor

4.0 Public Forum/Hearing of Persons Wishing to Address the Board

None at this time

5.0 Discussion and Action Items

5 1 **Discussion on potential Solar project**

ACTION: Potential Solar Project was discussed

VOTE: No Motion Made Vote not needed

6.0 Closed Session: Adjournment to Closed Session at 5:12 pm to consider and/or take action upon the following items:

6 1 Pursuant to Government Code section 54957
 Public Employee / Discipline / Dismissal / Release

6 2 Government Code Section 54957 6
 CONFERENCE WITH LABOR NEGOTIATORS
 Agency designated representatives Superintendent Geren
 Employee Organization Cottonwood Teachers Association

6 0 Adjournment- the meeting adjourned at 05 57 pm

Matt Iles, President

Heather Sulzer, Clerk

Kim Cordova, Member

Deidre McDougall, Member

James O'Brien, Member

Susanne Lapointe 20572 Beta Court Cottonwood, Ca 96022 (530) 407-3505
slapointe@cwusd.com

March 29, 2022

Doug Geren
Superintendent
20512 1st Street
Cottonwood, Ca 96022

Dear Mr. Geren,

Please accept my resignation from my position as a 2nd grade teacher at North Cottonwood School. My last day of employment will be July 28, 2022.

My family and I are making the move to the coast, as it has been our dream for many years. I have thoroughly enjoyed my time and am honored to have been a part of the community in Cottonwood. North Cottonwood has been a wonderful school to have worked. Thank you so much for the opportunity.

I will continue to work very hard the rest of this school year to make it a great year for my students. I am happy to assist to make the transition as seamless as possible. Please let me know if there is any additional information needed and feel free to contact me by phone or email. (530) 407-3505 stokes5012@yahoo.com

Sincerely,

Susanne Lapointe

A handwritten signature in cursive script that reads "Susanne Lapointe". The signature is written in black ink and is positioned to the right of the typed name.

Mike Bettes
michael.bettes@cwusd.net 530-262-5507

March 29, 2022

Cottonwood Union School District Administration
Superintendent
Cottonwood Union School District
20512 1st Street
Cottonwood, CA 96022

Dear CWUSD Administration

I am submitting my formal letter of resignation from my position as a school counselor at North Cottonwood Elementary School. My final day will be 6-20-22 (or the final contracted day of the 2021-2022 school year).

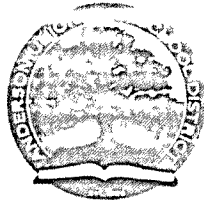
I appreciate the opportunity to work with the Cottonwood Union School District, as well as the years of experience and support that I have received. If I can be of any assistance in this transition, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Bettes", with a long horizontal flourish extending to the right.

Mike Bettes

**MEMORANDUM OF
UNDERSTANDING FOR
AGRICULTURAL SCIENCE
I TEACHER SERVICES**



**Anderson Union High School
District**

1469 Ferry Street, Anderson, CA 96007
530/378-0568 • www.auhsd.net
Victor Hopper, Superintendent

This agreement is entered into by and between Anderson Union High School District ("Anderson") and the Cottonwood Union School District ("Cottonwood")

Anderson will provide Agricultural Science I teacher services to Cottonwood during the 2022/23 school year and Cottonwood hereby contracts for such services as set forth herein

- 1 The cost of these services is calculated to be approximately \$24,405 00 (salary, statutory benefits, and health and welfare insurance benefits) plus indirect costs of \$1874 00 for the 2022/23 school year. This cost is based on 20% of the employee's costs. In the event that the employee's salary changes because of a negotiated settlement or step/column increase in the collective bargaining agreement, it is agreed that Cottonwood will reimburse Anderson at the newly negotiated rate.
- 2 For employee reporting purposes, the Ag Science I Teacher shall remain a full-time certificated employee of Anderson.
- 3 The employee will be dedicated to serving Cottonwood 2 of a full-time equivalent and will have designated time in which he/she is located at the Cottonwood school sites.
- 4 Cottonwood will pay mileage to the employee for his/her travel between Cottonwood school sites in connection with her providing services to Cottonwood.
- 5 The services to be provided include the implementation/delivery of Agricultural Science I curriculum and evaluation of student progress.
- 6 This agreement is in effect July 1, 2022 and will expire June 30, 2023. Prior to February 3, 2023, the parties will determine in writing whether to continue the agreement for the 2023/24 school year.

Signature below acknowledges agreement with the Memorandum of Understanding between Anderson and Cottonwood

Date _____

Doug Geren, Superintendent
Cottonwood Union School District

Date 3/17/22

Victor M. Hopper
Victor Hopper, Superintendent
Anderson Union High School District



Anderson Union High School District

1469 Ferry St , Anderson, CA 96007 ~ (530) 378-0568 ~ FAX (530) 378-0834

Victor Hopper, Superintendent

Memorandum of Understanding

Cottonwood Union School District Shared Services Agreement - Technology Services

The Anderson Union High School District ("AUHSD") and Cottonwood Union School District ("CUSD") agree to this Memorandum of Understanding with all conditions listed below as it relates to services provided by the AUHSD Technology Services Department. It is understood and agreed to that the following items exist in their entirety and may not be individually separated without agreement of AUHSD and CUSD.

Services Provided:

- 1) AUHSD will provide general technology support for CUSD, including:
 - a. Site level data processing/data systems (software) support for all software owned by CUSD
 - b. Site level network infrastructure (hardware) support on all equipment owned by CUSD
 - c. Support of all required data reporting through CalPADS systems using Student Information System data (Aeries)
 - d. Support of online curriculum and testing
 - e. Support for IP security cameras and security camera software
 - f. Project management for requested IT projects (infrastructure, hardware/software, construction, modernization, etc.)
 - g. Assistance advising technology purchasing
 - h. Assistance advising board and updating/implementing technology-related policies (CIPA compliance, etc.)
 - i. E-waste disposal
 - j. IT-related contract oversight (contract price negotiations, co-terminating and pricing alignment with the technology consortium) whenever possible and beneficial for CUSD
 - k. Coordination with E-rate service provider (currently CSM Consulting)
 - l. Coordination of service/repair/replacement, including warranty service and coverage
 - m. Full support and management of specific projects to provide necessary network services (network firewall, anti-spam filter, content filter, email solution, Google integration, wi-fi)

- 2) On-site IT staff, via a 0.7 FTE Technology Systems Technician
 - a. The Technology Systems Technician will be employed by AUHSD as a classified employee, under the Technology Systems Technician job description, salary schedule, and collective bargaining agreement.
 - b. The Technician will be assigned to work at CUSD for 70% of a full time, 12-month position (8 hours/260 days), on a schedule to be agreed upon by CUSD. Overtime or additional hours may only be assigned to the technician with prior approval of the CUSD Superintendent.

- c. The Technician will be supervised and directed by the AUHSD Director of Technology to meet the technology support needs of CUSD, however individual projects and tasks may be assigned to the technician by the CUSD Superintendent as needed.
- d. There will be an annual written evaluation of the Technology Systems Technician, which will be a collaborative effort of the Director, and the CUSD Superintendent.

3) Direct Costs

- a. Mileage for required travel (excluding travel between sites) at current rate.

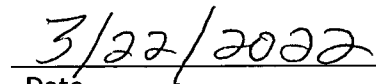
By signing below, CUSD agrees to pay AUHSD for the services listed in section 1) above at a flat rate of \$30,700 for the period from July 1, 2022 through June 30, 2023

By signing below, CUSD agrees to pay AUHSD for the services listed in section 2) above for actual expenses, estimated at \$56,359, for the period from July 1, 2022 through June 30, 2023.

By Signing below, CUSD agrees to pay AUHSD for the reimbursement of direct costs associated with providing the services listed in sections 1), 2), and 3) for the period from July 1, 2022 through June 30, 2023.



Anderson Union High School District



Date

Cottonwood Union School District

Date



SHASTA COUNTY OFFICE OF EDUCATION

To be leaders in educational excellence, offering support to schools and community to ensure Shasta County students receive a quality education preparing them for high school graduation and success in career and college

Superintendent
Judy Flores

Board of Education
Kathy Barry
Robert Brown
Rhonda Hull
Steve MacFarland
Laura Manuel
Denny Mills
Nick Webb

MEMORANDUM OF UNDERSTANDING

Between the
Shasta County Office of Education
1644 Magnolia
Redding, Ca 96001
And the
Cottonwood Union School District
20512 West First Street
Cottonwood, CA 96022

The Shasta County Office of Education hereinafter referred to as "SCOE" will provide transportation services during the 2022 extended year session to the Cottonwood Union School District, hereinafter referred to as "Cottonwood"


SCOE agrees to provide school buses and certified school bus drivers to transport students to and from the extended year program SCOE agrees to maintain all licenses, permits, qualifications, insurance, and approvals necessary to provide this service

Cottonwood agrees to compensate SCOE for services provided based on the following cost estimate

Students enrolled in the extended year programs that are included on December 1, 2021, or March 1, 2022 student counts will be transported at no additional cost. The transportation of students not listed on December 1, 2021, or March 1, 2022 student counts will be billed at the rate of \$16 50 per day for each day of the extended year session

SCOE will invoice Cottonwood at the completion of the extended year session

SHASTA COUNTY OFFICE OF
EDUCATION



Judy Flores
Superintendent

Date

3-2-22

COTTONWOOD UNION SCHOOL
DISTRICT

Doug Geren
Superintendent

Date

Number of Payments	176	
Number of Checks	63	\$282,475 46
Number of ACH Advice	0	
Number of vCard Advice	0	
Total Check/Advice Amount	\$282,475 46	
Total Unpaid Sales Tax	\$ 00	
Total Expense Amount	\$282,475 46	
CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS		
\$0 - \$99	9	
\$100 - \$499	19	
\$500 - \$999	6	
\$1,000 - \$4,999	17	
\$5,000 - \$9,999	4	
\$10,000 - \$14,999	3	
\$15,000 - \$99,999	5	
\$100,000 - \$199,999		
\$200,000 - \$499,999		
\$500,000 - \$999,999		
\$1,000,000 -		
***** ITEMS OF INTEREST *****		
* Number of payments to a different vendor		
! Number of Prepaid payments		
@ Number of Liability payments		
& Number of Employee Also Vendors	1	
? denotes check name different than payment name		
F denotes Final Payment		

APPROVAL DATE _____

Report Totals - Payment Count 176 Check Count 63 ACH Count 0 vCard Count 0 Total Check/Advice Amount \$282,475 46
 \$500,106 75

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742,
 Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE ONLINE
 Page 22 of 22

ReqPay05a

Payment Register

Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			4IMPRINT (000555/2) 25303 Network Place Chicago, IL 60673-1253							
F	2021/22	03/25/22	R4822-00288	OFFICE SUPPLIES	9804313	04/06/22	Audit	530 73		530 73
			2022 (001247)	01-001-0000-2700-4510-0000-2700-100-						
					BatchId		Check Date	PO# P4822-00288		Register #
Total Invoice Amount								530 73	Check	
Direct Vendor			ACCU- Print (000919/1) P O BOX 1033 ANDERSON, CA 96007							
	2021/22	02/01/22		FINGERPRINTS JAN 2022	3028	04/11/22	Audit	18 00		18 00
				2022 (001360)	01-001-0000-7207-5801-0000-7200-000-					
	2021/22	03/01/22		FINGERPRINTING FEB 2022	3066	04/06/22	Audit	18 00		18 00
				2022 (001360)	01-001-0000-7207-5801-0000-7200-000-					
Total Invoice Amount								36 00	Check	
AP Vendor			ACSA (000026/1) PO BOX 1841 OROVILLE, CA 95965							
F	2021/22	02/18/22	R4822-00263	ACSA ONLINE REGISTRATION	227810	04/13/22	Audit	1,945 00		1,945 00
				2022 (001275)	01-001-0000-7200-5210-0000-7200-000-			369 00		
				2022 (001278)	01-020-0000-2700-5210-0000-2700-100-			738 00		
				2022 (001286)	01-050-0000-2700-5210-0000-2700-100-			838 00		
					BatchId		Check Date	PO# P4822-00263		Register #
Total Invoice Amount								1,945 00	Check	
AP Vendor			AMAZON/ SYNCB (000560/2) P O BOX 530958 ATLANTA, GA 30353-0958							
F	2021/22	02/14/22	R4822-00253	INST MATERIAL	739666947468	04/06/22	Audit	250 94		250 94
				2022 (001189)	01-050-1100-2420-4310-1110-1000-100-					
					BatchId		Check Date	PO# P4822-00253		Register #
F	2021/22	02/14/22	R4822-00248	STANDING DESK	787568986776	04/06/22	Audit	278 82		278 82
				2022 (001242)	01-020-0000-2700-4510-0000-2700-100-					
					BatchId		Check Date	PO# P4822-00248		Register #

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE ONLINE

ReqPay05a

Payment Register

Scheduled 04/06/2022 - 04/14/2022 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			AMAZON/ SYNCB (000560/2)		(continued)		(continued)			
F	2021/22	02/15/22	R4822-00256	INST MATERIAL	955853338657	04/06/22	Audit	371 46		371 46
		2022 (001188)	01-050-1100-0000-4310-1110-1000-100-	Batchld		Check Date	PO# P4822-00256	Register #		
F	2021/22	03/03/22	R4822-00273	INST MATERIAL	468573688838	04/06/22	Audit	300 39		300 39
		2022 (002371)	01-020-6500-0200-4310-5760-1110-100-	Batchld		Check Date	PO# P4822-00273	Register #		
F	2021/22	03/05/22	R4822-00277	INST MATERIAL	579778553556	04/06/22	Audit	225 21		225 21
		2022 (001162)	01-020-1100-0000-4310-1110-1000-100-	Batchld		Check Date	PO# P4822-00277	Register #		
Total Invoice Amount								1,426 82	Check	

Direct Vendor		ANDERSON UNION HIGH SCHOOL DST (000085/1) 1469 FERRY ST ANDERSON, CA 96007								
	2021/22	04/11/22		AG TEACHER	INV22-00183	04/14/22	Audit	5,265 02		5,265 02
		2022 (004215)	01-020-0100-2209-5801-1110-1000-LC2-	JAN22-MAR22						
Total Invoice Amount								5,265 02	Check	

Direct Vendor		ANDERSON-COTTONWOOD DISP SRVCE (000005/1) PO BOX 541065 LOS ANGELES, CA 90054-1065								
	2021/22	04/05/22		GARBAGE SERV	2253200-0531-0	04/11/22	Audit	1,164 47		1,164 47
		2022 (002086)	01-001-0000-8240-5510-0000-8200-000-							
	2021/22	04/05/22		GARBAGE SERV	2258939-0531-8	04/11/22	Audit	915 75		915 75
		2022 (002086)	01-001-0000-8240-5510-0000-8200-000-							
Total Invoice Amount								2,080 22	Check	

Direct Vendor		AT&T (000043/3) P O BOX 9011 CAROL STREAM, IL 60197-5025								
	2021/22	03/19/22		PHONE SERVICE	000017927163	04/06/22	Audit	861 41		861 41
		2022 (001384)	01-001-0000-7200-5910-0000-7200-000-	02/2022						
	2021/22	04/13/22		OVR PAYMENT TO	OVR PAYMENT	04/13/22	Audit	75 97-		75 97-
		2022 (001384)	01-001-0000-7200-5910-0000-7200-000-	DATE						

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y) ESCAPE ONLINE

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Payment Register

Scheduled 04/06/2022 - 04/14/2022 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Total Invoice Amount								785 44	Check		
AP Vendor AXNER EXCAVATING (000143/1) 2900 OLD OREGON TRAIL REDDING, CA 96003											
F	2021/22	03/04/22	R4822-00275	MAINT SUPPLIES	L1246317	04/06/22	Audit	64 24		64 24	
			2022 (001245) 01-020-0000-8110-4510-0000-8110-100-			Batchld	Check Date	PO# P4822-00275	Register #		
Total Invoice Amount								64 24	Check		
Direct Vendor BERNARD FOOD INDUSTRIES, INC (000733/1) P O BOX 1497 EVANSTON, IL 60204-1497											
	2021/22	03/14/22		FOOD	00893955	04/11/22	Audit	294 84		294 84	
			2022 (001890) 13-001-5310-0000-4710-0000-3700-000-								
Total Invoice Amount								294 84	Check		
AP Vendor BOUND TO STAY BOUND BOOKS INC (000076/3) P O BOX 870950 KANSAS CITY, MO 64187-0950											
	2021/22	01/17/22	R4822-00229	BOOKS PER ATTACHED LIST	168105	04/06/22	Audit	1,238 15		1,238 15	
			2022 (001140) 01-050-1100-0180-4210-0000-2420-000-			Batchld	Check Date	PO# P4822-00229	Register #		
F	2021/22	03/18/22	R4822-00229	BOOKS PER ATTACHED LIST	172796	04/06/22	Audit	169 61		169 61	
			2022 (001140) 01-050-1100-0180-4210-0000-2420-000-			Batchld	Check Date	PO# P4822-00229	Register #		
Total Invoice Amount								1,407 76	Check		
Direct Vendor CA DEPT OF TAX/FEE ADMIN (000045/2) PO BOX 942879 SACRAMENTO, CA 94279-3535											
	2021/22	03/31/22		JAN-MAR 2022 FUEL TAX PAYABLE	MARCH2022	04/08/22	Audit	24 00		24 00	
			2022 (003195) 01-001-0000-0000-4601-0000-3600-000-								
Total Invoice Amount								24 00	Check		

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y) ESCAPE ONLINE

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Payment Register

Scheduled 04/06/2022 - 04/14/2022 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			CALIFORNIA SAFETY CO (000021/1) PO BOX 990956 REDDING, CA 96099-0956							
F	2021/22	03/23/22	R4822-00269	PANIC ALARM BUTTON	498564	04/06/22	Audit	80 44		80 44
			2022 (001247)	01-001-0000-2700-4510-0000-2700-100- BatchId			Check Date	PO# P4822-00269	Register #	
	2021/22	04/06/22		ALARM SERV	498973	04/08/22	Audit	142 50		142 50
			2022 (003205)	01-001-0000-0000-5630-0000-3600-000-						
	2021/22	04/06/22		ALARM SERV	499533	04/08/22	Audit	180 00		180 00
			2022 (001324)	01-050-0000-2700-5630-0000-2700-100-						
	2021/22	04/06/22		ALARM SERV	499534	04/08/22	Audit	262 50		262 50
			2022 (001335)	01-020-0000-2700-5630-0000-2700-100-						
	2021/22	04/11/22		BATTERY REPLACEMENT	500758	04/11/22	Audit	282 50		282 50
			2022 (001324)	01-050-0000-2700-5630-0000-2700-100-						
Total Invoice Amount								947 94	Check	
Direct Vendor			CASCADE UNION ELEM SCHOOL DIST (000094/1) 1645 WEST MILL ST ANDERSON, CA 96007							
	2021/22	03/01/22		INSERVICE TRAINING	INV22-00313	04/07/22	Audit	282 50		282 50
			2022 (003200)	01-001-0000-0000-5210-0000-3600-000-						
	2021/22	03/01/22		MARCH 2022 TRANSP	INV22-00322	04/08/22	Audit	581 19		581 19
			2022 (003205)	01-001-0000-0000-5630-0000-3600-000-						
Total Invoice Amount								863 69	Check	
AP Vendor			CDW-G (000159/1) 75 REMITTANCE DR STE 1515 CHICAGO, IL 60675-1515							
F	2021/22	03/04/22	R4822-00217	ALL CALL MIC	T036273	04/06/22	Audit	91 16		91 16
			2022 (001242)	01-020-0000-2700-4510-0000-2700-100- BatchId			Check Date	PO# P4822-00217	Register #	
Total Invoice Amount								91 16	Check	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742,
Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor COUNTRY ROADS MOBILE VET (000996/1) P O BOX 1645 COTTONWOOD, CA 96022										
2021/22	03/04/22		PEST CONTROL	11250	04/06/22	Audit		61 71		61 71
		2022 (004214)	01-020-0000-8110-5801-0000-8110-100-							
2021/22	04/01/22		PEST CONTROL	11531	04/06/22	Audit		131 00		131 00
		2022 (004214)	01-020-0000-8110-5801-0000-8110-100-							
Total Invoice Amount								192 71	Check	
Direct Vendor COUNTY OF SHASTA DEPT OF PUBLIC WORKS (000051/1) CSA DIV 1855 PLACER ST REDDING, CA 96001										
2021/22	04/06/22		SEWER	022022-032022	04/07/22	Audit		3,339 60		3,339 60
			2/1/22-3/31/2022							
		2022 (001308)	01-001-0000-8220-5510-0000-8200-000-							
Total Invoice Amount								3,339 60	Check	
Direct Vendor CRESSWELL PHYSICAL THERAPY (000271/1) PO BOX 492006 REDDING, CA 96049										
2021/22	03/07/22		OT SERVICES	174	04/06/22	Audit		3,300 00		3,300 00
		2022 (002527)	01-001-6500-0204-5101-5760-1190-100-							
2021/22	03/14/22		OT SERVICES	175	04/06/22	Audit		2,837 50		2,837 50
		2022 (002527)	01-001-6500-0204-5101-5760-1190-100-							
2021/22	03/21/22		OT SERVICES	176	04/06/22	Audit		2,837 50		2,837 50
		2022 (002527)	01-001-6500-0204-5101-5760-1190-100-							
2021/22	03/28/22		OT SERVICES	177	04/06/22	Audit		3,575 00		3,575 00
		2022 (002527)	01-001-6500-0204-5101-5760-1190-100-							
2021/22	04/04/22		OT SERVICES	178	04/07/22	Audit		775 00		775 00
		2022 (002527)	01-001-6500-0204-5101-5760-1190-100-							
Total Invoice Amount								13,325 00	Check	
Direct Vendor CROSS PETROLEUM (000083/1) PO BOX 492200 REDDING, CA 96049-2200										
2021/22	03/15/22		FUEL	CL18865	04/06/22	Audit		3,068 54		3,068 54

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			CROSS PETROLEUM (000083/1) (continued)							
2021/22	03/15/22		FUEL	CL18865 (continued)	04/06/22	Audit		(continued)		
	2022 (003195)	01-001-0000-0000-4601-0000-3600-000-				2,852 56				
	2022 (001250)	01-001-0000-8120-4510-0000-8110-100-				215 98				
2021/22	03/31/22		FUEL	CL19265	04/06/22	Audit		3,952 23		3,952 23
	2022 (003195)	01-001-0000-0000-4601-0000-3600-000-								
Total Invoice Amount								7,020 77	Check	
Direct Vendor			CSM CONSULTING INC (000315/1) PO BOX 4408 EL DORADO HILLS, CA 95762							
2021/22	03/31/22		E-RATE SERVICES	14486	04/06/22	Audit		750 00		750 00
	2022 (003156)	01-001-0000-2420-5801-0000-2420-LC2-								
Total Invoice Amount								750 00	Check	
Direct Vendor			FIRST NATIONAL BANK OMAHA MASTERCARD (000129/1) PO BOX 2818 OMAHA, NE 68103-2818							
2021/22	03/10/22		STAFF MTG SUPPLIES	0019353Z	04/06/22	Audit		18 21		18 21
	2022 (001359)	01-001-0000-2700-5801-0000-2700-000-								
2021/22	03/10/22		STAFF MTG SUPPLIES	3	04/06/22	Audit		136 66		136 66
	2022 (001359)	01-001-0000-2700-5801-0000-2700-000-								
2021/22	04/06/22		ZOOM APR 2022	INV141862512	04/06/22	Audit		14 99		14 99
	2022 (001358)	01-001-0000-7200-5801-0000-7200-000-								
Total Invoice Amount								169 86	Check	
Direct Vendor			FIRST NATIONAL BANK OMAHA VISA (000130/1) PO BOX 2818 OMAHA, NE 68103-2818							
2021/22	04/01/22		HOTEL DEPOSIT	NLJFG	04/08/22	Audit		208 62		208 62
	2022 (006131)	01-0000-9330-								
Total Invoice Amount								208 62	Check	

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			FOLLETT SCHOOL SOLUTIONS INC (000059/1) 91826 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0918							
2021/22	04/05/22		DESTINY DISTRICT LIBRARY LICENSE	7633160	04/08/22	Audit		104 16		104 16
		2022 (001162)	01-020-1100-0000-4310-1110-1000-100-			52 08				
		2022 (001188)	01-050-1100-0000-4310-1110-1000-100-			52 08				
Total Invoice Amount								104 16	Check	
Direct Vendor			FRANZ FAMILY BAKERIES (000537/1) P O BOX 742654 LOS ANGELES, CA 90074-2654							
2021/22	02/28/22		BAKERY	143028003130	04/06/22	Audit		103 00		103 00
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/07/22		BAKERY	143028003203	04/06/22	Audit		173 70		173 70
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/14/22		BAKERY	143028003273	04/06/22	Audit		82 40		82 40
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/21/22		BAKERY	143028003326	04/08/22	Audit		167 52		167 52
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/28/22		BAKERY	143028003401	04/08/22	Audit		98 88		98 88
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
Total Invoice Amount								625 50	Check	
Direct Vendor			FROZEN GOURMET INC (000275/1) 5800 AIRPORT RD REDDING, CA 96002							
2021/22	03/04/22		ATTENDANCE REWARDS IS	233782	04/06/22	Audit		130 98		130 98
		2022 (004896)	01-020-0000-0975-4310-1110-1000-LC2-							
Total Invoice Amount								130 98	Check	
Direct Vendor			GATEWAY MEDICAL SERVICES, INC (000959/1) PO BOX 494040 REDDING, CA 96049							
2021/22	02/22/22		COVID TESTING	JAN-FEB	04/06/22	Audit		1,650 00		1,650 00
		2022 (006370)	01-001-3212-0000-5801-1110-3140-000-							
Total Invoice Amount								1,650 00	Check	

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Scheduled 04/06/2022 - 04/14/2022 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor GIBSON HEATING & AC (000711/1) 1153 PRESTIGE WAY REDDING, CA 96003										
2021/22	04/13/22		THERMOSTAT REPLACEMENT	40554	04/14/22	Audit		366 03		366 03
		2022 (001322)	01-050-0000-8200-5630-0000-8200-100-							

Total Invoice Amount 366 03 Check

Direct Vendor GOLD STAR FOODS, INC (000630/2) P O BOX 4328 ONTARIO, CA 91761										
2021/22	03/02/22		FOOD	4652795	04/06/22	Audit		107 82		107 82
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/02/22		FOOD	4715824	04/06/22	Audit		769 60		769 60
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/15/22		JAN PROC STATE FEE	4841187	04/06/22	Audit		7 20		7 20
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/25/22		FOOD	4880136	04/06/22	Audit		18 75		18 75
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/29/22		FOOD	4864884	04/06/22	Audit		754 44		754 44
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							

Total Invoice Amount 1,657 81 Check

Direct Vendor INDEPENDENT ED PROGRAMS (000547/1) 1756 SOUTH ST ANDERSON, CA 96007										
2021/22	03/31/22		IEP MARCH 2022	CWUSD032022	04/06/22	Audit		15,249 00		15,249 00
		2022 (001371)	01-001-6500-0203-5805-5760-1180-100-							
2021/22	03/31/22		COUNSELING	CWUSDNPA032022	04/07/22	Audit		403 30		403 30
		2022 (001371)	01-001-6500-0203-5805-5760-1180-100-							

Total Invoice Amount 15,652 30 Check

Direct Vendor JACK SCHREDER & ASSOCIATES (000093/1) 2230 K ST SACRAMENTO, CA 95816-4923										
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Scheduled 04/06/2022 - 04/14/2022 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor		JACK SCHREDER & ASSOCIATES (000093/1) (continued)									
2021/22	03/30/22		DEV FEE JUSTIFICATION STUDY	31873	04/06/22	Audit		4,575 00		4,575 00	
								2022 (005851) 25-001-9010-2022-5801-0000-7200-000-			
								Total Invoice Amount		4,575 00	Check

Direct Vendor		LAUNDRY WORLD (000141/1) PO BOX 98 ANDERSON, CA 96007								
2021/22	02/09/22		LAUNDRY SERVICE	248503	04/07/22	Audit		10 00		10 00
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/09/22		LAUNDRY SERVICE	248504	04/07/22	Audit		67 69		67 69
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/09/22		LAUNDRY SERVICE	248505	04/07/22	Audit		91 37		91 37
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/16/22		LAUNDRY SERVICE	248918	04/07/22	Audit		10 00		10 00
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/16/22		LAUNDRY SERVICE	248919	04/07/22	Audit		67 69		67 69
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/16/22		LAUNDRY SERVICE	248921	04/07/22	Audit		91 37		91 37
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/23/22		LAUNDRY SERVICE	249340	04/07/22	Audit		10 00		10 00
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	02/23/22		LAUNDRY SERVICE	249342	04/07/22	Audit		91 37		91 37
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	03/02/22		LAUNDRY SERVICE	249767	04/07/22	Audit		10 00		10 00
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	03/02/22		LAUNDRY SERVICE	249768	04/07/22	Audit		67 69		67 69
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	03/02/22		LAUNDRY SERVICE	249769	04/07/22	Audit		91 37		91 37
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	03/09/22		LAUNDRY SERVICE	250186	04/07/22	Audit		10 00		10 00
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		
2021/22	03/09/22		LAUNDRY SERVICE	250187	04/07/22	Audit		67 69		67 69
								2022 (001306) 01-001-0000-8250-5510-0000-8200-000-		

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor	LAUNDRY WORLD (000141/1)		(continued)							(continued)	
2021/22	03/09/22		LAUNDRY SERVICE	250188	04/07/22	Audit		91 37		91 37	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/16/22		LAUNDRY SERVICE	250598	04/07/22	Audit		10 00		10 00	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/16/22		LAUNDRY SERVICE	250599	04/07/22	Audit		67 69		67 69	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/16/22		LAUNDRY SERVICE	250601	04/07/22	Audit		91 37		91 37	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
F	2021/22	03/18/22	R4822-00292	JANITORIAL SUPPLIES	251186	04/07/22	Audit	686 19		686 19	
	2022 (001253)	01-050-0000-8200-4510-0000-8200-100-		BatchId			Check Date	PO# P4822-00292	Register #		
2021/22	03/23/22		LAUNDRY SERV	251032	04/12/22	Audit		10 00		10 00	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/23/22		LAUNDRY SERV	251033	04/12/22	Audit		67 69		67 69	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/23/22		LAUNDRY SERV	251034	04/12/22	Audit		91 37		91 37	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/30/22		LAUNDRY SERV	251457	04/12/22	Audit		10 00		10 00	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/30/22		LAUNDRY SERV	251458	04/12/22	Audit		67 69		67 69	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	03/30/22		LAUNDRY SERV	251459	04/12/22	Audit		91 37		91 37	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	04/06/22		LAUNDRY SERV	251883	04/12/22	Audit		10 00		10 00	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	04/06/22		LAUNDRY SERV	251884	04/12/22	Audit		67 69		67 69	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
2021/22	04/06/22		LAUNDRY SERV	251885	04/12/22	Audit		91 37		91 37	
	2022 (001306)	01-001-0000-8250-5510-0000-8200-000-									
Total Invoice Amount								2,140 04	Check		

Direct Vendor	LOZANO SMITH (000202/1) 7404 NORTH SPALDING FRESNO, CA 93720-3370									
Selection	Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)								ESCAPE ONLINE	

Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor										
LOZANO SMITH (000202/1) (continued)										
2021/22	04/12/22		LEGAL SERV	2161469	04/14/22	Audit		147 00		147 00
		2022 (004188)	01-001-0000-7100-5810-0000-7100-000-							
Total Invoice Amount								147 00	Check	
Direct Vendor										
MCKINLEY ELEVATOR CORPORATION (000232/1) 7611 ARMSTRONG AVE IRVINE, CA 92614										
2021/22	01/07/22		PREVENTATIVE MAINT	A148703-IN	04/14/22	Audit		300 00		300 00
		2022 (004217)	01-050-0000-8110-5801-0000-8110-100-							
Total Invoice Amount								300 00	Check	
AP Vendor										
MIKE MURRAY PLUMBING & FIRE PROTECTION (000562/1) 1190 BRANSTETTER LANE REDDING, CA 96001										
2021/22	01/26/22	R4822-00192	LOCKER ROOMS REPAIR	222043	04/07/22	Audit		12,000 00		12,000 00
		2022 (003520)	01-020-8150-8110-5630-0000-8110-LC2-							
					BatchId	Check Date	PO# P4822-00192	Register #		
Total Invoice Amount								12,000 00	Check	
Direct Vendor										
MTN VALLEY SP ED JPA (000934/1) 10140 OREGON TRL REDDING, CA 96003										
2021/22	04/11/22		SPECIAL ED SRVCS	INV22-00132	04/11/22	Audit		47,568 34		47,568 34
			7/1-3/31/2022							
		2022 (004218)	01-001-0000-3140-5801-0000-3140-100-			8,844 78				
		2022 (006346)	01-001-3213-3120-5801-0000-3120-100-			2,343 48				
		2022 (004951)	01-001-6500-0000-5801-5001-2110-100-			3,807 10				
		2022 (005189)	01-001-6500-0200-5801-5760-1110-100-			13,752 92				
		2022 (005162)	01-001-6500-0200-5805-7110-1110-100-			18,820 06				
Total Invoice Amount								47,568 34	Check	
Direct Vendor										
NORTH STATE GROCERY, INC (000476/1) P O BOX 439 COTTONWOOD, CA 96022										
2021/22	03/24/22		MILK	003403301640	04/07/22	Audit		8 97		8 97
		2022 (004765)	01-060-0000-1573-4710-0001-3700-LC1-							

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor NORTH STATE GROCERY, INC (000476/1) (continued)										
2021/22	04/03/22		MILK	003402301102	04/07/22	Audit		5 78		5 78
		2022 (004282)	01-060-0000-1573-4310-0001-1000-LC1-							
Total Invoice Amount								14 75	Check	
AP Vendor OFFICE DEPOT, INC (000091/4) PO BOX 29248 PHOENIX, AZ 85038-9248										
F	2021/22	02/25/22	R4822-00258	INST MATERIAL	228605137001	04/07/22	Audit	144 03		144 03
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-						
				BatchId		Check Date		PO# P4822-00258	Register #	
F	2021/22	02/25/22	R4822-00252	INST MATERIAL	228621090001	04/07/22	Audit	89 54		89 54
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-						
				BatchId		Check Date		PO# P4822-00252	Register #	
F	2021/22	03/07/22	R4822-00276	INST MATERIAL	226829847001	04/07/22	Audit	145 85		145 85
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-						
				BatchId		Check Date		PO# P4822-00276	Register #	
	2021/22	03/11/22	R4822-00283	OFFICE SUPPLIES	232486918001	04/07/22	Audit	172 96		172 96
			2022 (001247)	01-001-0000-2700-4510-0000-2700-100-						
				BatchId		Check Date		PO# P4822-00283	Register #	
F	2021/22	03/15/22	R4822-00285	OFFICE SUPPLIES	230083908001	04/07/22	Audit	147 95		147 95
			2022 (001257)	01-050-0000-2700-4510-0000-2700-100-						
				BatchId		Check Date		PO# P4822-00285	Register #	
	2021/22	03/15/22	R4822-00285	OFFICE SUPPLIES	230114280001	04/07/22	Audit	22 49		22 49
			2022 (001257)	01-050-0000-2700-4510-0000-2700-100-						
				BatchId		Check Date		PO# P4822-00285	Register #	
F	2021/22	03/15/22	R4822-00284	OFFICE SUPPLIES	230360845001	04/07/22	Audit	301 36		301 36
			2022 (001257)	01-050-0000-2700-4510-0000-2700-100-						
				BatchId		Check Date		PO# P4822-00284	Register #	
	2021/22	03/17/22	R4822-00293	INST MATERIAL	234050557001	04/07/22	Audit	85 79		85 79
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-						
				BatchId		Check Date		PO# P4822-00293	Register #	
F	2021/22	03/18/22	R4822-00293	INST MATERIAL	234050557002	04/07/22	Audit	135 77		135 77
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-						
				BatchId		Check Date		PO# P4822-00293	Register #	
	2021/22	03/21/22	R4822-00285	OFFICE SUPPLIES	230083908002	04/07/22	Audit	22 49		22 49

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 04/06/2022 - 04/14/2022

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			OFFICE DEPOT, INC (000091/4)		(continued)		(continued)			
2021/22	03/21/22	R4822-00285	OFFICE SUPPLIES	230083908002	04/07/22	Audit		(continued)		
		2022 (001257)	01-050-0000-2700-4510-0000-2700-100-	Batchld		Check Date	PO# P4822-00285	Register #		
F	2021/22	03/21/22	R4822-00291	INST MATERIALS	234506415001	04/07/22	Audit	2,399 40		2,399 40
		2022 (001188)	01-050-1100-0000-4310-1110-1000-100-	Batchld		Check Date	PO# P4822-00291	Register #		
Total Invoice Amount								3,667 63	Check	
AP Vendor			ORIENTAL TRADING CO (000603/1)							
			P O BOX 2308							
			OMAHA, NE 68103-2308							
F	2021/22	12/28/21	R4822-00222	PBIS	714318734-01	04/07/22	Audit	183 01		183 01
		2022 (004782)	01-050-0000-0950-4310-1110-1000-LC2-	Batchld		Check Date	PO# P4822-00222	Register #		
Total Invoice Amount								183 01	Check	
Direct Vendor			PACIFIC GAS AND ELECTRIC CO (000007/1)							
			BOX 997300							
			SACRAMENTO, CA 95899-7300							
	2021/22	04/08/22		ELECTRIC	APRIL 2022	04/11/22	Audit	2,169 01		2,169 01
		2022 (001307)	01-001-0000-8260-5510-0000-8200-000-							
Total Invoice Amount								2,169 01	Check	
AP Vendor			PAYLESS BUILDING SUPPLY (000040/1)							
			PO BOX 912							
			ANDERSON, CA 96007							
F	2021/22	03/01/22	R4822-00265	MAINT SUPPLIES	18659	04/07/22	Audit	330 60		330 60
		2022 (001245)	01-020-0000-8110-4510-0000-8110-100-	Batchld		Check Date	PO# P4822-00265	Register #		
Total Invoice Amount								330 60	Check	
AP Vendor			PIONEER VALLEY EDUCATIONAL (000990/1)							
			155A INDUSTRIAL DRIVE							
			NORTHAMPTON, MA 01060							
F	2021/22	03/18/22	R4822-00287	INST MATERIAL	I228940	04/07/22	Audit	409 37		409 37
		2022 (006375)	01-050-3212-0000-4310-1110-1000-000-	Batchld		Check Date	PO# P4822-00287	Register #		

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
								Total Invoice Amount	409 37	Check
Direct Vendor										
PRODUCERS DAIRY (000203/1)										
PO BOX 1231										
FRESNO, CA 93715-1231										
2021/22	03/07/22		DAIRY	6352206692	04/07/22	Audit		323 82		323 82
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/07/22		DAIRY	6352206693	04/07/22	Audit		306 47		306 47
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/10/22		DAIRY	6352206928	04/07/22	Audit		305 73		305 73
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/10/22		DAIRY	6352206929	04/07/22	Audit		227 83		227 83
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/14/22		DAIRY	6352207364	04/07/22	Audit		365 08		365 08
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/14/22		DAIRY	6352207365	04/07/22	Audit		258 29		258 29
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/17/22		DAIRY	6352207600	04/07/22	Audit		245 37		245 37
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/17/22		DAIRY	6352207699	04/07/22	Audit		269 45		269 45
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/21/22		DAIRY	6352208027	04/07/22	Audit		345 71		345 71
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/21/22		DAIRY	6352208031	04/07/22	Audit		305 55		305 55
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/24/22		DAIRY	6352208368	04/07/22	Audit		344 69		344 69
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/24/22		DAIRY	6352208369	04/07/22	Audit		218 61		218 61
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/28/22		DAIRY	6352208704	04/07/22	Audit		323 82		323 82
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/28/22		DAIRY	6352208719	04/07/22	Audit		365 00		365 00
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/31/22		DAIRY	6352209040	04/07/22	Audit		227 83		227 83
		2022 (001890)	13-001-5310-0000-4710-0000-3700-000-							

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Scheduled 04/06/2022 - 04/14/2022										Bank Account COUNTY - County
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor		PRODUCERS DAIRY (000203/1)			(continued)		(continued)			
2021/22	03/31/22		DAIRY	6352209042	04/07/22	Audit		250 89		250 89
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/04/22		DAIRY	6352209475	04/12/22	Audit		355 15		355 15
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/04/22		DAIRY	6352209476	04/12/22	Audit		419 37		419 37
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/07/22		DAIRY	6352209718	04/12/22	Audit		205 98		205 98
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/07/22		DAIRY	6352209719	04/12/22	Audit		318 61		318 61
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
Total Invoice Amount								5,983 25	Check	
Direct Vendor		PROFESSIONAL EXTERMINATORS (000403/1) PO BOX 991507 REDDING, CA 96099								
2021/22	03/16/22		PEST CONTROL	66758	04/07/22	Audit		45 00		45 00
	2022	(004214)	01-020-0000-8110-5801-0000-8110-100-							
Total Invoice Amount								45 00	Check	
Direct Vendor		PROPACIFIC FRESH (000491/1) P O BOX 1069 DURHAM, CA 95938								
2021/22	03/04/22		PRODUCE	6919921	04/07/22	Audit		725 89		725 89
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/11/22		PRODUCE	6921632	04/07/22	Audit		404 02		404 02
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/18/22		PRODUCE	6922932	04/07/22	Audit		839 34		839 34
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/25/22		PRODUCE	6924413	04/07/22	Audit		419 02		419 02
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/01/22		PRODUCE	6925884	04/07/22	Audit		833 23		833 23
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
Total Invoice Amount								3,221 50	Check	

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			RAY MORGAN COMPANY (000561/1) 3131 ESPLANADE CHICO, CA 95973							
F	2021/22	03/11/22	R4822-00281	INST/OFFICE SUPPLIES	3649507	04/07/22	Audit	333 72		333 72
			2022 (001242)	01-020-0000-2700-4510-0000-2700-100-			143 89			
			2022 (001159)	01-020-1100-2420-4310-0000-2420-100-			189 83			
							BatchId	Check Date	PO# P4822-00281	Register #
Total Invoice Amount								333 72	Check	
AP Vendor			RED BLUFF FLOORS (000876/1) 406 WALNUT RED BLUFF, CA 96080							
F	2021/22	03/28/22	R4822-00295	FLOORING MATERIALS	01700	04/07/22	Audit	49,336 53		49,336 53
			2022 (001256)	01-050-8150-0000-4510-0000-8110-100-						
							BatchId	Check Date	PO# P4822-00295	Register #
Total Invoice Amount								49,336 53	Check	
Direct Vendor			RYAN'S LAWN CARE (000526/5) 3873 WOLVERINE DR REDDING, CA 96001							
	2021/22	03/19/22		LAWN SERVICE	2169	04/07/22	Audit	750 00		750 00
			2022 (004214)	01-020-0000-8110-5801-0000-8110-100-			375 00			
			2022 (004217)	01-050-0000-8110-5801-0000-8110-100-			375 00			
	2021/22	03/26/22		LAWN SERVICE	2170	04/07/22	Audit	750 00		750 00
			2022 (004214)	01-020-0000-8110-5801-0000-8110-100-			375 00			
			2022 (004217)	01-050-0000-8110-5801-0000-8110-100-			375 00			
	2021/22	04/09/22		LAWN SERVICE	2179	04/11/22	Audit	750 00		750 00
			2022 (004214)	01-020-0000-8110-5801-0000-8110-100-			375 00			
			2022 (004217)	01-050-0000-8110-5801-0000-8110-100-			375 00			
& Employee Also								Total Invoice Amount	2,250 00	Check
AP Vendor			SCHOLASTIC INC (000015/1) PO BOX 3725 JEFFERSON CITY, MO 65102-3725							
F	2021/22	03/22/22	R4822-00280	SUMMER SCHOOL MATERIALS	37641122	04/07/22	Audit	6,654 68		6,654 68
			2022 (006436)	01-001-3217-0000-4310-1110-1000-000-						

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			SCHOLASTIC INC (000015/1) (continued)							
					BatchId	Check Date	PO# P4822-00280	Register #		
Total Invoice Amount								6,654 68	Check	
AP Vendor			SCHOOL NURSE SUPPLY (000552/1) P O BOX 68968 SCHAUMBURG, IL 60168							
F	2021/22	03/22/22	R4822-00297	NURSE SUPPLIES	0884899-IN	04/07/22	Audit	289 82		289 82
2022 (006377) 01-001-0000-0000-4510-0000-3140-100-					BatchId	Check Date	PO# P4822-00297	Register #		
Total Invoice Amount								289 82	Check	
Direct Vendor			SCP DISTRIBUTORS LLC (000812/1) PO BOX 80248 CITY OF INDUSTRY, CA 91716							
	2021/22	03/21/22		POOL SUPP	SN078097	04/07/22	Audit	1,783 54		1,783 54
2022 (001254) 01-001-0000-8210-4510-0000-8200-100-										
Total Invoice Amount								1,783 54	Check	
Direct Vendor			SHASTA CO OFFICE OF EDUCATION (000055/1) 1644 MAGNOLIA AVE REDDING, CA 96001							
	2021/22	04/06/22		QUARTER 3 PSYCH	INV22-01620	04/13/22	Audit	26,338 00		26,338 00
2022 (004150) 01-001-6500-0000-5101-5760-3120-100-										
Total Invoice Amount								26,338 00	Check	
Direct Vendor			SOLIANT (000992/1) PO BOX 934411 ATLANTA, GA 31193-4411							
	2021/22	03/27/22		SPEECH SERV	20357669	04/07/22	Audit	1,102 50		1,102 50
2022 (002528) 01-001-6500-0204-5805-5760-1180-100-										
	2021/22	04/03/22		SPEECH SERV	20359621	04/07/22	Audit	1,023 75		1,023 75
2022 (002528) 01-001-6500-0204-5805-5760-1180-100-										
Total Invoice Amount								2,126 25	Check	
AP Vendor			SST (000338/1) PO BOX 990327 REDDING, CA 96099--327							
F	2021/22	03/31/22	R4822-00301	DEF FUEL	5994	04/07/22	Audit	146 88		146 88

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			SST (000338/1) (continued)								
F	2021/22	03/31/22	R4822-00301	DEF FUEL	5994 (continued)	04/07/22	Audit	(continued)			
		2022	(003196)	01-001-0000-0000-4602-0000-3600-000-	BatchId		Check Date	PO# P4822-00301	Register #		
Total Invoice Amount								146 88	Check		

Direct Vendor			SYSCO FOOD SVCS OF SACRAMENTO (000169/1) PO BOX 138007 SACRAMENTO, CA 95813-8007								
2021/22	03/03/22		FOOD	331610459	04/07/22	Audit		514 55		514 55	
		2022	(001890)	13-001-5310-0000-4710-0000-3700-000-				349 14			
		2022	(001891)	13-001-5310-0000-4790-0000-3700-000-				165 41			
2021/22	03/10/22		FOOD	331620933	04/07/22	Audit		662 79		662 79	
		2022	(001889)	13-001-5310-0000-4510-0000-3700-000-				210 45			
		2022	(001890)	13-001-5310-0000-4710-0000-3700-000-				413 32			
		2022	(001891)	13-001-5310-0000-4790-0000-3700-000-				39 02			
2021/22	03/17/22		FOOD	331631550	04/07/22	Audit		860 80		860 80	
		2022	(001890)	13-001-5310-0000-4710-0000-3700-000-				647 51			
		2022	(001891)	13-001-5310-0000-4790-0000-3700-000-				213 29			
2021/22	03/19/22		CAFE SUPPLIES	331635253	04/12/22	Audit		34 96		34 96	
		2022	(001889)	13-001-5310-0000-4510-0000-3700-000-							
2021/22	03/24/22		FOOD	331641591	04/07/22	Audit		1,164 50		1,164 50	
		2022	(001890)	13-001-5310-0000-4710-0000-3700-000-				1,085 80			
		2022	(001891)	13-001-5310-0000-4790-0000-3700-000-				78 70			
2021/22	03/31/22		FOOD	331650960	04/07/22	Audit		1,292 20		1,292 20	
		2022	(001889)	13-001-5310-0000-4510-0000-3700-000-				213 76			
		2022	(001890)	13-001-5310-0000-4710-0000-3700-000-				795 63			
		2022	(001891)	13-001-5310-0000-4790-0000-3700-000-				282 81			
Total Invoice Amount								4,529 80	Check		

Direct Vendor			TAYLOR AUTO PARTS #2 (000004/1) 2500 BALLS FERRY RD ANDERSON, CA 96022								
2021/22	03/24/22		TRANSP SUPPLIES	045062	04/07/22	Audit		8 16		8 16	
		2022	(003199)	01-001-0000-0000-4606-0000-3600-000-							
Total Invoice Amount								8 16	Check		

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE **ONLINE**

Scheduled 04/06/2022 - 04/14/2022

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor TEHAMA CO LOCK AND SECURITY ANDERSON LOCK & SAFE (000229/1) 1015 Walnut St RED BLUFF, CA 96080										
2021/22	01/28/22		LOCK REKEYED	45297	04/08/22	Audit		20 00		20 00
	2022	(001253)	01-050-0000-8200-4510-0000-8200-100-							
2021/22	02/10/22		KEY COPIES	45310	04/08/22	Audit		32 14		32 14
	2022	(001244)	01-020-0000-8200-4510-0000-8200-100-							
Total Invoice Amount								52 14	Check	

Direct Vendor THE DANIELSON COMPANY (000495/1) 435 SOUTHGATE COURT CHICO, CA 95928										
2021/22	03/04/22		FOOD	272366	04/08/22	Audit		1,762 25		1,762 25
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-			1,540 94				
	2022	(001891)	13-001-5310-0000-4790-0000-3700-000-			221 31				
2021/22	03/11/22		FOOD	273007	04/08/22	Audit		2,020 30		2,020 30
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-			1,763 72				
	2022	(001891)	13-001-5310-0000-4790-0000-3700-000-			256 58				
2021/22	03/18/22		FOOD	273688	04/08/22	Audit		1,812 56		1,812 56
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-			1,510 50				
	2022	(001891)	13-001-5310-0000-4790-0000-3700-000-			302 06				
2021/22	03/21/22		FOOD	273852	04/08/22	Audit		120 02		120 02
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	03/25/22		FOOD	274323	04/08/22	Audit		2,149 63		2,149 63
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2021/22	04/01/22		FOOD	274951	04/08/22	Audit		2,320 83		2,320 83
	2022	(001890)	13-001-5310-0000-4710-0000-3700-000-			2,186 95				
	2022	(001891)	13-001-5310-0000-4790-0000-3700-000-			133 88				
Total Invoice Amount								10,185 59	Check	

AP Vendor TIMBERLINE HEATING AND AIR (000972/1) 2950 INNSBRUCK DRIVE REDDING, CA 96003										
F	2021/22	01/25/22	R4822-00191	CAFETERIA HVAC	8138C1-IN	04/08/22	Audit	30,410 00		30,410 00
			2022 (003520)	01-020-8150-8110-5630-0000-8110-LC2-						
				BatchId		Check Date		PO# P4822-00191		Register #

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE **ONLINE**

Scheduled 04/06/2022 - 04/14/2022										Bank Account COUNTY - County	
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
								Total Invoice Amount	30,410 00	Check	
Direct Vendor TRI-COUNTIES BANK (000371/2) P O BOX 60532 CITY OF INDUSTRY, CA 91716-0532											
2021/22	02/28/22		PRESCHOOL FOOD	3302205-634556	04/08/22	Audit		173 89		173 89	
2022 (004765) 01-060-0000-1573-4710-0001-3700-LC1-											
								Total Invoice Amount	173 89	Check	
Direct Vendor US BANK EQUIPMENT FINANCE (000558/1) P O BOX 790448 ST LOUIS, MO 63179-0448											
2021/22	03/25/22		COPIERS	468494802	04/08/22	Audit		3,345 74		3,345 74	
2022 (001312) 01-020-1100-1120-5610-1110-1000-100-											
2022 (001321) 01-050-1100-1120-5610-1110-1000-100-											
								Total Invoice Amount	3,345 74	Check	
Direct Vendor US OMNI & TSACG COMPLLANCE (000986/1) PO BOX 2799 FORT WALTON BEACH, FL 32549											
2021/22	03/16/22		403BS	78119	04/08/22	Audit		28 20		28 20	
2022 (001358) 01-001-0000-7200-5801-0000-7200-000-											
								Total Invoice Amount	28 20	Check	
Direct Vendor VALLEY WEST ACE HARDWARE (000241/1) 20639 GAS POINT RD COTTONWOOD, CA 96022											
2021/22	03/01/22		MAINT SUPPLIES	073424	04/08/22	Audit		2 56		2 56	
2022 (001245) 01-020-0000-8110-4510-0000-8110-100-											
2021/22	03/03/22		MAINT SUPPLIES	073445	04/08/22	Audit		61 51		61 51	
2022 (001245) 01-020-0000-8110-4510-0000-8110-100-											
2021/22	03/04/22		MAINT SUPPLIES	073464	04/08/22	Audit		19 28		19 28	
2022 (001245) 01-020-0000-8110-4510-0000-8110-100-											
2021/22	03/17/22		MAINT SUPPLIES	073581	04/08/22	Audit		34 36		34 36	
2022 (001245) 01-020-0000-8110-4510-0000-8110-100-											
2021/22	03/18/22		MAINT SUPPLIES	073587	04/08/22	Audit		32 79		32 79	
2022 (001245) 01-020-0000-8110-4510-0000-8110-100-											
2021/22	03/21/22		MAINT SUPPLIES	073609	04/08/22	Audit		25 69		25 69	
2022 (001255) 01-050-0000-8110-4510-0000-8110-100-											

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, On Hold? = Y, Approval Batch Id(s) = 025742, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 04/06/2022 - 04/14/2022										Bank Account COUNTY - County	
Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor		VALLEY WEST ACE HARDWARE (000241/1)			(continued)		(continued)				
2021/22	03/21/22		MAINT SUPPLIES	073609 (continued)	04/08/22	Audit		(continued)			
2021/22	03/22/22		MAINT SUPPLIES	073623	04/08/22	Audit		18 43		18 43	
		2022 (001255)	01-050-0000-8110-4510-0000-8110-100-								
2021/22	03/25/22		MAINT SUPPLIES	073673	04/08/22	Audit		3 32		3 32	
		2022 (001245)	01-020-0000-8110-4510-0000-8110-100-								
2021/22	03/28/22		MAINT SUPPLIES	073692	04/08/22	Audit		19 28		19 28	
		2022 (001245)	01-020-0000-8110-4510-0000-8110-100-								
2021/22	03/29/22		MAINT SUPPLIES	073709	04/08/22	Audit		13 05		13 05	
		2022 (001245)	01-020-0000-8110-4510-0000-8110-100-								
Total Invoice Amount								230 27	Check		
Direct Vendor		VERIZON WIRELESS (000208/2) P O BOX 660108 DALLAS, TX 75266-0108									
2021/22	03/17/22		HOT SPOTS	9902057385	04/08/22	Audit		104 37		104 37	
		2022 (006390)	01-001-3212-2420-5801-1110-1000-000-								
Total Invoice Amount								104 37	Check		
Direct Vendor		WELCH ENTERPRISES (000762/1) P O BOX 494583 REDDING, CA 96049									
2021/22	04/01/22		PORTA POTTY RENTAL	14622	04/08/22	Audit		437 18		437 18	
		2022 (001316)	01-001-0000-8200-5610-0000-8200-100-								
Total Invoice Amount								437 18	Check		

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
01	251,402 17	3,793,468 96	3,542,066 79
13	26,498 29	105,225 90	78,727 61
25	4,575 00	74,767 26	70,192 26
Total	282,475 46		

2022/2023 School Year
COTTONWOOD UNION SCHOOL DISTRICT
PERSONNEL REQUEST FORM

(Section A-1 To be completed by Site Supervisor)

Job Title/Classification Student Services New Position Vacant Position Change

Position Justification (Program/Action Plan) Need to extend position from 3.75 to 5.75 to accommodate students and service students through lunch

Desired Qualifications
Skills/Abilities _____
Amount of experience desired _____
Certification/Licenses Needed _____

Position is Permanent Temporary - from _____ to _____ Long Term Sub from _____ to _____

Daily Working Hours from 7:30 to 1:15 Hours per day 5.75

Worksite West Cottonwood Assignment START date 2022/2023 School Year

Work Months Per Year 11 month 12 month

Employee Replaced _____ Supervisor Terri Wright

Signature of Requesting Supervisor Terri Wright Date 3/31/22

(Section A-2 To be completed by CBO & Supt)

Chief Business Official's Approval for Budget _____ Date _____

Superintendent's Approval to Post/Advertise _____ Date _____

(Section B To be completed by Site Supervisor)

Interview Committee Recommendation _____ Date _____

Reference Check Date _____ New Hire Transfer
(initial)

Approval of Principal Date _____
(initial)

(Section C To be completed by HR)

Salary Schedule Placement Column _____ Step _____ Amount _____ Effective Date _____

Date Position Offered _____ Health Benefits Yes No Annual Cont Days _____

Position accepted _____ Date _____
(Placement is contingent on clearance of fingerprints and physical examination)

CSBA Sample Board Policy

Instruction

BP 6112(a)

SCHOOL DAY

Note The following **optional** policy may be revised to reflect district practice California law specifies the minimum length of the school day for elementary and secondary schools, see the accompanying administrative regulation **In its Frequently Asked Questions about independent study, the California Department of Education (CDE) has clarified that the same minimum school day requirements apply to traditional independent study as for students attending in-person instruction.**

The Governing Board shall fix the length of the school day ~~subject to the provisions of in accordance with law~~ (Education Code 46100)

(cf 6111 - School Calendar)

At each school, the ~~The length of the school day shall apply equally to students with disabilities unless otherwise~~ **be the same for all students, except as otherwise permitted by law. For any student with a disability, the length of the school day shall be as specified in the student's individualized education program or Section 504 plan**

(cf. 6158 - Independent Study)

(cf 6159 - Individualized Education Program)

(cf 6164 6 - Identification and Education Under Section 504)

Note The following **optional** paragraph is for use by districts that maintain elementary schools and may be modified to reflect district practice Pursuant to Education Code 33350, ~~the California Department of Education~~ **CDE** encourages districts to provide daily recess periods for elementary students, featuring time for unstructured but supervised play The Superintendent of Public Instruction's Task Force on Obesity, Type 2 Diabetes, and Cardiovascular Disease recommends that students in grades K-6 be provided with recess or other physical activity breaks at least once per 120 minutes of instruction The National Association for Sport and Physical Education recommends daily recess breaks of at least 20 minutes each day

The daily schedule for elementary schools shall include at least one ~~daily~~ period of recess of at least 20 minutes ~~in length in order to provide,~~ **during which** students ~~with unstructured but~~ **shall be provided supervised opportunities to engage in** unstructured physical activity

(cf 5030 - Student Wellness)

(cf 6142 7 - Physical Education and Activity)

Note The remainder of this policy applies to districts that maintain secondary schools and may be modified to reflect district practice

In establishing the daily instructional schedule for each secondary school, the Superintendent or designee shall give consideration to course requirements and curricular demands, availability of school facilities, and applicable legal requirements

SCHOOL DAY (continued)

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes

Prior to implementing a block **or alternative** schedule ~~program in which~~ **that will allow** secondary students **to attend class school** for fewer school days **than the total number of school days for which the school is in session**, the Board shall consult ~~with the certificated and classified employees of the school~~ **in good faith, in a good faith** an effort to reach agreement with the certificated and classified employees of the school, ~~and shall also consult with~~ parents/guardians of the students who would be affected by the change, and the community at large. Such consultation shall include at least one public hearing for which the Board ~~has given~~ **shall give** adequate notice to the employees and to the parents/guardians of affected students (Education Code 46162)

(cf 9320 - Meetings and Notices)

Legal Reference (see next page)

SCHOOL DAY (continued)*Legal Reference***EDUCATION CODE**

8970-8974 *Early primary program, including extended-day kindergarten*
 37202 *Equal time in all schools*
 37670 *Year-round schools*
 46010 *Total days of attendance*
 46100 *Length of school day*
 46110-46119 *Kindergarten and elementary schools, day of attendance*
 46120 *Kindergarten and elementary schools, expanded learning opportunity program*
 46140-46147 *Junior high school and high school, day of attendance*
 46148 *School day for middle and high school*
 46160-46162 *Alternative schedule - junior high and high school*
 46170 *Continuation schools, minimum day*
 46180 *Opportunity schools, minimum day*
 46190-46192 *Adult education classes, day of attendance*
 46200-46206 *Minimum instructional time*
 48200 *Compulsory attendance for minimum school day*
 48663 *Community day school, minimum school day*
 48800-48802 *Concurrent enrollment in community college*
 51222 *Physical education, instructional minutes*
 51760-51769 *5 Work experience education*
 52325 *Regional occupational center, minimum day*

*Management Resources***CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

2021-22 AA & IT Independent Study FAQs, 2021

Clarifications for Student Learning in Quarantine, 2021

Conducting Individualized Determinations of Need, 2021

NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS

Recess for Elementary School Students, 2006

STATE BOARD OF EDUCATION POLICY STATEMENTS

99-03 Physical Education (PE) Requirements for Block Schedules, July 2006

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Extending Learning Time for Disadvantaged Students, August 1995

WEST ED PUBLICATIONS

Full-Day Kindergarten Expanding Learning Opportunities, Policy Brief, April 2005

WEB SITES

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

National Association for Sport and Physical Education <http://www.aahperd.org/naspe>

State Board of Education <http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>

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

WestEd <http://www.wested.org>

(11/02 4/13) 12/21

CSBA Sample Administrative Regulation

Instruction

AR 6112(a)

SCHOOL DAY

Note The following **optional** administrative regulation specifies minimum and maximum school days for each grade level as provided by law. The district may revise this regulation to reflect district practice.

Pursuant to Education Code 46114, the minimum school day in grades K-8 may be computed by determining the average number of minutes over 10 consecutive school days (i.e., the number of minutes of attendance in any 10 consecutive school days, divided by 10). Education Code 46142 authorizes the minimum school day in junior high and high schools to be computed by averaging the number of minutes over two consecutive school days. The district will be in compliance if the average is at least the minimum day required by law, even if the number of minutes in any one school day is less than the minimum required school day specified below. However, Education Code 46114 and 46142 provide that no single school day may be less than 60 minutes for kindergarten, 170 minutes for grades 1-3, or 180 minutes for grades 4-12.

Education Code 46201 and 46207 require districts that have reached their local control funding formula (LCFF) funding target, as well as districts that received longer day or longer year funding prior to the implementation of the LCFF, to offer at least the following instructional minutes per school year: 36,000 minutes for kindergarten, 50,400 for grades 1-3, 54,000 for grades 4-8, and 64,800 for grades 9-12. Pursuant to Education Code 46201 and 46207, if this requirement is not met for any grade level, a portion of the district's LCFF allocation will be withheld.

Kindergarten/Transitional Kindergarten

Note The following section is for use by districts that maintain kindergarten and transitional kindergarten (TK) classes. Education Code 37202, as amended by AB 99 (Ch. 15, Statutes of 2017), permits districts to maintain kindergarten or TK classes for different lengths of time during the school day, either at the same or different school sites. Districts offering kindergarten or TK classes for different lengths of time are still required to meet the minimum and maximum length of school day described below.

Kindergarten and transitional kindergarten (TK) classes in district schools may be maintained for different lengths of time, either at the same or different school sites. (Education Code 37202)

Note Education Code 46117 establishes a minimum school day of three hours (180 minutes) for kindergarten students. However, pursuant to Education Code 46119, if a district has fewer than 40 kindergarten students, the Governing Board may apply to the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each, including recesses, taught on the same day by the same teacher.

~~Except as otherwise permitted by law, the~~ The average school day established for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions, ~~but not longer than four hours, excluding recesses.~~ If fewer than 40 students are enrolled in kindergarten classes, the district may request approval of the

SCHOOL DAY (continued)

Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each. (Education Code ~~46111~~, 46114, 46115, 46117, 46119)

Note: Education Code 46111 limits the maximum length of the school day for kindergarten to four hours, not counting recesses, except where the school is operating an early primary program pursuant to Education Code 8970-8974 or an expanded learning opportunity program established pursuant to Education Code 46120, as added by AB 130 (Ch. 44, Statutes of 2021).

In any school day, kindergarten and/or TK students shall not be kept in school for longer than four hours, excluding recesses, except where the school is operating an early primary program pursuant to Education Code 8970-8974 or an expanded learning opportunity program pursuant to Education Code 46120. (Education Code 46111, 46115, 46120)

Note The following **optional** paragraph is for use by districts that have established an early primary program pursuant to Education Code 8970-8974 in order to provide an integrated, experiential, and developmentally appropriate educational program with specified components for students in prekindergarten through grade 3. Education Code 8973 provides that the kindergarten school day in such programs may exceed four hours under the conditions described below, although districts do not receive additional apportionment funds **for the excess time**

In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met: (Education Code 8973)

- 1 The Governing Board has declared that the extended-day kindergarten program does not exceed the length of the primary school day
- 2 The extended-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential, and developmentally appropriate educational program

Note The following paragraph is **optional**. Although Education Code 46111 provides that recess shall be excluded from determining the maximum school day, it is the interpretation of the California Department of Education (CDE) that recess time may be counted as instructional minutes, at the district's discretion, if teacher supervision occurs

Under an extended day kindergarten program, Recess may be counted as instructional minutes for purposes of determining the maximum school day if it occurs under teacher supervision

Note The following **optional** paragraph is for use by districts that maintain multitrack year-round schools pursuant to Education Code 37670

SCHOOL DAY (continued)

In any multitrack year-round school operating pursuant to Education Code 37670, the kindergarten school day may be up to 265 minutes, excluding recesses (Education Code 46111)

(cf 6117 - Year-Round Schedules)

~~Note The following **optional** paragraph is for use by districts that have established an early primary program pursuant to Education Code 8970-8974 in order to provide an integrated, experiential, and developmentally appropriate educational program with specified components for students in prekindergarten through grade 3 Education Code 8973 provides that the kindergarten school day in such programs may exceed four hours under the conditions described below, although districts do not receive additional apportionment funds~~

~~In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met (Education Code 8973)~~

- ~~1 The Governing Board has declared that the extended day kindergarten program does not exceed the length of the primary school day~~
- ~~2 The extended day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential, and developmentally appropriate educational program~~

~~Note Pursuant to Education Code 48003, districts are required to provide an annual report to CDE regarding the type of kindergarten program offered by the district, including part day, full day, or both, by completing the School Information Form 2017 located on CDE's web site The form also includes the type(s) of TK program offered~~

The Superintendent or designee shall annually report to the California Department of Education as to whether the district's kindergarten and TK programs are offered full day, part day, or both (Education Code 48003)

Grades 1-8

~~Note The following section is for use by districts that maintain any of grades 1-8 and should be modified to reflect the grade levels offered by the district~~

Except as otherwise provided by law, the school day for elementary and middle school students shall be.

1. At least 230 minutes for students in grades 1-3, unless the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)

SCHOOL DAY (continued)

2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

In determining the number of minutes for purposes of compliance with the minimum school day for students in grades 1-8, both noon intermissions and recesses shall be excluded (Education Code 46115)

Note: The following optional paragraph is for any district maintaining a middle school, except a rural school district. Pursuant to Education Code 46148, the school day for a middle school is required to begin no earlier than 8:00 am.

The school day for a middle school shall begin no earlier than 8:00 a.m. (Education Code 46148)

Grades 9-12

Note The following section is for use by districts that maintain any of grades 9-12 and may be modified to reflect the grade levels offered by the district

The school day for a high school shall begin no earlier than 8:30 a.m. (Education Code 46148)

Note: In its "Frequently Asked Questions" about independent study, CDE has clarified that the same minimum school day requirements apply to traditional independent study as for students attending in-person instruction.

The school day for students in grades 9-12, **including students in the traditional independent study program**, shall be at least 240 minutes. (Education Code 46141, 46142)

(cf 6158 - Independent Study)

Note The following list should be revised to reflect programs offered by the district

However, the school day may be less than 240 minutes when authorized by law. Programs that have a minimum school day of 180 minutes include, but are not necessarily limited to

1. Continuation high school or classes (Education Code 46141, 46170)

(cf 6184 - Continuation Education)

2. Opportunity school or classes (Education Code 46141, 46180)

3. Regional occupational center (Education Code 46141, 52325)

(cf 6178 2 - Regional Occupational Center/Program)

SCHOOL DAY (continued)

- 4 Work experience education program approved pursuant to Education Code 51760-51769 5 (Education Code 46141, 46144)

A student in grade 12 who is enrolled in work experience education and is in ~~his/her~~ the last semester or quarter before graduation may, **upon written request by the student's parent/guardian or the student, if 18 years of age or over**, be permitted to attend school for less than 180 minutes per school day if ~~he/she would complete~~ all requirements for graduation **would be completed**, except physical education courses, in less than 180 minutes each day. (Education Code 46147)

(cf 6178 1 - Work-Based Learning)

- 5 Concurrent enrollment in a community college pursuant to Education Code 48800-48802 or, for students in grades 11-12, part-time enrollment in classes of the California State University or University of California, provided academic credit will be awarded upon satisfactory completion of enrolled courses (Education Code 46146)

(cf 6172 1 - Concurrent Enrollment in College Classes)

- 6 An early college high school or middle college high school, provided the students are enrolled in community college or college classes in accordance with item #5 above (Education Code 46141, 46146 5)

- 7 Special day or Saturday vocational training program conducted under a federally approved plan for career technical education (Education Code 46141, 46144)

(cf 6178 - Career Technical Education)

- 8 Adult education classes (Education Code 46190)

(cf 6200 - Adult Education)

Note The following optional paragraph is for use by districts that operate an evening high school pursuant to Education Code 51720-51724

For an evening high school operated pursuant to Education Code 51720-51724, the number of days, specific days of the week, and number of hours during which the program shall be in session may be determined by the Board (Education Code 46141, 51721)

Students in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses each quarter This requirement shall not apply to students enrolled in regional occupational centers or programs, courses at accredited postsecondary institutions,

SCHOOL DAY (continued)

independent study, special education programs in which the student's individualized education program establishes a different number of courses, continuation education classes, work experience education programs, or any other course of study authorized by the Board that is equivalent to the approved high school course of study. (Education Code 46145)

(cf 6158 - Independent Study)

(cf 6159 - Individualized Education Program)

Alternative Block Schedule for Secondary Schools

Note The following **optional** section is for use by districts that choose to create a block schedule pursuant to Education Code 46160-46162, see the accompanying Board policy In establishing a block schedule, the district should be aware of state law (Education Code 51222) that requires secondary students to attend physical education courses for at least 400 minutes each 10 school days, see AR 6142.7 - Physical Education and Activity Although the daily alternating block schedule, often referred to as the A/B block schedule, does fulfill the requirement for physical education minutes, other block schedules do not and thus require a waiver from the State Board of Education (SBE) See SBE Waiver Policy #99-03 for waiver criteria

In order to establish a block or other alternative schedule or to accommodate career technical education and regional occupational center/program courses, the district may authorize students to attend fewer than the total number of days in which school is in session provided that students attend classes for at least 1,200 minutes during any five school day period or 2,400 minutes during any 10 school day period (Education Code 46160)

Note The following **optional** paragraph is for use by districts that maintain an early college high school or middle college high school Pursuant to Education Code 46160, as amended by AB 99 (Ch 15, Statutes of 2017); such districts may schedule classes in these schools so that students who satisfy the provisions of Education Code 46146.5 in regard to part-time enrollment at community college, the California State University, or the University of California attend classes for at least 900 minutes during any five-school day period or 1,800 minutes during any 10-school day period

An early college high school or middle college high school may be scheduled so that students attend classes for at least 900 minutes during any five-school day period or 1,800 minutes during any 10-school day period (Education Code 46160)

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CSBA Sample Board Policy

Instruction

BP 6143(a)

COURSES OF STUDY

The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.

(cf 6011 - Academic Standards)

(cf 6141 - Curriculum Development and Evaluation)

(cf 6161 1 - Selection and Evaluation of Instructional Materials)

Note: The following **optional** paragraph should be revised to reflect the grade levels offered by the district. For example, unified school districts need to be concerned about articulation of courses within the district and with postsecondary institutions, whereas elementary districts and high school districts will need to address articulation with each other.

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. As necessary, the Superintendent or designee shall work with representatives of appropriate area districts and postsecondary institutions to ensure articulation of courses with other institutions to which district students may matriculate. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, only utilizes prerequisites that are essential to success in a given program or course, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

The district shall not provide any course separately or **require or refuse participation by any student** on the basis of **the student's actual or perceived sex, sexual orientation, gender, gender expression, gender identity, ethnic group identification, immigration status, race, ancestry, national origin, religion, color, or mental or physical disability, or any other characteristic listed in Education Code 200 and 220, Government Code 11135, or Penal Code 422.55, or the student's association with a person or group with one or more of such actual or perceived characteristics** ~~or require or refuse participation by any of its students on any such basis~~ (Education Code 200, 220; Government Code 11135; Penal Code 422.55; 5 CCR 4940)

(cf 0415 - Equity)

(cf 5145 3 - Nondiscrimination/Harassment)

Elementary Grades

Note: The following section is for use by districts offering elementary grades and may be revised to reflect district practice. Education Code 51225.4 **mandates** elementary school districts to certify to the

COURSES OF STUDY (continued)

Superintendent of Public Instruction that they have adopted a policy to implement a course of instruction that sufficiently prepares students for the secondary courses required for graduation pursuant to Education Code 51225 3

The Board shall adopt a course of study for elementary grades that sufficiently prepares students for the secondary course of study

(cf 6146 5 - Elementary/Middle School Graduation Requirements)

Secondary Grades

Note Education Code 51228 requires districts to offer students in grades 7-12 a course of study that fulfills the requirements and prerequisites for admission to California **public** colleges Education Code 51228 also requires districts to offer such students the opportunity to attain entry-level employment skills Pursuant to Education Code 51228, districts that adopt a course of study that meets or exceeds the state model curriculum standards in career technical education will be deemed to have satisfied the requirement

Education Code 66204 prohibits a public school from establishing any policy or practice that directs any student away from choosing programs that prepare a student academically for college, especially for cultural or linguistic reasons

The following paragraph is for use by districts maintaining any of grades 7-12 and should be revised to reflect the grade levels offered by the district

The district shall offer all otherwise qualified students in grades 7-12 a course of study that prepares them, upon graduation from high school, to meet the requirements and prerequisites for admission to California public colleges and universities and to attain entry-level employment skills in business or industry **The district's course of study may provide for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares all students for high school graduation and career entry.** (Education Code 51228)

(cf 5121 - Grades/Evaluation of Student Achievement)

(cf 6141 5 - Advanced Placement)

(cf 6146 1 - High School Graduation Requirements)

(cf 6178 - Career Technical Education)

Note The remainder of this policy is for use by districts maintaining any of grades 9-12

In addition, the course of study for students in grades 9-12 shall include instruction in skills and knowledge for adult life, career technical training, and a timely opportunity for all otherwise qualified students to enroll, within four years, in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation (Education Code 51224, 51228)

COURSES OF STUDY (continued)

Note Among the criteria for admission to the University of California (UC) or California State University system is a requirement that high school students satisfactorily complete 15 yearlong/30 semesters units of specified courses ("a-g" courses) These include a growing number of career technical education courses that connect knowledge of academic content with practical or work-related applications

In order to qualify as an "a-g" course, the course must first be submitted to and approved by UC Education Code 51229 requires that districts annually provide the list of certified courses to students in grades 9-12 and their parents/guardians, see the accompanying administrative regulation and E 5145 6 - Parental Notifications

The Superintendent or designee shall develop a process by which courses that meet California college admission criteria (referred to as "a-g" course requirements) are submitted to the University of California for review and certification The Superintendent or designee shall maintain an accurate list of all current high school courses that have been so certified, shall ensure that the list is provided annually to all students in grades 9-12 and their parents/guardians, and shall make updated lists readily available. (Education Code 51229, 66204)

*Legal Reference*EDUCATION CODE*200 Educational equity**220 Prohibition of discrimination**234.1 Categorical program monitoring and prohibition of discrimination, harassment, intimidation, and bullying**234.7 Student protections relating to immigration and citizenship status**33319 3 Driver education, CDE materials on road rage**33540 Government and civics instruction in interaction with government agencies**48980 Parental notifications**49060-49079 Student records**51202 Instruction in personal and public health and safety**51203 Instruction on alcohol, narcotics and restricted dangerous drugs**51204 Course of study designed for student's needs**51204 5 Social science instruction, history of California, contributions of various groups**51210-51212 Course of study for grades 1-6**51220-51230 ~~51229~~ Course of study for grades 7-12**51241 Exemption from physical education**51911-51921 Comprehensive health education**51930-51939 California Healthy Youth Act ~~Comprehensive sexual health and HIV/AIDS prevention instruction~~**51940 Curriculum for brain and spinal cord injury prevention**60040-60052 Requirements for instructional materials**66204 Certification of high school courses as meeting university admission criteria**Legal Reference continued (see next page)*

COURSES OF STUDY (continued)*Legal Reference (continued)***GOVERNMENT CODE***7282-7282.5 Standards for responding to U.S. Immigration and Customs enforcement holds**7283-7283.2 Standards for participation in U.S. Immigration and Customs enforcement programs**7284-7284.12 Cooperation with immigration authorities**11135 Discrimination***HEALTH AND SAFETY CODE***11032 Definitions of dangerous drugs***PENAL CODE***422.55 Hate crime***CODE OF REGULATIONS, TITLE 5***430-438 Student Records**4940 Nondiscrimination, course access**10020-10043 Automobile driver education and training**10060 Physical education program***UNITED STATES CODE, TITLE 20***6111-6251 School to Work Opportunities Act of 1994**1232g Family Educational Rights and Privacy Act***CODE OF FEDERAL REGULATIONS, TITLE 34***99.1-99.67 Family Educational Rights and Privacy Act**Management Resources***WEB SITES***CSBA [http //www csba org](http://www.csba.org)**American Heart Health Association [https //www heart org](https://www.heart.org)**American Red Cross, Hands-Only CPR [https //www redcross org/take-a-class](https://www.redcross.org/take-a-class)**California Career Resource Network [http //www californiacareers info](http://www.californiacareers.info)**California Colleges.edu [http //www californiacolleges.edu](http://www.californiacolleges.edu)**California Department of Education [https // www cde ca gov](https://www.cde.ca.gov)**California State University, Admission Requirements [http //www csumentor.edu/planning/high_school](http://www.csumentor.edu/planning/high_school)**California Student Aid Commission: <https://www.esac.ca.gov>**Federal Student Aid: <https://studentaid.gov>**University of California, a-g Course Submissions**[https //hs-articulation.ucop.edu/guide/update-your-a-g-list/submitting-courses](https://hs-articulation.ucop.edu/guide/update-your-a-g-list/submitting-courses)**University of California, List of Approved a-g Courses [https //hs-articulation.ucop.edu/agcourselist](https://hs-articulation.ucop.edu/agcourselist)**U.S. Department of Education: <https://www.ed.gov>*

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CSBA Sample Administrative Regulation

Instruction

AR 6143(a)

COURSES OF STUDY

Note Education Code requirements for courses of study are generally classified into requirements for grades 1-6 and 7-12. Therefore, K-8 districts and high school districts need to collaborate with appropriate area districts to ensure that all required courses are offered sometime during grades 7-12.

The district should select the sections below ("Grades 1-6" and/or "Grades 7-12") that correspond with the grade levels offered ~~it offers~~.

Grades 1-6

Note Items #1-7 below are areas of study required by law for grades 1-6. The Governing Board may add other studies to this list.

Courses of study for grades 1-6 shall include the following

(cf 6146 5 - Elementary/Middle School Graduation Requirements)

- 1 English, knowledge and appreciation of language and literature, and the skills of speaking, reading, listening, spelling, handwriting, and composition (Education Code 51210)

(cf 6142 91 - Reading/Language Arts Instruction)

- 2 Mathematics concepts, operational skills, and problem solving (Education Code 51210)

(cf 6142 92 - Mathematics Instruction)

- 3 Social sciences age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology, and sociology, including instruction in. (Education Code 51210)

- a The history, resources, development, and government of California and the United States

Instruction shall include the early history of California and a study of the role and contributions of men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups to the economic,

COURSES OF STUDY (continued)

political, and social development of California and the United States, with particular emphasis on portraying the role of these groups in contemporary society. (Education Code 51204 5, 60040)

(cf 6141 2 - Recognition of Religious Beliefs and Customs)

(cf 6142 3 - Civic Education)

(cf 6142 94 - History-Social Science Instruction)

- b The development of the American economic system, including the role of the entrepreneur and labor
- c The relations of persons to their human and natural environments
- d Eastern and western cultures and civilizations
- e Contemporary issues
- f The wise use of natural resources

(cf 6142 5 - Environmental Education)

4. Science biological and physical aspects, with emphasis on experimental inquiry and the place of humans in ecological systems (Education Code 51210)

(cf 6142 93 - Science Instruction)

5. Visual and performing arts instruction in dance, music, theatre, and visual arts aimed at developing aesthetic appreciation and creative expression (Education Code 51210)

(cf 6142 6 - Visual and Performing Arts Education)

Note Education Code 51202 requires that certain health-related topics be addressed at "the appropriate elementary and secondary grade levels" during grades K-12 Districts may revise #6a-e below to indicate topics that will be addressed in grades K-6

Education Code 51203 requires the Board to adopt regulations specifying the grade(s) and course(s) in which drug and alcohol education will be given For language fulfilling this mandate, see AR 5131 6 - Alcohol and Other Drugs

6. Health principles and practices of individual, family, and community health, including instruction at the appropriate grade levels and subject areas in (Education Code 51202, 51210)

COURSES OF STUDY (continued)

- a Personal and public safety and accident prevention, including instruction in emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and cardiopulmonary resuscitation (CPR) when appropriate equipment is available

(cf 6142 8 - Comprehensive Health Education)

- b Fire prevention
- c The protection and conservation of resources, including the necessity for the protection of the environment
- d Venereal disease

(cf 6142 1 - Sexual Health and HIV/AIDS Prevention Instruction)

- e The effects of alcohol, narcotics, drugs, and tobacco upon the human body

(cf 5131 6 - Alcohol and Other Drugs)

Note The following item is **optional** pursuant to Education Code 51202

- f Violence as a public health issue

- 7 Physical education; with emphasis on physical activities conducive to health and vigor of body and mind (Education Code 51210)

(cf 6142 7 - Physical Education and Activity)

Note Item #8 below is **optional** Education Code 51210 5 authorizes age-appropriate instruction on violence awareness and prevention within any area of study listed in items #1-7 above Pursuant to Education Code 51210 5, such instruction may include personal testimony in the form of oral or video histories that illustrate the economic and cultural effects of violence within a city, the state, and the country See BP 6142 94 - History-Social Science Instruction

- 8. Violence awareness and prevention

Note **Optional** item #9 below is not required by state law but is a highly recommended component of school-to-career instruction

- 9. Career awareness exploration

(cf 6178 - Career Technical Education)

COURSES OF STUDY (continued)

Grades 7-12

Note Items #1-11 below are areas of study required by law for grades 7-12 The Board may add other studies to this list

Courses of study for grades 7-12 shall include the following

(cf 6146 1 - High School Graduation Requirements)
(cf 6146 5 - Elementary/Middle School Graduation Requirements)

- 1 English knowledge and appreciation of literature, language, and composition, and the skills of reading, listening, and speaking (Education Code 51220)

(cf 6142 91 - Reading/Language Arts Instruction)

- 2 Social sciences age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology, and sociology, with instruction in (Education Code 51220)

- a. The history, resources, development, and government of California and the United States, including instruction in

- (1) The early history of California and a study of the role and contributions of both men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups to the economic, political, and social development of California and the United States, with particular emphasis on portraying the role of these groups in contemporary society (Education Code 51204 5)

Note Education Code 51221 3 and 51221 4 encourage, but do not require, instruction on the topics described in optional subitems #(2)-(4) below These items may be modified or deleted to reflect district practice

For districts that choose to offer such instruction, Education Code 51221 3 and 51221 4 encourage that a component be drawn from personal testimony, especially in the form of oral or video history If oral histories are used, they must conform to the requirements of Education Code 51221 3 and 51221 4 See BP 6142 94 - History-Social Science Instruction

- (2) World War II, including the role of Americans and Filipino Americans who served in the United States Army during that time

COURSES OF STUDY (continued)

- (3) The Vietnam War, including the "Secret War" in Laos and role of Southeast Asians in that war
- (4) The Bracero program, in which there was a 1942 agreement between the United States and Mexico authorizing the temporary migration of laborers to the United States
- b The American legal system, the operation of the juvenile and adult criminal justice systems, and the rights and duties of citizens under the criminal and civil law and the state and federal constitutions

Note The following **optional** paragraph is for use by districts that offer a teen court or peer court program

This course may include participation in a teen court or peer court program (Education Code 51220 2)

(cf 5138 - Conflict Resolution/Peer Mediation)

- c The development of the American economic system, including the role of the entrepreneur and labor
- d The relations of persons to their human and natural environments, including the wise use of natural resources (Education Code 51221)

(cf 6142 5 - Environmental Education)

- e Eastern and western cultures and civilizations

Note Pursuant to Education Code 51220, instruction related to human rights issues, as provided in item #2f below, may include the study of the Armenian genocide Education Code 51226 3 encourages the incorporation of oral testimony into instruction in human rights, **the Holocaust, and genocide**, including the Armenian, Cambodian, Darfur, and Rwandan genocides

- f Human rights issues, with particular attention to the study of the inhumanity of genocide (which may include, but is not limited to, the Armenian, Cambodian, Darfur, and Rwandan genocides), slavery, and the Holocaust
- g Contemporary issues

(cf 6141 2 - Recognition of Religious Beliefs and Customs)

(cf 6142 3 - Civic Education)

(cf 6142 94 - History-Social Science Instruction)

COURSES OF STUDY (continued)

3. World language(s): understanding, speaking, reading, and writing, beginning not later than grade 7 (Education Code 51220)

(cf 6142 2 - World Language Instruction)

- 4 Physical education: with emphasis on physical activities conducive to health and vigor of body and mind, as required by Education Code 51222 (Education Code 51220)

(cf 6142 7 - Physical Education and Activity)

5. Science: physical and biological aspects; emphasis on basic concepts, theories, and processes of scientific investigation and on the place of humans in ecological systems, appropriate applications of the interrelation and interdependence of the sciences (Education Code 51220)

(cf 6142 93 - Science Instruction)

- 6 Mathematics: mathematical understandings, operational skills, and problem-solving procedures, algebra (Education Code 51220, 51224 5)

(cf 6142 92 - Mathematics Instruction)

- 7 Visual and performing arts: dance, music, theatre, and visual arts, with emphasis upon development of aesthetic appreciation and creative expression (Education Code 51220)

(cf 6142 6 - Visual and Performing Arts Education)

<p>Note: The reference to "homemaking" within Education Code 51220, as amended by AB 1595 (Ch 543, Statutes of 2019), has been changed to "family and consumer sciences."</p>

- 8 Applied arts: consumer education, family and consumer sciences education, industrial arts, general business education, or general agriculture (Education Code 51220)

- 9 Career technical/vocational-technical education: in the occupations and in the numbers appropriate to the personnel needs of the state and community served and relevant to the career desires and needs of students (Education Code 51220)

(cf 6178 - Career Technical Education)

COURSES OF STUDY (continued)

Note Education Code 51934 requires that students be provided comprehensive sexual health and HIV prevention instruction at least once in middle school or junior high school and at least once in high school. See BP/AR 6142 1 - Sexual Health and HIV/AIDS Prevention Instruction for required components of such instruction.

- 10 Comprehensive sexual health and HIV prevention (Education Code 51225 36, 51934)

(cf 6142 1 - Sexual Health and HIV/AIDS Prevention Instruction)

Note Education Code 51202 requires that certain health-related topics be addressed at "the appropriate elementary and secondary grade levels" during grades K-12. Districts may revise item #11 below to indicate topics that will be addressed in grades 7-12.

Education Code 51203 requires the Board to adopt regulations specifying the grade(s) and course(s) in which drug and alcohol education will be given. For language fulfilling this mandate, see AR 5131 6 - Alcohol and Other Drugs.

- 11 Personal and public safety, accident prevention and health, including instruction in (Education Code 51202, 51203)
- a Emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and ~~cardiopulmonary resuscitation (CPR)~~ when appropriate equipment is available.

Note The following paragraph is for use by districts that require a course in health education for high school graduation, see BP 6146 1 - High School Graduation Requirements. Pursuant to Education Code 51225 6, such districts are required to include instruction in performing compression-only cardiopulmonary resuscitation (CPR), as described below. Such instruction must be based on national evidence-based emergency cardiovascular care guidelines for the performance of compression-only CPR, such as those developed by the American Heart Association or the American Red Cross, and must include hands-on practice in compression-only CPR. On its web site, the California Department of Education CDE provides guidance on how to implement this requirement.

Education Code 51225 6 also encourages districts to provide students with general information on the use and importance of an automated external defibrillator.

Instruction shall be provided in compression-only CPR based on national guidelines and shall include hands-on practice (Education Code 51225.6)

- b Fire prevention
- c The protection and conservation of resources, including the necessity for the protection of the environment
- d Venereal disease

COURSES OF STUDY (continued)

- e The effects of alcohol, narcotics, drugs, and tobacco upon the human body

(cf 5131 6 - Alcohol and Other Drugs)
(cf 6142 8 - Comprehensive Health Education)

Note The following two items are **optional** pursuant to Education Code 51202

- f Prenatal care for pregnant individuals
- g Violence as a public health issue

Note Item #12 is **optional** Education Code 51220 3 authorizes age-appropriate instruction on violence awareness and prevention within any area of study listed above for grades 7-12

12 Violence awareness and prevention

Note ~~Item #13 is optional~~ Pursuant to Education Code 51226 7, as amended by AB 114 (Ch 413, Statutes of 2019), requires the State Board of Education **has adopted** to adopt a model curriculum in ethnic studies by March 31, 2021 and encourages upon which districts may to offer a course in ethnic studies based on that model curriculum as an elective course in social sciences or English language arts in at least one year grade-level during grades 9-12 At their discretion, districts may choose to offer a course in ethnic studies prior to the availability of the model curriculum

Subject to funding in the annual Budget Act or other statute, Education Code 51225.3, as amended by AB 101 (Ch. 661, Statutes of 2021), requires a one-semester course in ethnic studies for high school graduation beginning with students who graduate in the 2029-30 school year.

Item #13 is currently optional, but, if funding is appropriated, districts will be required to offer a one-semester ethnic studies course, as specified, beginning in the 2025-26 school year.

13. Ethnic studies

Commencing in the 2025-26 school year, the district shall offer a one-semester course in ethnic studies as specified in Education Code 51225.3.

Note Education Code 51220 5 requires the equivalent content of a one-semester course in parenting skills and education in grade 7 and/or 8, subject to funding which was not subsequently appropriated, thus the following paragraph is currently **optional**

In addition, the course of study for grade 7 and/or 8 may include parenting skills and education, including, but not limited to, child growth and development, parental responsibilities, household budgeting, child abuse and neglect issues, personal hygiene, maintenance of healthy relationships, teen parenting issues, and self-esteem (Education Code 51220 5)

(cf 5146 - Married/Pregnant/Parenting Students)

COURSES OF STUDY (continued)

Note The following paragraph is for use by districts that maintain high schools

High schools shall offer automobile driver education that includes instruction in: (Education Code 51220, 51220.1, 51220.4)

- 1 Vehicle Code provisions and other relevant state laws
- 2 Proper acceptance of personal responsibility in traffic
- 3 Appreciation of the causes, seriousness, and consequences of traffic accidents
- 4 Knowledge and attitudes necessary for the safe operation of motor vehicles
- 5 The safe operation of motorcycles
- 6 The dangers involved in consuming alcohol or drugs in connection with the operation of a motor vehicle
- 7 The rights and duties of a motorist as they pertain to pedestrians and the rights and duties of pedestrians as they pertain to traffic laws and traffic safety

Certification of College Preparatory Courses

Note The following optional section is for use by districts that maintain grades 9-12 and may be revised to reflect district practice. Among the criteria for admission to the University of California (UC) or California State University system is a requirement that students satisfactorily complete 15 yearlong/30 semesters units of specified courses ("a-g" courses). In order to qualify as an "a-g" course, the course must first be submitted to and approved by UC. The district or school should develop course descriptions using the templates provided by UC and submit them through UC's online system.

Education Code 51225.37 encourages districts that offer world language courses specifically designed for native speakers to submit those courses to UC for certification and addition to the school's "a-g" course list.

The following paragraph may be revised to reflect the position in the district or school(s) that is responsible for submitting and updating "a-g" courses.
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The Superintendent or designee shall identify district courses that may qualify for designation as "a-g" college preparatory courses, including courses in history-social science, English, mathematics, laboratory science, languages other than English, visual and performing arts, career technical education, and college preparatory electives. The Superintendent or designee shall submit any necessary information regarding each identified course to the University of California (UC) for "a-g" designation.

COURSES OF STUDY (continued)**Notification and Information to Students in Grades 9-12**

Note The following section is for use by districts that maintain grades 9-12
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At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following (Education Code 51229)

1. A brief explanation of the course requirements for admission to UC and the California State University (CSU)

Note The UC maintains a searchable web site that lists certified "a-g" courses for all regular California public high schools, see the management resources in the accompanying Board policy
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2. A list of the current UC and CSU web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for admission to UC and CSU
3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)
4. The Internet address for the portion of the CDE web site where students can learn more about career technical education
5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses

Note Education Code 51225.8 requires districts, beginning with the 2020-21 school year, to provide specified information on how to properly complete and submit the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application (CADAA), as appropriate, at least once before grade 12. At the district's discretion, the information provided may be disseminated through in-class instruction, an existing program, family information sessions, group or individual sessions with school counselors, or other appropriate means

The Superintendent or designee shall provide information to students and parents/guardians regarding the completion and submission of the Free Application for Federal Student Aid (FAFSA) and/or the California Dream Act Application (CADAA) at least once before grade 12 (Education Code 51225.8)

(cf 5145.6 - Parental Notifications)
(cf 6164.2 - Guidance/Counseling Services)

COURSES OF STUDY (continued)**Financial Aid Requirements for Students in Grade 12**

Note: Pursuant to Education Code 51225.7, as added by AB 132 (Ch. 144, Statutes of 2021), starting in the 2022-23 school year, the district is required to confirm that each student in grade 12 completes and submits a FAFSA to the U.S. Department of Education and/or, if a student is exempt from paying nonresident tuition, a CADAA to the Student Aid Commission (CSAC), unless there is an exception as specified below.

Pursuant to Education Code 51225.7, as added by AB 132, CSAC is required to, by July 1, 2022, adopt regulations that include model opt-out forms and acceptable use policies for the purpose of providing guidance on the protection of student and parent/guardian data, which will be available on CSAC's web site.

Commencing in the 2022-23 school year, the Superintendent or designee shall ensure that each student in grade 12 completes and submits a FAFSA to the U.S. Department of Education or, if a student is exempt from paying nonresident tuition a CADAA to the Student Aid Commission (CSAC), unless either: (Education Code 51225.7)

- 1. The student's parent/guardian, emancipated minor, or student age 18 years or older submits an opt-out form to the district**
- 2. If the district determines that a student is unable to complete a requirement of Education Code 51225.7, the district shall exempt the student or the student's parent/guardian from completing the FAFSA, CADAA, or opt-out form and shall complete and submit an opt-out form on the student's behalf**

Note: Pursuant to Education Code 51225.7, as added by AB 132, the district shall ensure that each high school student in Grade 12, and if applicable, the student's parent/guardian, is directed to any support and assistance necessary to complete the FAFSA and/or CADAA, as described below.

The Superintendent or designee shall ensure that each high school student in grade 12, and if applicable, the student's parent/guardian, be directed to any support and assistance necessary to complete the FAFSA and/or CADAA that may be available through outreach programs, including, but not limited to, programs operated by CSAC, postsecondary immigration resource centers, college readiness organizations, community-based organizations, and/or legal resource organizations. (Education Code 51225.7)

Information shared by students and parents/guardians in completing and submitting the FAFSA and/or CADAA shall be handled in compliance with the federal Family Rights and Privacy Act and applicable state law, regardless of any person's immigration status or other personal information. (Education Code 51225.7)

COURSES OF STUDY (continued)

- (cf. 1340 - Access to District Records)*
- (cf. 5022 - Student and Family Privacy Rights)*
- (cf. 5125 - Student Records)*
- (cf. 5145.13 - Response to Immigration Enforcement)*
- (cf. 6159 - Individualized Education Program)*

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CSBA Sample Board Policy

Instruction

BP 6158(a)

INDEPENDENT STUDY

Note Education Code 51745-51749 6 authorize districts to establish independent study programs to meet the educational needs of students Pursuant to Education Code 51745, as amended by AB 130 (Ch 44, Statutes of 2021), for the 2021-22 school year, all districts are required to offer independent study to meet the educational needs of students

AB 167 (Ch. 252, Statutes of 2021) amended various Education Code provisions related to independent study, as reflected throughout this policy and the accompanying administrative regulation. Education Code 51747, as amended by AB 167, authorizes a district to receive apportionment credit for independent study for any student who is unable to attend in-person instruction due to a quarantine, under a local or state public health guidance, for exposure to or infection with COVID-19 or due to a school closure for COVID-19, pursuant to Education Code 41422.

Education Code 51747, as amended by AB 130, **mandates** that the Governing Board adopt a policy with specified requirements as a condition of receiving state apportionments for independent study students In addition to meeting the requirements specified by Education Code 51747, board policies must comply with rules and regulations adopted by the Superintendent of Public Instruction (SPI) Boards are encouraged to review independent study policies as the SPI adopts revised rules to reflect the new requirements of AB 130

~~Commencing with the 2021-22 fiscal year Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, the State Controller is required to incorporate verification of the adoption of the policies, including loss of apportionment for independent study for districts found to be noncompliant~~

Education Code 51749 5 **mandates** that the Board adopt policy with specified components as a condition of offering a program of course-based independent study The mandated components are reflected throughout this policy and the accompanying administrative regulation

Commencing with the 2021-22 fiscal year Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, the State Controller is required to incorporate verification of the adoption of the policies **and other requirements**, including loss of apportionment for independent study **pursuant to Education Code 51747 and 51749.5** for districts found to be noncompliant

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

In the event of a school closure necessitated by an emergency condition pursuant to Education Code 46392, districts must develop a plan for offering independent study to affected students pursuant to Education Code 46393, as added by AB 130 **and amended by AB 167** See BP 3516 5 - Emergency Schedules

Independent study may be offered as a program within a school, as a charter school, or as an alternative school of choice pursuant to Education Code 58500-58512, see AR 0420 4 - Charter School Authorization, BP 6146 11 - Alternative Credits Toward Graduation, and BP/AR 6181 - Alternative Schools/Programs of Choice

INDEPENDENT STUDY (continued)

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

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

(cf 0420 4 - Charter School Authorization)

(cf 6181 - Alternative Schools/Programs of Choice)

Note: Education Code 51747, as amended by AB 167, relaxes certain independent study requirements for the 2021-22 school year as to students who are unable to participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19, including the requirement that participation in independent study be voluntary.

The California Department of Education (CDE), in its 2021-22 AA & IT Independent Study FAQs, interpreted Education Code 51747 as permitting a district to require a student to participate in independent study under circumstances specified in the following paragraph.

Except for students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to quarantine or school closure for exposure to or infection with COVID-19, A student's participation in independent study shall be voluntary. (Education Code 51747, 51749 5, 51749.6)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

Note Pursuant to Education Code 46300, as amended by AB 130, the attendance of students participating in independent study for three or more consecutive school days will be included in computing average daily attendance (ADA) for apportionment purposes

However, for the 2021-22 school year, districts are permitted pursuant to Education Code 51747, as amended by AB 167, to claim apportionment for fewer than three consecutive school days for students who cannot participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19.

INDEPENDENT STUDY (continued)

The following **optional** paragraph is for use by districts that wish to limit independent study to periods of three or more consecutive school days.

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a quarantine or school closure for exposure to or infection with COVID-19, ~~The~~ the minimum period of time for any independent study option shall be three consecutive school days (Education Code 51747)

General Independent Study Requirements

Note Education Code 51745, as amended by AB 130, requires districts to offer independent study for the 2021-22 school year only, and thereafter to offer independent study at their discretion. Districts may meet the requirement for the 2021-22 school year by contracting with a county office of education or by entering into an interdistrict transfer agreement with another district pursuant to Education Code 46600. In addition, the requirement to offer independent study for the 2021-22 school year may be waived for districts by the county superintendent of schools in the county in which the district is located if the district demonstrates that (1) offering independent study would create an unreasonable fiscal burden on the district or county office of education due to low numbers of students participating or other extenuating circumstances, and (2) the Board does not have the option to enter into an interdistrict transfer agreement with another district or to contract with a county office of education to provide an independent study option.

For single-district counties, the waiver must be granted by the SPI.

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may ~~continue to~~ offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

(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)

Note: Pursuant to Education Code 46100, the Board is required to fix the length of the school day for each grade level, in accordance with law. CDE, in its "Frequently Asked Questions," clarifies that independent study is not an alternative curriculum and that students in independent study are required to meet the same number of instructional minutes as their peers who are physically at the school site for their instruction.

INDEPENDENT STUDY (continued)

The minimum instructional minutes for students participating in independent study shall be the same as required for their peers at the school who are receiving in-person instruction, except as otherwise permitted by law. (Education Code 46100)

Note Education Code 51747 **mandates** that the Board, in a public hearing, adopt a policy on the maximum length of time, by grade level and type of program, which may elapse between the time an independent study assignment is made and the date by which the student must complete the assignment 5 CCR 11700 defines "type of program" as the statutory program category for purposes of attendance accounting, such as adult education or continuation high school. In addition, 5 CCR 11701 **mandates** that Board policy reflect an awareness that excessive leniency in the duration of independent study assignments can result in a student falling so far behind peers as to increase, rather than decrease, the risk of dropping out of school.

The following paragraph sets one week for all grade levels and types of programs as the maximum length of time an independent study assignment should be completed, and should be revised to reflect the length of time determined by the Board. In order to ensure that apportionments **credits** are received, the length of time determined by the Board in its policy should be reflected in the ~~district's~~ **student's** written agreement. See the section "Master Agreement" below.

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. ~~However,~~ ~~w~~When necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. **However, in no event shall the due date of an assignment be extended beyond up to the termination date of the agreement.**

Note Education Code 51747 **mandates** that the Board, in a public hearing, adopt a policy which specifies the level of satisfactory educational progress and the number of missed assignments allowed before an evaluation would be required to determine whether it is in a student's best interest to remain in independent study. The following paragraph specifies a maximum of three assignments and should be revised to reflect the Board's determination of the number of missed assignments that will trigger an evaluation.

The number of missed assignments that will trigger an evaluation must be included in the student's written agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060

INDEPENDENT STUDY (continued)

- 2 The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
- 3 Learning of required concepts, as determined by the supervising teacher
- 4 Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

Note Education Code 51747, as amended by AB 130, **mandates** the Board to adopt policy that includes the provision of content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this requirement includes access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. See BP/AR 6143 - Courses of Study

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

Note Education Code 51747, as amended by AB 130, **mandates** the Board to adopt policy that includes plans, by grade level, to provide students with specified levels of live interaction and/or synchronous instruction as described below and defined in the accompanying administrative regulation. This requirement only applies to students participating in an independent study program for 15 school days or more.

According to CDE's "2021-22 AA & IT Independent Study FAQs," synchronous instruction for traditional independent study only counts toward meeting the minimum day requirements if students produce a work product that is evaluated for time value as an outcome from their participation in the synchronous instruction.

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year. (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

INDEPENDENT STUDY (continued)

Note Education Code 51747, as amended by AB 130 and AB 167, mandates the Board to adopt policy that includes procedures for tiered reengagement strategies for **students who meet the conditions specified in the following paragraph**. ~~all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week~~ This requirement only applies to students participating in an independent study program for 15 school days or more

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students ~~who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement~~ This requirement only applies to students participating in an independent study program for 15 school days or more ~~who~~ The procedures shall include, but are not necessarily limited to, all of the following: **(Education Code 51747)**

1. **Are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or 10 percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar**
2. **Are found to be not participatory pursuant to Section 51747.5 for more than the greater of three schooldays or 60 percent of the scheduled days of synchronous instruction in a school month as applicable by grade span**
3. **Are in violation of their written agreement**

Tiered reengagement strategies procedures used in district independent study programs shall include, but are not necessarily limited to, all of the following: **(Education Code 51747)**

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the **absence recording of a non-attendance day** or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

Note Education Code 51747 requires districts to hold a student-parent-educator conference as defined by Education Code 51745.5, at specified times, as reflected below and in the accompanying regulation

4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

INDEPENDENT STUDY (continued)

Note Education Code 51747, as amended by AB 130, **mandates** the Board to adopt policy that includes a plan to expeditiously, and not longer than five instructional days, transition students whose families wish to return to in-person instruction from independent study This requirement only applies to students participating in an independent study program for 15 school days or more

The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days This requirement only applies to students participating in an independent study program for 15 school days or more (Education Code 51747)

Note Education Code 51747, as amended by AB 130, **mandates** the Board to adopt policy providing that a current written agreement (i.e., the "master agreement") will be maintained for each student who participates in independent study and for whom apportionment is claimed Education Code 51747 provides that no independent study agreement can be valid for longer than one school year For the 2021-22 school year only, **Education Code 51747, as amended by AB 167, requires** the district ~~is required~~ to obtain a signed written agreement for an independent study program of any length of time no later than 30 days after the first day of instruction **in an independent study program or October 15, whichever date comes later**

In addition, Education Code 51749.5 **mandates** the Board to adopt policy providing that a "learning agreement" be maintained for each student participating in course-based independent study

See the section "Master Agreement" below for required content of these agreements

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law (Education Code 51747, 51749.5)

Note For the 2021-22 school year only, the district must provide notice with specified components of the independent study option available through Education Code 51747 Education Code 51747, as amended by AB 130, requires that the written information, in addition to being written in English, be written in the primary language if 15 percent or more of the students enrolled in a district that provides instruction in transitional kindergarten, kindergarten, or any of grades 1 to 12, inclusive, speak a single primary language other than English, as determined from the census data submitted to **CDE** ~~the California Department of Education~~

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Note Education Code 51747, as amended by AB 130, requires districts to hold a student-parent-educator conference upon the request of a parent/guardian prior to enrollment or disenrollment in independent study The term student-parent-educator conference is defined in Education 51745.5, and as reflected in the accompanying regulation

INDEPENDENT STUDY (continued)

Upon the request of the parent/guardian of a student, ~~and before making a decision about enrolling or disenrolling in independent study and entering into a signing a~~ written agreement ~~to do so~~ **as described below in the section "Master Agreement,"** the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, ~~and~~, **if requested,** their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study (Education Code 51747)

Master Agreement

Note Education Code 51747 **mandates** that, in order to receive apportionments for independent study, the district must adopt and implement policy providing for a signed written independent study agreement which contains the components listed in the following section. Because apportionments are only provided for independent study of three or more consecutive school days pursuant to Education Code 46300, as amended by AB 130, written agreements are required only in such instances.

Education Code 46300 7 states that apportionments shall be received for a student in independent study only if the district receives written permission from the parent/guardian before the independent study begins, specifying the actual dates of participation, methods of study and evaluation, and resources to be made available for the student's independent study. Since all these components are included in the written agreement which the parent/guardian must sign before the commencement of independent study pursuant to Education Code 51747, the parent/guardian's signature on the agreement satisfies the requirement to obtain the parent/guardian's written permission.

For the 2021-22 school year however, the district must obtain a signed written agreement for independent study, **of any length of time**, no later than 30 days after the first day of instruction in independent study or **October 15, whichever date comes later**, pursuant to Education Code 51747, as amended by ~~AB 130~~ **AB 167**. **This requirement is also applicable to independent study for a student who is unable to attend classroom-based instruction due to quarantine or school closure for COVID-19.**

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

However, for the 2021-22 school year only, the district shall obtain a signed written agreement from each student participating in for an independent study program for any length of time, no later than 30 days after the first day of instruction in the independent study program

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

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

INDEPENDENT STUDY (continued)

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

- 1 The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
- 2 The objectives and methods of study for the student's work and the methods used to evaluate that work
- 3 The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

Note As described in the section "General Independent Study Requirements" above, pursuant to Education Code 51747, the written agreement must contain statements reflecting Board policy pertaining to (1) the maximum length of time, by grade level and type of program, which may elapse between the time an independent study assignment is made and the date by which the student must complete the assignment and (2) the number of missed assignments allowed before an evaluation would be required to determine whether it is in a student's best interest to remain in independent study. Education Code 51747, as amended by AB 130, also requires that the written agreement contain a statement of the Board's policy regarding the level of satisfactory educational progress for students participating in independent study.

- 4 A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
- 7 A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

INDEPENDENT STUDY (continued)

Note: Pursuant to Education Code 51747, as amended by AB 167, a master agreement is not required to include the following statement for any student who, during the 2021-22 school year, cannot participate in classroom-based instruction due to a quarantine order or school closure due to COVID-19.

- 8 A statement that independent study is an optional educational alternative in which no student may be required to participate

For the 2021-22 school year, this statement shall not be required for a student's participation in independent study if the student is unable to attend in-person instruction because of a quarantine or school closure mandated by a local or state health order or guidance due to the student's exposure to or infection with COVID-19.

- 9 In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

(cf 5144 1 - Suspension and Expulsion/Due Process)

- 10 Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the ~~pup~~ student, no later than 30 days after the first day of instruction **in the independent study program or October 15, whichever date comes later**

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

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

INDEPENDENT STUDY (continued)**Course-Based Independent Study**

<p>Note This section is for districts that provide independent study courses to its students Education Code 51749 5-51749 6, as amended by AB 130, establish a course-based independent study option that may be offered if certain requirements are met, as described below Education Code 51749 5 mandates that boards adopt policies that comply with the legal requirements listed in the following section and any applicable regulations adopted by the State Board of Education</p>

<p>The following paragraph may be revised to reflect the grade levels offered by the district</p>

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements (Education Code 51749 5)

- 1 A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749 6
- 2 Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction

(cf 4112 2 - Certification)

- 3 Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities **throughout the school year**, for students in ~~grades~~ transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300 1, 46300 4, 47612, and 47612 1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300 2, 47612, 48204, and 51747 3

INDEPENDENT STUDY (continued)

- 5 For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

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

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

(cf 5125 - Student Records)

6. Examinations shall be administered by a proctor
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

(cf 6162 51 - State Academic Achievement Tests)

INDEPENDENT STUDY (continued)

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

(cf 6111 - School Calendar)

(cf 6112 - School Day)

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

(cf 3260 - Fees and Charges)

- 13 A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course
- 14 A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation
- 15 A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206 3 through course-based independent study
- 16 The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days

Learning Agreement for Course-Based Independent Study

Note Education Code 51749 6, as amended by AB 130, requires that, before enrolling a student in course-based independent study, the district provide the student and, if the student is less than 18 years of age, the student's parent/guardian, with a written learning agreement that includes specified components
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INDEPENDENT STUDY (continued)

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

- 1 A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #23 of the **Course-Based Independent Study** section above
- 3 The duration of the learning agreement, which shall not exceed a school year or span multiple school years
- 4 The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
- 5 The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
- 6 A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.
- 8 The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress

INDEPENDENT STUDY (continued)

- 9 The objectives and methods of study for the student's work, and the methods used to evaluate that work
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study
- 11 A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion
- 12 **For 2022-23 school year and thereafter, B**before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, **and by** the student's parent/guardian or caregiver; if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

~~However, f~~For the 2021-22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749 6)

~~The A~~ **A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute student's or the parent/guardian's signature shall constitute** permission for the student to receive instruction through **course-based** independent study (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes (Education Code 51749 6)

INDEPENDENT STUDY (continued)

Upon the request of a student's parent/guardian, and before signing a written agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

Student-Parent-Educator Conferences

Note Education Code 51747 and 51749 5, as amended by AB 130, require districts to hold student-parent-educator conferences as defined by Education Code 51745 5, at specified times See the accompanying regulation for the definition of student-parent-educator conference

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or, if requested by a parent/guardian, prior to enrollment or disenrollment from independent study (Education Code 51745 5, 51747, 51749 5)

Records for ~~Audit~~ Purposes

Note Education Code 51745 6, 51747, 51747 5, and 51749 5, as amended by AB 130, require, commencing in the 2021-22 fiscal year, the State Controller to incorporate verifications of compliance with specified components of the laws into the Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting to the extent that these verifications are not yet included in the audit guide, with loss of apportionment for independent study for districts found to be noncompliant

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

- 1 A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
- 3 A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher

INDEPENDENT STUDY (continued)

4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

Note Education Code 51747.5, as amended by AB 130, requires districts to document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which **the student is independent study is provided independent study**. A student who does not participate in ~~independent study~~ **on a school day shall must** be documented as nonparticipatory for that school day. In addition, Education Code 51747.5 requires districts to maintain written or computer-based evidence of student engagement that includes, but is not limited to, a grade book or summary document that, for each class, lists all assignments, assessments, and associated grades. Commencing in the 2021-22 fiscal year, the Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting will incorporate compliance reviews of these requirements, **and a finding of noncompliance will result in loss of apportionment in proportion to the impact on ADA from the noncompliance.**

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which **live interaction or synchronous instruction is provided as part of the independent study program is provided**. A student who does not participate in ~~independent study~~ **scheduled live interaction or synchronous instruction on a school day** shall be documented as nonparticipatory for that school day (Education Code 51747.5)

The Superintendent or designee ~~also~~ shall **also** maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments (Education Code 51747.5)

(cf 3580 - District Records)

INDEPENDENT STUDY (continued)

Note Education Code 51747 authorizes specified records to be maintained in an electronic file, as provided in the following paragraph Pursuant to Education Code 51747, an electronic file includes a computer or electronically stored image of an original document, including, but not limited to, a PDF, JPEG, or other digital file type, that may be sent via fax machine, email, or other electronic means

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

Program Evaluation

Note The following **optional** section may be revised to reflect district practice

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

(cf 0500 - Accountability)

(cf 5121 - Grades/Evaluation of Student Achievement)

(cf 6162 5 - Student Assessment)

Legal Reference (see next page)

INDEPENDENT STUDY (continued)

Legal Reference

EDUCATION CODE

- 17289 Exemption for facilities
- 41020 Audit guidelines
- 41422 Apportionment credit for student inability to attend in-person or school closure due to COVID-19
- 41976 2 Independent study programs, adult education funding
- 42238 Revenue limits
- 42238 05 Local control funding formula, average daily attendance
- 44865 Qualifications for home teachers and teachers in special classes and schools
- 46100 Length of school day
- 46200-46208 Instructional day and year
- 46300-46307 1 Methods of computing average daily attendance
- 46390-46393 Emergency average daily attendance
- 46600 Interdistrict attendance computation
- 47612-47612 1 Charter school operation
- 47612 5 Independent study in charter schools
- 48204 Residency
- 48206 3 Home or hospital instruction, students with temporary disabilities
- 48220 Classes of children exempted
- 48340 Improvement of pupil attendance
- 48915 Expulsion, particular circumstances
- 48916 1 Educational program requirements for expelled students
- 48917 Suspension of expulsion order
- 49011 Student fees
- 51225 3 Requirements for high school graduation
- 51745-51749 6 Independent study programs
- 52060 Local control and accountability plan
- 52522 Adult education alternative instructional delivery
- 52523 Adult education as supplement to high school curriculum, criteria
- 56026 Individuals with exceptional needs
- 58500-58512 Alternative schools and programs of choice

FAMILY CODE

- 6550-6552 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

- 11700-11703 Independent study

UNITED STATES CODE, TITLE 20

- 6301 Highly qualified teachers

- 6311 State plans

COURT DECISIONS

- Modesto City Schools v Education Audits Appeal Panel, (2004) 123 Cal App 4th 1365

Management Resources (see next page)

INDEPENDENT STUDY (continued)

Management Resources

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

2021-22 AA & IT Independent Study FAQs, 2021

Clarifications for Student Learning in Quarantine, 2021

Conducting Individualized Determinations of Need, 2021

Legal Requirements for Independent Study, 2021

Elements of Exemplary Independent Study

California Digital Learning Integration and Standards Guidance, April 2021

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

WEB SITES

California Consortium for Independent Study [http //www ccis org](http://www.ccis.org)

California Department of Education, Independent Study [http //www cde ca gov/sp/eo/is](http://www.cde.ca.gov/sp/eo/is)

Education Audit Appeals Panel [http //www eaap ca gov](http://www.eaap.ca.gov)

(12/14 7/21) 12/21

CSBA Sample Administrative Regulation

Instruction

AR 6158(a)

INDEPENDENT STUDY

Definitions

Note Education Code 51745.5, as added by AB 130 (Ch 44, Statutes of 2021), defines the terms "live interaction," "student-parent-educator conference," and "synchronous instruction" as provided below

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6 (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5 **or the certificated employee providing instruction for course-based independent study** (Education Code 51745.5)

Educational Opportunities

Note Pursuant to Education Code 51745, as amended by AB 130, the district is required to offer independent study to meet the educational needs of students for the 2021-22 school year unless the district obtains a waiver from such requirement

For the 2021-22 school year, the district shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless the district has obtained a waiver (Education Code 51745)

Note The following section is **optional**. Education Code 51745 lists educational opportunities that may be provided through independent study. The district may revise or expand items #1-6 below to reflect district practice

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

INDEPENDENT STUDY (continued)

(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

Note: Education Code 51745, as amended by AB 167, permits districts to provide independent study to students who cannot participate in classroom-based instruction due to a COVID-19 quarantine. See the accompanying board policy.

6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction **or for a student who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance**

(cf 0420 4 - Charter School Authorization)

(cf 6142 4 - Service Learning/Community Service Classes)

(cf 6181 - Alternative Schools/Programs of Choice)

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

(cf 5113 - Absences and Excuses)

Note The following paragraph is for use by districts maintaining high schools

No course required for high school graduation shall be offered exclusively through independent study (Education Code 51745)

(cf 6146 1 - High School Graduation Requirements)

INDEPENDENT STUDY (continued)**Equivalency**

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

(cf 0410 - Nondiscrimination in District Programs and Activities)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value (Education Code 46300 6, 51747.3)

Eligibility for Independent Study

Note: Pursuant to Education Code 51748, independent study students must be enrolled in school as a condition of receiving state apportionments.
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~~Students are eligible for independent study as authorized in law, and as specified in board policy and administrative regulation.~~ **To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)**

Note The following optional paragraph may be revised to reflect district practice

For the 2022-23 school year and thereafter, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

INDEPENDENT STUDY (continued)

Note The following paragraph limits eligibility for independent study to those students for whom state apportionments can be claimed Education Code 46300 2 provides that districts will receive state funding for independent study for students who are residents of the county or an adjacent county Pursuant to Education Code 51747 3, students whose residency status is based on parent/guardian employment within district boundaries (Education Code 48204(b)) are not eligible for funds apportioned for average daily attendance (ADA)

A student participating in independent study must be a resident of the county or an adjacent county Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204 (Education Code 46300 2, 51747 3)

(cf 5111 1 - District Residency)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

(cf 6159 - Individualized Education Program)

Note: Education Code 51747, as amended by AB 167, relaxes certain independent study requirements for the 2021-22 school year for students who cannot participate in classroom-based instruction as a result of a quarantine order or school closure due to COVID-19, including the limitation on providing a temporarily disabled student individual instruction pursuant to Education Code 48206.3 by means of independent study.

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a COVID-19 quarantine or school closure, A a temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206 3 by means of independent study (Education Code 51745 51747)

(cf 6183 - Home and Hospital Instruction)

Note Education Code 46300 1 provides that the district may not receive apportionments pursuant to Education Code 42238 for independent study for students age 21 or older, or for students 19 or older who have not been continuously enrolled in grades K-12 since their 18th birthday However, pursuant to Education Code 46300 4, these students may be eligible for independent study through the adult education program for courses required for high school graduation See BP/AR 6200 - Adult Education

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225 3 or the Governing Board (Education Code 46300.1, 46300 4)

(cf 6200 - Adult Education)

INDEPENDENT STUDY (continued)

Note The following paragraph limits enrollment in independent study to those students for whom state apportionments can be claimed Pursuant to Education Code 51745, no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program are eligible for apportionment credit for independent study A pregnant student or a parenting student who is the primary caregiver for the student's child(ren) is not included in this cap

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

(cf 5146 - Married/Pregnant/Parenting Students)

(cf 6184 - Continuation Education)

Monitoring Student Progress

Note The following **optional** section may be revised to reflect district practice

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

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

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

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

INDEPENDENT STUDY (continued)

Responsibilities of Independent Study Administrator

Note The following **optional** section may be revised to reflect district practice

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

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator
2. Approving or denying the participation of students requesting independent study
3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment (Education Code 44865, 51747.5, 5 CCR 11700)

Note Pursuant to Education Code 51745.6, the equivalency of teacher-student ratios as described below is a necessary condition for the district to receive apportionments for independent study. The district may exceed these ratios, but those additional units of independent study ADA would not be funded.

Pursuant to Education Code 51745.6, as amended by AB 130, the Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting must incorporate verification of applicable teacher-student ratios commencing in the 2021-22 fiscal year.

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

INDEPENDENT STUDY (continued)

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)

Note The remainder of this section is optional and may be revised to reflect district practice

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

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

Note Pursuant to Education Code 51747.5, as amended by AB 167 , 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 employed by the district . 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

Note Education Code 51747.5, as amended by AB 130 and AB 167 , requires districts to document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program is provided . A student who does not participate in scheduled live interaction or synchronous instruction independent study on a school day shall be documented as nonparticipatory for that school day, for purposes of student participation reporting and tiered reengagement pursuant to Education Code 51747

INDEPENDENT STUDY (continued)

9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day, **as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study ~~is provided~~ program**

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

(cf 4131 - Staff Development)

(7/16 7/21) 12/21

CSBA Sample Board Policy

Instruction

BP 6170 1(a)

TRANSITIONAL KINDERGARTEN

Note The following policy is for use by districts that maintain kindergarten and may be revised to reflect district practice Education Code 48000 provides that children are eligible for kindergarten enrollment if they have their fifth birthday on or before September 1 in that school year, see AR 5111 - Admission Pursuant to Education Code 48000, as amended by AB 130 (Ch. 44, Statutes of 2021) and AB 167 (Ch. 252, Statutes of 2021), for the 2021-22 school year, districts are required to admit any child whose fifth birthday is between September 2 and December 2 ~~must be offered to a transitional kindergarten (TK) program as a condition of apportionment and revises the timespans for mandatory admittance requirements to be phased in from the 2022-23 school year to the 2025-26 school year as described below.~~

In its "Transitional Kindergarten FAQs," the California Department of Education (CDE) provides that the laws governing TK programs apply equally to all districts including basic aid districts. Districts with questions about the application of the TK mandatory admittance requirements to basic aid districts should consult legal counsel.

Education Code 48000 defines TK as the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate Many of the requirements applicable to kindergarten (e.g., class size, minimum school day, facilities) are also applicable to TK The district will receive funding based on average daily attendance (ADA) for students in a TK program that meets the requirements specified in Education Code 48000

Education Code 8281.5, as added by AB 130, establishes the California Prekindergarten Planning and Implementation Grant Program as an early learning initiative with the goal of expanding access to classroom-based prekindergarten programs. The program allocates funding to all districts that operate kindergarten programs through minimum base grants, enrollment grants based on a district's kindergarten enrollment, and supplemental grants based on a district's percentage of unduplicated students. Grant funds may be used for costs associated with creating or expanding preschool programs through the California State Preschool Program (CSPP) or TK programs, or to establish or strengthen partnerships with other providers of prekindergarten education within the district, including Head Start programs, to ensure that high-quality options for prekindergarten education are available for four-year-old children. Allowable costs include, but are not necessarily limited to, planning costs, hiring and recruitment costs, staff training and professional development, classroom materials, and supplies.

Education Code 17375, as amended by AB 130 and AB 167, establishes the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program to provide one-time grants to school districts to construct new school facilities or retrofit existing school facilities including for the purpose of providing TK classrooms.

For guidance on implementing TK programs, see the [Transitional Kindergarten Implementation Guide](#) A Resource for California Public School District Administrators and Teachers, published by the California Department of Education (CDE)

The Governing Board desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten The

TRANSITIONAL KINDERGARTEN (continued)

TK program shall assist students in developing the academic, social, and emotional skills needed to succeed in kindergarten and beyond

The district's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in the development, implementation, and evaluation of the district's TK program

(cf 1220 - Citizen Advisory Committees)

(cf 6020 - Parent Involvement)

Eligibility

Note: Education Code 48000, as amended by AB 130 and AB 167, revises the timespans for mandatory admittance requirements to be phased in from the 2022-23 school year to the 2025-26 school year.

The district's TK program shall admit children **as follows:** (Education Code 48000):

- 1. For the 2021-22 school year, children whose fifth birthday is ~~from~~ between September 2 through December 2**
- 2. For the 2022-23 school year, children whose fifth birthday is between September 2 and February 2**
- 3. For the 2023-24 school year, children whose fifth birthday is between September 2 and April 2**
- 4. For the 2024-25 school year, children whose fifth birthday is between September 2 and June 2**
- 5. For the 2025-26 school year, and in each school year thereafter, children who turn four by September 1**

Note: Pursuant to Education Code 48000, as amended by AB 130 and AB 167, a child's eligibility for TK enrollment may not impact family eligibility for a preschool or childcare program.

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or childcare program. (Education Code 48000).

TRANSITIONAL KINDERGARTEN (continued)

Note CDE's "Transitional Kindergarten FAQs" clarify that children are required to have documentation of required immunizations or a valid exemption prior to admission to TK. For information about required immunizations and exemptions, see BP/AR 5141 31 - Immunizations

Parents/guardians of eligible children shall be notified of the availability of the TK program and of the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

(cf 5111 - Admission)
(cf 5111 1 - District Residency)
(cf 5141 22 - Infectious Diseases)
(cf 5141 3 - Health Examinations)
(cf 5141 31 - Immunizations)
(cf 5141 32 - Health Screening for School Entry)

Note The following paragraph is **optional**. If the district chooses to allow kindergarten-eligible children to enroll in the TK program, CDE recommends that the district establish criteria to determine selection requirements. The parent/guardian of a kindergarten-eligible child who is enrolled in TK must, at the end of the year, sign a Kindergarten Continuance Form verifying agreement with the child enrolling in kindergarten the following year, see section "Continuation in Kindergarten" below

On a case-by-case basis, a child whose fifth birthday is on or before September 1 may be admitted into the district's TK program upon request of a child's parents/guardians, if the Superintendent or designee determines that it is in the child's best interest.

Note The following paragraph is **optional**. Pursuant to Education Code 48000, as amended by **AB 130 and AB 167**, the district may, at its discretion, determine whether to allow admittance of children whose fifth birthday is after ~~December 2~~ **the date specified for admittance for the applicable year as described above**. Such students may be admitted at any time during the school year, including at the beginning of the year. Education Code 48000 provides that districts will not receive ADA apportionment for a child whose birthday is after ~~the date specified for the applicable year December 2~~ until the child's fifth birthday.

At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after ~~December 2~~ **the date specified for admittance for the applicable year as described above** of that same school year, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)

Curriculum and Instruction

The district's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

TRANSITIONAL KINDERGARTEN (continued)

(cf 6141 - Curriculum Development and Evaluation)
(cf 6161 1 - Selection and Evaluation of Instructional Materials)

Note Education Code 48000 states the Legislature's intent that the TK curriculum be aligned to the California Preschool Learning Foundations developed by CDE. These standards address essential knowledge and skills in the subject areas listed below. The standards and companion preschool curriculum frameworks are available on CDE's web site.

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education (CDE). It shall be designed to facilitate students' development in essential knowledge and skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

(cf 5148 3 - Preschool/Early Childhood Education)
(cf 6011 - Academic Standards)
(cf 6174 - Education for English Learners)

Note The following **optional** paragraph may be revised to reflect district practice. Education Code 37202 permits districts to maintain TK and kindergarten classes for different lengths of time during the school day, either at the same or a different school site. Districts offering TK classes for different lengths of time are still required to meet the minimum and maximum length of school day provided in law. Pursuant to Education Code 46111, **as amended by AB 130, 46115, and 46117**, at the kindergarten and TK level the minimum school day is three hours (180 minutes), including recess but excluding noon intermission, and the maximum school day is four hours (240 minutes), excluding recess, **except for students in expanded learning opportunity programs intended to supplement instructional time provided by a district pursuant to Education Code 46120 or if** ~~unless~~ the district has adopted an extended-day kindergarten pursuant to Education Code 8973. However, pursuant to Education Code 46119, if the district has fewer than 40 kindergarten students, the Governing Board may apply to the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each, including recesses, taught on the same day by the same teacher. Also see AR 6112 - School Day.

Pursuant to Education Code 48003, districts are required to provide an annual report to CDE regarding the type of kindergarten program offered by the district, including part day, full day, or both. The California Basic Educational Data System (CBEDS) School Information Form, located on CDE's web site, requires a report on the type of TK program offered.

The Board shall establish the length of the school day in the district's TK program, which shall be at least three hours but no more than four hours long **except for TK students enrolled in expanded learning opportunity programs provided by the district pursuant to Education Code 46120**. If the district has adopted an extended-day kindergarten, the length of the school day for the TK program may be different than the length of the school day for the kindergarten program either at the same or different school sites. The Superintendent or designee shall annually report to CDE as to whether the district's TK programs are offered full day, part day, or both. (Education Code 8973, 37202, 46111, 46115, 46117, 48003)

TRANSITIONAL KINDERGARTEN (continued)*(cf. 5148.2 - Before/After School Programs)**(cf. 6111 - School Calendar)**(cf. 6112 - School Day)*

Note: Education Code 8281.5, as added by AB 130 and amended by AB 167, requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for consideration by the Board at a public meeting on or before June 30, 2022 for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the district's expanded learning offerings, the After School Education and Safety Program, the CSPP, Head Start programs, and other community-based early learning and care programs.

The Superintendent or designee shall develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the district's expanded learning offerings, the After School Education and Safety Program, the California State Preschool Program (CSPP), Head Start programs, and other community-based early learning and care programs. The Superintendent or designee shall present such plan for consideration by the Board at a public meeting on or before June 30, 2022. (Education Code 8281.5)

Note The following **optional** paragraph may be revised to reflect district practice. According to CDE's "Transitional Kindergarten FAQs," it is the intent of the law to provide separate and unique experiences for TK and kindergarten students. However, districts have flexibility to determine how best to meet the curricular needs of each child and whether TK and kindergarten students may be enrolled in the same classrooms.

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

TK students may be commingled in the same classroom with four-year-old students from a ~~California State Preschool Program~~ **CSPP program** as long as the **commingled program meets all of the requirements of each program as well as the following requirements:** (Education Code ~~8235~~ **8207, 48000**):

- 1. The classroom does not include students enrolled in TK for a second year or students enrolled in a regular kindergarten**
- 2. An early childhood environment rating scale, as specified in 5 CCR 18281, is completed for the classroom**
- 3. All children enrolled for 10 or more hours per week are evaluated using the Desired Results Developmental Profile, as specified in 5 CCR 18272**

TRANSITIONAL KINDERGARTEN (continued)

4. **The classroom is taught by a teacher that holds a credential issued by the Commission on Teacher Credentialing in accordance with Education Code 44065 and 44256**
5. **The classroom is in compliance with the adult-child ratio specified in Education Code 8241**
6. **Contractors of the district report the services, revenues, and expenditures for children in the preschool program in accordance with 5 CCR 18068 except for contractors of the TK program**

(cf 5148 3 - Preschool/Early Childhood Education)

Note: Education Code 48000, as amended by AB 130, requires districts to maintain an average TK class enrollment of not more than 24 students for each school site.

The district shall maintain an average TK class enrollment of not more than 24 students for each school site. (Education Code 48000)

Staffing

Note To be qualified to teach a TK class, the teacher must possess an appropriate multiple subjects or early childhood education credential issued by the Commission on Teacher Credentialing authorizing instruction in TK Education Code 48000 establishes additional requirements for credentialed teachers who are first assigned to a TK class after July 1, 2015, as provided below

TK assignments are subject to assignment monitoring and reporting by the County Superintendent of Schools in accordance with Education Code 44258 9

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction

(cf 4112 2 - Certification)

Note Education Code 48000, as amended by ~~SB 98 (Ch 24, Statutes of 2020)~~ **AB 130**, extends until August 1, ~~2021~~ **2023**, the requirement for credentialed teachers who are first assigned to a ~~transitional kindergarten~~ **TK** class to meet additional qualifications, as described below

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, ~~2021~~ **2023**, have at least 24 units in early childhood education and/or child development, comparable **professional** experience in a preschool setting, and/or a child development teacher permit issued by CTC (Education Code 48000)

TRANSITIONAL KINDERGARTEN (continued)

Note: Education Code 8281.5, as added by AB 130, permits the use of funding from the California Prekindergarten Planning and Implementation Grant Program for the purpose of professional development, including, but not limited to, developing competencies in serving inclusive classrooms and dual language learners.

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children, **including, but not limited to, developing competencies in serving inclusive classrooms and dual language learners.**

Note: Education Code 48000, as amended by AB 130, requires districts to, commencing with the 2022-23 school year, maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year.

The district shall, commencing with the 2022-23 school year, maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. (Education Code 48000)

(cf 4131 - Staff Development)

Continuation to Kindergarten

Note The following section is consistent with guidance in CDE's "Transitional Kindergarten FAQs "

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance

Note The following **optional** paragraph is for use by districts that allow kindergarten-eligible children to enroll in TK, see "Eligibility" section above. When such students are subsequently enrolled in kindergarten, the district is required to obtain a signed Kindergarten Continuance Form in order to receive kindergarten ADA for those children since they would otherwise be age-eligible for first grade. CDE recommends that approval for a student to continue in kindergarten not be sought until near the end of the year of TK, since permission obtained unreasonably far in advance could be found invalid.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

Note Pursuant to Education Code 46300, the district may not include for ADA purposes the attendance of any student for more than two years in kindergarten or for more than two years in a combination of TK and kindergarten.

TRANSITIONAL KINDERGARTEN (continued)

A student shall not attend more than two years in a combination of TK and kindergarten (Education Code 46300)

(cf 5123 - Promotion/Acceleration/Retention)

Assessment

Note The following section may be revised to reflect district practice One assessment resource for TK students is CDE's Desired Results Developmental Profile, which is designed to assess the developmental progression of all children from early infancy to kindergarten entry

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress The Superintendent or designee shall monitor and regularly report to the Board regarding program implementation, the progress of students in meeting related academic standards, and student preparedness for future education

(cf 0500 - Accountability)

(cf 6162 5 - Student Assessment)

*Legal Reference***EDUCATION CODE**

8235 California State Preschool Program

8207 California State Preschool Program administration

8241 Staffing ratios for center-based programs

8281.5 California Prekindergarten Planning and Implementation Grant Program

8970-8974 Early primary programs, extended-day kindergarten

17375 Establishment of California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program

37202 School calendar, equivalency of instructional minutes

44065 Issuance of and functions requiring credentials

44256 Authorization for teaching credentials

44258 9 Assignment monitoring by county superintendent of schools

46111 Kindergarten, hours of attendance

46114-46119 Minimum school day, kindergarten

46120 Expanded Learning Opportunities Program

46300 Computation of ADA, inclusion of kindergarten and transitional kindergarten

48000 Age of admission, kindergarten and transitional kindergarten

48002 Evidence of minimum age required to enter kindergarten or first grade

48003 Kindergarten annual report

48011 Admission on completing kindergarten

48200 Compulsory education, starting at age six

Legal Reference continued (see next page)

TRANSITIONAL KINDERGARTEN (continued)

Legal Reference (continued)

CODE OF REGULATIONS, TITLE 5

18000-18434 Child care and development programs, especially:

18068 Attendance and expenditure reports

18272 Developmental profile

18281 Environment rating scales

Management Resources

CSBA PUBLICATIONS

What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

Desired Results Developmental Profile: A Developmental Continuum from Early Infancy up to Kindergarten Entry, 2015

Transitional Kindergarten Implementation Guide A Resource for California Public School District Administrators and Teachers, 2013

California Preschool Curriculum Framework, Vol 3, 2013

California Preschool Learning Foundations, Vol 3, 2012

California Preschool Curriculum Framework, Vol 2, 2011

California Preschool Learning Foundations, Vol 2, 2010

California Preschool Curriculum Framework, Vol 1, 2010

California Preschool Learning Foundations, Vol 1, 2008

WEB SITES

CSBA [http //www csba org](http://www.csba.org)

California Department of Education [http //www cde ca gov](http://www.cde.ca.gov)

California Kindergarten Association [http //www ckanet org](http://www.ckanet.org)

<https://californiakindergartenassociation.org/>

Commission on Teacher Credentialing [http //www ctc ca gov](http://www.ctc.ca.gov)

Transitional Kindergarten California [http //tkcalifornia org](http://tkcalifornia.org)

(10/18 12/20) 12/21

CSBA Sample Board Bylaw

Board Bylaws

BB 9320(a)

MEETINGS AND NOTICES

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf 9321 - Closed Session)

(cf 9322 - Agenda/Meeting Materials)

(cf 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

Note: The Brown Act prohibits serial meetings, defined under Government Code 54952.2 as a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of district business.

This prohibition against serial meetings also applies to communications via technology. Email exchanges, chat room threads, or comments posted on a blog or social media account that result in a majority of the Governing Board "discussing among themselves" an item within the subject matter jurisdiction of the Board could result in a Brown Act violation. Pursuant to Government Code 54952.2, as amended by AB 992 (Ch. 89, Statutes of 2020), Board members may engage in separate conversations or communications with members of the public on an Internet-based social media platform that is open and accessible to the public as long as a majority of the Board does not use the platform to discuss among themselves business within the subject matter jurisdiction of the Board and members do not comment on or use digital icons (e.g., "likes" or emojis) to express reactions to communications made by other Board members. Consequently, a Board member is prohibited from responding directly to any communication from other members of the Board on a social media platform regarding matters that are within the subject matter jurisdiction of the Board. See BB 9012 - Board Member Electronic Communications.

In 84 Ops Cal Atty Gen 30 (2001), the Attorney General opined that Government Code 54952.2 prohibits a majority of the Board from sending emails to each other to develop a collective concurrence as to action to be taken by the Board even if the emails are (1) sent to the secretary and chairperson, (2) posted on the district's web site, and (3) distributed (in a printed version) at the next meeting. Although the Attorney General recognized that those three conditions would allow the deliberations to be conducted, to some extent, "in public," the emails were prohibited by the Brown Act because all debate would be completed before the meeting and members of the public who did not have Internet access would be excluded from the debate.

MEETINGS AND NOTICES (continued)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

Note Government Code 54952.2 specifies that briefings between staff and Board members are permissible in order to answer questions or to provide information, as long as the briefing is not used to communicate the comments or position of any other Board member. ~~Thus, Superintendent briefings involving less than a majority of the Board are allowed, but participants must ensure that the comments or positions of one member are not shared with other members.~~

However, an employee or district official may engage in separate conversations or **communications** with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members (Government Code 54952.2)

(cf 9012 - Board Member Electronic Communications)

Note Government Code 54953.2 requires that all Board meetings meet the protections of the Americans with Disabilities Act (**ADA**) (42 USC 12132) and implementing regulations (28 CFR 35.160, 36.303). Such protections require the district to ensure that the meeting is accessible to persons with disabilities and, upon request, to provide disability-related accommodations, such as auxiliary aids and services. Auxiliary aids and services may include accommodations at the actual meeting, such as a sign-language interpreter, or accommodations to the supporting documentation, such as Braille translation of the agenda packet. Government Code 54954.2 requires that the agenda specify how, when, and to whom a request for accommodation should be made, see BB 9322 - Agenda/Meeting Materials

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act (Government Code 54953.2, 54954.1, 54954.2)

Regular Meetings

Note Education Code 35140 and Government Code 54954 **mandate** the Board to fix the time and place for its regular meetings by rule and regulation

The Board shall hold _____ regular meeting(s) each month. Regular meetings shall be held at _____ p m on the _____ (day) at the _____

Note Pursuant to Government Code 54954.2, the agenda for a regular meeting must be posted at least 72 hours prior to the meeting, at a location that is freely accessible to the public. Government Code 54954.2 also requires that the agenda be posted on the district's Internet web site, if it has one. Any district that does not have a web site should delete the reference to it in the following paragraph

MEETINGS AND NOTICES (continued)

The Attorney General has determined in 78 Ops Cal Atty Gen 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular meeting. In the same opinion, the Attorney General found that the term "freely accessible" requires that the agenda be posted in a location where it can be read by the public at any time during the 72 hours immediately preceding the meeting. For example, if a building where the agenda is posted is closed during the evening hours, the agenda must also be posted in a location accessible during evening hours, such as a lighted display case outside of the building. The Attorney General also opined in 88 Ops Cal Atty Gen 218 (2005) that the agenda may be posted on a touch screen electronic kiosk, in lieu of a paper copy on a bulletin board, as long as the kiosk is accessible without charge to the public 24 hours a day, seven days a week.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954 2)

(cf 1113 - District and School Web Sites)

Note Pursuant to Government Code 54957 5, the agenda must list any address where the public can inspect agenda materials that are distributed to Board members less than 72 hours before a regular meeting, see BB 9322 - Agenda/Meeting Materials. In addition, pursuant to the California Public Records Act (Government Code 6252-6270), agenda materials related to an open session of a Board's regular meeting are "public records" and are subject to the inspection of any member of the public. For a list of documents subject to disclosure by the district, see BP/AR 1340 - Access to District Records.

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose **at the time the materials are distributed to all or a majority of the Board.** (Government Code 54957 5)

(cf 1340 - Access to District Records)

Special Meetings

Note Education Code 35144 and Government Code 54956 allow the Board to hold special meetings to address any matter that requires timely action. For example, the Board may hold a special meeting to discuss the need for an emergency state apportionment when the district is in financial distress, see BPAR 3460 - Financial Reports and Accountability. However, pursuant to Government Code 54956, certain specified matters, as described below, may not be addressed in a special meeting.

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1 (Government Code 54956)

(cf 2121 - Superintendent's Contract)

MEETINGS AND NOTICES (continued)

Note Pursuant to Government Code 54956, written notice of a special meeting may be delivered personally or by other means, including email or fax. Government Code 54956 requires any district that has its own ~~Internet~~-web site to also post the notice on its web site. Any district that does not have its own web site should delete reference to it in the following paragraph.

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's ~~Internet~~ web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954 3)

Emergency Meetings

Note Government Code 54956 5 authorizes a closed session during emergency meetings, as long as two-thirds of the members present at the meeting agree on the need for the closed session or, if less than two-thirds of the members are present, by unanimous vote of the members present. See BB 9321 - Closed Session and E(1) 9323 2 - Actions by the Board.

In the case of an *emergency situation* for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956 5)

An *emergency situation* means either of the following: (Government Code 54956 5)

- 1 An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board.

(cf 4141 6/4241 6 - Concerted Action/Work Stoppage)

MEETINGS AND NOTICES (continued)

- 2 A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification is given to the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and place and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

<p>Note: The following section is optional and may be revised to reflect district practice. Pursuant to Government Code 54954.2, the Board must still comply with the public notice requirements when holding a study session, retreat, public forum or other such meeting.</p>
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MEETINGS AND NOTICES (continued)

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships

(cf 2000 - Concepts and Roles)

(cf 2111 - Superintendent Governance Standards)

(cf 9000 - Role of the Board)

(cf 9005 - Governance Standards)

(cf 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program. (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf 9130 - Board Committees)

MEETINGS AND NOTICES (continued)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted (Government Code 54961)

(cf 0410 - Nondiscrimination in District Programs and Activities)

Meetings shall be held within district boundaries, except to do any of the following. (Government Code 54954)

- 1 Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
- 2 Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
- 3 Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
- 5 Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
- 6 Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
- 7 Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
- 8 Attend conferences on nonadversarial collective bargaining techniques

MEETINGS AND NOTICES (continued)

- 9 Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
- 10 Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a location designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public (Government Code 54953)

Note: In 84 Ops Cal Atty Gen 181 (2001), the Attorney General opined that a city is not required under the ~~ADA Americans with Disabilities Act~~ to provide, as an accommodation for city council member with disabilities who was unable to attend a regularly scheduled meeting, a teleconference connection to the member's house where the public would not be permitted to be present. According to the Attorney General, Government Code 54953 requires that members of the public be permitted to be present at any teleconference location

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location (Government Code 54953)

MEETINGS AND NOTICES (continued)**Teleconferencing During a Proclaimed State of Emergency**

Note: Pursuant to Government Code 54953, as amended by AB 361 (Ch. 165, Statutes of 2021), boards are authorized, until January 1, 2024, to conduct board meetings by teleconference as specified below when holding a board meeting during a proclaimed state of emergency pursuant to Government Code 8625-8629 when any of the following circumstance exist: (1) state or local officials have imposed or recommended measures to promote social distancing; (2) to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or (3) when it has been determined, as a result of an emergency, that meeting in person would impose such risks.

While a resolution is not required by law to make findings required by Government Code 54953, as amended by AB 361, CSBA offers sample resolutions available on its web site for (1) recognizing a state of emergency and authorizing teleconferenced meetings and (2) recognizing a state of emergency and re-authorizing teleconferenced meetings. CSBA recommends that if resolutions are not utilized, the motion and findings to authorize or reauthorize emergency teleconferenced meetings are included in the meeting minutes.

The Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within district boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

- 1. State or local officials have imposed or recommended measures to promote social distancing**
- 2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees**
- 3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees**

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

- 1. The notice and agenda shall be given and posted as otherwise required by the Brown Act**

MEETINGS AND NOTICES (continued)

2. **The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option**

Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board.

3. **Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3**
4. **Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time**
5. **Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed**
6. **If during a Board meeting a disruption occurs which prevents the district from broadcasting the meeting to members of the public or for members of the public to offer public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored**

(cf. 9323.2 - Actions by the Board)

The district may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. **The state of emergency continues to directly impact the ability of the Board to meet safely in person**
2. **State or local officials continue to impose or recommend measures to promote social distancing**

MEETINGS AND NOTICES (continued)

~~All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.~~

Legal Reference

EDUCATION CODE

- 35140 *Time and place of meetings*
- 35143 *Annual organizational meeting, date, and notice*
- 35144 *Special meeting*
- 35145 *Public meetings*
- 35145 5 *Agenda, public participation, regulations*
- 35146 *Closed sessions in connection with a student*
- 35147 *Open meeting law exceptions and applications*

GOVERNMENT CODE

- 3511 1 *Local agency executives*
- 6252-6270 *California Public Records Act*
- 8625-8629 *California Emergency Services Act*
- 11135 *State programs and activities, prohibition of discrimination*
- 54950-54963 *The Ralph M. Brown Act, especially*
- 54953 *Meetings to be open and public, attendance; teleconference*
- 54954 *Time and place of regular meetings*
- 54954 2 *Agenda posting requirements, board actions*
- 54956 *Special meetings, call, notice*
- 54956 5 *Emergency meetings*

UNITED STATES CODE, TITLE 42

- 12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

- 35 160 *Effective communications for individuals with disabilities*
- 36 303 *Auxiliary aids and services for individuals with disabilities*

COURT DECISIONS

~~*Garnier v. Poway Unified School District*, (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019)~~

~~*Knight First Amendment Institute at Columbia University v. Trump*, (2019) 928 F.3d 226 (2019)~~

~~*Wolfe v. City of Fremont*, (2006) 144 Cal. App. 4th 533-544~~

ATTORNEY GENERAL OPINIONS

- 88 *Ops. Cal. Atty. Gen.* 218 (2005)
- 84 *Ops. Cal. Atty. Gen.* 181 (2001)
- 84 *Ops. Cal. Atty. Gen.* 30 (2001)
- 79 *Ops. Cal. Atty. Gen.* 69 (1996)
- 78 *Ops. Cal. Atty. Gen.* 327 (1995)

Management Resources (see next page)

MEETINGS AND NOTICES (continued)

Management Resources

CSBA PUBLICATIONS

The Brown Act School Boards and Open Meeting Laws, rev 2019

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public V IV A Guide to the Ralph M Brown Act, 2016 2nd Ed., 2019

WEB SITES

CSBA [http //www csba org](http://www.csba.org)

CSBA, GAMUT Meetings

[http //www csba org/ProductsAndServices/AllServices/GamutMeetingsPolicy](http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy)

California Attorney General's Office [http //oag ca gov/home](http://oag.ca.gov/home)

Institute for Local Government [http //www ca-ilg org](http://www.ca-ilg.org)

League of California Cities [http //www cacities org](http://www.cacities.org)

(11/11 12/20) 12/21

Cottonwood Union School District

ENROLLMENT UPDATE

Current Enrollment as of 10/14/2021											
School	As of 6/9/21	As of 05/12/22	As of 04/14/22	As of 03/10/22	As of 02/10/22	As of 01/14/22	As of 12/09/21	As of 11/10/21	As of 10/14/21	As of 9/16/21	Difference 9/16 to Current +/-
North			519	515	515	520	520	522	525	530	-15
West			376	375	377	384	385	384	391	393	-18
Total District			895	890	892	904	905	906	916	923	-28
CCCS			245	248	248	253	254	254	254	252	-7

CBEDS Enrollment (First Wednesday of October)					
District	17/18	18/19	19/20	20/21	21/22
Total	940	932	943	948	918

ATTENDANCE UPDATE

Five year P-2 Historical Data (average daily attendance over 8 months)				
16/17	17/18	18/19	19/20	20/21
835 9	890 86	888 28	896 99	879 89

ESTMENT

02/28/22

TY	PAR AMOUNT	COST AMOUNT	% OF TOTAL	DISC	PREM	ACCRUED INTEREST	MATURITY	CUSIP	MOODY'S RATING	INT/DISC RATE	YIELD	BROKER	DAYS TO MAT	DAYS* COST	MARKET VALUE	UNREALIZED GAIN/LOSS	
ment Fund (max 75 000)	60 000 000 00	60 000 000 00	8.33%				3/1/2022		not rated	0.23	0.23	LAIF	1	60 000 000 00		N/A	
3% limit)			0.00%				3/1/2022			0.00	0.00	UBS	1	0 00		N/A	
Mutual Fund (5 00%max)	20 000 000 00	20 000 000 00	2.78%				3/1/2022			0.01	0.01	UBS	1	20 000 000 00		N/A	
Deposits (7.5% limit)	0 00	0 00	0.00%												0 00		
	5 000 000 00	5 000 000 00			0 00	0 00	05/31/22	912828ZR4	NA/Aaa	0 13	0 09	UBS	92	460 000 000 00		(5 000 000 00)	
	5 000 000 00	5 000 000 00			0 00	0 00	06/30/22	912828ZX1	NA/Aaa	0 13	0 09	UBS	122	610 000 000 00		(5 000 000 00)	
	5 040 012 09	5 040 012 09			40 012 09	0 00	07/15/22	9128287C8	NA/Aaa	1 75	0 07	Wedbush	137	690 481 656 33		(5 040 012 09)	
	5 000 000 00	5 000 000 00			0 00	0 00	07/31/22	91282CAC5	NA/Aaa	0 13	0 12	Wedbush	153	765 000 000 00		(5 000 000 00)	
	5 000 000 00	5 062 865 08			62 865 08	0 00	01/15/23	912828Z29	NA/NA	1 50	0 16	Wells Fargo	321	1 625 179 690 68		(5 062 865 08)	
	5 000 000 00	5 000 000 00			0 00	0 00	01/31/23	912828P38	NA/Aaa	1 01	1 38	Wedbush	337	1 685 000 000 00		(5 000 000 00)	
	5 000 000 00	4 999 218 75		(781 25)	0 00	4 999 218 75	03/31/23	91282CBU4	NA/Aaa	0 13	0 13	Wedbush	396	1 979 690 625 00		(4 999 218 75)	
	5 000 000 00	4 958 203 13		(41 796 87)	0 00	4 958 203 13	06/30/23	912828S35	NA/Aaa	1 38	1 61	Wedbush	487	2 414 644 924 31		(4 958 203 13)	
	5 000 000 00	4 959 960 94		(40 039 06)	0 00	4 959 960 94	06/30/23	912828S35	NA/NA	1 38	1 61	Union Banc	487	2 415 500 977 78		(4 959 960 94)	
	10 000 000 00	9 956 250 00		(43 750 00)	0 00	9 956 250 00	07/31/23	91282CCN9	NA/NA	0 13	0 37	UBS	518	5 157 337 500 00		(9 956 250 00)	
	5 000 000 00	4 930 273 44		(69 726 56)	0 00	4 930 273 44	08/31/23	91282CCU3	NA/NA	0 13	1 02	UBS	549	2 706 720 118 56		(4 930 273 44)	
	5 000 000 00	5 201 929 39			201 929 39	0 00	5 201 929 39	02/29/24	912828G00	NA/Aaa	2 38	0 21	Wedbush	731	3 802 610 384 09		(5 201 929 39)
	10 000 000 00	10 308 541 95			308 541 95	0 00	10 308 541 95	02/29/24	912828G00	NA/Aaa	2 38	0 75	Wedbush	731	7 535 544 165 45		(10 308 541 95)
	5 000 000 00	4 970 230 49		(35 156.25)		5 386 74	4 970 230 49	11/15/24	91282CDH1	NA/Aaa	0 75	1 00	UBS	991	4 925 499 415 59		(4 970 230 49)
	10 000 000 00	10 150 900 14			150 900 14	0 00	10 150 900 14	02/28/25	912828ZC7	NA/Aaa	1 13	0 52	Wedbush	1096	11 125 386 553 44		(10 150 900 14)
	10 000 000 00	9 862 975 54		(137 500 00)		475 54	9 862 975 54	06/30/25	912828ZW3	NA/Aaa	0 25	0 60	Wedbush	1218	12 013 104 207 72		(9 862 975 54)
	5 000 000 00	4 914 843 75		(85 156.25)	0 00	4 914 843 75	07/31/25	91282CAB7	NA/Aaa	0 25	0 67	Wedbush	1249	6 138 639 843 75		(4 914 843 75)	
	5 000 000 00	4 930 468 75		(69 531 25)	0 00	4 930 468 75	08/31/25	91282CAJ0	NA/Aaa	0 25	0 60	Wedbush	1280	6 311 000 000 00		(4 930 468 75)	
	10 000 000 00	9 845 312 50		(154 687 50)	0 00	9 845 312 50	01/31/26	91282CBH3	NA/Aaa	0 38	0 73	UBS	1433	14 108 332 812 50		(9 845 312 50)	
	10 000 000 00	9 908 984 38		(91 015 62)	0 00	9 908 984 38	02/28/26	91282CBQ3	NA/Aaa	0 50	0 71	Wedbush	1461	14 477 026 178 18		(9 908 984 38)	
50% limit)	130 000,000 00	130,000 970 32	18.04%												0 00	(130 000,970 32)	
rt of Deposit (20% limit)			0.00%														
Med Term Note	5 474 000 00	5 474 000 00			0 00	0 00	05/15/22	084664BT7	AA/Aa2	3 00	1 75	Union Banc	76	416 024 000 00		(5 474 000 00)	
Note	5 000 000 00	5 000 000 00			0 00	0 00	05/23/22	90331HPC1	AA-A1	2.65	1 80	UBS	84	420 000 000 00		(5 000 000 00)	
Term Note (Callable)	10 000 000 00	10 000 000 00					04/29/25	06748WVK6	A/A1	1 00	1 00	Alamo	1156	11 560 000 000 00		(10 000 000 00)	
Notes (20% limit/ 3% ea)	20,474 000 00	20,474 000 00	2.84%												0 00	(20 474,000 00)	
	5 000 000 00	4 995 997 22		(4 002 78)		4 995 997 22	03/04/22	63873KC47	A 1/P 1	0 11	0 11	UBS	4	19 983 988 88		(4 995 997 22)	
	5 000 000 00	4 995 500 00		(4 500 00)		4 995 500 00	03/18/22	63873KCJ4	A 1/P 1	0 12	0 12	UBS	18	89 919 000 00		(4 995 500 00)	
	5 000 000 00	4 995 125 00		(4 875 00)		4 995 125 00	03/22/22	63873KCN5	A-1/P-1	0 13	0 13	UBS	22	109 892 750 00		(4 995 125 00)	
	10 000 000 00	9 994 000 00		(6 000 00)		9 994 000 00	03/28/22	62479MCU5	A-1/P-1	0 08	0 08	UBS	28	279 832 000 00		(9 994 000 00)	
	10 000 000 00	9 993 275 00		(6 725 00)		9 993 275 00	05/16/22	62479MEG4	A-1/P 1	0 09	0 09	UBS	77	769 482 175 00		(9 993 275 00)	
	5 000 000 00	4 995 875 00		(4 125.00)		4 995 875 00	06/28/22	63873KFU6	A-1/P-1	0 11	0 11	UBS	120	599 505 000 00		(4 995 875 00)	
	10 000 000 00	9 989 538 89		(10 461 11)		9 989 538 89	07/08/22	53948BG86	A 1/P 1	0 14	0 14	UBS	130	1 298 640 055 70		(9 989 538 89)	
	10 000 000 00	9 985 111 11		(14 888 89)		9 985 111 11	07/22/22	53948BGN3	A 1/P 1	0 20	0 20	UBS	144	1 437 855 999 84		(9 985 111 11)	
	10 000 000 00	9 985 111 11		(14 888 89)		9 985 111 11	08/19/22	22533UHK2	A 1/P 1	0 20	0 20	UBS	172	1 717 439 110 92		(9 985 111 11)	
	5 000 000 00	4 988 791 67		(11 208 33)		4 988 791 67	09/30/22	22533UJW4	A 1/P 1	0 30	0 30	UBS	214	1 067 601 417 38		(4 988 791 67)	
	5 000 000 00	4 987 297 22		(12 702 78)		4 987 297 22	10/03/22	22533UK36	A 1/P 1	0 34	0 34	UBS	217	1 082,243 496 74		(4 987 297 22)	
20% limit)	80 000,000 00	79 905,622 22	11.09%												0 00	(79 905 622 22)	
Bank	5 000 000 00	5 000 000 00				5 000 000 00	05/06/22	3133ELYR9	NA/NA	0 25	0 25	UBS	67	335 000 000 00		(5 000 000 00)	
	5 000 000 00	5 000 000 00			0 00	5 000 000 00	08/22/22	3133ELAE4	AA+/Aaa	1 63	1 54	Wells Fargo	175	875 000 000 00		(5 000 000 00)	
	5 000 000 00	5 000 000 00			0 00	5 000 000 00	01/23/23	3133ELJH8	AA+/Aaa	1 60	1 51	Wells Fargo	329	1 645 000 000 00		(5 000 000 00)	
	5 000 000 00	5 092 918 89			92 918 89	5 092 918 89	06/05/23	3133EET67	AA+/Aaa	2 30	0 49	Wedbush	462	2,352 928 527 18		(5 092 918 89)	
(Callable)	10 000 000 00	10 000 000 00				10 000 000 00	06/15/23	3133EMKG6	AA+/Aaa	0 20	0 20	Wedbush	472	4 720 000 000 00		(10 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/10/23	3133EL3E2	AA+/Aaa	0 32	0 32	UBS	528	2,640 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	09/14/23	3133EL6U3	AA+/Aaa	0 28	0 28	UBS	563	2,815 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	4 997 733 33		(2 500 00)	233 33	4 997 733 33	10/13/23	3133EMCQ3	AA+/Aaa	0 28	0 30	UBS	592	2 958 658 131 36		(4 997 733 33)	
Bank	5 000 000 00	5 000 000 00			0 00	5 000 000 00	01/02/24	3133ELFW9	AA+/Aaa	1 71	1 58	Wedbush	673	3 365 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	4 993 000 00		(7 000 00)		4 993 000 00	01/11/24	3133EMMN9	AA+/Aaa	0 19	0 24	UBS	682	3 405 226 000 00		(4 993 000 00)	
(Callable)	5 000 000 00	4 997 000 00		(3 000 00)	0 00	4 997 000 00	01/11/24	3133EMMN9	AA+/Aaa	0 19	0 21	UBS	682	3 407 954 000 00		(4 997 000 00)	
(Callable)	5 000 000 00	4 996,250 00		(3 750 00)	0 00	4 996 250 00	04/05/24	3133EMVD1	AA+/Aaa	0 33	0 35	UBS	767	3 832 123 750 00		(4 996 250 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	05/16/24	3133EMGF3	AA+/Aaa	0 35	0 35	UBS	808	4 040 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	06/03/24	3133EME40	AA+/Aaa	0 33	0 33	UBS	826	4 130 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	06/17/24	3133EMAB8	Aaa/AA+	0 39	0 39	UBS	840	4 200 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	08/19/24	3133EL4J0	AA+/Aaa	0 47	0 46	UBS	903	4 515 000 000 00		(5 000 000 00)	
(Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	10/15/24	3133EMCV6	AA+/Aaa	0 43	0 43	Wedbush	960	4 800 000 000 00		(5 000 000 00)	
	10 000 000 00	9 990 000 00		(10 000 00)		9 990 000 00	01/06/25	3133ENK58	NA/NA	1 13	1 16	UBS	1043	10 419 570 000 00		(9 990 000 00)	

Bank	5 000 000 00	5 000 000 00			5 000 000 00	03/11/22	313378WG2	AA+/Aaa	2.50	2.42	Union Banc	11	55 000 000 00	(5 000 000 00)
Bank	5 000 000 00	5 043 398 75	43 398 75	0 00	5 043 398 75	06/10/22	313379Q69	AA+/Aaa	2.13	0.13	Wedbush	102	514 426 672 50	(5 043 398 75)
Bank	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	09/09/22	313380GJO	AA+/Aaa	2.00	1.54	Wedbush	193	965 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	01/22/24	3130AQCV3	AA+/Aaa	0.71	0.71	UBS	693	3 465 000 000 00	(5 000 000 00)
Bank	5 000 000 00	5 132 353 33	132 353 33	0 00	5 132 353 33	03/08/24	3130A7PH2	AA+/Aaa	1.88	0.51	Wells Fargo	739	3 792 809 110 87	(5 132 353 33)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	06/03/24	3130AMMM1	AA+/Aaa	0.38	0.38	UBS	826	4 130 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	06/19/24	3130ALXG4	AA+/Aaa	0.50	0.50	UBS	842	4 210 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	07/05/24	3130AOFH1	AA+/Aaa	0.95	0.95	Union Banc	858	4 290 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/23/24	3130AQSZ7	AA+/Aaa	1.50	1.50	UBS	907	4 535 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	02/26/25	3130ANHY9	AA+/Aaa	0.52	0.52	UBS	1094	5 470 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	06/10/25	3130AQB85	AA+/N/A	1.20	1.20	UBS	1198	5 900 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00			10 000 000 00	08/27/25	3130ANW48	N/A/N/A	0.73	0.73	UBS	1276	12 760 000 000 00	(10 000 000 00)
Bank (Callable)	10 000 000 00	9 988 388 89	(12 000 00)	388 89	9 988 388 89	08/29/25	3130AP3F0	AA+/Aaa	0.70	0.73	UBS	1278	12 765 161 001 42	(9 988 388 89)
Bank	5 000 000 00	4 986 890 00	(13 110 00)	0 00	4 986 890 00	09/12/25	3130AJX42	AA+/Aaa	0.38	0.43	Wells Fargo	1292	6 443 061 880 00	(4 986 890 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	11/25/25	3130AKGD2	AA+/Aaa	0.57	0.57	UBS	1366	6 830 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00			10 000 000 00	03/30/26	3130ALTR5	AA+/Aaa	1.01	1.01	UBS	1491	14 910 000 000 00	(10 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	06/30/26	3130AMSS2	N/A/N/A	1.05	1.05	UBS	1583	7 915 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00			10 000 000 00	08/26/26	3130ANVS6	N/A/N/A	1.00	1.00	UBS	1640	16 400 000 000 00	(10 000 000 00)
Loans (20% limit)	110 000,000 00	110,151 030 97	15 29%										0 00	(110,151,030 97)
e Note	5 000 000 00	4 968 210 00	(31 790 00)	0 00	4 968 210 00	09/06/22	3135GOW33	AA+/Aaa	1.38	1.61	Wedbush	190	943 959 900 00	(4 968 210 00)
e Note	5 000 000 00	4 812 355 00	(187 645 00)	0 00	4 812 355 00	10/05/22	3135GOT78	AA+/Aaa	2.00	3.01	Wedbush	219	1 053 905 745 00	(4 812 355 00)
e Note	10 000 000 00	10 199 050 00	199 050 00	0 00	10 199 050 00	01/19/23	3135GOT94	AA+/Aaa	2.38	0.34	Wedbush	325	3 314 691 250 00	(10 199 050 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	05/22/23	3135G04Q3	AA+/Aaa	0.25	0.23	Wells Fargo	448	2 240 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	07/10/23	3135G05G4	AA+/Aaa	0.25	0.21	UBS	497	2 485 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	09/12/23	3135G0U43	AA+/Aaa	2.88	1.62	Wells Fargo	561	2 805 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	07/02/24	3135G0V75	AA+/Aaa	1.75	1.66	Wells Fargo	855	4 275 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	896	4 480 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/12/24	3136G4J38	AA+/Aaa	0.41	0.41	Wedbush	896	4 480 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/19/24	3136G4P31	AA+/Aaa	0.45	0.45	Wedbush	903	4 515 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	01/07/25	3135G0X24	AA+/N/A	1.63	1.46	Wedbush	1044	5 220 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	06/17/25	3135G04Z3	AA+/Aaa	0.50	0.40	UBS	1205	6 025 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	02/25/25	3136G4T52	AA+/Aaa	0.52	0.52	Wells Fargo	1093	5 465 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	07/29/25	3136G4D75	N/A/N/A	0.60	0.60	UBS	1247	6 235 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/18/25	3136G4G72	AA+/Aaa	0.60	0.60	Wedbush	1267	6 335 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	08/19/25	3136G4H63	AA+/Aaa	0.55	0.55	UBS	1268	6 340 000 000 00	(5 000 000 00)
e Note	5 000 000 00	4 974 875 00	(25 125 00)	0 00	4 974 875 00	08/25/25	3135G05X7	AA+/Aaa	0.38	0.48	Wells Fargo	1274	6 337 990 750 00	(4 974 875 00)
e Note (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	10/28/25	3136G46S7	N/A/N/A	0.56	0.56	UBS	1338	6 690 000 000 00	(5 000 000 00)
rat Mtg (20% limit)	95,000,000 00	94,954,490 00	13 18%										0 00	(94,954 490 00)
Vtge	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	06/08/22	3134GVJ66	N/A/Aaa	0.25	0.21	Wedbush	100	500 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 008 637 50	8 637 50	0 00	5 008 637 50	05/05/23	3137EAER6	AA+/Aaa	0.38	0.21	UBS	431	2 158 722 762 50	(5 008 637 50)
Vtge	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	06/19/23	3137EAEN5	AA+/Aaa	2.75	1.65	Wedbush	476	2 380 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	06/26/23	3137EAES4	AA+/Aaa	0.25	0.23	Wedbush	483	2 415 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 000 000 00	0 00	0 00	5 000 000 00	08/24/23	3137EAEV7	AA+/Aaa	0.25	0.22	UBS	542	2 710 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 004 011 94	4 011 94	0 00	5 004 011 94	09/08/23	3137EAEV5	AA+/Aaa	0.25	0.16	Wedbush	557	2 787 234 650 58	(5 004 011 94)
Vtge (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	03/29/24	3134GWXC5	N/A/N/A	0.35	0.35	Wedbush	760	3 800 000 000 00	(5 000 000 00)
Vtge (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	06/28/24	3134GWTL0	N/A/Aaa	0.38	0.38	Wells Fargo	851	4 255 000 000 00	(5 000 000 00)
Vtge (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	09/10/24	3134GWL79	N/A/Aaa	0.40	0.40	Wedbush	925	4 625 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 074 758 33	74 758 33	0 00	5 074 758 33	02/12/25	3137EAEP0	AA+/Aaa	1.50	0.93	Wedbush	1080	5 480 738 996 40	(5 074 758 33)
Vtge (Callable)	5 000 000 00	5 000 000 00			5 000 000 00	03/28/25	3134GWX35	N/A/Aaa	0.45	0.45	Wedbush	1124	5 620 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	4 921 340 00	(78 660 00)	0 00	4 921 340 00	09/23/25	3137EAEX3	Aaa/Aa+	0.38	0.75	Wells Fargo	1303	6 412 506 020 00	(4 921 340 00)
ge Corp Disc Note (20%)	60,000,000 00	60,008,747 77	8 33%										0 00	(60 008,747 77)
	720,474,000 00	720,554,263 50	100 00%	(1,245,598 39)	1,319,377 39	6,484 50							#REF!	
	720 554,263.50		UBOC											
	28,730 96		LAIF		1 325,861 89			TOTAL DAYS* COST					488,187,756,196 65	
	125,638 14		REPO					TOTAL COST AMOUNT					720,554,263.50	
	273,592.57		LIR					WEIGHTED AVERAGE MATURITY			DAYS		677 52	
	10,531,103 87							WEIGHTED AVERAGE MATURITY			YEARS		1 88	
	731,513,329 04		0 00											

ects the County Treasurers investments and is in conformance with the adopted County Investment Policy Statement
y knowledge sufficient investment liquidity and anticipated revenues are available to meet the County's budgeted expenditure requirements for the next six months

ESTMENT

03/31/22

TY	PAR AMOUNT	COST AMOUNT	% OF TOTAL	DISC	PREM	ACCRUED INTEREST	MATURITY	CUSIP	MOODY'S RATING	INT/DISC RATE	YIELD	BROKER	DAYS TO MAT	DAYS*GOST	MARKET VALUE	UNREALIZED GAIN/LOSS
ment Fund (max 75 000)	55 000 000 00	55 000 000 00	7.70%				4/1/2022		not rated	0.23	0.23	LAIF	1	55 000 000 00		N/A
% limit)			0.00%				4/1/2022			0.15	0.15	0.15	1	0.00		N/A
Mutual Fund (5.00%max)	19 000 000 00	19 000 000 00	2.66%				4/1/2022			0.18	0.18	UBS	1	19 000 000 00		N/A
Deposits (7.5% limit)	0 00	0 00	0.00%												0 00	
	5 000 000 00	5 000 000 00			0.00	0.00	05/31/22	912828ZR4	NA/Aaa	0.13	0.09	UBS	61	305 000 000 00		(5 000 000 00)
	5 000 000 00	5 000 000 00			0.00	0.00	06/30/22	912828ZX1	NA/Aaa	0.13	0.09	UBS	91	455 000 000 00		(5 000 000 00)
	5 000 000 00	5 040 012.09			40 012.09	0.00	07/15/22	9128287C8	NA/Aaa	1.75	0.07	Wedbush	106	534 241 281 54		(5 040 012.09)
	5 000 000 00	5 000 000 00			0.00	0.00	07/31/22	91282CAC5	NA/Aaa	0.13	0.12	Wedbush	122	610 000 000 00		(5 000 000 00)
	5 000 000 00	5 062 865.08			62 865.08	0.00	01/15/23	91282Z29	NA/NA	1.50	0.16	Wells Fargo	290	1 468 230 873 20		(5 062 865.08)
	5 000 000 00	5 000 000 00			0.00	0.00	01/31/23	912828P38	NA/Aaa	1.01	1.38	Wedbush	306	1 530 000 000 00		(5 000 000 00)
	5 000 000 00	4 999 218.75		(781.25)	0.00	0.00	03/31/23	91282CBU4	NA/Aaa	0.13	0.13	Wedbush	365	1 824 714 843 75		(4 999 218.75)
	5 000 000 00	4 958 203.13		(41 796.87)	0.00	0.00	06/30/23	912828S35	NA/Aaa	1.38	1.61	Wedbush	456	2 260 940 627 28		(4 958 203.13)
	5 000 000 00	4 959 960.94		(40 039.06)	0.00	0.00	06/30/23	912828S35	NA/NA	1.38	1.61	Union Banc	456	2 261 742 188 64		(4 959 960.94)
	10 000 000 00	9 956 250.00		(43 750.00)	0.00	0.00	07/31/23	91282CCN9	NA/NA	0.13	0.37	UBS	487	4 848 693 750 00		(9 956 250.00)
	5 000 000 00	4 930 273.44		(69 726.56)	0.00	0.00	08/31/23	91282CCU3	NA/NA	0.13	1.02	UBS	518	2 553 881 641 92		(4 930 273.44)
	10 000 000 00	9 701 438.02		(304 296.87)	5 734.89	9 701 438.02	10/15/23	91282CAP6	NA/Aaa	0.13	2.14	Wedbush	563	5 461 909 605 26		(9 701 438.02)
	5 000 000 00	5 201 929.39			201 929.39	0.00	02/29/24	9128286GO	NA/Aaa	2.38	0.21	Wedbush	700	3 641 350 573 00		(5 201 929.39)
	10 000 000 00	10 308 541.95			308 541.95	0.00	02/29/24	9128286GO	NA/Aaa	2.38	0.75	Wedbush	700	7 275 979 365 00		(10 308 541.95)
	5 000 000 00	4 970 230.49		(35 156.25)	5 386.74	4 970 230.49	11/15/24	91282CDH1	NA/Aaa	0.75	1.00	UBS	960	4 771 421 270 40		(4 970 230.49)
	10 000 000 00	10 150 900.14			150 900.14	0.00	02/28/25	912828ZC7	NA/Aaa	1.13	0.52	Wedbush	1065	10 810 708 649 10		(10 150 900.14)
	10 000 000 00	9 862 975.54		(137 500.00)	475.54	9 862 975.54	06/30/25	912828ZW3	NA/Aaa	0.25	0.60	Wedbush	1187	11 707 351 965 98		(9 862 975.54)
	5 000 000 00	4 914 843.75		(85 156.25)	0.00	4 914 843.75	07/31/25	91282CAB7	NA/Aaa	0.25	0.67	Wedbush	1218	5 986 279 687 50		(4 914 843.75)
	5 000 000 00	4 930 468.75		(69 531.25)	0.00	4 930 468.75	08/31/25	91282CAJ0	NA/Aaa	0.25	0.60	Wedbush	1249	6 158 155 468 75		(4 930 468.75)
	10 000 000 00	9 845 312.50		(154 687.50)	0.00	9 845 312.50	01/31/26	91282CBH3	NA/Aaa	0.38	0.73	UBS	1402	13 803 128 125 00		(9 845 312.50)
	10 000 000 00	9 908 984.38		(91 015.62)	0.00	9 908 984.38	02/28/26	91282CBQ3	NA/Aaa	0.50	0.71	Wedbush	1430	14 169 847 663 40		(9 908 984.38)
50% limit)	140,000,000 00	139,702,408.34	19.57%												0 00	(139,702,408.34)
rt of Deposit (20% limit)			0.00%													
Med Term Note	5 474 000 00	5 474 000 00			0.00	0.00	05/15/22	084664BT7	AA/Aa2	3.00	1.75	Union Banc	45	246 330 000 00		(5 474 000 00)
Note	5 000 000 00	5 000 000 00			0.00	0.00	05/23/22	90331HPC1	AA/Aa1	2.65	1.80	UBS	53	265 000 000 00		(5 000 000 00)
Term Note (Callable)	10 000 000 00	10 000 000 00				10 000 000 00	04/29/25	06748WMMK6	A/Aa1	1.00	1.00	Alamo	1125	11 250 000 000 00		(10 000 000 00)
Notes (20% limit/ 3% ea)	20,474,000 00	20 474,000 00	2.87%												0 00	(20,474,000 00)
	10 000 000 00	9 993,275.00		(6 725.00)		9 993,275.00	05/16/22	62479MEG4	A 1/P 1	0.09	0.09	UBS	46	459 690 650 00		(9 993 275.00)
	5 000 000 00	4 995 875.00		(4 125.00)		4 995 875.00	06/28/22	63873KFU6	A 1/P 1	0.11	0.11	UBS	89	444 632 875 00		(4 995 875.00)
	10 000 000 00	9 989 538.89		(10 461.11)		9 989 538.89	07/08/22	53948BG86	A 1/P 1	0.14	0.14	UBS	99	988 964 350 11		(9 989 538.89)
	10 000 000 00	9 985 111.11		(14 888.89)		9 985 111.11	07/22/22	53948BGN3	A 1/P 1	0.20	0.20	UBS	113	1 128 317 555 43		(9 985 111.11)
	10 000 000 00	9 985 111.11		(14 888.89)		9 985 111.11	08/19/22	22533UHJ2	A 1/P 1	0.20	0.20	UBS	141	1 407 900 666 51		(9 985 111.11)
	10 000 000 00	9 928 211.11		(71 788.89)		9 928 211.11	09/27/22	62479MJT1	A 1/P 1	1.42	1.43	UBS	180	1 787 077 999 80		(9 928 211.11)
	5 000 000 00	4 988 791.67		(11 208.33)		4 988 791.67	09/30/22	22533UJW4	A 1/P 1	0.30	0.30	UBS	183	912 948 875 61		(4 988 791.67)
	5 000 000 00	4 987 297.22		(12 702.78)		4 987 297.22	10/03/22	22533UK36	A 1/P 1	0.34	0.34	UBS	186	927 637 282 92		(4 987 297.22)
	10 000 000 00	9 867 741.67		(132,258.33)		9 867 741.67	12/23/22	63873KMP9	A 1/P 1	1.77	1.79	UBS	267	2 634 687 025 89		(9 867 741.67)
20% limit)	75,000 000 00	74,720,952.78	10.46%												0 00	(74 720,952.78)
Bank	5 000 000 00	5 000 000 00				5 000 000 00	05/06/22	3133ELYR9	NA/NA	0.25	0.25	UBS	36	180 000 000 00		(5 000 000 00)
	5 000 000 00	5 000 000 00			0.00	5 000 000 00	08/22/22	3133ELAE4	AA+/Aaa	1.63	1.54	Wells Fargo	144	720 000 000 00		(5 000 000 00)
	5 000 000 00	5 000 000 00			0.00	5 000 000 00	01/23/23	3133ELJH8	AA+/Aaa	1.60	1.51	Wells Fargo	298	1 490 000 000 00		(5 000 000 00)
	5 000 000 00	5 092 918.89			92 918.89	5 092 918.89	06/05/23	3133EET67	AA+/Aaa	2.30	0.49	Wedbush	431	2 195 048 041 59		(5 092 918.89)
(Callable)	10 000 000 00	10 000 000 00				10 000 000 00	06/15/23	3133EMKG6	AA+/Aaa	0.20	0.20	Wedbush	441	4 410 000 000 00		(10 000 000 00)
(Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/10/23	3133EL3E2	AA+/Aaa	0.32	0.32	UBS	497	2 485 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	09/14/23	3133EL6U3	AA+/Aaa	0.28	0.28	UBS	532	2 660 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	4 997 733.33		(2 500.00)	233.33	4 997 733.33	10/13/23	3133EMCQ3	AA+/Aaa	0.28	0.30	UBS	561	2 803 728 398 13		(4 997 733.33)
Bank	5 000 000 00	5 000 000 00			0.00	5 000 000 00	01/02/24	3133ELFW9	AA+/Aaa	1.71	1.58	Wedbush	642	3 210 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	4 993 000.00		(7 000.00)		4 993 000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.24	UBS	651	3 250 443 000 00		(4 993 000.00)
(Callable)	5 000 000 00	4 997 000.00		(3 000.00)	0.00	4 997 000.00	01/11/24	3133EMMN9	AA+/Aaa	0.19	0.21	UBS	651	3 253 047 000 00		(4 997 000.00)
(Callable)	5 000 000 00	4 996 250.00		(3 750.00)	0.00	4 996 250.00	04/05/24	3133EMVD1	AA+/Aaa	0.33	0.35	UBS	736	3 677 240 000 00		(4 996 250.00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	05/16/24	3133EMGF3	AA+/Aaa	0.35	0.35	UBS	777	3 885 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	06/03/24	3133EME40	AA+/Aaa	0.33	0.33	UBS	795	3 975 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	06/17/24	3133EMAB8	Aaa/AA+	0.39	0.39	UBS	809	4 045 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	08/19/24	3133EL4J0	AA+/Aaa	0.47	0.46	UBS	872	4 360 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	10/15/24	3133EMCY6	AA+/Aaa	0.43	0.43	Wedbush	929	4 645 000 000 00		(5 000 000 00)
	10 000 000 00	9 990 000.00		(10 000.00)		9 990 000.00	01/06/25	3133ENKS8	NA/NA	1.13	1.16	UBS	1012	10 190 880 000 00		(9 990 000.00)
(Callable)	5 000 000 00	5 000 000 00			0.00	5 000 000 00	06/16/25	3133EMH47	AA+/Aaa	0.60	0.60	Wedbush	1173	5 865 000 000 00		(5 000 000 00)
(Callable)	5 000 000 00	4 992 500.00		(7 500.00)	0											

Bank	5 000 000 00	5 043 398 75		43 398 75	0 00	5 043 398 75	06/10/22	313379Q69	AA+/Aaa	2 13	0 13	Wedbush	71	358 081 311 25	(5 043 398 75)
Bank	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	09/09/22	313380GJO	AA+/Aaa	2 00	1 54	Wedbush	162	810 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	01/22/24	3130AQCV3	AA+/Aaa	0 71	0 71	UBS	662	3 310 000 000 00	(5 000 000 00)
Bank	5 000 000 00	5 085 478 33		85 478 33	0 00	5 085 478 33	03/08/24	3130A7PH2	AA+/Aaa	1 88	0 51	Wells Fargo	708	3 600 518 657 64	(5 085 478 33)
Bank (Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	06/03/24	3130AMMM1	AA+/Aaa	0 38	0 38	UBS	795	3 975 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	06/19/24	3130ALXG4	AA+/Aaa	0 50	0 50	UBS	811	4 055 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	07/05/24	3130AQFH1	AA+/Aaa	0 95	0 95	Union Banc	827	4 135 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/23/24	3130AQSZ7	AA+/Aaa	1 50	1 50	UBS	876	4 380 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	02/26/25	3130ANH99	AA+/Aaa	0 52	0 52	UBS	1063	5 315 000 000 00	(5 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	06/10/25	3130AQ885	AA+/N/A	1 20	1 20	UBS	1167	5 835 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00				10 000 000 00	08/27/25	3130ANW48	NA/NA	0 73	0 73	UBS	1245	12 450 000 000 00	(10 000 000 00)
Bank (Callable)	10 000 000 00	9 988 000 00	(12 000 00)		0 00	9 988 000 00	08/29/25	3130AP3F0	AA+/Aaa	0 70	0 73	UBS	1247	12 455 036 000 00	(9 988 000 00)
Bank	5 000 000 00	4 986 890 00	(13 110 00)		0 00	4 986 890 00	09/12/25	3130AJX2	AA+/Aaa	0 38	0 43	Wells Fargo	1261	6 288 468 290 00	(4 986 890 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	11/25/25	3130AKGD2	AA+/Aaa	0 57	0 57	UBS	1335	6 675 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00			0 00	10 000 000 00	03/30/26	3130ALTR5	AA+/Aaa	1 01	1 01	UBS	1460	14 600 000 000 00	(10 000 000 00)
Bank (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	06/30/26	3130AMSS2	NA/NA	1 05	1 05	UBS	1552	7 760 000 000 00	(5 000 000 00)
Bank (Callable)	10 000 000 00	10 000 000 00				10 000 000 00	08/26/26	3130ANVS6	NA/NA	1 00	1 00	UBS	1609	16 090 000 000 00	(10 000 000 00)
Loans (20% limit)	105,000,000 00	105,103,767 08	14 72%											0 00	(105,103,767 08)
e Note	5 000 000 00	4 968 210 00			0 00	4 968,210 00	09/06/22	3135GOW33	AA+/Aaa	1 38	1 61	Wedbush	159	789 945 390 00	(4 968 210 00)
e Note	5 000 000 00	4 812 355 00	(31 790 00)		0 00	4 812 355 00	10/05/22	3135GOT78	AA+/Aaa	2 00	3 01	Wedbush	188	904 722 740 00	(4 812 355 00)
e Note	10 000 000 00	10 199 050 00		199 050 00	0 00	10 199 050 00	01/19/23	3135GOT94	AA+/Aaa	2 38	0 34	Wedbush	294	2 998 520 700 00	(10 199 050 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	05/22/23	3135G04Q3	AA+/Aaa	0 25	0 23	Wells Fargo	417	2,085 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	07/10/23	3135G05G4	AA+/Aaa	0 25	0 21	UBS	466	2,330 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	09/12/23	3135G0U43	AA+/Aaa	2 88	1 62	Wells Fargo	530	2,650 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	07/02/24	3135GOV75	AA+/Aaa	1 75	1 66	Wells Fargo	824	4 120 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/12/24	3136G4J38	AA+/Aaa	0 41	0 41	Wedbush	865	4 325 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	08/12/24	3136G4J38	AA+/Aaa	0 41	0 41	Wedbush	865	4 325 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/19/24	3136G4P31	AA+/Aaa	0 45	0 45	Wedbush	872	4 360 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	01/07/25	3135G0X24	AA+/N/A	1 63	1 46	Wedbush	1013	5 065 000 000 00	(5 000 000 00)
e Note	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	06/17/25	3135G04Z3	AA+/Aaa	0 50	0 40	UBS	1174	5 870 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	02/25/25	3136G4T52	AA+/Aaa	0 52	0 52	Wells Fargo	1062	5 310 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	07/29/25	3136G4D75	NA/NA	0 60	0 60	UBS	1216	6 090 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/18/25	3136G4G72	AA+/Aaa	0 60	0 60	Wedbush	1236	6 180 000 000 00	(5 000 000 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	08/19/25	3136G4H63	AA+/Aaa	0 55	0 55	UBS	1237	6 185 000 000 00	(5 000 000 00)
e Note	5 000 000 00	4 974 875 00	(25 125 00)		0 00	4 974 875 00	08/25/25	3135G05X7	AA+/Aaa	0 38	0 48	Wells Fargo	1243	6 183 769 625 00	(4 974 875 00)
e Note (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	10/28/25	3136G46S7	NA/NA	0 56	0 56	UBS	1307	6 535 000 000 00	(5 000 000 00)
Val Mtg (20% limit)	95,000 000 00	94,954,490 00	13 30%											0 00	(94,954,490 00)
Vtge	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	06/08/22	3134GVJ66	NA/Aaa	0 25	0 21	Wedbush	69	345 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 008 637 50		8 637 50	0 00	5 008 637 50	05/05/23	3137EAER6	AA+/Aaa	0 38	0 21	UBS	400	2 003 455 000 00	(5 008 637 50)
Vtge	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	06/19/23	3137EAEN5	AA+/Aaa	2 75	1 65	Wedbush	445	2,225 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	06/26/23	3137EAES4	AA+/Aaa	0 25	0 23	Wedbush	452	2,260 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	08/24/23	3137EAEV7	AA+/Aaa	0 25	0 22	UBS	511	2,555 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 000 000 00		0 00	0 00	5 000 000 00	09/08/23	3137EAEW5	AA+/Aaa	0 25	0 16	Wedbush	526	2,630 000 000 00	(5 000 000 00)
Vtge (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	03/29/24	3134GWXC5	NA/NA	0 35	0 35	Wedbush	729	3 645 000 000 00	(5 000 000 00)
Vtge (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	06/28/24	3134GWU00	NA/Aaa	0 38	0 38	Wells Fargo	820	4 100 000 000 00	(5 000 000 00)
Vtge (Callable)	5 000 000 00	5 000 000 00				5 000 000 00	09/10/24	3134GWL79	NA/Aaa	0 40	0 40	Wedbush	894	4 470 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	5 074 758 33		74 758 33	0 00	5 074 758 33	02/12/25	3137EAEP0	AA+/Aaa	1 50	0 93	Wedbush	1049	5 323 421 488 17	(5 074 758 33)
Vtge (Callable)	5 000 000 00	5 000 000 00			0 00	5 000 000 00	03/28/25	3134GWX35	NA/Aaa	0 45	0 45	Wedbush	1093	5 465 000 000 00	(5 000 000 00)
Vtge	5 000 000 00	4 921 340 00	(78 660 00)		0 00	4 921 340 00	09/23/25	3137EAX3	Aaa/AA+	0 38	0 75	Wells Fargo	1272	6,259 944 480 00	(4 921 340 00)
ge Corp Disc Note (20%)	60 000 000 00	60 004 735 83	8 40%											0 00	(60,004 735 83)

714,474,000 00 714,019,756 25 100 00% (1,734,564 70) 1,268,490 45 11,830 50

#REF!

714 019 756 25	UBOC																	478,547,237,482 77
85 595 36	LAIF			1 280 320 95														714,019,756 25
125 201 05	REPO																	670 22
273 592.57	LIR																	1 86
9 655 637 33																		
724,159,782.56				0 00														

ects the County Treasurers investments and is in conformance with the adopted County Investment Policy Statement
y knowledge sufficient investment liquidity and anticipated revenues are available to meet the County's budgeted expenditure requirements for the next six months

Academic School Year 2021-2022
Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186]

District: Cottonwood Union School District
 Form Completed By: Amanda McAbel Title: District Admin Assistant

Quarterly Report Submission Date: (Please check one)
 October 2021 April 2022
 January 2022 July 2022

Date for information to be reported publicly at governing board meeting 04/19/2022

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

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

Doug Geren

 Print Name of District Superintendent



 Signature of District Superintendent

04/01/2022

Date

Submit by the 15th of the month to Barbara Erlei at berlei@shastacoe.org