

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Agenda
Monday, October 10, 2022

Time: 6:00 PM. Open Session followed by Closed Session
7:00 PM.- Open Session

Location: Shandon High School Library- In-Person. **NO ZOOM LINK**

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

1.0 OPEN SESSION

- 1.1 Call to Order and Roll Call
Marlene Thomason, President
Nataly Ramirez, Clerk
Jesse Cuellar
Jennifer Moe
Flint Speer

1.2 Public Comment Limited to Closed Session Items

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

2.0 CLOSED SESSION

- 2.1 Student Discipline 2022-23-01
2.2 Conference with Labor Negotiators (G.C. 54957.6)- Negotiator: Kristina Benson,
Organization: STA/CTA/NEA, CSEA, and Management /Confidential Employees Unrepresented
2.3 Personnel: Review and Possible Action on Appointment, Employment, Discipline, Resignation, and
Dismissal of District Employee(s)
(Pursuant to Government Code section 54957, Public Employment)

3.0 RECONVENE SESSION / PLEDGE OF ALLEGIANCE TO THE FLAG

4.0 REPORT ON ACTION FROM CLOSED SESSION

5.0 ADOPTION OF AGENDA

6.0 PUBLIC COMMENT

6.1 PUBLIC COMMENT

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

7.0 REPORTS FROM SCHOOL RELATED GROUPS (oral)

- 7.1 Student Body Reports
7.2 Staff Reports
7.3 Bargaining Representative Reports
7.4 Board Report

8.0 INFORMATION/PRESENTATION ITEM

- 8.1 SJUSD enrollment report
8.2 Shandon Elementary School Report
8.3 Superintendent's Report
8.4 2020 Bond Overview Report

9.0 APPROVAL OF CONSENT AGENDA

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

- 9.1 Approval of the Minutes of Regular Board Meeting of September 12, 2022
- 9.2 Approval of the Student Body Funds
- 9.3 Approval of the Warrants and Payroll for September 2022
- 9.4 Approval of the Budget Report
- 9.5 Approval of the Personnel Action Report
- 9.6 Approval of the Comprehensive School Safety Plan
- 9.7 Approval of Quarterly Williams Report
- 9.8 Approval of MOU between Sending District of Special Education Accountability (DSEA)-
Atascadero USD & Receiving District of Service (DOS)- SJUSD

10.0 DISCUSSION/ACTION ITEM

- 10.1 **Discussion and Possible Approval of Collective Bargaining Agreement July 1, 2021-June 30, 2024 and AB 1200 for CSEA**
-Provided for your review is the updated collective bargaining agreement and AB1200 for CSEA.
- 10.2 **Discussion and Possible Approval of the 2022-2023 Spring Data Collection of the Consolidated Programs Application**
- 10.3 **Discussion and Possible Approval of a quote for tree service**
- Provided for your revision are two quotes for tree services.
- 10.4 **Reconsideration of Interdistrict Transfer Student 2022-23-11**
- 10.5 **Intradistrict Transfer Student 2022-23-01**

11.0 FUTURE AGENDA ITEM REQUESTS

12.0 ANNOUNCEMENTS

The next regular meeting of the Board of Trustees is scheduled for November 7, 2022 at
Shandon High School Library, Closed Session at 6:30 PM, Open/Regular Session at 7:00 PM

13.0 ADJOURNMENT

"Due to public health directives relating to the COVID-19 pandemic, any materials required by law to be made available to the public prior to or during a meeting of the Board of Trustees of the District can be accessed on the District's website: www.shandonschools.org. In compliance with the Americans with Disabilities Act, if you need special assistance to access or participate in a meeting of the Board of Trustees, including auxiliary aids or services, please contact the District Office at 805-238-0286. Notification of at least 48 hours prior to the meeting will assist the staff in assuring that reasonable accommodations may be made.

OFFICIAL AGENDA POSTED AT THE DISTRICT OFFICE/SHANDON HIGH SCHOOL

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Monthly Enrollment
2022-2023

8.1

School	Grade or Class	Female	Male	OCTOBER ENROLLMENT	SEPTEMBER Enrollment
Parkfield Elem.	Kdgn.	2	0	2	1
	1 st	1	0	1	1
	2 nd	1	1	2	2
	3 rd	0	1	1	1
	4 th	1	1	2	2
	5 th	0	2	1	1
	6 th	0	0	1	1
Parkfield Total		5	5	8	8
Shandon Elem.	Transitional K	3	4	7	6
	Kindergarten	14	9	23	23
	1 st Grade	9	7	16	16
	2 nd Grade	5	9	14	13
	3 rd Grade	7	5	12	12
	4 th Grade	6	9	15	16
	5 th Grade	10	12	22	21
	6 th Grade	12	10	22	22
	7 th Grade	10	9	19	19
	8 th Grade	13	13	26	26
SES Total		89	87	176	174
Home Hospital	4th Grade	1	0	1	1
Shandon High					
	9 th	8	15	23	24
	10 th	10	12	22	22
	11 th	11	11	22	22
	12 th	13	5	18	19
SHS Total		43	44	85	87
Ind Stu (11-12)		0	0	0	0
Home Hospital		1	0	1	
TOTAL ENROLLMENT		137	133	270	270

Board Report for October 2022 Parkfield & Shandon Elementary

Parent Education

Shandon Elementary hosted a family Technology Night on September 29th from 5:30-7:00pm. Parents were invited to come and learn about internet safety with their children, how to view the school's social media accounts, and educational tools such as Seesaw, FlipGrid, Kahn Academy and many more. We had approximately 70 people in attendance and the event was coordinated by Ms. Ibarra, Ms. Herndon, and Mrs. Lieber.

Fall Carnival

Shandon Elementary will host our Annual Fall Carnival on October 26th. At 12:30pm students in grades K-5 will participate in a costume parade through town. The carnival will begin at 1:30 and end at 3:00. Ms. Ibarra, and Mrs. Stanley are organizing the event.

Academic Progress

I have provided you a summary of our district iReady diagnostic results. Please note that I have included our fall 2021 scores as a point of reference.

Percentage of Students in the "Green Tier" – Standard View

Subject	Fall 2021	Fall 2022
Math	9%	5%
Reading	10%	10%

Percentage of Students in the "Red Tier" – Standard View

Subject	Fall 2021	Fall 2022
Math	62%	66%
Reading	66%	67%

Fall 2022 Beginning of Year View

Subject	Green Tier	Red Tier
Math	33%	44%
Reading	32%	46%

Parent Teacher Conferences

A conference has been scheduled for every K-8 student during the week of October 3rd. Teacher's will be discussing academic progress and behavior goals along with sharing the results of the iReady Diagnostic.

Parkfield Elementary Update- Submitted by Mrs. Solis

Students continue to expand their knowledge of growing and harvesting wheat as they are working with volunteers from the California Wheat Commission to deepen their understanding.

Senator Laird made a special visit to Parkfield School on October 6th.

Parkfield students continue to make weekly visits to the county library a priority. They especially enjoy the read aloud, audio books and science/crafting activities.

Staff Collaboration

I have included a list of our tentative Wednesday Collaboration Calendar for your review.

Prepared and submitted my Shannon Kepins

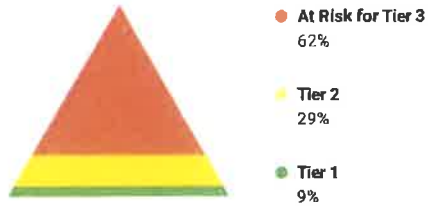
Diagnostic Results



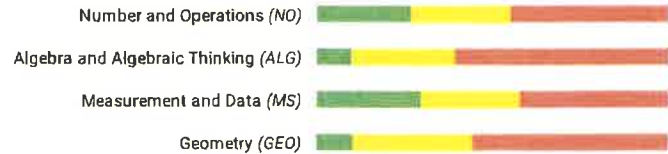
School All Schools
Subject Math
Academic Year 2021 - 2022
Diagnostic Fall (Beginning of Year - November 15)
Prior Diagnostic None
Placement Definition Standard View

Students Assessed/Total: 234/262

Overall Placement



Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement	Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	<div> <div>50%</div> <div>38%</div> <div>13%</div> </div>	8/8
SHANDON ELEMENTARY SCHOOL	<div> <div>4%</div> <div>37%</div> <div>59%</div> </div>	163/184
SHANDON HIGH SCHOOL	<div> <div>15%</div> <div>12%</div> <div>73%</div> </div>	67/74

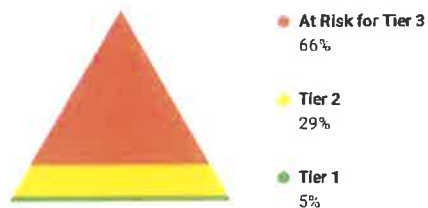
Diagnostic Results



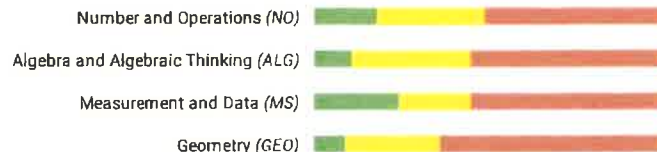
School All Schools
Subject Math
Academic Year 2022 - 2023
Diagnostic Most Recent
Prior Diagnostic None
Placement Definition Standard View

Students Assessed/Total: 208/271

Overall Placement



Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement	Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	<div> <div>29%</div> <div>14%</div> <div>57%</div> </div>	7/9
SHANDON ELEMENTARY SCHOOL	<div> <div>1%</div> <div>38%</div> <div>60%</div> </div>	143/172
SHANDON HIGH SCHOOL	<div> <div>9%</div> <div>12%</div> <div>79%</div> </div>	66/99



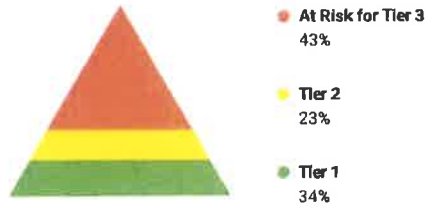
Diagnostic Results



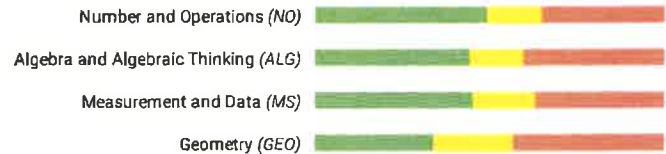
School All Schools
Subject Math
Academic Year 2022 - 2023
Diagnostic Most Recent
Prior Diagnostic None
Placement Definition Beginning-of-Year View

Students Assessed/Total: 208/271

Overall Placement



Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement	Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	<div> <div>43%</div> <div>43%</div> <div>14%</div> </div>	7/9
SHANDON ELEMENTARY SCHOOL	<div> <div>40%</div> <div>24%</div> <div>36%</div> </div>	143/172
SHANDON HIGH SCHOOL	<div> <div>21%</div> <div>17%</div> <div>62%</div> </div>	66/99

Diagnostic Results



School All Schools
Subject Reading
Academic Year 2021 - 2022
Diagnostic Fall (Beginning of Year - November 15)
Prior Diagnostic None
Placement Definition Standard View

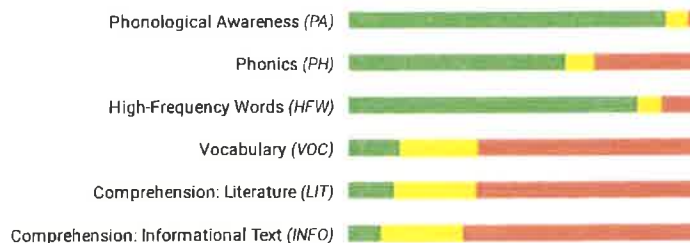
Students Assessed/Total: 246/282

Overall Placement



● **At Risk for Tier 3**
 66%
● **Tier 2**
 24%
● **Tier 1**
 10%

Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement			Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	38%	38%	25%	8/8
SHANDON ELEMENTARY SCHOOL	10%	26%	64%	158/184
SHANDON HIGH SCHOOL	7%	19%	74%	84/94

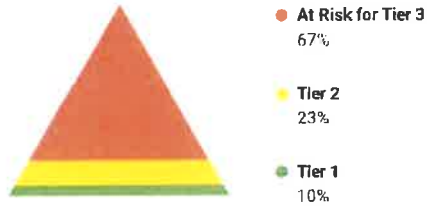
Diagnostic Results



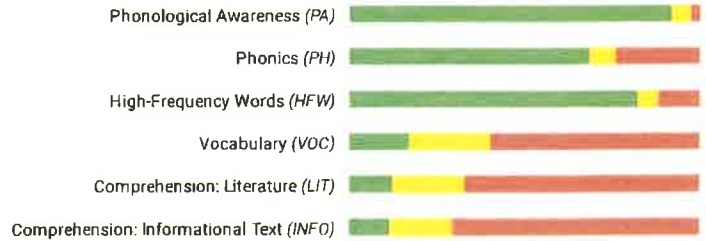
School All Schools
Subject Reading
Academic Year 2022 - 2023
Diagnostic Most Recent
Prior Diagnostic None
Placement Definition Standard View

Students Assessed/Total: 231/270

Overall Placement



Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement			Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	22%	56%	22%	9/9
SHANDON ELEMENTARY SCHOOL	8%	25%	66%	143/172
SHANDON HIGH SCHOOL	10%	17%	73%	88/98

Diagnostic Results



School All Schools
Subject Reading
Academic Year 2022 - 2023
Diagnostic Most Recent
Prior Diagnostic None
Placement Definition Beginning-of-Year View

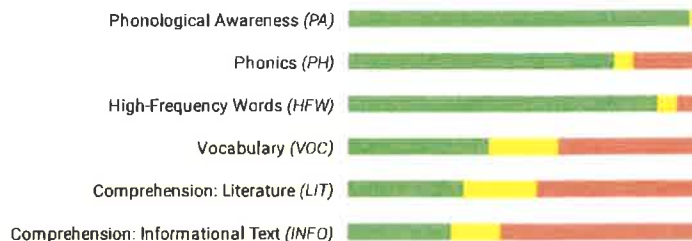
Students Assessed/Total: 231/270

Overall Placement



■ At Risk for Tier 3
46%
■ Tier 2
21%
■ Tier 1
33%

Placement By Domain



Switch Table View

Show Results By

Placement Summary

School

Showing 3 of 3

School	Overall Grade-Level Placement	Students Assessed/Total
PARKFIELD ELEMENTARY SCHOOL	<div> <div>78%</div> <div>11%</div> <div>11%</div> </div>	9/9
SHANDON ELEMENTARY SCHOOL	<div> <div>34%</div> <div>26%</div> <div>41%</div> </div>	143/172
SHANDON HIGH SCHOOL	<div> <div>27%</div> <div>15%</div> <div>58%</div> </div>	88/98

K-5 Collaboration Schedule

August	Activity
17	Back to School Readiness
24	Staff Mtg (MS Transition Mtgs) Nutrition Ed
31	District Data Dive with Lisa Vargas
	Writing benchmark write from the beginning
September	
7	i-Ready PD
14	District Wide-Stop the Bleed/RAVE
21	Designated ELD with Vargas MS redesign
28	Staff Mtg (Conference Schedule)
October	
5	Conferences
12	Staff Mtg (Plan Carnival)
	Districtwide Staff Mtg - SES Cartwheel Room
19	RAVE ZOOM
26	Fall Carnival
November	
2	Work on Report Cards
9	ELD Lisa Vargas
16	Staff Mtg (Winter Program)
23	Thanksgiving Break
30	
December	
7	Prep For Holiday Events
14	Staff Mtg
January	
4	Staff Mtg Schedule Conferences
11	Work on Progress Reports
18	District ELD Training with Vargas
25	Conferences
February	
1	Staff Mtg (ELPAC Training)
8	Staff Mtg (ELPAC Training)
15	Districtwide Staff Mtg - SES Cartwheel Roo
22	Work on Report Cards
March	
1	
8	ELD with Lisa Vargas
15	Staff Mtg
22	
29	
April	
19	ELD with Lisa Vargas (Office mtg 10-1)
26	Work on Progress Reports

May	
3	Staff Mtg
10	
17	Staff Appreciation?
24	Staff Mtg
31	Work on report cards
June	
7	Work on Cumes

Revised 8/24/22, 09/29/22

Superintendent's Report

October 10, 2022

\$3

- I. School Safety and Recent Events
 - A. Collaboration with the Sheriff's Department
 - B. Safety Plans use both physical and mental resources
 - C. School Safety Plans are available at each school office for public viewing and on the web page.

- II. Master Schedules for middle and high school
 - A. Middle School Schedule
 - 1. Full complement of electives at every grade level
 - 2. Introduction to Agriculture at the 7th and 8th grade level
 - 3. 8th grade gets a double dose of math and English
 - 4. Teachers working without a prep period
 - B. High School Schedule
 - 1. Tosa
 - 2. Three Periods of ELD preparation and push-in
 - 3. Two paraeducators not three
 - 4. Teacher working without a prep period

- III. Health and Sexual Health Parent Night Recap
 - A. Topics for Study
 - B. The "Opt-Out" procedure
 - C. Presenters (Both staff and non-staff)

- IV. Shandon Wellness Center
 - A. Social-Emotional Resources
 - B. Existing Classroom
 - C. Collaboration with County Resources
 - D. Open to Shandon Families
 - E. Telehealth Options
 - F. Conference Center

- V. Follow-Up on Shandon and Parkfield Community Meetings, Parent Meeting and Community Forum

SHANDON HIGH SCHOOL			MASTER SCHEDULE 2022-2023					09/29/22
BLOCK DAY			1 - 4		5 - 8			
PERIODS	1	2	3	4	5	6	7	8
Regular Day	(8:15-9:45)	(10-11:30)	(12:05-1:35)	(1:40-3:10)	(8:15-9:45)	(10-11:30)	(12:05-1:30)	(1:40-3:10)
Minimum Day	(8:15-9:20)	(9:25-10:30)	(10:35-11:40)	(12:15-1:20)	(8:15-9:20)	(9:25-10:30)	(10:35-11:40)	(12:15-1:20)
MS. MELENDY Rm. 1	PREP	LEARNING CTR Gr. 9-12	PRE-ALGEBRA Gr. 9 Enrique	LEARNING CTR Gr. 9-12	GEOMETRY Gr. 10-12 PUSH-IN	LEARNING CTR Gr. 9-12 Barriga	LEARNING CTR Gr. 9-12 Barriga	CONSUMER MATH Gr. 9-12
MS. HURLEY Rm. 5	ENGLISH 3 Gr. 11 Barriga	R/W LAB Gr. 9-12	TUTORIAL Gr. 9-12	R/W LAB Gr. 9-12 Barriga	ERWC Gr. 12 Barriga	ENGLISH 2 ENGL 2 HONOR Gr. 10	ENGLISH 1 ENGL 1 HONOR Gr. 9	PREP
MRS. FLOREK Rm. 11 FFA	BEG AG WELD Gr. 10	PROJECT SUPERVISION	ADV WELD Gr. 11-12	AG CON Gr. 11-12	PREP	BEG AG MECH Gr. 9	AG Math App Gr. 11-12 Enrique	FLORAL DESIGN Gr. 9-12 Barriga
MRS. MORTON Rm. 12 FFA	PROJECT SUPERVISION	LANDSCAPE Gr. 11-12	TOSA CTE Manager	AG BIO GR. 10 Enrique	AG SCIENCE 1 GR. 9 Enrique	NURSERY GR. 11-12	PREP	AG LEADERSHIP Gr. 10-12
MRS. SCIOCCHIETTI Rm. 2 & 3 ASB	ECON Gr. 12 Enrique	US HISTORY Gr. 11 Enrique	ATHLETIC PREP	PREP	ASB LEAD Gr. 9-12	AMER GOV Gr. 12 Enrique	WORLD HIST Gr. 10	GEOGRAPHY Gr. 9 Enrique
MS. UZETA Rm. 6	PE Gr. 9-12 Enrique	SPANISH 1 Gr. 9-10 Barriga	SPANISH 2/3 Gr. 9-12 Barriga	PREP	ELD	ELD	ELD	PE Gr. 9-12
MR. VOORHEIS Rm. 10	PREP	ART 2 Gr. 10-12	ALG 1 Gr. 9-11	MUSIC Gr. 9-12	GEOMETRY Gr. 9-12	ART 1/3 Gr. 9-12	ALG 2 Gr. 10-12	ADV MUSIC Gr. 10-12

SMS Master 2022/23 Schedule

Final 8/22/22

Schedule 1 Advisors: Humphrey 7, Martin 8, Sciocchetti 6

Period	1 (8:15 - 9:45)	2 (10 - 11:30)	3 (11:35 - 12:20) (12:55 - 1:35)	4 (1:40 - 3:10)	5 (8:15 - 9:45)	6 (10 - 11:30)	7(11:35 - 12:20) (12:55 - 1:35)	8 (1:40 - 3:10)
Humphrey	ELA 6	Science 8	Science 6	Intro to Ag. 8	ELA 7	Elective 7	ELA 8	Tutorial 6
Martin	PE 8	PE 7	Science 7	PE 6	Tutorial 8	Elective 6	Elective 7	Elective 8
Sciocchetti	Math 7	Math 6	Math 8 Algebra I	Tutorial 7	History 6	History 8	Elective 6	History 7

8/1 11:12am

Humphrey: Elective - 7 >> Farm to Table

Elective - 8 >> Introduction to Agriculture (Full Year)

Martin: Elective - 6 >> Art /Introduction to Chemistry Semester One / Semester Two
 Elective - 7 >> Drones / Alternative Energy
 Elective - 8 >> Creative Writing - Life Skills / Math in Science

A. Sciocchetti Elective - 6 >> CCGI / Study Skills

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

8.4

AGENDA ITEM TITLE:

2020 Bond Overview Report

PREPARED BY:

Dr. Benson

AGENDA SECTION:

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

SUMMARY:

The 2020 Bond Overview is submitted for your review and consideration. The incorporated report contains specific expenditures.

For fiscal year 20/21, \$ 28,592.59 was spent.

For fiscal year 21/22, \$ 78,225.86 was spent.

For fiscal year 22/23 so far, \$ 78,115.48 has been spent

Totaling \$ 178,933.93 of the 2020 bond that has been spent.

Reviewing this information will show that nearly \$150,000.00 has been spent on bond consulting services, architect fees, required drawings, DSA fees, and other planning documents for the window projects and TK Room at SES.

Projects that have been completed are: Retrofitting of fire, security alarm systems and internet systems in SES Room 15, Internet retrofitting of Parkfield school, and construction of the MOT bathroom.

RECOMMENDED ACTION:

Approval

Bond 2022/2023				
Object Code	Description	Budget	Contract Cost	Paid to Date
4300	Materials and Supplies			
4400	Non Capitalized Equipment			
7/6/2022	KATOM RESTAURANT SUPPLY INC INV#434268,H.S.ICE MAKER			\$ 3,014.80
			\$ -	\$ -
5800	Professional Services	\$ -		
6170	LAND IMPROVEMENT			
			\$ -	\$ -
6200	BUILDINGS & IMPROVEMENT OF BLDGNS			
			\$ -	\$ -
			\$ -	\$ -
6220	ARCHITECT FEES			
7/25/2022	NINETEEN SIX ARCHITECTS INV#3,WINDOWS			7,712.50
8/29/2022	NINETEEN SIX ARCHITECTS INV#4,WINDOWS,JULY 2022			6,460.00
9/28/2022	NINETEEN SIX ARCHITECTS INV#5,WINDOWS,AUG.2022 FEES			8,065.00
7/25/2022	NINETEEN SIX ARCHITECTS INV#2,SES TK CLASSROOM			1,762.50
8/29/2022	NINETEEN SIX ARCHITECTS INV#3,TK CLSRM,JULY 2022			10,162.50
9/28/2022	NINETEEN SIX ARCHITECTS INV#4,TK CLASSROOM,AUG.22 FEES			21,250.00
				55,412.50
6221	DSA Fees			
8/15/2022	U.S. BANK CORPORATE PMT SYSTEM BENSON,DSA FEES,ELEM WINDOWS			4,029.48
8/15/2022	U.S. BANK CORPORATE PMT SYSTEM BENSON,DSA FEES,H.S.WINDOWS			3,626.54
8/15/2022	U.S. BANK CORPORATE PMT SYSTEM BENSON,DSA FEES,PRKFLS WINDOWS			1,217.86
9/12/2022	U.S. BANK CORPORATE PMT SYSTEM BENSON,DSA FEES,ELEM RM#2			3,223.59
				12,097.47
			\$ -	\$ -
6240	Inspections			
6245	Preliminary Tests			
			\$ -	\$ -
6247	Hazardous Removal and Testing			
			\$ -	\$ -
6250	Other Costs-Planning			
6270	Main Construction			
6400	EQUIPMENT			
9/28/2022	ROSSI AND CARR INV#22402,PRKFLD DATA NETWORK			\$ 7,590.63
			\$ -	\$ -
			\$ -	\$ -
6923	Technology Equipment			
6500	Equipment Replacement	\$ -		
			\$ -	\$ -
			\$ -	\$ -
	TOTALS	\$ -	\$ -	\$ 78,115.40

2021-2022 Bond					
Object Code	Description	Budget	Contract Cost	Paid to Date	Grand Total
4300	Materials and Supplies				
	U.S. BANK CORP BENSON, BOND SUPPLIES			\$ 94.29	
4400	Non Capitalized Equipment				
			\$ -	\$ -	
5800	Professional Services	\$ -			
	Moody's refund dup inv P0370553 SJUSD Moody refund 7-225004 ps			-13,500.00	
	DALE SCOTT & CO. INC. INV#202546, ANNUAL DEBT TRANS R			1,603.80	
	DALE SCOTT & CO. INC. INV#202630, CAL MUNI RESEARCH		\$ -	3,672.77	5,276.57
6170	LAND IMPROVEMENT				
	RSH CONSTRUCTION-MOT BATHROOM			\$ 17,995.00	
			\$ -	\$ -	
6200	BUILDINGS & IMPROVEMENT OF BLDGNS				
	ROSSI AND CARR INV#22087, RM#15, FIRE ALARM			\$ 22,500.00	
			\$ -	\$ -	
			\$ -	\$ -	
6220	ARCHITECT FEES				
	NINETEEN SIX ARCHITECTS INV#1, OCT. 2021 BOND PLANNING			\$ 205.00	
	NINETEEN SIX ARCHITECTS INV#2, NOV. 2021 BOND PLANNING			\$ 820.00	
	NINETEEN SIX ARCHITECTS INV#3, DEC. 2021 BOND PLANING			\$ 2,050.00	
	NINETEEN SIX ARCHITECTS INV#4, MAR. 2022 BOND PLANNING			\$ 410.00	
	NINETEEN SIX ARCHITECTS INV#1, PRO#17086.03, WINDOWS			\$ 7,712.50	
	NINETEEN SIX ARCHITECTS INV#2, WINDOWS REPLAC. BOND		\$ -	\$ 7,712.50	
	NINETEEN SIX ARCHITECTS INV#5, BOND PLANNING PROJ.		\$ -	\$ 615.00	
	NINETEEN SIX ARCHITECTS INV#1, TK CLASSROOM, BOND			\$ 3,525.00	
					\$ 23,050.00
6400	EQUIPMENT				
	GOLD COAST ELECTRIC INC INV#1001552, SPEC. ED FIRE ALARM			\$ 4,777.00	
			\$ -	\$ -	
			\$ -	\$ -	
6423	Technology Equipment				
	CDW-GOVERNMENT INV#H267189, LIGHTSPEED			\$ 5,568.00	
6500	Equipment Replacement	\$ -			
	TECH TIME COMMUNICATIONS INV#23222, CAFE FIRE ALARM			\$ 4,745.00	
	TECH TIME COMMUNICATIONS PO-220114 ROLLED TO 22/23			\$ 1,720.00	
					\$ 6,465.00
			\$ -	\$ -	
	TOTALS	\$ -	\$ -	\$ 72,225.86	

Bond 2020-2021

Object Code	Description	Budget	Contract Cost	Paid to Date
5800	Professional Services	\$ -		
	DALE SCOTT			\$ 14,270.10
	MOODY'S INVESTORS		\$ -	\$ 13,500.00
5850	ADVERTISING			
	A MACIEL PRINTING		\$ -	\$ 822.49
	TOTALS	\$ -	\$ -	\$ 28,592.59



SHANDON JOINT UNIFIED SCHOOL DISTRICT

101 South First Street Box 79, Shandon, CA 93461

Dr. Kristina Benson, Superintendent/Principal TELEPHONE: (805) 238-0286 FAX: (805) 238-0777

Board of Trustees: Jesse Cuellar, Jennifer Moe, Nataly Ramirez, Flint Speer, Marlene Thomason

Bond Committee Agenda

September 15, 2022

7pm SHS Library

I. Introductions

A. Staff

B. Committee Members

II. Financial Report

A. Beginning Balance \$1,841,770.62

B. Architect Fees

C. DSA Fees

D. Construction fees for MOT Bathroom

E. Technology Upgrade for Room 15 at SES

F. Ice Machine for SHS

III. Pending Projects

A. Window Replacement at PES - Plan Approved

8/17/22



SHANDON JOINT UNIFIED SCHOOL DISTRICT

101 South First Street Box 79, Shandon, CA 93461

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Board of Trustees: Jesse Cuellar, Jennifer Moe, Nataly Ramirez, Flint Speer, Marlene Thomason

B. Window Replacement at SES - Plan Approved

8/29/22

IV. DSA Approvals

V. Future Projects

A. Window Replacement at SHS Drawings

Submitted 9/14/22

B. SES TK Remodal Classroom - Awaiting DSA

Comments

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

9.1

AGENDA ITEM TITLE:

Approval of the Minutes of Regular Board Meeting of September 12, 2022

PREPARED BY:

G. Gavilanes

AGENDA SECTION:

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

SUMMARY:

- Provided for your revision are the minutes from Regular Board Meeting of September 12, 2022.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT
Board Meeting Minutes
Monday, September 12, 2022

Time: 6:00 PM. –Closed Session/ 7:00 PM.- Open Session

Location: Shandon High School Library- In-Person. **NO ZOOM LINK**

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

1.0 OPEN SESSION

1.1 Board President Thomason called the meeting to order at 6:16PM

Members present: Marlene Thomason, President; Nataly Ramirez, Clerk; Jesse Cuellar; Flint Speer

Members Absent: Jennifer Moe

Staff Present: Dr. Benson, Superintendent

1.2 Public Comment Limited to Closed Session Items- no request were made

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

Board President Thomason adjourned the meeting to closed session at 6:17PM

2.0 CLOSED SESSION

2.1 Conference with Labor Negotiators (G.C. 54957.6)- Negotiator: Kristina Benson,

Organization: STA/CTA/NEA, CSEA, and Management /Confidential Employees Unrepresented

Board President Thomason adjourned closed session at 7:06PM

3.0 RECONVENE SESSION / PLEDGE OF ALLEGIANCE TO THE FLAG

Board President Thomason reconvened the meeting to open session at 7:10PM and Board member Speer led the Pledge of Allegiance.

4.0 REPORT ON ACTION FROM CLOSED SESSION

Board President Thomason reported that there were no actions taken during closed session.

5.0 ADOPTION OF AGENDA

A motion passed to adopt the agenda (Cuellar/Ramirez) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.

6.0 PUBLIC COMMENT

6.1 **PUBLIC COMMENT- no request were made**

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

6.2 **PUBLIC HEARING- Sufficiency of Instructional Materials for 2022-23 school year**

7.0 REPORTS FROM SCHOOL RELATED GROUPS (oral)

7.1 Student Body Reports

7.2 Staff Reports – Lara Dawley, SES Counselor gave a report to the board about student counseling from last year and this year. Terry Lassiter, SHS Counselor gave a report to the board about what she has been doing with the students.

7.3 Bargaining Representative Reports

7.4 Board Report

8.0 INFORMATION/PRESENTATION ITEM

8.1 SJUSD enrollment report- was in the Board packet.

8.2 Special Education Report- was in the Board packet.

8.3 Health Services Report- was in the Board packet.

8.4 Shandon Elementary School Report- was in the Board packet.

8.5 Superintendent's Report- was in the Board packet.

9.0 APPROVAL OF CONSENT AGENDA

A motion passed to approve the consent agenda with the exception of Item 9.2 Approval of the Minutes of Special Board Meeting of August 18, 2022 (Cuellar/Speer) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.

A motion passed to approve 9.2 Approval of the Minutes of Special Board Meeting of August 18, 2022 (Cuellar/Speer) (3/0/1/1) Speer, Thomason, and Cuellar voted aye. Board Clerk Ramirez abstained due to being absent for the Special Meeting on August 18, 2023. Board Member Moe was absent.

10.0 DISCUSSION/ACTION ITEM

- 10.1 A motion passed to table Collective Bargaining Agreement July 1, 2021-June 30, 2024 (Ramirez/ Cuellar) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent. .*
- 10.2 A motion passed to approve MOU Between SJUSD and the STA during the 2022-23 School Year for Saturday School (Cuellar/Ramirez) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.3 A motion passed to approve the 2021-22 Unaudited Actuals (Cuellar/Speer) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.4 A motion passed to approve Resolution 2022-23-02 Regarding Sufficiency of Instructional Materials (Cuellar/Ramirez) roll call vote: Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.5 A motion passed to approve Resolution 2022-23-03 District Appropriations Limits (commonly called "Gann Limits") (Cuellar/Ramirez) roll call vote: Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.6 A motion passed to approve the Agreement to Collaborate with SLOCOE and UMASS Global University (Cuellar/Ramirez) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.7 A motion passed to deny Interdistrict Transfer Student 2022-23-06 (Speer/Cuellar) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.8 A motion passed to deny Interdistrict Transfer Student 2022-23-07 (Ramirez/Cuellar) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.9 A motion passed to deny Interdistrict Transfer Student 2022-23-08 (Ramirez/Cuellar) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*
- 10.10 A motion passed to deny Interdistrict Transfer Student 2022-23-09 (Ramirez/Speer) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.*

11.0 FUTURE AGENDA ITEM REQUESTS

12.0 ANNOUNCEMENTS

The next regular meeting of the Board of Trustees is scheduled for October 10, 2022 at Shandon High School Library, Closed Session at 6:30 PM, Open/Regular Session at 7:00 PM

13.0 ADJOURNMENT

A motion passed to adjourn the meeting at 9:03PM (Cuellar/Ramirez) (4/0/1) Speer, Thomason, Ramirez, and Cuellar voted aye. Board member Moe was absent.

Marlene Thomason, Board President
Or

Dr. Kristina Benson, Board Secretary

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

9.2

AGENDA ITEM TITLE:

Approval of the Student Body Funds

PREPARED BY:

Sadie Howard

AGENDA SECTION:

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

SUMMARY:

Attached for your review and approval are the Student Body Funds for Shandon Elementary School and Shandon High School for the month of August 2022.

RECOMMENDED ACTION:

Approve the Student Body Funds.

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

August-2022

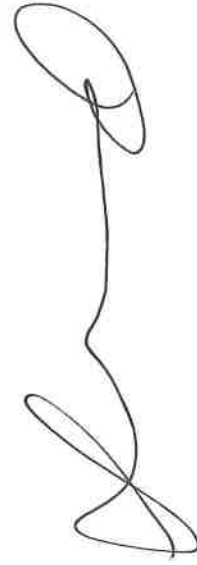
CLASSES CLUBS	Authorized Advisor	ENDING BAL. 7/31/2022	BALANCE FORWARD	WITHDRAWALS	DEPOSITS	ENDING BAL. 8/31/2022
High General	D.Sciocchetti	\$ 1,054.02	\$ 1,054.02	786.34	494.76	762.44
Seniors	Sciocchetti/Morton	\$ 2,313.14	\$ 2,313.14			2,313.14
Junior	Hurley/Voorhies	\$ 3,483.56	\$ 3,483.56			3,483.56
Sophomore	Meldendy/Yesenia	\$ 984.33	\$ 984.33		902.00	1,886.33
Freshman	Sciocchetti/Florek	\$ -	\$ -			0.00
Thanksgiving feast	D.Sciocchetti	\$ 289.43	\$ 289.43			289.43
FNL	D.Sciocchetti	\$ 24.33	\$ 24.33			24.33
Gate/Officials	Sciocchetti/Bus. Off.	\$ 544.00	\$ 544.00	476.00	149.00	217.00
Ag Mechanics Class	Fuller	\$ 899.41	\$ 899.41			899.41
F.F.A. General	Morton/Florek	\$ 11,491.57	\$ 11,491.57			11,491.57
F.F.A. Revolving	Morton/Florek	\$ 2,358.42	\$ 2,358.42	189.44	1,229.39	3,398.37
YearBook Class	D.Sciocchetti	\$ 470.40	\$ 470.40			470.40
BLOCK-S	D.Sciocchetti	\$ 1,245.91	\$ 1,245.91		15.00	1,260.91
*Football	D.Sciocchetti	\$ -	\$ -			0.00
*H.S. Volleyball	D.Sciocchetti	\$ 100.48	\$ 100.48			100.48
*Basketball	D.Sciocchetti	\$ -	\$ -			0.00
*Softball	D.Sciocchetti	\$ 242.08	\$ 242.08			242.08
*Baseball	D.Sciocchetti	\$ 159.28	\$ 159.28			159.28
TOTAL in Fund Balances/Ties to Bank Balance		\$ 25,660.36	\$ 25,660.36	\$ 1,451.78	\$ 2,790.15	\$ 26,998.73



Shandon Elementary School ASB Pacific Premier Bank

August 1, 2022

CLASSES/CLUBS	BALANCE FORWARD 7/31/2022	WITHDRAWALS	DEPOSIT	ENDING BALANCE 8/31/2022
SES ABS General	\$ 12,275.94	\$ 368.98	\$ 235.00	\$ 12,141.96
SES ASB Middle School	\$ 1,279.22			\$ 1,279.22
8th Grade	\$ 3,177.03	\$ 112.84		\$ 3,064.19
Library	\$ 154.85			\$ 154.85
Parkfield	\$ 1,376.37			\$ 1,376.37
Gate	\$ 820.50			\$ 820.50
Cross County	\$ 0.41			\$ 0.41
Kindergarten	\$ 184.92			\$ 184.92
Stabley PGE Funds	\$ 1.97			\$ 1.97
Drone Program	\$ 298.97			\$ 298.97
TOTAL	\$ 19,570.18	\$ 481.82	\$ 235.00	\$ 19,323.36



SHANDON JOINT UNIFIED SCHOOL DISTRICT

9.3

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

AGENDA ITEM TITLE:

Approval of Warrants and Payroll for September 2022

PREPARED BY:

Sadie Howard

AGENDA SECTION:

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

SUMMARY:

Warrant Approvals:

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

Batch #07-10

General Fund (01)	\$153,257.40
Food Service/Cafeteria Fund (13)	\$7,517.00
Bond (21)	\$41,849.22

TOTAL WARRANT APPROVALS

\$202,623.62

Payroll Warrant Approval:

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

Sept. 10 th	\$19,422.69
Sept. 30 th	\$212,380.47

TOTAL

\$231,803.16

RECOMMENDED ACTION:

Approve Accounts Payable and Payroll warrants

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
APPTGY INC	INV#09657,WEBSIT		5,900.00	09/06/2022
ARAMARK	INV#2580073335,T	2022/23 CUSTOD.TOWELS	188.89	09/27/2022
ARAMARK	INV#2580066436,T	2022/23 CUSTOD.TOWELS	188.89	09/20/2022
ARAMARK	INV#2580059074,T	2022/23 CUSTOD.TOWELS	188.89	09/06/2022
AT&T	BAN#9391001883,P	2022/23 PHONE BILLS	312.43	09/20/2022
BENSON, KRISTINA	REIMB.BREAKFAST,		26.97	09/09/2022
BIG BRAND TIRE AND SERVICE	INV#1011-2170380		1,443.13	09/20/2022
BIG BRAND TIRE AND SERVICE	INV#1011-2184225		69.31	09/20/2022
BLAKE'S INC	INV#1504840,MOT		3.58	09/06/2022
BOYS & GIRLS CLUBS OF MID	INV#2022-09,22/2	2022/23 BOYS AND GIRLS CLUB	9,000.00	09/20/2022
BREZDEN PEST CONTROL	INV#448856,HIGH	2022/23 PEST CONTROL	456.00	09/21/2022
CDT INC.	INV#51636,DOT DR	2022/23 EMPLOYEE DRUG TEST	66.00	09/20/2022
CDW-GOVERNMENT	INV#CN79396,NERA	2022/21 CLOUD STORAGE	169.00	09/20/2022
COAST VALLEY PREP LEAGUE	22/23 SHANDON,M.		50.00	09/27/2022
CSA 16	ACC#14118,ELEM S	2022/23 WATER BILLS	338.11	09/27/2022
CSA 16	ACC#14095,MOT OF	2022/23 WATER BILLS	154.63	09/27/2022
CSA 16	ACC#14096,HIGH S	2022/23 WATER BILLS	407.77	09/27/2022
CSA 16	ACC#17453,MIDDLE	2022/23 WATER BILLS	154.59	09/27/2022
CSA 16	ACC#20590,SPEC.E	2022/23 WATER BILLS	481.61	09/27/2022
CULLIGAN WATER	ACC#SM01823351,D	2022/23 DRINKING WATER	111.87	09/09/2022
CULLIGAN WATER	ACC#SM01823369,D	2022/23 DRINKING WATER	71.92	09/09/2022
DAVIS, MICHAEL LEE	INV#758,BUS#1,45	2022/23 BUS MAINT.	200.00	09/27/2022
DAVIS, MICHAEL LEE	INV#759,BUS#2,SU	2022/23 BUS MAINT.	50.00	09/27/2022
DAVIS, MICHAEL LEE	INV#755,BUS#2,45	2022/23 BUS MAINT.	175.00	09/20/2022
DAVIS, MICHAEL LEE	INV#756,BUS#7,45	2022/23 BUS MAINT.	250.00	09/20/2022
DAVIS, MICHAEL LEE	INV#757,BUS#5,45	2022/23 BUS MAINT.	450.00	09/20/2022
DIAZ, STEPHANIE	REIMB.CLASSROOM		40.59	09/21/2022
ELISARRARAS, CARRIE	REIMB.POSTER BOA		83.89	09/21/2022
ESSER, LORI	REIMB.TEACHER SU		100.00	09/06/2022
FRONTIER COMMUNICATIONS	ACC#805463233105	2022/23 PRKFLO PHONE BILL	101.89	09/27/2022
GOLD STAR FOODS INC.	INV#5254175,SNAC		545.97	09/21/2022
HEARTLAND SCHOOL SOLUTIONS	INV#1699054,CAFE	2022/23 CAFE POS SYSTEM	2,100.00	09/21/2022
HEARTLAND SCHOOL SOLUTIONS	INV#1685033,POS/	CAFE POS TRAINING	2,499.00	09/06/2022
HURLEY, PATRICIA	REIMB.CLASSROOM		14.40	09/27/2022
HURLEY, PATRICIA	REIMB.CLASSROOM S		66.80	09/06/2022
HURLEY, PATRICIA	REIMB.CLASSROOM		100.00	09/06/2022
J.B.DEWAR INC.	INV#220738,	2022/23 FUEL/GAS	1,228.67	09/27/2022
J.B.DEWAR INC.	INV#218695,	2022/23 FUEL/GAS	1,944.44	09/20/2022
J.B.DEWAR INC.	INV#219664,	2022/23 FUEL/GAS	2,408.20	09/20/2022
J.B.DEWAR INC.	INV#215825	2022/23 FUEL/GAS	245.34	09/06/2022
J.B.DEWAR INC.	INV#215490	2022/23 FUEL/GAS	1,459.39	09/06/2022
J.B.DEWAR INC.	INV#217498	2022/23 FUEL/GAS	764.60	09/06/2022
KEPINS, SHANNON	REIMB.MILEAGE,PA		60.00	09/09/2022
KERN COUNTY SUPERINTENDT	INV#300639,2022/	2022/23 LEGAL FEES	2,892.00	09/27/2022
LEARNING A-Z	INV#5797444,RAZ	SPEC.ED.RAZ KIDS	467.00	09/09/2022
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,MOT SUP		182.20	09/06/2022
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,CUSTOD.		59.18	09/06/2022
LOWE'S BUSINESS ACCT/GEMB	ACC#6675,AG SUPP		22.62	09/06/2022

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
LUMEN	INV#600809352,PH	2022/23 PHONE BILLS	222.27	09/06/2022
MCGRAW-HILL EDUCATION	INV#123822199001	ALEKS SEATS	3,494.25	09/06/2022
MCGRAW-HILL EDUCATION	INV#123796369001	MATH BOOKS	377.10	09/06/2022
MELENDY, LINDSEY	STUDENT PLANNERS		192.40	09/09/2022
NAPA AUTO PARTS	ACC#7144,PRKFELD		13.01	09/06/2022
OFFICE DEPOT	INV#263590454001	ELEM OFFICE SUPPLIES	100.16	09/20/2022
OFFICE DEPOT	INV#263591219001	ELEM OFFICE SUPPLIES	94.86	09/20/2022
OFFICE DEPOT	INV#263591238001	ELEM OFFICE SUPPLIES	42.89	09/20/2022
OFFICE DEPOT	INV#263591259001	ELEM OFFICE SUPPLIES	4.49	09/20/2022
OFFICE DEPOT	INV#265699182001	2022/23 PAPER	230.53	09/20/2022
OFFICE DEPOT	INV#262959527001	2022/23 PAPER	230.53	09/20/2022
OFFICE DEPOT	INV#262456874001	ELEM OFFICE SUPPLIES	23.58	09/06/2022
OFFICE DEPOT	INV#263157921001	2022/23 PAPER	230.53	09/06/2022
OFFICE DEPOT	INV#262882568001	2022/23 PAPER	230.53	09/06/2022
OFFICE DEPOT	INV#261157370001	2022/23 PAPER	230.53	09/06/2022
OFFICE DEPOT	INV#262879919001	2022/23 H.S.OFFICE SUPPLIES	64.23	09/06/2022
OFFICE DEPOT	INV#262882369000	2022/23 H.S.OFFICE SUPPLIES	7.01	09/06/2022
OFFICE DEPOT	INV#262281292001	2022/23 H.S.OFFICE SUPPLIES	57.44	09/06/2022
OFFICE DEPOT	INV#261756989001	ELEM OFFICE SUPPLIES	160.36	09/09/2022
OFFICE DEPOT	INV#261763825001	ELEM OFFICE SUPPLIES	2.78	09/09/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#3644187859-6	2022/23 PG&E	318.99	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#6978927856-6	2022/23 PG&E	194.34	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7	2022/23 PG&E	323.31	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#4062261376-4	2022/23 PG&E	158.30	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3	2022/23 PG&E	697.83	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#0028511953-3	2022/23 PG&E	13.94	09/27/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#6978927856-6	2022/23 PG&E	152.22	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#2779319531-7	2022/23 PG&E	566.69	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#1779527540-7	2022/23 PG&E	307.58	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#3644187859-6	2022/23 PG&E	311.00	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#6230961798-3	2022/23 PG&E	928.52	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#4062261376-4	2022/23 PG&E	161.61	09/06/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2022/23 PG&E	264.40	09/09/2022
PACIFIC GAS & ELECTRIC COMPANY	ACC#5762161390-0	2022/23 PG&E	12,759.74	09/09/2022
PASO ROBLES HEATING & AIR	INV#377447,ELEM	2022/23 HEATING/AC MAINT.	246.00	09/09/2022
PASO ROBLES HEATING & AIR	INV#377446,H.S.M	2022/23 HEATING/AC MAINT.	1,200.00	09/06/2022
PASO ROBLES HEATING & AIR	INV#377444,ELEM.	2022/23 HEATING/AC MAINT.	1,337.00	09/06/2022
PASO ROBLES HEATING & AIR	INV#379263,ELEM.	2022/23 HEATING/AC MAINT.	916.20	09/06/2022
PASO ROBLES HEATING & AIR	INV#379418,RENTA	2022/23 HEATING/AC MAINT.	240.00	09/09/2022
PASO ROBLES HEATING & AIR	INV#377448,RUDYS	2022/23 HEATING/AC MAINT.	90.00	09/09/2022
PASO ROBLES SAFE & LOCK	INV#47155,LABOR,		633.27	09/20/2022
PASO ROBLES SAFE & LOCK	INV#170889,GATE		21.53	09/27/2022
PASO ROBLES SAFE & LOCK	INV#47089,KEYS		537.05	09/06/2022
PASO ROBLES SAFE & LOCK	INV#170598,KEY		90.21	09/06/2022
PEARSON EDUCATION	INV#18956173,SPE	SPEC.ED.TEST KITS	2,528.72	09/27/2022
PEARSON EDUCATION	CLOSE PO	2022/23 SPEC.ED TEST KITS	0.00	09/20/2022
PEARSON EDUCATION	INV#18858102,SPE	SPEC.ED.REPORTS,ADMIN	207.00	09/06/2022
PROCARE JANITORIAL SUPPLY INC.	INV#154943,CUSTO		4,904.01	09/06/2022

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
RANCH WIFI	INV#142653,PRKFL	2022/23 PARKFIELD INTERNET	130.00	09/06/2022
REDWOOD TOXICOLOGY LABORATORY	INV#779370,DRUG	H.S.DRUG TEST,SPORTS	177.95	09/20/2022
RENAISSANCE LEARNING	INV#5265263,3 YE	ELEM,AR,STAR,3 YEAR CONTRACT	5,413.50	09/09/2022
RUIZ, CARLOS	REIMB.FINGERPRIN		84.00	09/06/2022
SAN LUIS OBISPO COUNTY OFFICE	5 ATTENDEES,SHAN		100.00	09/28/2022
SAN MIGUEL GRABAGE	ACC#318244,SEPT.	2022/23 TRASH BILLS	1,151.88	09/09/2022
SELF INSURED SCHOOLS OF CA.	ID#68833,SEPT,20		48,677.25	09/06/2022
SOUTH COAST REGION CATA	INV#108276,TEACH	AG REG. TRAINING	120.00	09/21/2022
SOUTH COAST REGION CATA	INV#108279,TEACH	AG REG. TRAINING	150.00	09/21/2022
SOUTH COAST REGION CATA	INV#108277,DEPAR	AG REG. TRAINING	175.00	09/21/2022
SOUTH COAST REGION FFA	INV#103331,STUDE		140.00	09/21/2022
SPURR	INV#125164	2022/23 NATURAL GAS	262.52	09/21/2022
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FFA SUPPL		2,435.71	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	MORTON,WELCOME B		40.00	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,TONER		50.92	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,H.S.OFFIC		44.33	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,BROKEN WI		261.49	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	VALENCIA,MOT SUP		56.21	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,MOT SUPPL		21.62	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,PROPANE T		187.15	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,TEACHER S		35.17	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,SOUND SYS		15.20	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,H.S.ASB		39.41	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,ELEM ASB		2,960.01	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	KEPINS,COSTCO CH		23.79	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,ELEM ASB		24.13	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,LIBRARY S		11.99	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,CUSTOD.SU		24.16	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,POSTAGE		17.75	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,VOORHEIS,		291.35	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,GIRL		332.40	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,BOYS		332.40	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	RENDON,VEHIC.SUP		206.94	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,VOORHEIS		24.99	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,ZOOM SUBS		3,150.00	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,CLASSROOM		126.73	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	FLOREK,FFA SUPPL		181.72	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	MORTON,FFA SUPPL		6,325.27	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,UZET		14.13	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	COELHO,CAFE FOOD		110.50	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,WELCOME B		232.55	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,ASB		136.03	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	SCIOCCHETTI,VBAL		101.23	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,SPROTS ME		106.15	09/09/2022
U.S. BANK CORPORATE PMT SYSTEM	MORTON,CREDITS		4,970.06	09/09/2022
U.S. BANK EQUIPMENT FINANCE	INV#480913219,CO	2022/23 MONTHLY COPIER	1,710.59	09/09/2022
UMASS GLOBAL	ID#B00596457,C.U		5,000.00	09/21/2022
VALLEY CHRISTIAN ACADEMY	VOLLEYBALL TOURN		350.00	09/06/2022

VENDOR NAME	FUND : 01 DESCRIPTION	GENERAL FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
VERIZON - 508105832-00001	ACC#508105832000	HOT SPOT 22/23	22.20	09/20/2022
WASTE MANAGEMENT	INV#979168305279	2022/23 PRKFLO TRASH	184.38	09/09/2022
WESTERN JANITOR SUPPLY INC	INV#198323,CUSTO	CUSTOD.SUPPLIES	212.84	09/27/2022
WESTERN JANITOR SUPPLY INC	INV#197054,MOP	CUSTOD.SUPPLIES	13.26	09/09/2022
WESTERN JANITOR SUPPLY INC	INV#198084,MOT H	CUSTOD.SUPPLIES	70.34	09/20/2022
WESTERN JANITOR SUPPLY INC	INV#197829,CUSTO	CUSTOD.SUPPLIES	271.88	09/06/2022
WESTERN JANITOR SUPPLY INC	INV#197524,CUSTO	CUSTOD.SUPPLIES	101.07	09/06/2022
WESTERN JANITOR SUPPLY INC	INV#1797832,TRAP	CUSTOD.SUPPLIES	134.33	09/06/2022
WESTERN JANITOR SUPPLY INC	INV#197618,CUSTO	CUSTOD.SUPPLIES	211.21	09/06/2022
WESTERN PSYCHOLOGICAL SERVICES	INV#WPS-439060,S	SPEC.ED. TEST KITS	1,028.12	09/09/2022

TOTAL FUND 01

153,257.40

VENDOR NAME	FUND : 13 DESCRIPTION	CAFETERIA FUND EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
ARAMARK	INV#2580066436,C	2022/23 CUSTOD.TOWELS	40.00	09/20/2022
ARAMARK	INV#2580073335,C	2022/23 CUSTOD.TOWELS	40.00	09/27/2022
ARAMARK	INV#2580059074,C	2022/23 CUSTOD.TOWELS	40.00	09/06/2022
BAUTISTA FAMILY FARMS	INF#2235,CAFE FO		107.50	09/21/2022
CALIFORNIA DEPT.OF EDUCATION	INV#23SF41959,CA		161.85	09/21/2022
CALIFORNIA DEPT.OF EDUCATION	INV#23SF-41885,C	CAFE FOOD	99.45	09/06/2022
CRYSTAL CREAMERY	TICK#105256214,C	2022/23 CAFE MILK	322.65	09/20/2022
CRYSTAL CREAMERY	TICK#105263214,C	2022/23 CAFE MILK	295.39	09/20/2022
CRYSTAL CREAMERY	TICK#105249213,C	2022/23 CAFE MILK	317.52	09/20/2022
CRYSTAL CREAMERY	TICK#105270213,C	2022/23 CAFE MILK	369.21	09/28/2022
CRYSTAL CREAMERY	TICK#105242212,C	2022/23 CAFE MILK	443.02	09/06/2022
EDNA'S BAKERY	INV#1230525,CAFE	2022/2023 CAFE FOOD	134.50	09/06/2022
EDNA'S BAKERY	INV#1232857,CAFE	2022/2023 CAFE FOOD	344.25	09/20/2022
FINCA LOS AGAVES LLC	INV#1732,CAFE FO		425.00	09/27/2022
LOWE'S BUSINESS ACCT/GEMB	ACC#6675, CAFE S		28.78	09/06/2022
P & R PAPER SUPPLY COMPANY	INV#1101401-00,C		469.62	09/06/2022
RANDY KWIATKOWSKI	100LBS PEARS		200.00	09/21/2022
SUTTON AGRICULTURAL ENTERPRISE	INV#22090230,WHE		1,935.69	09/20/2022
SYSCO	INV#279942163,CA	2022/23 CAFE FOOD	1,423.02	09/20/2022
THE BERRY MAN INC.	INV#10911323,CAF	2022/23 CAFE FOOD	319.55	09/09/2022

TOTAL FUND 13

7,517.00

VENDOR NAME	FUND : 21 DESCRIPTION	BUILDING FUND - BOND PROCEEDS EXTENDED DESCRIPTION	AMOUNT	INVOICE DATE
NINETEEN SIX ARCHITECTS	INV#4,TK CLASSRO	ELEM TK CLASSROOM	21,250.00	09/27/2022
NINETEEN SIX ARCHITECTS	INV#5,WINDOWS,AU	WINDOWS	8,065.00	09/27/2022
ROSSI AND CARR	INV#22402,PRKFLD	PARKFIELD ELECTRICAL	7,590.63	09/27/2022
TECH TIME COMMUNICATIONS	INV#24044,CELL A		1,720.00	09/06/2022
U.S. BANK CORPORATE PMT SYSTEM	BENSON,DSA FEES,		3,223.59	09/09/2022

TOTAL FUND 21

41,849.22

TOTAL DISTRICT

202,623.62

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

9.4

AGENDA ITEM TITLE:

Approval of the Budget Report

PREPARED BY:

Sadie Howard

AGENDA SECTION:

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

SUMMARY:

Attached is the Budget Report through June 30, 2023 for approval.

RECOMMENDED ACTION:

Approve the Budget Report.

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
REVENUE LIMIT SOURCES :							
8011	REV LIMIT STATE AID-CURR YEAR	1,488,510.00		1,488,510.00	897,768.00	590,742.00	60.31
8012	Rev Limit State Aid EPA	50,032.00		50,032.00	13,595.00	36,437.00	27.17
8021	HOME OWNERS EXEMPTION	10,564.00		10,564.00	.00	10,564.00	0.00
8041	SECURED TAX ROLLS	2,135,501.00		2,135,501.00	.00	2,135,501.00	0.00
8042	UNSECURED ROLL TAXES	72,969.00		72,969.00	20,218.99	52,750.01	27.70
8043	PRIOR YEARS TAXES	31,952.00		31,952.00	297.57	31,654.43	0.93
8044	SUPPLEMENTAL TAXES	7,000.00		7,000.00	7,285.57	285.57-	104.07
8045	EDUC REV AUGMENTATION FUND	149,688.00		149,688.00	.00	149,688.00	0.00
8097	PROPERTY TAXES TRANSFERS	115,777.00		115,777.00	.00	115,777.00	0.00
TOTAL REVENUE LIMIT SOURCES :		4,061,993.00	.00	4,061,993.00	939,165.13	3,122,827.87	23.12
FEDERAL REVENUES :							
8181	SP ED ENTITLEMENT PER UDC	51,284.00		51,284.00	2,331.00	48,953.00	4.54
8290	ALL OTHER FEDERAL REVENUES	178,824.00		178,824.00	271,688.00	92,864.00-	151.93
TOTAL FEDERAL REVENUES :		230,108.00	.00	230,108.00	274,019.00	43,911.00-	119.08
OTHER STATE REVENUES :							
8550	MANDATED COST REIMBURSEMENT	11,356.00		11,356.00	.00	11,356.00	0.00
8560	STATE LOTTERY REVENUE	57,555.00		57,555.00	17,691.79	39,863.21	30.73
8590	ALL OTHER STATE REVENUES	210,845.00	12,225.00	223,070.00	280,914.86	57,844.86-	125.93
TOTAL OTHER STATE REVENUES :		279,756.00	12,225.00	291,981.00	298,606.65	6,625.65-	102.26
OTHER LOCAL REVENUES :							
8650	LEASES & RENTALS	22,500.00		22,500.00	3,775.00	18,725.00	16.77
8660	INTEREST	18,000.00		18,000.00	.00	18,000.00	0.00
8662	GAINS OR LOSSES ON INVESTMENTS	.00		.00	144,242.00	144,242.00-	NO BDGT
8677	INTERAGENCY SERV BETWN LEA'S	4,000.00		4,000.00	.00	4,000.00	0.00
8698	STALE-DATED WTS/PRIOR YR WTS	.00		.00	198.91	198.91-	NO BDGT
8699	ALL OTHER LOCAL REVENUES	21,168.00		21,168.00	25,911.75	4,743.75-	122.41
8792	TF OF APPORT FROM COE	152,101.00		152,101.00	13,446.00	138,655.00	8.84
TOTAL OTHER LOCAL REVENUES :		217,769.00	.00	217,769.00	187,573.66	30,195.34	86.13
* TOTAL YEAR TO DATE REVENUES		* * 4,789,626.00 *	12,225.00 *	4,801,851.00 *	1,699,364.44 *	3,102,486.56 *	35.38

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
CERTIFICATED SALARIES :							
1000	CERTIFICATED PERSONNEL	.00		.00	6.00	6.00-	NO BDGT
1100	CERTIFICATED TEACHER	1,228,960.00		1,228,960.00	228,691.80	1,000,268.20	18.60
1150	CERTIFICATED TCHER EXTRA DUTY	8,681.00		8,681.00	637.81	8,043.19	7.34
1160	CERTIFICATED TEACHER SUBSTITUT	43,000.00		43,000.00	17,860.00	25,140.00	41.53
1190	CERTIFICATED TEACHER OTH ASSIG	45,448.00		45,448.00	37,454.38	7,993.62	82.41
1200	CERT PUPIL SUPPORT SALARY	207,305.00		207,305.00	23,885.10	183,419.90	11.52
1300	CERTIFICATED SUPERV & ADM SAL	51,075.00		51,075.00	10,881.24	40,193.76	21.30
1340	SCHOOL ADMINISTRATORS	210,064.00		210,064.00	52,778.52	157,285.48	25.12
TOTAL CERTIFICATED SALARIES :		1,794,533.00	.00	1,794,533.00	372,194.85	1,422,338.15	20.74
CLASSIFIED SALARIES :							
2100	INSTRUCTIONAL AIDE SALARIES	264,158.00		264,158.00	38,448.27	225,709.73	14.55
2130	INSTRUCTIONAL AIDE HOURLY	890.00		890.00	.00	890.00	0.00
2150	INSTRUCTIONAL AIDE EXTRA DUTY	.00		.00	56.88	56.88-	NO BDGT
2160	INSTRUCTIONAL AIDE SUBSTITUTE	13,000.00		13,000.00	1,020.00	11,980.00	7.84
2190	INSTRUCTIONAL AIDE STUDENTS	28,276.00		28,276.00	11,745.00	16,531.00	41.53
2200	CLASSIFIED SUPPORT SALARIES	312,596.00		312,596.00	62,781.32	249,814.68	20.08
2250	CLASSIFIED SUPPORT EXTRA DUTY	.00		.00	2,036.13	2,036.13-	NO BDGT
2260	CLASSIFIED SUPPORT SUBSTITUTE	3,000.00		3,000.00	624.90	2,375.10	20.83
2270	CLASSIFIED SUPPORT OVERTIME	8,500.00		8,500.00	2,317.46	6,182.54	27.26
2290	CLASSIFIED SUPPORT OTH ASSIGN	.00		.00	4,712.17	4,712.17-	NO BDGT
2400	CLERICAL/TECHNICAL/OFFICE SAL	214,578.00		214,578.00	40,274.12	174,303.88	18.76
2450	CLERICAL AND OFFICE EXTRA DUTY	.00		.00	4,547.15	4,547.15-	NO BDGT
2460	CLERICAL & OFFICE SUBSTITUTE	3,000.00		3,000.00	.00	3,000.00	0.00
2470	CLERICAL & OFFICE OVERTIME	5,000.00		5,000.00	1,697.26	3,302.74	33.94
2900	OTHER CLASSIFIED SALARIES	21,205.00		21,205.00	1,863.90	19,341.10	8.78
TOTAL CLASSIFIED SALARIES :		874,203.00	.00	874,203.00	172,124.56	702,078.44	19.68
EMPLOYEE BENEFITS :							
3101	STRS CERTIFICATED	519,766.00		519,766.00	65,924.89	453,841.11	12.68
3201	PERS CERTIFICATED	12,531.00		12,531.00	4,725.55	7,805.45	37.71
3202	PERS CLASSIFIED	205,627.00		205,627.00	39,546.18	166,080.82	19.23
3300	SOCIAL SECURITY	.00		.00	116.32	116.32-	NO BDGT
3301	SOCIAL SECURITY CERTIFICATED	3,682.00		3,682.00	1,145.31	2,536.69	31.10
3302	SOCIAL SECURITY CLASSIFIED	51,250.00		51,250.00	10,340.15	40,909.85	20.17
3310	MEDICARE	.00		.00	27.14	27.14-	NO BDGT
3311	MEDICARE - CERTIFICATED	23,371.00		23,371.00	5,276.83	18,094.17	22.57
3312	MEDICARE - CLASSIFIED	13,869.00		13,869.00	2,418.29	11,450.71	17.43
3401	HEALTH & WELFARE CERTIFICATED	242,521.00		242,521.00	24,317.32	218,203.68	10.02
3402	HEALTH & WELFARE CLASSIFIED	128,532.00		128,532.00	14,199.98	114,332.02	11.04
3420	HEALTH & WELFARE BOARD	8,835.00		8,835.00	.00	8,835.00	0.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
EMPLOYEE BENEFITS :							
3501	UNEMPLOYMENT - CERTIFICATED	8,043.00		8,043.00	1,802.04	6,240.96	22.40
3502	UNEMPLOYMENT - CLASSIFIED	4,198.00		4,198.00	833.83	3,364.17	19.86
3601	WORKERS COMP - CERTIFICATED	38,017.00		38,017.00	8,519.91	29,497.09	22.41
3602	WORKERS COMP - CLASSIFIED	19,498.00		19,498.00	3,916.06	15,581.94	20.08
3702	RETIREE BENEFITS CLASSIFIED	.00		.00	1,325.54	1,325.54-	NO BDGT
TOTAL EMPLOYEE BENEFITS :		1,279,740.00	.00	1,279,740.00	184,435.34	1,095,304.66	14.41
BOOKS AND SUPPLIES :							
4100	APPRVD TEXTBKS/CORE CURRICULA	60,320.00		60,320.00	4,720.35	55,599.65	7.82
4200	BOOKS AND REFERENCE MATERIALS	1,250.00		1,250.00	.00	1,250.00	0.00
4300	MATERIALS AND SUPPLIES	71,707.00	5,455.00	77,162.00	27,373.70	49,788.30	35.47
4310	FUEL GAS	40,500.00		40,500.00	10,223.46	30,276.54	25.24
4318	COPIER USAGE	25,000.00		25,000.00	5,131.77	19,868.23	20.52
4319	TIRES AND TUBES	5,000.00		5,000.00	.00	5,000.00	0.00
4320	GREASE & OIL	1,500.00		1,500.00	69.31	1,430.69	4.62
4321	CUSTODIAL SUPPLIES	12,000.00		12,000.00	10,007.53	1,992.47	83.39
4325	TOOLS	1,000.00		1,000.00	71.28	928.72	7.12
4328	TESTING MATERIALS	700.00		700.00	.00	700.00	0.00
4339	REPAIR PARTS	8,100.00		8,100.00	13.01	8,086.99	0.16
4355	SOFTWARE	6,600.00		6,600.00	2,100.00	4,500.00	31.81
4380	PAPER	3,000.00		3,000.00	1,152.65	1,847.35	38.42
4398	FUEL TAX	500.00		500.00	39.95	460.05	7.99
4400	NON-CAPITALIZED EQUIPMENT	14,835.00		14,835.00	19,862.74	5,027.74-	133.89
4700	FOOD	1,800.00		1,800.00	545.97	1,254.03	30.33
TOTAL BOOKS AND SUPPLIES :		253,812.00	5,455.00	259,267.00	81,311.72	177,955.28	31.36
SERVICES, OTHER OPER. EXPENSE:							
5200	TRAVEL & CONFERENCE	16,638.00	6,770.00	23,408.00	9,429.92	13,978.08	40.28
5222	TRAINING	500.00		500.00	2,599.00	2,099.00-	519.80
5230	MILEAGE	2,000.00		2,000.00	60.00	1,940.00	3.00
5300	DUES & MEMBERSHIPS	8,850.00		8,850.00	8,447.44	402.56	95.45
5400	INSURANCE	59,600.00		59,600.00	58,447.46	1,152.54	98.06
5510	WATER	10,000.00		10,000.00	3,076.88	6,923.12	30.76
5520	GAS	20,000.00		20,000.00	888.60	19,111.40	4.44
5530	ELECTRICITY	85,000.00		85,000.00	39,276.79	45,723.21	46.20
5550	DISPOSAL/GARBAGE REMOVAL	15,000.00		15,000.00	4,008.78	10,991.22	26.72
5600	RENTALS, LEASES, REPAIRS, IMPROVM	7,100.00		7,100.00	.00	7,100.00	0.00
5640	REPAIRS/MAINT OF EQUIPMENT	10,600.00		10,600.00	1,950.00	8,650.00	18.39
5650	REPAIRS/MAIN - VEHICLES	4,500.00		4,500.00	1,684.17	2,815.83	37.42
5800	PROFES'L/CONSULTG SVCS/OP EXP	126,970.00		126,970.00	38,004.58	88,965.42	29.93
5810	SERVICES PROVIDED BY SLOCOE	132,816.20		132,816.20	.00	132,816.20	0.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
SERVICES, OTHER OPER. EXPENSE:							
5811	SERVICES PROVIDED BY DISTRICTS	31,000.00		31,000.00	.00	31,000.00	0.00
5822	MAINTENANCE AGREEMENTS	10,000.00		10,000.00	4,029.20	5,970.80	40.29
5823	INTERNET BASED PUBLICATIONS	630.00		630.00	5,413.50	4,783.50-	859.28
5830	HAZARDOUS WASTE DISPOSAL	2,000.00		2,000.00	.00	2,000.00	0.00
5840	PHYSICAL EXAMS-FINGERPRINTING	1,500.00		1,500.00	268.00	1,232.00	17.86
5841	PHYSICAL EXAMS-IMMUNIZATION	500.00		500.00	.00	500.00	0.00
5845	RANDOM DRUG/ALCOHOL TESTING	1,000.00		1,000.00	66.00	934.00	6.60
5855	OUTSIDE PRINTING	1,500.00		1,500.00	.00	1,500.00	0.00
5872	LEGAL FEES	47,500.00		47,500.00	2,989.50	44,510.50	6.29
5874	AUDIT FEES	8,000.00		8,000.00	4,000.00	4,000.00	50.00
5881	SOFTWARE LICENSING	7,100.00		7,100.00	41,076.38	33,976.38-	578.54
5882	TUITION SCHOOL STAFF	.00		.00	5,000.00	5,000.00-	NO BDGT
5894	LICENSES AND PERMITS	1,500.00		1,500.00	514.00	986.00	34.26
5896	FEES	15.00		15.00	.00	15.00	0.00
5899	CATEGORICAL HOLDING ACCOUNT	25,015.00		25,015.00	.00	25,015.00	0.00
5922	COMMUNICATION - TELEPHONE SVCS	9,600.00		9,600.00	2,571.20	7,028.80	26.78
5930	COMMUNICATION - POSTAGE/METER	4,000.00		4,000.00	156.73	3,843.27	3.91
TOTAL SERVICES, OTHER OPER. EXPENSE:		650,434.20	6,770.00	657,204.20	233,958.13	423,246.07	35.59
CAPITAL OUTLAY :							
6400	EQUIPMENT	.00		.00	16,183.93	16,183.93-	NO BDGT
TOTAL CAPITAL OUTLAY :		.00	.00	.00	16,183.93	16,183.93-	NO BDGT
OTHER OUTGOING :							
7141	OTH TUIT,EXC CST PMT TO DIST	156,685.00		156,685.00	4,307.83	152,377.17	2.74
7142	OTH TUIT,EXC CST PMT TO COE	87,503.00		87,503.00	.00	87,503.00	0.00
TOTAL OTHER OUTGOING :		244,188.00	.00	244,188.00	4,307.83	239,880.17	1.76
DIRECT SUPPORT/INDIRECT COSTS:							
TOTAL DIRECT SUPPORT/INDIRECT COSTS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES * *		5,096,910.20 *	12,225.00 *	5,109,135.20 *	1,064,516.36 *	4,044,618.84 *	20.83

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - OUT :							
7616	INT-FD TF FR GENERAL TO CAFE	42,263.00-		42,263.00-	.00	42,263.00-	0.00
TOTAL INTERFUND TRANSFERS - OUT :		42,263.00-	.00	42,263.00-	.00	42,263.00-	0.00
CONTRIB.- RESTRICTED PROGRAMS:							
TOTAL CONTRIB.- RESTRICTED PROGRAMS:		.00	.00	.00	.00	.00	NO BDGT
* TOTAL YEAR TO DATE OTHER FINANCING *		42,263.00-*	.00 *	42,263.00-*	.00 *	42,263.00-*	0.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	4,530,392.30	119,462.87	4,649,855.17
9111	FAIR VALUE ADJ TO CASH CO TREA	144,242.00-	144,242.00	.00
9130	REVOLVING CASH ACCOUNT	1,500.00	.00	1,500.00
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	1,274,605.87	15,370.15-	1,259,235.72
9310	DUE FROM OTHER FUNDS	15,507.49	15,507.49-	.00
9508	SALES TAX PAYABLE	1,049.86-	.00	1,049.86-
9510	ACCOUNTS PAYABLE(CURRENT LIAB)	3,781,078.16-	246,344.63	3,534,733.53-
9515	UNEMPLOYMENT	3,563.41-	432.75	3,130.66-
9516	W/COMP PASS THROUGH		14,599.10-	14,599.10-
9521	MEDICAL	127,391.11-	77,570.71	49,820.40-
9550	PAYROLL HAND WARRANTS	34.00-	.00	34.00-
9650	DEFERRED REVENUE	124,568.93-	92,271.86	32,297.07-
* NET YEAR TO DATE FUND BALANCE * *		1,640,078.19 *	634,848.08 *	2,274,926.27 *
9791	FUND BAL-BEGINNING BALANCE	1,640,078.19-	.00	1,640,078.19-
* EXCESS REVENUES (EXPENDITURES) * *		.00 *	634,848.08 *	634,848.08 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	4,789,626.00	12,225.00	4,801,851.00	1,699,364.44	3,102,486.56	35.38
B.	EXPENDITURES	5,096,910.20	12,225.00	5,109,135.20	1,064,516.36	4,044,618.84	20.83
C.	EXCESS REVENUES (EXPENDITURES)	307,284.20-	.00	307,284.20-	634,848.08	942,132.28-	0.00
D.	OTHER FINANCING SOURCES (USES)	42,263.00-	.00	42,263.00-	.00	42,263.00-	0.00
E.	NET CHANGE IN FUND BALANCE	349,547.20-	.00	349,547.20-	634,848.08	984,395.28-	0.00
F. FUND BALANCE :							
	BEGINNING BALANCE (9791)	1,640,078.19	.00	1,640,078.19	1,640,078.19	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	1,640,078.19	.00	1,640,078.19	1,640,078.19	.00	100.00
G.	ENDING BALANCE	1,290,530.99	.00	1,290,530.99	2,274,926.27	984,395.28-	176.27

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9120	CASH IN BANK	31,558.41	.00	31,558.41
* NET YEAR TO DATE FUND BALANCE	* *	31,558.41 *	.00 *	31,558.41 *
9791	FUND BAL-BEGINNING BALANCE	31,558.41-	.00	31,558.41-
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	.00 *	.00 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	.00	.00	.00	.00	.00	NO BDGT
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	.00	.00	.00	.00	.00	NO BDGT
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	.00	.00	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	31,558.41	.00	31,558.41	31,558.41	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	31,558.41	.00	31,558.41	31,558.41	.00	100.00
G.	ENDING BALANCE	31,558.41	.00	31,558.41	31,558.41	.00	100.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
FEDERAL REVENUES :							
8220	CHILD NUTRITION PROGRAMS	190,000.00		190,000.00	11,320.10	178,679.90	5.95
TOTAL FEDERAL REVENUES :		190,000.00	.00	190,000.00	11,320.10	178,679.90	5.95
OTHER STATE REVENUES :							
8520	CHILD NUTRITION	15,000.00		15,000.00	.00	15,000.00	0.00
8590	ALL OTHER STATE REVENUES	.00		.00	572.00	572.00-	NO BDGT
TOTAL OTHER STATE REVENUES :		15,000.00	.00	15,000.00	572.00	14,428.00	3.81
* TOTAL YEAR TO DATE REVENUES		205,000.00 *	.00 *	205,000.00 *	11,892.10 *	193,107.90 *	5.80
EXPENDITURE DETAIL							
CLASSIFIED SALARIES :							
2200	CLASSIFIED SUPPORT SALARIES	42,515.00		42,515.00	6,228.97	36,286.03	14.65
2260	CLASSIFIED SUPPORT SUBSTITUTE	2,414.00		2,414.00	60.00	2,354.00	2.48
2300	CLASSIFIED SUPERV & ADMIN SAL	54,417.00		54,417.00	12,189.24	42,227.76	22.39
TOTAL CLASSIFIED SALARIES :		99,346.00	.00	99,346.00	18,478.21	80,867.79	18.59
EMPLOYEE BENEFITS :							
3202	PERS CLASSIFIED	25,201.00		25,201.00	4,456.21	20,744.79	17.68
3302	SOCIAL SECURITY CLASSIFIED	6,160.00		6,160.00	1,091.56	5,068.44	17.72
3312	MEDICARE - CLASSIFIED	1,441.00		1,441.00	255.29	1,185.71	17.71
3402	HEALTH & WELFARE CLASSIFIED	27,570.00		27,570.00	2,158.99	25,411.01	7.83
3502	UNEMPLOYMENT - CLASSIFIED	521.00		521.00	88.03	432.97	16.89
3602	WORKERS COMP - CLASSIFIED	2,449.00		2,449.00	413.73	2,035.27	16.89
TOTAL EMPLOYEE BENEFITS :		63,342.00	.00	63,342.00	8,463.81	54,878.19	13.36
BOOKS AND SUPPLIES :							
4300	MATERIALS AND SUPPLIES	7,175.00		7,175.00	3,096.30	4,078.70	43.15
4700	FOOD	70,000.00		70,000.00	11,766.18	58,233.82	16.80
TOTAL BOOKS AND SUPPLIES :		77,175.00	.00	77,175.00	14,862.48	62,312.52	19.25
SERVICES, OTHER OPER. EXPENSE:							
5200	TRAVEL & CONFERENCE	60.00		60.00	.00	60.00	0.00
5800	PROFES'L/CONSULTG SVCS/OP EXP	6,671.00		6,671.00	530.00	6,141.00	7.94

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
EXPENDITURE DETAIL							
SERVICES, OTHER OPER. EXPENSE:							
5894	LICENSES AND PERMITS	669.00		669.00	685.00	16.00-	102.39
TOTAL SERVICES, OTHER OPER. EXPENSE:		7,400.00	.00	7,400.00	1,215.00	6,185.00	16.41
* TOTAL YEAR TO DATE EXPENDITURES * *		247,263.00 *	.00 *	247,263.00 *	43,019.50 *	204,243.50 *	17.39
OTHER FINANCING SOURCES (USES)							
INTERFUND TRANSFERS - IN :							
8916	INTFD TF TO CAFETERIA FR GEN	42,263.00		42,263.00	.00	42,263.00	0.00
TOTAL INTERFUND TRANSFERS - IN :		42,263.00	.00	42,263.00	.00	42,263.00	0.00
* TOTAL YEAR TO DATE OTHER FINANCING *		42,263.00 *	.00 *	42,263.00 *	.00 *	42,263.00 *	0.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY		21,288.61-	21,288.61-
9210	ACCOUNTS RECEIVABLE PRIOR YEAR	44,121.03	25,346.28-	18,774.75
9508	SALES TAX PAYABLE	37.42-	.00	37.42-
9610	DUE TO OTHER FUNDS	15,507.49-	15,507.49	.00
9650	DEFERRED REVENUE	410.04-	.00	410.04-
* NET YEAR TO DATE FUND BALANCE	* *	28,166.08 *	31,127.40-*	2,961.32-*
9791	FUND BAL-BEGINNING BALANCE	28,166.08-	.00	28,166.08-
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	31,127.40-*	31,127.40-*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	205,000.00	.00	205,000.00	11,892.10	193,107.90	5.80
B.	EXPENDITURES	247,263.00	.00	247,263.00	43,019.50	204,243.50	17.39
C.	EXCESS REVENUES (EXPENDITURES)	42,263.00-	.00	42,263.00-	31,127.40-	11,135.60-	73.65
D.	OTHER FINANCING SOURCES (USES)	42,263.00	.00	42,263.00	.00	42,263.00	0.00
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	31,127.40-	31,127.40	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	28,166.08	.00	28,166.08	28,166.08	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	28,166.08	.00	28,166.08	28,166.08	.00	100.00
G.	ENDING BALANCE	28,166.08	.00	28,166.08	2,961.32-	31,127.40	0.00

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8662	GAINS OR LOSSES ON INVESTMENTS	.00		.00	58,640.00	58,640.00-	NO BDGT
TOTAL OTHER LOCAL REVENUES :		.00	.00	.00	58,640.00	58,640.00-	NO BDGT
* TOTAL YEAR TO DATE REVENUES		.00 *	.00 *	.00 *	58,640.00 *	58,640.00-	* NO BDGT
EXPENDITURE DETAIL							
BOOKS AND SUPPLIES :							
4400	NON-CAPITALIZED EQUIPMENT	.00		.00	3,014.80	3,014.80-	NO BDGT
TOTAL BOOKS AND SUPPLIES :		.00	.00	.00	3,014.80	3,014.80-	NO BDGT
CAPITAL OUTLAY :							
6220	ARCHITECT FEES	.00		.00	55,412.50	55,412.50-	NO BDGT
6221	DSA PLAN CHECK FEES	.00		.00	12,097.47	12,097.47-	NO BDGT
6400	EQUIPMENT	.00		.00	7,590.63	7,590.63-	NO BDGT
TOTAL CAPITAL OUTLAY :		.00	.00	.00	75,100.60	75,100.60-	NO BDGT
* TOTAL YEAR TO DATE EXPENDITURES		.00 *	.00 *	.00 *	78,115.40 *	78,115.40-	* NO BDGT

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	1,841,770.62	97,830.40-	1,743,940.22
9111	FAIR VALUE ADJ TO CASH CO TREA	58,640.00-	58,640.00	.00
9510	ACCOUNTS PAYABLE(CURRENT LIAB)	19,715.00-	19,715.00	.00
* NET YEAR TO DATE FUND BALANCE	* *	1,763,415.62 *	19,475.40-*	1,743,940.22 *
9791	FUND BAL-BEGINNING BALANCE	1,763,415.62-	.00	1,763,415.62-
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	19,475.40-*	19,475.40-*

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	.00	.00	.00	58,640.00	58,640.00-	NO BDGT
B.	EXPENDITURES	.00	.00	.00	78,115.40	78,115.40-	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	.00	.00	.00	19,475.40-	19,475.40	NO BDGT
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	19,475.40-	19,475.40	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	1,763,415.62	.00	1,763,415.62	1,763,415.62	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	1,763,415.62	.00	1,763,415.62	1,763,415.62	.00	100.00
G.	ENDING BALANCE	1,763,415.62	.00	1,763,415.62	1,743,940.22	19,475.40	98.89

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
OTHER LOCAL REVENUES :							
8662	GAINS OR LOSSES ON INVESTMENTS	.00		.00	4,990.00	4,990.00-	NO BDGT
8681	MITIGATION/DEVELOPER FEES	.00		.00	4,286.49	4,286.49-	NO BDGT
TOTAL OTHER LOCAL REVENUES :		.00	.00	.00	9,276.49	9,276.49-	NO BDGT
* TOTAL YEAR TO DATE REVENUES		.00 *	.00 *	.00 *	9,276.49 *	9,276.49-*	NO BDGT

UNRESTRICTED/RESTRICTED COMBINED

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY	156,731.96	4,286.49	161,018.45
9111	FAIR VALUE ADJ TO CASH CO TREA	4,990.00-	4,990.00	.00
* NET YEAR TO DATE FUND BALANCE	* *	151,741.96 *	9,276.49 *	161,018.45 *
9791	FUND BAL-BEGINNING BALANCE	151,741.96-	.00	151,741.96-
* EXCESS REVENUES (EXPENDITURES)	* *	.00 *	9,276.49 *	9,276.49 *

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/ EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
A.	REVENUES	.00	.00	.00	9,276.49	9,276.49-	NO BDGT
B.	EXPENDITURES	.00	.00	.00	.00	.00	NO BDGT
C.	EXCESS REVENUES (EXPENDITURES)	.00	.00	.00	9,276.49	9,276.49-	NO BDGT
D.	OTHER FINANCING SOURCES (USES)	.00	.00	.00	.00	.00	NO BDGT
E.	NET CHANGE IN FUND BALANCE	.00	.00	.00	9,276.49	9,276.49-	NO BDGT
F.	FUND BALANCE :						
	BEGINNING BALANCE (9791)	151,741.96	.00	151,741.96	151,741.96	.00	100.00
	AUDIT ADJUSTMENTS (9793)	.00	.00	.00	.00	.00	NO BDGT
	OTHER RESTATEMENTS (9795)	.00	.00	.00	.00	.00	NO BDGT
	ADJUSTED BEGINNING BALANCE	151,741.96	.00	151,741.96	151,741.96	.00	100.00
G.	ENDING BALANCE	151,741.96	.00	151,741.96	161,018.45	9,276.49-	106.11

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

9.5

AGENDA ITEM TITLE:

Ratification of the Personnel Action Report

PREPARED BY:

Sadie Howard

AGENDA SECTION:

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

PERSONNEL ACTION REPORT

NEW HIRES

Yesenia Flores
Lupe Martinez

CLASSIFICATION

H.S. Bilingual Clerk
H.S./Elem Bilingual Clerk/Library Aide

EFFECTIVE DATE

09/19/2022
09/19/2022

SPORT COACHES

RESIGNATIONS

Carlos Ruiz

Custodian

10/14/2022

RECOMMENDED ACTION:

Approval of the Personnel Action Report

Comprehensive School Safety Plan


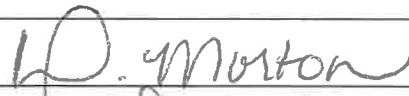
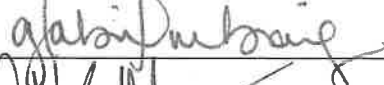
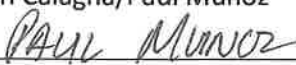

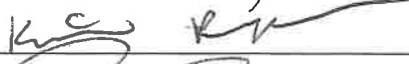

SB 187 Compliance Document

9.6

2022-2023
School Year

School: Shandon High School
CDS Code: 40-4037008
District: Shandon Joint Unified School District
Address: 101 South First St, PO Box 79
 Shandon, CA 93461
Date of Adoption: 09/12/2022

Approved by:

Name	Title	Signature	Date
Kristina Benson, Ed. D.	Superintendent		9/7/22
April Holt	District School Nurse		
Deanna Morton	Teacher		9/7/22
Gabriela Barriga	Paraeducator and Parent		9/7/2022
Josh Calagna/Paul Muñoz 	Sheriff's Deputy School Resource Officer	 #1196	9/2/22
Kim Rendon	MOT Utility Lead and Parent		9-13-22
Captain Rusty Parkinson	CAL-Fire Captain Shandon Station 51		9/13/2022

Comprehensive School Safety Plan

SB 187 Compliance Document

2022-2023
School Year

School: Shandon High School
CDS Code: 40-4037008
District: Shandon Joint Unified School District
Address: 101 South First St, PO Box 79
Shandon, CA 93461
Date of Adoption: 09/12/2022

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Kim Rendon	MOT Utility Lead and Parent		
Captain Rusty Parkinson	CAL-Fire Captain Shandon Station 51		

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Senate Bill 187: Comprehensive School Safety Plan Purpose

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies

- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. The District will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at www.shandonschools.org.

Safety Plan Vision

Safe	School	Mission
<p>The Shandon Joint Unified School District (SJUSD) is committed to creating safe, respectful, and inclusive learning environments where all community members work together to promote academic excellence, civil behaviors, and social competence. All staff, students, and parents help create safe schools.</p>		

The Shandon Elementary and Shandon High School's Site Councils delegated the duty of the creation of the comprehensive school safety plan to a district safety team. The safety team worked and met August 2022 - September 2022 to update the CSSP. The team will continue to meet regularly to be best prepared district-wide.

The 2022-2023 SJUSD District Safety Team includes:

- Kristina Benson – SJUSD Superintendent/SHS Principal
- Kim Rendon - District Utility Lead in Maintenance, Operations and Transportation; classified staff
- Deanna Morton - SHS Teacher; certificated staff
- Gabriella Barriga – SMS and SHS Parent
- Paul Munoz - Sheriff's Deputy, School Resource Officer; local law enforcement
- Capt. Rusty Parkinson - Cal Fire, local fire department
- Holly Lynch – SLOCOE/District Nurse

Throughout the planning process, the members of the district safety team shared and reviewed with law enforcement and fire department updates made to the plan and took advice and considerations. Safety stakeholder input was also gathered through our continuous improvement process.

The 2022-2023 CSSP was board adopted September 28, 2022 and will be reviewed and approved yearly. This is a working document and subject to revisions as applicable.

Components of the Comprehensive School Safety Plan (EC 32281)

Shandon Joint Unified School District Safety Committee

Assessment of School Safety

The Governing Board recognizes that all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and threats of disaster. The Superintendent or designee shall develop and maintain a disaster preparedness plan which details provisions for handling emergencies and disasters and which shall be included in the district's comprehensive school safety plan. The Superintendent or designee shall also develop and maintain emergency plans for each school site. In developing the district and school emergency plans, the Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators. The Superintendent or designee shall use state-approved Standardized Emergency Management System guidelines and the National Incident Command System when updating district and site-level emergency and disaster preparedness plans.

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs. School employees are considered disaster service workers and are subject to disaster service activities assigned to them.

The Safety Team reviews data regarding school safety collected from the most recent years.

Office Referrals

- School sites regularly review student referrals. Students, location, time, days are all analyzed to create a needs assessment. Office referrals are for minimal offenses and not crime related. School sites follow PBIS and progressive discipline strategies for implementing by both staff and students positive school climates.

Attendance rates/School attendance

- District-wide attendance remains high at 90.84% for the 2021-2022 school year. This low number (for SJUSD) includes many days of public health required COVID-related quarantine. The district maintained a 0% dropout rate.

Suspension/Expulsion data

- District-wide maintained a 29% or lower student suspension rate as well and maintained under 0.0005% expulsion rate. Specifically, Shandon High school maintained a 18% suspension rate and a 0% expulsion rate. The district utilizes multiple strategies district-wide to promote a positive school climate and implementation by staff and students.

Note: The suspension numbers reflect the extreme difficulties students had on returning from COVID-related distance learning. This much higher than typical suspension/expulsion rate will be the focus of administration and teacher teams throughout the District for the 22/23 school year.

California Healthy Kids Survey

- Data from 2019-2020
- 59% of 7th graders reported high school connectedness
- 79% of 7th graders reported high academic motivation
- 72% of 7th graders reported high expectations
- 70% of 7th graders reported perceiving school as very safe or safe

School Improvement Plan

- The district recently made improvements for school safety. These include a front door doorbell process for visitors wanting to enter campuses, updates to facilities includes gates and perimeters and tightening up practices during mornings arrival and afternoon dismissals.

Local law enforcement juvenile crime data

- N/A no data available or crimes committed.

Property Damage data

- N/A no property damage due to crime related.

Other local measures on sense of safety and school connectedness

- Areas of Pride
 - o 89% of high school students and 96% of staff feel students have at least one caring adult in their lives.
 - o 100% of staff feel there is adequate counseling and support services.
 - o 89% of students feel that adults have high expectations for their students.
- Areas of Concern
 - o 89% of high school staff feel vaping is a moderate/severe problem.
 - o 51% of high school staff feel we could do better teaching anti-bullying.

The district school safety committee will share drafts of the Comprehensive School Safety Plan with both SHS & SES school site councils and staffs in 2022-2023 for feedback and consideration.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

Emergencies and Disaster Preparedness Plan

Components of the Plan

The Superintendent or designee shall ensure that district and school site plans address, at a minimum, the following types of emergencies and disasters:

1. Fire on or off school grounds which endangers students and staff
2. Earthquake or other natural disasters
3. Environmental hazards
4. Attack or disturbance, or threat of attack or disturbance, by an individual or group
5. Bomb threat or actual detonation
6. Biological, radiological, chemical, and other activities, or heightened warning of such activities
7. Medical emergencies and quarantines, such as a pandemic influenza outbreak

The Superintendent or designee shall ensure that the district's procedures include strategies and actions for prevention/mitigation, preparedness, response, and recovery, including, but not limited to, the following:

1. Regular inspection of school facilities and equipment and identification of risks
2. Instruction and practice for students and employees regarding emergency plans, including:
 - a. Training of staff in first aid and cardiopulmonary resuscitation
 - b. Regular practice of emergency procedures by students and staff
3. Specific determination of roles and responsibilities of staff during a disaster or other emergency, including determination of:
 - a. The appropriate chain of command at the district and, if communication between the district and site is not possible, at each site
 - b. Individuals responsible for specific duties
 - c. Designation of the principal for the overall control and supervision of activities at each school during the emergency, including authorization to use his/her discretion in situations which do not permit execution of prearranged plans
 - d. Identification of at least one person at each site who holds a valid certificate in first aid and cardiopulmonary resuscitation

- e. Assignment of responsibility for identification of injured persons and administration of first aid
- 4. Personal safety and security, including:
 - a. Identification of areas of responsibility for supervision of students
 - b. Procedures for evacuation of students and staff, including posting of evacuation routes
 - c. Procedures for release of students, including a procedure to release students when reference to the emergency card is not feasible
 - d. Identification of transportation needs, including a plan which allows bus seating capacity limits to be exceeded when a disaster or hazard requires students to be moved immediately to ensure their safety
 - e. Provision of a first aid kit to each classroom
 - f. Arrangements for students and staff with special needs
 - g. Upon notification that a pandemic situation exists, adjustment of attendance policies for students and sick leave policies for staff with known or suspected pandemic influenza or other infectious disease
- 5. Closure of schools, including an analysis of:
 - a. The impact on student learning and methods to ensure continuity of instruction
 - b. How to provide for continuity of operations for essential central office functions, such as payroll and ongoing communication with students and parents/guardians
- 6. Communication among staff, parents/guardians, the Governing Board, other governmental agencies, and the media during an emergency, including:
 - a. Identification of spokesperson(s)- Kristina Benson/Shannon Kepins
 - b. Development and testing of communication platforms, such as hotlines, telephone trees, and web sites – District Office
 - c. Development of methods to ensure that communications are, to the extent practicable, in a language and format that is easy for parents/guardians to understand- District Office
 - d. Distribution of information about district and school site emergency procedures to staff, students, and parents/guardians- Website and Social Media
- 7. Cooperation with other state and local agencies, including:
 - a. Development of guidelines for law enforcement involvement and intervention
 - b. Collaboration with the local health department, including development of a tracking system to alert the local health department to a substantial increase of student or staff absenteeism as indicative of a potential outbreak of an infectious disease
- 8. Steps to be taken after the disaster or emergency, including:
 - a. Inspection of school facilities- MOT
 - b. Provision of mental health services for students and staff, as needed

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)

Child Abuse Reporting Procedures

(Penal Codes 11164-11174.3 and Child Abuse & Neglect Reporting Act)

As stated in the Board Policy, "Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect. Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect."

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reporting Procedures

Initial Telephone Report: Make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department.

Child Welfare Services

3433 S Higuera St

San Luis Obispo, CA 93401

(805) 781-5497

Written Report: Prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572).

Child Abuse and Reporting – AR 5141.4 (Board adopted March 2020) Definitions

Child abuse or neglect includes the following: (Penal Code 11165.6)

A physical injury or death inflicted by other than accidental means on a child by another person

Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1

Neglect of a child as defined in Penal Code 11165.2

Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3

Unlawful corporal punishment or injury as defined in Penal Code 11165.4

Child abuse or neglect does not include:

A mutual affray between minors (Penal Code 11165.6)

An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6) (cf. 3515.3 - District Police/Security Department)

An injury resulting from the exercise by a teacher, vice principal, principal or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)

An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of the student (Education Code 49001) (cf. 5144 - Discipline)

Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by the student (Education Code 49001)

Mandated reporters include but are not limited to teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters or counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05, 11167)

Any person shall notify a peace officer if he/she reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury, where the victim is a child under age 14. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department.

(Penal Code 11166)

Child Welfare Services

3433 S Higuera St
San Luis Obispo, CA 93401
(805) 781-5437

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location and, where applicable, school, grade, and class
- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information
- e. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

Information relevant to the incident of child abuse or neglect also may be given to an investigator from an agency that is investigating the case. (Penal Code 11167)

Victim Interviews by Social Services

Whenever a representative from the Department of Social Services investigating suspected child abuse or neglect deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the child. (Penal Code 11174.3) A staff member

or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

5. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
6. The selected person shall not participate in the interview.
7. The selected person shall not discuss the facts or circumstances of the case with the child.
8. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

Parent/Guardian Complaints

Upon request, the Superintendent or designee shall provide parents/guardians with a copy of this administrative regulation which contain procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is other than English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

Notifications

The Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, of their reporting obligations under Penal Code 11166, and of their confidentiality rights under Penal Code 11167. The district also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

Before beginning employment, employees shall sign a statement indicating that they have knowledge of the reporting obligations under Penal Code 11166 and that they will comply with those provisions. The signed statements shall be retained by the Superintendent or designee. (Penal Code 11166.5)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

Child Abuse and Reporting – BP 5141.4 (Board adopted March 2020)

The Governing Board recognizes the district's responsibility to educate students about the dangers of child abuse so that they will acquire the skills and techniques needed to identify unsafe situations and to react appropriately and promptly.

The district's instructional program shall include age-appropriate and culturally sensitive child abuse prevention curriculum. This curriculum shall explain students' right to live free of abuse, inform them of available support resources, and teach them how to obtain help and disclose incidents of abuse. The curriculum also shall include training in self-protection techniques.

The Superintendent or designee shall seek to incorporate community resources into the district's child abuse prevention programs. To the extent feasible, the Superintendent or designee shall use these community resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Board recognizes that child abuse has severe consequences and that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse. The Superintendent or designee shall establish procedures for the identification and reporting of such incidents in accordance with law.

Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect. Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect. The Superintendent or designee shall provide training regarding the reporting duties of mandated reporters.

In the event that training is not provided to mandated reporters, the Superintendent or designee shall report to the California Department of Education the reasons that such training is not provided. (Penal Code 11165.7)

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)

Public Agency Use of School Buildings for Emergency Shelters

The district will offer our schools for public shelter and equipment for mass care and welfare in case of a natural disaster or pandemic. This includes public agencies, including the American Red Cross. The district will work with local Emergency Response Teams.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

Suspension & Expulsion Policies

The SJUSD Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and/or law. (Education Code 48911, 48915, 48915.5)

Alternative to Suspensions/Options

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.

Required Parental Attendance

Whenever a student is suspended from class by a teacher because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities, or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in the class from which the student was suspended. (Education Code 48900.1)

Definitions

Suspension shall be imposed only when other means of correction fail to bring about proper conduct, except where suspension for a first offense is warranted in accordance with law. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion shall be used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to self or others.

Notification to Law Enforcement

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee shall notify law enforcement within 1 school day after suspension of the following student violations (Penal Codes 626.9 and 626.10):

Education Code 48900(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage or intoxicant of any kind.

Education Code 48900(d) Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then either sold, delivered or otherwise furnished anything in lieu of it and represented the replacement as a controlled substance, alcoholic beverage or intoxicant.

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance. In addition, law enforcement authorities shall be notified regarding any acts by students or non-students regarding the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Parent Notification of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension, and expulsion. (Education Code 35291, 48900.1, 48980)

Suspensions and Expulsion/Due Process – BP 5144.1 (Board adopted December 2016)

(For more information related to suspension/expulsion policies, please refer to AR 5144.1 and 5144.2)

The Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Suspended or expelled students shall be denied the privilege of participation in extracurricular activities during the period of suspension or expulsion.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion shall be used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to self or others.

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be those specified in law and/or administrative regulation.

Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and law. (Education Code 48911, 48915, 48915.5)

Supervised Suspension Classroom

The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.

Required Parental Attendance

The Board believes that parental involvement plays an important role in the resolution of classroom behavior problems. The Board expects that teachers will communicate with parents/guardians when behavior problems arise.

Whenever a student is suspended from a class by a teacher because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities, or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in the class from which the student was suspended. (Education Code 48900.1)

Before requiring parental attendance, the teacher shall make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.

The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student. (Education Code 48900.1)

When a teacher requires parental attendance, the principal shall send a written notice to the parent/guardian stating that his/her attendance is pursuant to law. (Education Code 48900.1)

The notice shall specify that the attendance may be on either the date the student is scheduled to return to class or within one week thereafter.

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

The principal or designee shall contact a parent/guardian who does not respond to the request to attend school. The Board recognizes that parent/guardian compliance with this policy may be delayed, modified, or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work.

District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. Parents/guardians shall be notified of this policy prior to its implementation. (Education Code 48900.1)

Decision Not to Enforce Expulsion Order

On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.

The SJUSD also has policies and procedures aimed at the prevention of bullying. BP 5131.2

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

(cf. 5131 - Conduct) (cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment) (cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

Cyberbullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 - Freedom of Speech/Expression)

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

(cf. 0420 - School Plans/Site Councils) (cf. 0450 - Comprehensive Safety Plan) (cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools) (cf. 6020 - Parent Involvement)

Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

(cf. 5137 - Positive School Climate)

(cf. 6164.2 - Guidance/Counseling Services)

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6163.4 - Student Use of Technology)

(cf. 6142.8 - Comprehensive Health Education) (cf. 6142.94 - History-Social Science Instruction)

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

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

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

As appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Complaints and Investigation

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

Discipline

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

(cf. 5138 - Conflict Resolution/Peer Mediation) (cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities)) (cf. 6159.4 - Behavioral Interventions for Special Education Students)

Legal Reference: EDUCATION CODE

200-262.4 Prohibition of discrimination 32282 Comprehensive safety plan

35181 Governing board policy on responsibilities of students 35291-35291.5

Rules 48900-48925 Suspension or expulsion 48985 Translation of notices

PENAL CODE

647 Use of camera or other instrument to invade person's privacy; misdemeanor 647.7

Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate) COURT DECISIONS

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

Management Resources: CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)

Notification of Dangerous Pupils to Teachers

(Pursuant to Education Code 49079)

The district shall inform the principal/teachers annually of students who were engaged in, or reasonably suspected to have engaged in, for the previous three school years, any of the acts described in:

Education Code 48900 subdivision [except subdivision (h)]

Education Code 48900.2 (sexual harassment)

Education Code 48900.3 (hate violence)

Education Code 48900.4 (harassment of school/district personnel or pupil; threats/intimidation) Education

Code 48900.7 (terrorist threat)

The principal/teacher shall keep this information in confidence and must not further disseminate.

The Governing Board desires to provide a safe and orderly work environment for all employees. As part of the district's comprehensive safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing them with necessary assistance and support when emergency situations occur.

The Superintendent or designee also shall ensure that employees are informed, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom.

Notification of Dangerous Pupils – BP 4158

The Superintendent or designee shall ensure that employees are informed, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. The Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. In addition, the Superintendent or designee may initiate legal proceedings against any individual to recover damages for injury caused by the willful misconduct of that individual to the person or property of an employee or another person on district premises.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques and crisis resolution.

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

Employees may possess a pepper spray weapon that meets the requirements of Penal Code 12403.7 on school property and at school activities for their own safety. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

(E) Sexual Harassment Policies (EC 212.6 [b])

Student Harassment Policy

Includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite gender, in the educational setting, when made on the basis of sex and under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

Submission to the conduct is explicitly or implicitly made as a term or condition of a student's academic status or progress.

Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.

The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.

Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

Unwelcome leering, sexual flirtations, or propositions

Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions

Graphic verbal comments about an individual's body or overly personal conversation

Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature

Spreading sexual rumors

Teasing or sexual remarks about students enrolled in a predominantly single-sex class

Massaging, grabbing, fondling, stroking, or brushing the body

Touching an individual's body or clothes in a sexual way

Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex

Displaying sexually suggestive objects

Sexual assault, sexual battery, or sexual coercion

Complaint Process - If you feel you are a victim of harassment at school or a school related activity, immediately report the harassment to the Principal at your school. Harassment complaints may also be made to the Shandon Joint Unified S.D. Superintendent or designee by telephoning (805) 238-0286. If you report harassment you will be protected from retaliation.

Investigation of complaints at school shall be promptly investigated by the principal or designee.

Disciplinary Actions

Any student who engages in sexual harassment or sexual violence of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be considered. (Board Policy 5145.7 & E.C. 48989)

Sexual Harassment – AR 5145.7)

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, when made on the basis of sex and under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.

Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.

The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.

Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

Unwelcome leering, sexual flirtations, or propositions

Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions

Graphic verbal comments about an individual's body or overly personal conversation

Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature

Spreading sexual rumors

Teasing or sexual remarks about students enrolled in a predominantly single-sex class

Massaging, grabbing, fondling, stroking, or brushing the body

Touching an individual's body or clothes in a sexual way

Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex

Displaying sexually suggestive objects

Sexual assault, sexual battery, or sexual coercion

School-Level Complaint Process/Grievance Procedure

Complaints of sexual harassment, or any behavior prohibited by the district's Non-Discrimination/Harassment policy - BP 5145.3, shall be handled in accordance with the following procedure:

1. Notice and Receipt of Complaint: Any student who believes he/she has been subjected to sexual harassment or who has witnessed sexual harassment may file a complaint with any school employee. Within 24 hours of receiving a complaint, the school employee shall report it to the district Coordinator for Non-Discrimination/Principal. In addition, any school employee who observes any incident of sexual harassment involving a student shall, within 24 hours, report this observation to the Coordinator/Principal, whether or not the victim files a complaint.

In any case of sexual harassment involving the Coordinator/Principal to whom the complaint would ordinarily be made, the employee who receives the student's report or who observes the incident shall instead report to the Superintendent or designee.

2. Initiation of Investigation: The Coordinator/Principal shall initiate an impartial investigation of an allegation of sexual harassment within five school days of receiving notice of the harassing behavior, regardless of whether a formal complaint has been filed. The district shall be considered to have "notice" of the need for an investigation upon receipt of information from a student who believes he/she has been subjected to harassment, the student's parent/guardian, an employee who received a complaint from a student, or any employee or student who witnessed the behavior.

If the Coordinator/Principal receives an anonymous complaint or media report about alleged sexual harassment, he/she shall determine whether it is reasonable to pursue an investigation considering the specificity and reliability of the information, the seriousness of the alleged incident, and whether any individuals can be identified who were subjected to the alleged harassment.

3. Initial Interview with Student: When a student or parent/guardian has complained or provided information about sexual harassment, the Coordinator/Principal shall describe the district's grievance procedure and discuss what actions are being sought by the student in response to the complaint. The student who is complaining shall have an opportunity to describe the incident, identify witnesses who may have relevant information, provide other evidence of the harassment, and put his/her complaint in writing. If the student requests confidentiality, he/she shall be informed that such a request may limit the district's ability to investigate.

4. Investigation Process: The Coordinator/Principal shall keep the complaint and allegation confidential, except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)
The Coordinator/Principal shall interview individuals who are relevant to the investigation, including, but not limited to, the student who is complaining, the person accused of harassment, anyone who witnessed the reported harassment, and anyone mentioned as having relevant information. The Coordinator/Principal may take other steps such as reviewing any records, notes, or statements related to the harassment or visiting the location where the harassment is alleged to have taken place. When necessary to carry out his/her investigation or to protect student safety, the Coordinator/Principal also may discuss the complaint with the Superintendent or designee, the parent/guardian of the student who complained, the parent/guardian of the alleged harasser if the alleged harasser is a student, a teacher or staff member whose knowledge of the students involved may help in determining who is telling the truth, law enforcement and/or child protective services, and district legal counsel or the district's risk manager.

5. Interim Measures: The Coordinator/Principal shall determine whether interim measures are necessary during and pending the results of the investigation, such as placing students in separate classes or transferring a student to a class taught by a different teacher.

6. Optional Mediation: In cases of student-on-student harassment, when the student who complained and the alleged harasser agree, the Coordinator/Principal may arrange for them to resolve the complaint informally with the help of a counselor, teacher, administrator, or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided and both parties agree, and he/she shall be advised of the right to end the informal process at any time.

7. Factors in Reaching a Determination: In reaching a decision about the complaint, the Coordinator/Principal may consider:

- a) Statements made by the persons identified above
- b) The details and consistency of each person's account
- c) Evidence of how the complaining student reacted to the incident
- d) Evidence of any past instances of harassment by the alleged harasser
- e) Evidence of any past harassment complaints that were found to be untrue

To judge the severity of the harassment, the Coordinator/Principal may take into consideration:

- a) How the misconduct affected one or more students' education
- b) The type, frequency, and duration of the misconduct
- c) The identity, age, and sex of the harasser and the student who complained, and the relationship between them
- d) The number of persons engaged in the harassing conduct and at whom the harassment was directed
- e) The size of the school, location of the incidents, and context in which they occurred
- f) Other incidents at the school involving different students

8. Written Report on Findings and Follow-Up: No more than 30 days after receiving the complaint, the Coordinator/Principal shall conclude the investigation and prepare a written report of his/her findings. This timeline may be extended for good cause. If an extension is needed, the Coordinator/Principal shall notify the student who complained and explain the reasons for the extension. The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If it is determined that harassment occurred, the report shall also include any corrective actions that have or will be taken to address the harassment and prevent any retaliation or further harassment. This report shall be presented to the student who complained, the

person accused, the parents/guardians of the student who complained and the student who was accused, and the Superintendent or designee.

In addition, the Coordinator/Principal shall ensure that the harassed student and his/her parent/guardian are informed of the procedures for reporting any subsequent problems. The Coordinator/Principal shall make follow-up inquiries to see if there have been any new incidents or retaliation and shall keep a record of this information.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti
2. Providing training to students, staff, and parents/guardians about how to recognize harassment and how to respond
3. Disseminating and/or summarizing the district's policy and regulation regarding sexual harassment
4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to parents/guardians and the community
5. Taking appropriate disciplinary action

In addition, disciplinary measures may be taken against any person who is found to have made a complaint of sexual harassment which he/she knew was not true.

Notifications

A copy of the district's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)
2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures, and standards of conduct are posted, including school websites (Education Code 231.5)
3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session (Education Code 231.5)
4. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)
5. Be included in the student handbook
6. Be provided to employees and employee organizations

Sexual Harassment – BP 5145.7

The Governing Board is committed to maintaining a safe school that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees, or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist, or otherwise participate in district complaint processes.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
 4. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
5. Information about the rights of students and parents/guardians to file a criminal complaint, as applicable.

Complaint Process

Any student who feels that he/she is being or has been sexually harassed by a school employee, another student, or a non-employee on school grounds or at a school-sponsored or school-related activity (e.g., a visiting athlete or coach) shall immediately contact

his/her teacher or any other employee. An employee who receives such a complaint shall report it in accordance with administrative regulation.

The Superintendent or designee shall ensure that any complaints regarding sexual harassment are immediately investigated in accordance with administrative regulation. When the Superintendent or designee has determined that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and to address its effects on the victim.

Disciplinary Actions

Any student who engages in sexual harassment or sexual violence of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be considered.

Confidentiality and Record-Keeping

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in the schools.

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

Schoolwide Dress Code Prohibiting Gang Related Apparel

Education Code 35294.2 (f)

Gang-related apparel is defined as apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus.

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action.

Gang-Related Apparel

The principal, staff, and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school safety plan and must be presented to the Board for approval. The Board shall approve the plan upon determining that it is necessary to protect the health and safety of the school's students.

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)

Safe Ingress/Egress Procedures

Safe Arrival/Departure Procedures

School administration and teaching staff place a high priority on providing adequate adult supervision on campus before, during, and after school. As students arrive on campus each morning, the principal or designee and other school staff are strategically assigned to designated entrance areas and the playground. During recess, school staff supervises playground/hallway activity. Noon duty supervisors (plus cafeteria staff workers) monitor lunchtime activity in the cafeteria and on the playground. At the end of the day when students are dismissed, the principal and school staff monitor student behavior and ensure students either leave campus or travel to after-school activities in a safe and orderly manner. Hand-held radios enhance routine and emergency communication efforts concerning students, staff, and campus facilities.

Visitors

Many individuals visit the campus as volunteers or to participate in school events. To maintain a safe and secure environment, all parents and visitors are required to check-in at the school office upon arrival, obtain and wear a visitor's badge, and then return to the school office upon departure.

Due to the COVID-19 pandemic, a separate COVID Safety Plan (CSP) has been developed, approved, and is available on the district website at www.shandonschools.org.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:

People and Programs – Create a Caring and Connected School Climate

Element:

LCAP Goal 2: Ensure campus safety and positive school culture at all school sites

Opportunity for Improvement:

Shandon High School will create a caring and connected school climate.

Objectives	Action Steps	Resources	Lead Person	Evaluation
1.1 SJUSD will provide an educational environment where students, parents, staff, and community members shall effectively communicate in a manner that is respectful to all cultural, racial, and religious backgrounds.	Staff members attend school-provided staff development, including direction in restorative practices.	Staff Development Assemblies Student Services directed activities PBIS behavior expectations clearly defined (matrix)	School staff Administrator	Surveys, discipline data
1.2 Establish means to bridge cultural gaps and to create awareness within the school community.	Staff members attend school provided staff development and written materials on poverty issues. Related Activities: Positive Behavior Incentives	Staff Development Assemblies Community outreach for struggling families Resource guides	School Staff Administrator LINK Coordinator	Surveys
1.3 Encourage family participation at school.	Related Activities: Family Nights Grade Level Programs Carnival School Site Council Parent Nights Community Forums	ASB funding	School staff Administrator	Sign in sheets

Component:

Places – Create a Physical Environment That Communicates Respect for Learning and for Individuals

Element:

LCAP Goal 2: Ensure campus safety and positive school culture at all school sites

Opportunity for Improvement:

Shandon High School will create a physical environment that communicates respect for learning and individuals.

Objectives	Action Steps	Resources	Lead Person	Evaluation
2.1 All students and staff members are provided with a safe teaching and learning environment.	<p>Related Activities: SJUSD will work closely with local law enforcement, community services and district administrators in responding to potential community threats to the safety of the students, staff, and families.</p> <p>SJUSD will maintain a clean and hazard-free environment for students and staff, and shall establish a mechanism for reporting needed maintenance.</p> <p>All staff are informed of policies and procedures for handling disasters and crises. Regular disaster, fire, and lockdown drills are conducted.</p>	<p>School and District disaster plans Community disaster plan Sheriff and Fire Department resources</p>	<p>Administrator Teachers</p>	<p>Emergency Drills, meeting agendas</p>

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Shandon Joint Unified School District Student Conduct Code

District Rules and Procedures on School Discipline

(Pursuant to Education Code 35291.5, 48900, et. al)

Purpose:

The school rules and procedures were developed and adopted in accordance with California Education Code 35291.5. This documentation represents the collaborative efforts of teachers, parents, other school staff and administration. These rules and procedures are intended as guidelines for enhancing the instructional climate and personal safety.

The district maintains a student discipline code with a policies and procedures. Copies are available at the district office or on our website, www.rbgusd.k12.ca.us. You have a right to review the school rules regarding student discipline. If you wish to do so, please contact the district office or visit our website.

Each School has a comprehensive Discipline Plan consisting of each teacher's discipline plan, office referral, and discipline procedures for treating persistent and/or serious problems including sexual harassment.

Discipline – AR 5144

Site-Level Rules

In developing site-level disciplinary rules, the principal or designee shall solicit the participation, views, and advice of one representative selected by each of the following groups: (Education Code 35291.5)

Parents/guardians

Teachers

School administrators

School security personnel, if any

For middle and high schools, students enrolled in the school

Each school shall file a copy of its rules with the Superintendent or designee.

Each school shall review its site-level discipline rules at least every four years.

It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291)

Disciplinary Strategies

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program.

Disciplinary strategies may include, but are not limited to:

Discussion or conference between school staff and the student and his/her parents/guardians

Referral of the student to the school counselor or other school support service personnel for case management and counseling

Convening of a study, guidance, resource panel, or other intervention-related team to assess the behavior and develop and implement an individual plan to address the behavior in partnership with the student and his/her parents/guardians

When applicable, referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program or a Section 504 plan

Enrollment in a program for teaching prosocial behavior or anger management

Participation in a restorative justice program

A positive behavior support approach with tiered interventions that occur during the school day on campus

After-school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups

Recess restriction as provided in the section below entitled "Recess Restriction"

Detention after school hours as provided in the section below entitled "Detention After School"

Community service as provided in the section below entitled "Community Service"

In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities

Reassignment to an alternative educational environment

Suspension and expulsion in accordance with the law, Board policy, and administrative regulation

Recess/Lunch Detention

A teacher may restrict a student's recess time only when he/she believes that this action is the most effective way to bring about improved behavior. When recess restriction may involve the withholding of physical activity from a student, the teacher shall try other disciplinary measures before imposing the restriction. Recess restriction shall be subject to the following conditions:

The student shall be given adequate time to use the restroom and get a drink or eat lunch, as appropriate.

The student shall remain under a certificated employee's supervision during the period of restriction. Teachers shall inform the principal of any recess restrictions they impose.

Community Service

As part of or instead of disciplinary action, the Board, Superintendent, principal, or principal's designee may, at his/her discretion, require a student to perform community service during school hours on school grounds, or, with written permission of the student's parent/guardian, off school grounds. Such service may include, but is not limited to, community or school outdoor beautification, campus betterment, and teacher, peer, or youth assistance programs. (Education Code 48900.6)

This community service option is not available for a student who has been suspended, pending expulsion, pursuant to Education Code 48915. However, if the recommended expulsion is not implemented or the expulsion itself is suspended, then a student may be required to perform community service for the resulting suspension. (Education Code 48900.6)

Notice to Parents/Guardians and Students

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians, in writing, about the availability of district rules related to discipline. (Education Code 35291, 48980)

The Superintendent or designee shall also provide written notice of the rules related to discipline to transfer students at the time of their enrollment in the district.

Discipline – BP 5144 (Revised December 2016)

The Governing Board desires to provide a safe, supportive, and positive school environment conducive to student learning and to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, and parent involvement can minimize the need for discipline.

The Superintendent or designee shall approve, for each school, a complement of effective, age-appropriate strategies for correcting student behavior. Such strategies may include, but are not limited to, conferences with students and their parents/guardians; use of study, guidance, or other intervention-related teams; enrollment in a program teaching prosocial behavior or anger management; and participation in a restorative justice program. Staff shall use preventative measures and positive conflict resolution techniques whenever possible. Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as suspension and expulsion, shall be imposed only when required by law and when other means of correction have failed. (Education Code 48900.5)

Board policies and administrative regulations shall outline acceptable student conduct and provide the basis for sound disciplinary practices.

The administrative staff at each school may develop disciplinary rules to meet the school's particular needs. However, the rules shall be consistent with law, Board policy, and district regulations. The Board may review, at an open meeting, the approved school discipline rules for consistency with Board policy and state law. (Education Code 35291.5)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary strategies, staff shall consider the effect of each option on the student's health and opportunity to learn.

Persistently disruptive students may be assigned to alternative programs or removed from school in accordance with law, Board policy, and administrative regulation.

Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the district's nondiscrimination policies.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing consistent classroom management skills, implementing effective disciplinary techniques, and establishing cooperative relationships with parents/guardians.

At the beginning of every school year, the Superintendent or designee shall report to the Board regarding disciplinary strategies used in each school in the immediately preceding school year and their effect on student learning in the school.

Corporal Punishment

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of, or willfully causing the infliction of, physical pain on a student. (Education Code 49001)

However, corporal punishment does not include any pain or discomfort suffered by a student as a result of his/her voluntary participation in an athletic or other recreational competition or activity. In addition, an employee's use of force that is reasonable and necessary to protect himself/herself, students, staff, or other persons, to prevent damage to property, or to obtain possession of weapons or other dangerous objects within the control of the student is not corporal punishment. (Education Code 49001)

Conduct Code Procedures

Conduct – BP 5131

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation.

The Superintendent or designee shall ensure that each school develops standards of conduct and discipline consistent with Board policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

Prohibited student conduct includes but is not limited to:

Conduct that endangers students, staff, or others, including, but not limited to, physical violence, possession of a firearm or other weapon, and terrorist threats

Discrimination, harassment, intimidation, or bullying of students or staff, including sexual harassment, hate-motivated behavior, cyber bullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption

Conduct that disrupts the orderly classroom or school environment

Willful defiance of staff's authority

Damage to or theft of property belonging to students, staff, or the district

The district shall not be responsible for students' personal belongings which are brought on campus or to a school activity and are lost, stolen, or damaged.

Obscene acts or use of profane, vulgar, or abusive language

Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs

Possession or use of a laser pointer, unless for a valid instructional or other school-related purpose (Penal Code 417.27)

Prior to bringing a laser pointer on school premises for a valid instructional or school-related purpose, a student shall obtain permission from the principal or designee.

Use of a cellular/digital telephone, pager, or other mobile communications device during instructional time

Such devices shall be turned off in class, except when being used for a valid instructional or other school-related purpose as determined by the teacher or other district employee, and at any other time directed by a district employee. Any device with camera, video, or voice recording function shall not be used in any manner which infringes on the privacy rights of any other person. No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to purposes related to the student's health.

(Education Code 48901.5)

Plagiarism or dishonesty on school work or tests

Inappropriate attire

Tardiness or unexcused absence from school

Failure to remain on school premises in accordance with school rules

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or receive a report of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or an administrator for further investigation.

When a school official suspects that a search of a student or his/her belongings will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12

Search and Seizure.

When a student uses any prohibited device, or uses a permitted device in any unethical or illegal activity, a district employee may confiscate the device. The employee shall store the item in a secure manner until an appropriate time.

Students also may be subject to discipline, in accordance with law, Board policy, or administrative regulation, for any off-campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property, or substantially disrupts school activities.

PBIS Core Beliefs

1. We can effectively teach appropriate behavior to all children. All PBIS practices are founded on the assumption and belief that all children can exhibit appropriate behavior. As a result, it is our responsibility to identify the contextual setting events and environmental conditions that enable exhibition of appropriate behavior. We then must determine the means and systems to provide those resources.
2. Intervene early. It is best practice to intervene before targeted behaviors occur. If we intervene before problematic behaviors escalate, the interventions are much more manageable. Highly effective universal interventions in the early stages of implementation which are informed by time sensitive continuous progress monitoring, enjoy strong empirical support for their effectiveness with at-risk students.
3. Use of a multi-tier model of service delivery. PBIS uses an efficient, needs-driven resource deployment system to match behavioral resources with student need. To achieve high rates of student success for all students, instruction in the schools must be differentiated in both nature and intensity. To efficiently differentiate behavioral instruction for all students. PBIS uses tiered models of service delivery.
4. Use research-based, scientifically validated interventions to the extent available. Every Student Succeeds Act requires the use of scientifically based curricula and interventions. The purpose of this requirement is to ensure that students are exposed to curriculum and teaching that has demonstrated effectiveness for the type of student and the setting. Research-based, scientifically validated interventions provide our best opportunity at implementing strategies that will be effective for a large majority of students.
5. Monitor student progress to inform interventions. The only method to determine if a student is improving is to monitor the student's progress. The use of assessments that can be collected frequently and that are sensitive to small changes in student behavior is recommended. Determining the effectiveness (or lack of) an intervention early is important to maximize the impact of that intervention for the student.
6. Use data to make decisions. A data-based decision regarding student response to the interventions is central to PBIS practices. Decisions in PBIS practices are based on professional judgment informed directly by student office discipline referral data and performance data. This principle requires that ongoing data collection systems are in place and that resulting data are used to make informed behavioral intervention planning decisions.
7. Use assessment for three different purposes. In PBIS, three types of assessments are used: 1) screening of data comparison per day per month for total office discipline referrals, 2) diagnostic determination of data by time of day, problem behavior, and location and 3) progress monitoring to determine if the behavioral interventions are producing the desired effects.

(J) Hate Crime Reporting Procedures and Policies

Hate Crime Reporting Procedures

In order to create a safe learning environment for all students, the Governing Board desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students so as to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

Hate Motivated Behavior – BP 5145.9 (Board adopted April 2018)

In order to create a safe learning environment for all students, the Governing Board desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students so as to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or

statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

The Superintendent or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. These efforts shall be focused on providing an efficient use of district and community resources.

The district shall provide age-appropriate instruction to help promote an understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively.

The Superintendent or designee shall ensure that staff receive training on recognizing hate-motivated behavior and on strategies to help respond appropriately to such behavior. Grievance Procedures

Any student who believes he/she is a victim of hate-motivated behavior shall immediately contact the Coordinator for Nondiscrimination/Principal. Upon receiving such a complaint, the Coordinator/Principal shall immediately investigate the complaint in accordance with school-level complaint process/grievance procedures as described in AR 5145.7 - Sexual Harassment. A student who has been found to have demonstrated hate-motivated behavior shall be subject to discipline in accordance with law, Board policy, and administrative regulation.

Staff who receive notice of hate-motivated behavior or personally observe such behavior shall notify the Coordinator/Principal, Superintendent or designee, and/or law enforcement, as appropriate.

As necessary, the district shall provide counseling, guidance, and support to students who are victims of hate-motivated behavior and to students who exhibit such behavior.

Safety Plan Review, Evaluation and Amendment Procedures

The Shandon Joint Unified School District's comprehensive safety plan will be reviewed, evaluated and amended (if necessary) beginning in November of each school year.

Pursuant to Education Code Section 35294.6[a], the District adopts this annual comprehensive school safety plan at the regular meeting of the Board of Trustees held in February. An opportunity for public comment was also provided during this meeting, prior to the plan's adoption.

An updated file containing all safety related plans and materials are available for public inspection in the Rio Bravo-Greeley School District Office.

When practical, Shandon Joint Unified School District will consult, cooperate and coordinate with other school site councils or school safety planning committees.

Safety Plan Appendices

Emergency Contact Numbers

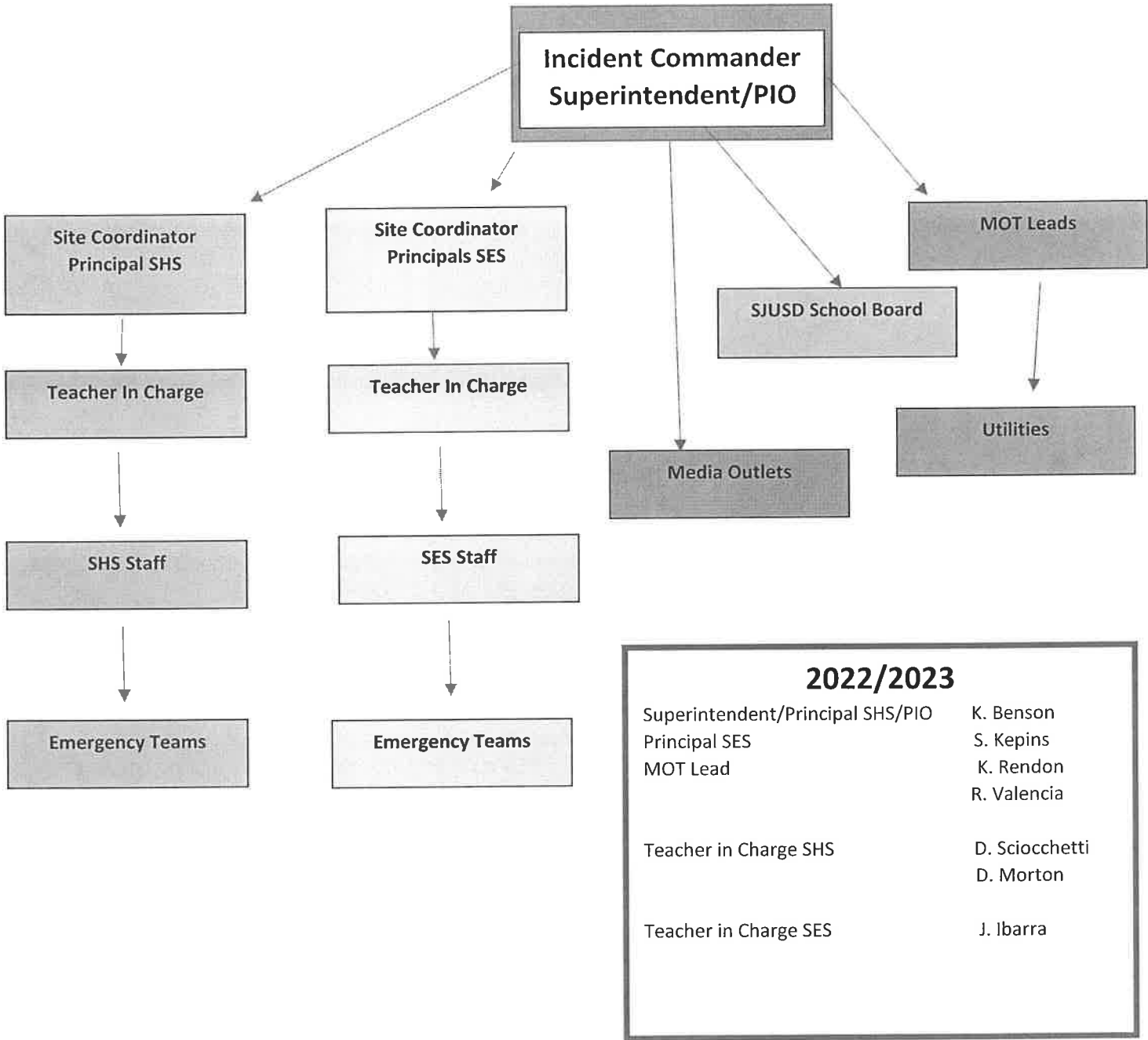
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
Law Enforcement/Fire/Paramedic	CAL Fire Department	911 (805) 238-4957	Capt. Rusty Parkinson Station 51 Shandon
Law Enforcement/Fire/Paramedic	SLO County Sheriff's Department	911 (805) 781-4550	Templeton Station
	Monterey County Sheriff	(831) 385-8312	King City Station
Law Enforcement/Fire/Paramedic	California Highway Patrol	911 (805) 434-1822 (831) 770-8000	Templeton Station Salinas Station
Public Utilities	SPURR Utilities SoCal Gas Company	(800) 427-2200	(Southern CA. Gas Co.) JPA
Public Utilities	PG&E	(800) 468-4743	
Other	Water CSA-16	(805) 781-5288	
Other	SLO County Local Health Department	(805) 781-5500	
Other	SLO County Environmental Health Services	(805) 781-5544	
Other	SLO County Supt. Of Schools	(805) 543-7732	Dr. James Brescia
Emergency Services	SLO County Animal Control	(805) 781-4400	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	Date and Time	Attached Document (description and location)
Safety Team Meeting		
Safety Team Meeting		
Meeting with Dr. Benson and K Rendon to discussed safety drills, staff safety training vendor, and other components of the CSSP.		

Safety Team Meeting		
Email Correspondence and online collaboration between Safe Team Members to update the CSSP	Ongoing	
Safety Plan initial review by SHS site committee	Ongoing	
Read and Review Safety Plan document.	09/21/2022	
Safety Plan submitted to SJUSD School District Board for approval	09/28/2022	



Shandon High (SHS) /
Shandon Middle School (SMS)
EMERGENCY ORGANIZATIONAL CHART
2022-23

**Incident
Commander**

Kristina Benson
Kim Rendon

Medical First Aid Team

Leader: **Steve Martin**
Louise Hurley
Morgan Humphrey
Lindsey Melendy

Student Release Team

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

**Search & Rescue
Damage Assessment**

Leader: **Deanna Morton**
Kim Rendon
Robert Voorheis
Savannah Florek
Dayna Sciocchetti

Student Supervision Team

Leader: **Sadie Howard**
Enrique Ramírez
Alan Sciocchetti
Gabby Barriga

Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview

The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:

Management

During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The Superintendent and/or principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence

Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations

All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics

Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency

Step Two: Identify the Level of Emergency

Step Three: Determine the Immediate Response Action

Step Four: Communicate the Appropriate Response Action

Types of Emergencies & Specific Procedures

Aircraft Crash

Fallen Aircraft

Aircraft can fall on schools near airports or in-flight paths.

1. Warning:

- a. The engine of an aircraft may sputter or explode prior to the aircraft falling.
- b. The aircraft will give no warning before falling.

2. Action: if an aircraft falls on a portion of the school, the following will be accomplished:

- a. Staff will evacuate students from buildings as per fire drill to safe area.
- b. All students and staff will be kept at a safe distance, up wind, allowing for possible explosion. (Note: in case of a jet aircraft, minimum safe distance is 400 yards.)
- c. School office will immediately notify:
Fire Department 911
Law Enforcement Agency 911
District office (805) 238-0286

3. Action: if an aircraft falls near the school, the following will be accomplished:

- a. All students and staff will be kept at a safe distance, up wind, allowing for possible explosion. (Note: in case of jet aircraft, minimum safe distance is 400 yards)
- b. School office will immediately notify:
Fire Department 911
Law Enforcement Agency 911
District office (805) 238-0286

Animal Disturbance

- Keep staff and students indoors
- Call Animal Rescue and Control at (805) 781-4400 or 911

Armed Assault on Campus

An active shooter on campus involves one or more individuals on school grounds who is armed with a firearm and actively engages in killing or is attempting to kill people in a confined space or other populated area.

Upon first indication of an active shooter, personnel should immediately notify the school administrator. If in assessing the situation, you can safely EVACUATE, you should direct students to EVACUATE immediately. The next best option is to HIDE. If you are unable to safely evacuate the path of an active shooter your next option is to HIDE, avoid detection, and wait for law enforcement to arrive. Lock all doors, cover all windows, stay away from windows, blockade doors with heavy furniture, remain low, silent, and still. If faced with an active shooter, FIGHT back. This is an extreme last resort. Act quickly and aggressively, throw items to distract, disorient, or disarm the shooter. Yell and wave your arms to startle the shooter.

The safety committee continues to re-evaluate procedures for conducting tactical response to criminal incidents, including procedures related to individuals with guns on school campuses and at school-related functions. These proceeds can be found in site safety binders. The procedures to prepare for active shooters or other armed assailants are based on the specific needs and context of each school and community. The safety committee has and will continue to consult with local law enforcement partners on developing and refining these procedures.

Biological or Chemical Release

Hazardous Material Spill

A hazardous material spill may include one or more of the following: Natural gas leak,
Science lab spill,
Chemical release from a nearby facility,
A collision or accident involving a tank truck or railroad car, or
An unknown powder or substance received in a letter or package.

1. Warning: Location, quantity, concentration, and other factors affect how a spill will be handled. Unless you are familiar with the material, risks and specific clean-up procedures, do not try to clean up the spill.
 - a. First priority is students and staff safety, then the environment, and then property.
2. Actions:
 - a. Notify office immediately.
 - b. Office will notify fire/law enforcement agency and district office.
 - c. Determine the need to implement Action "Leave Building" (fire alarm).
 - d. Check for adverse medical symptoms (loss of breath, fainting, etc.) and request immediate medical attention.
 - e. Isolate, identify and get names of students and staff that could have been exposed or contaminated. f. Account for all students and staff.
 - g. Principal will direct other action as required in conjunction with fire/law enforcement.
 - h. Remain in designated area until contacted.
 - i. If Transportation related: Kim Rendon, to make necessary phone calls to reporting agencies.
 - j. Office Staff will make phone calls to Local Health Department: (805) 781-5500; SLO County Environmental Health Services: (805) 781-5544 if deemed appropriate/necessary.

Bomb Threat/ Threat Of violence

Bomb Threat or "Suspicious Object/Device" Procedures

OFF THE AIR!

Do NOT text message

Do NOT use walkie-talkies

Do NOT use cell phones

1. If phone call, attempt to keep the caller on the line and complete form entitled "Bomb Threat Report" (see attached).
2. Call 911 - OFF THE AIR - DO NOT USE CELL PHONES, TEXT MESSAGE, OR USE WALK-TALKIES
3. Principal notifies (or assigns a designee to notify) assistant principals, campus supervisors, support staff, on campus childcare, and initiate district phone tree on a land-line
4. Intercom announcement, "Please do a quick visual 1-minute scan of your classroom or office for anything unusual." (A professional/law enforcement officer will decide if it is a bomb device or not) OR Written message for staff (see attached sample) to be sent to staff to search for anything unusual.
5. Follow the direction of law enforcement. They will search perimeter, public areas, roof, etc. and assist with crowd control. Have extra school maps available for law enforcement.
6. Secure campus perimeter.
7. Evacuate, if deemed necessary. Help students with disabilities. Teachers take roll sheets and office staff takes emergency cards to evacuation area.
8. Take roll and alert command center of any student not accounted for (telephone, intercom, walkie-talkie, and/or e-mail).
9. All clear will be signaled by Principal. Only law enforcement can authorize an all clear.
10. Principal debriefs staff, parents/community (Connect Ed message, etc), and students.
11. "Student Release Procedures" (only send students home before end of day if directed by Superintendent);

- a. Use signs to designate "Request Student Pick-Up Area (or Gate)" and "Release Students Area (or Gate)".
- b. Use signs to direct parents how to line up (e.g. alpha, grade levels, or room numbers).
- c. Release younger students first.
- d. Use "Student Emergency Release" form to document each student release and use "Emergency Cards" or AERIES "Contacts" printout to verify authorized adults who can pick up student. (RETAIN RECORDS)
- e. Provide escort for parent/guardian to Crisis Response Team, Search/Rescue Team, or Medical area; if necessary.

Bomb Threats – AR 3516.2

To maintain a safe and secure environment for district students and staff, the Superintendent or designee shall ensure that the district's emergency and disaster preparedness plan and/or each school's comprehensive safety plan includes procedures for dealing with bomb threats. He/she also shall provide training regarding the procedures to site administrators, safety personnel, and staff members who customarily handle mail, telephone calls, or email.

Receiving Threats

Any staff member receiving a telephoned bomb threat shall try to keep the caller on the line in order to gather information about the location and timing of the bomb and the person(s) responsible. To the extent possible, the staff member should also take note of the caller's gender, age, any distinctive features of voice or speech, and any background noises such as music, traffic, machinery, or voices. If the bomb threat is received through the mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or text messaging, the staff member should not delete the message.

Response Procedure

The following procedure shall be followed when a bomb threat is received:

1. Any employee who receives a bomb threat shall immediately call 911 and also report the threat to the Superintendent or designee. If the threat is in writing, the employee shall place the message in an envelope and take note of where and by whom it was found.
2. Any student or employee who sees a suspicious package shall promptly notify the Superintendent or designee.
3. The Superintendent or designee shall immediately use fire drill signals and initiate standard evacuation procedures as specified in the emergency plan.
4. The Superintendent or designee shall turn off any two-way radio equipment which is located in a threatened building.

Law enforcement and/or fire department staff shall conduct the bomb search. No school staff shall search for or handle any explosive or incendiary device.

No one shall reenter the threatened building(s) until the Superintendent or designee declares that reentry is safe based on law enforcement and/or fire department clearance.

To the extent possible, the Superintendent or designee shall maintain communications with staff, parents/guardians, the Governing Board, other governmental agencies, and the media during the period of the incident.

Following the incident, the Superintendent or designee may provide crisis counseling for students and/or staff as needed.

Any employee or student found to have made a bomb threat shall be subject to disciplinary procedures and/or criminal prosecution.

Bus Disaster

Purpose: The purpose of this procedure is to provide a standardized approach in the management of school bus emergencies.

Procedure for Bus Driver:

1. Find a safe location.
2. Set parking brake, turn off the ignition switch.
3. Call dispatch by way of 2-way radio (driver, chaperone, student). Give location of incident, along with information about incident severity, injuries and hazards. This information should be passed on to the appropriate 911 Emergency Services (Police, Fire, Ambulance).
4. Request school district representative to location (Superintendent, Principal, Transportation Director).
5. Remain calm and reassure passengers.
6. Attend to the injured persons with guidance from 911 and Dispatch.

7. Use warning devices where applicable (Hazard Lights, Reflectors).
8. All passengers should remain in the bus unless fire or other hazardous conditions exist that warrant an evacuation.
9. At time of Event/Disaster, Director of MOT to make decision on central location, either Shandon High School/District Office or Shandon Elementary School Office, for Parents to pick up students depending on time of day, most accessible location. Parents will be notified via all available communication outlets.
10. Appropriate Office Staff to ensure students are picked up according to Emergency Contact information.

Disorderly Conduct

1. School Personnel to contact School Site Administration
2. Site Administration to respond and assess level of problem or threat.
3. Site Administration, or designated person, to contact authorities as necessary.

Earthquake Procedures:

Hazards of ground movement in an earthquake include: items falling from shelves, breaking glass, moving furniture, and building Collapse.

The following actions, as time permits, will be accomplished:
Inside Building:

The teacher, or staff member in authority, will implement Action "Drop Procedure".

- a. Try to avoid glass and falling objects, areas where there are large panels of glass and/or heavy suspended light fixtures.
- b. Implement Action "Leave Building" when, in the judgment of the staff member, the earthquake is over and tremors have subsided. Implement Action "Leave Building" (fire alarm). Special consideration should be given to exit routes as some exits have heavy roof structures over the doorways. Go to an open area away from trees, power poles, etc.
- c. Maintain control of students. Do not run!
- d. Avoid touching electrical wires and metal objects such as chain link fences.
- e. Render first aid if necessary.
- f. Take roll and issue student name tags.
- g. If possible, school office will immediately notify appropriate agencies/offices as per fire drill.
- h. Do not return to building for any reason until they have been declared safe by authorized official(s).

2. The principal will determine the advisability or necessity of Action "Student Release". Prior approval must be obtained by the superintendent.

In school or on school grounds:

- a. The staff member in authority implements Action "Drop – Take Cover".
- b. The safest place is in the open. Stay there until the earthquake is over.
- c. Move away from buildings, playground equipment, utility poles, signs, trees, metal fences, exposed wires, and wet areas.
- d. Do not run!

Follow procedures c) through i) under "Inside school building".

Earthquake Emergency Procedures – AR 3516.3

Earthquake emergency procedures shall be established in every school building having an occupant capacity of 50 or more students, or more than one classroom, and shall be incorporated into the comprehensive safety plan. Earthquake emergency procedures shall be aligned with the Standardized Emergency Management System and the National

Incident Management System. The Superintendent or designee may work with the California Emergency Management Agency and the Seismic Safety Commission to develop and establish the earthquake emergency procedures.

Earthquake emergency procedures shall outline the roles and responsibilities of students and staff during and after an earthquake.

Earthquake emergency procedures shall include, but not be limited to, all of the following:

1. A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of students and staff
2. A drop procedure whereby each student and staff member takes cover under a table or desk, dropping to his/her knees, with the head protected by the arms and the back to the windows. Drop procedures shall be practiced at least once each school quarter in elementary schools and at least once each semester in secondary schools.

3. Protective measures to be taken before, during, and following an earthquake
4. A program to ensure that students and staff are aware of and properly trained in the earthquake emergency procedure system

Staff and students shall be informed of the dangers to expect in an earthquake and procedures to be followed. Students shall be instructed to remain silent and follow directions given by staff in such an emergency. Staff and students also shall be taught safety precautions to take if they are in the open or on the way to or from school when an earthquake occurs.

Earthquake emergency procedures shall designate primary and alternative locations outside of buildings, which may include areas off campus if necessary, where individuals on a school site will assemble following evacuation. In designating such areas, the Superintendent or designee shall consider potential post-earthquake hazards outside school buildings including, but not limited to, power lines, trees, covered walkways, chain link fences that may be an electric shock hazard, and areas near buildings that may have debris.

Earthquake emergency procedures also shall outline primary and alternative evacuation routes that avoid areas with potential hazards to the extent possible. The needs of students with disabilities shall be considered when planning evacuation routes. The Superintendent or designee shall consider the danger of a post-earthquake tsunami when developing evacuation routes and locations, including the need to evacuate to higher ground. The Superintendent or designee shall identify at least one individual within each building to determine if an evacuation is necessary, the best evacuation location, and the best route to that location when an earthquake occurs.

The Superintendent or designee shall identify potential earthquake hazards in classrooms and other district facilities, including, but not limited to, areas where the main gas supply or electric current enters the building, suspended ceilings, pendant light fixtures, large windows, stairwells, science laboratories, storage areas for hazardous materials, shop areas, and unsecured furniture and equipment. To the extent possible, dangers presented by such potential hazards shall be minimized by securing equipment and furnishings and removing heavy objects from high shelves.

The Superintendent and or MOT Director will assign personnel to turn off gas supply to each school site.

Earthquake While Indoors at School

When an earthquake occurs, the following actions shall be taken inside buildings and classrooms:

1. Staff shall have students perform the drop procedure. Students should stay in the drop position until the emergency is over or until further instructions are given.
2. In laboratories, burners should be extinguished, if possible, before taking cover.
3. As soon as possible, staff shall move students away from windows, shelves, and heavy objects or furniture that may fall.
4. After the earthquake, the principal or designee shall determine whether planned evacuation routes and assembly locations are safe and shall communicate with teachers and other staff.
5. When directed by the principal or designee to evacuate, or if classrooms or other facilities present dangerous hazards that require immediate evacuation, staff shall account for all students under their supervision and shall evacuate the building in an orderly manner.

Earthquake While Outdoors on School Grounds

When an earthquake occurs, the following actions shall be taken by staff or other persons in authority who are outdoors on school grounds:

1. Staff shall direct students to walk away from buildings, trees, overhead power lines, power poles, or exposed wires.
2. Staff shall have students perform the drop procedure.
3. Staff shall have students stay in the open until the earthquake is over or until further directions are given.

Earthquake While on the Bus

If students are on the school bus when an earthquake occurs, the bus driver shall take proper precautions to ensure student safety, which may include pulling over to the side of the road or driving to a location away from outside hazards, if possible. Following the earthquake, the driver shall contact the Superintendent or designee for instructions before proceeding on the route or, if such contact is not possible, drive to an evacuation or assembly location.

Subsequent Emergency Procedures

After an earthquake episode has subsided, the following actions shall be taken:

1. Staff shall extinguish small fires if safe.
2. Staff shall provide first aid to any injured students, take roll, and report missing students to the principal or designee.

3. Staff and students shall refrain from lighting any stoves or burners or operating any electrical switches until the area is declared safe.
4. All buildings shall be inspected for water and gas leaks, electrical breakages, and large cracks or earth slippage affecting buildings.
5. The principal or designee shall post staff at safe distances from all building entrances and instruct staff and students to remain outside the buildings until they are declared safe.
6. The principal or designee shall request assistance as needed from the county or city civil defense office, fire and police departments, city and county building inspectors, and utility companies and shall confer with them regarding the advisability of closing the school.
7. The principal or designee shall contact the Superintendent or designee and request further instructions after assessing the earthquake damage.
8. The Superintendent or designee shall provide updates to parents/guardians of district students and members of the community about the incident, any safety issues, and follow-up directions.

A drop procedure (students and staff take cover) practice must be held once each quarter in elementary; one each semester in secondary

- Protective measures to be taken before, during, and after an earthquake
- A program to ensure that pupils, and certificated and classified staff are aware of and are trained in the procedures

Explosion or Risk of Explosion

1. Call Emergency personnel.
2. Notify Superintendent, Maintenance, and Principal.
3. Students informed via intercom to duck and cover under a sturdy desk and to remain in classroom.
4. Director of Maintenance and/or Administration to check for fire and other hazards.
5. Evacuate the building when safe to do so.
6. Meet in designated area on campus field according to evacuation map.
7. Determine if a school site evacuation is needed in accordance with Fire Department.
8. Notify Parents through all available communication outlets.
9. If evacuation from campus deemed necessary:
 - a. All students and staff in the Shandon Joint Unified School District will evacuate to C.W. Crawford Park 101 W Centre St, Shandon, CA 93461
 - b. Due to the amount of staff and students, multiple bus trips would need to be made. It is imperative that all teachers are transported on the initial trip. Administration will supervise any remaining students at either SHS or SES campus until all students have been loaded on the bus for travel home.
 - c. Once arriving at to C.W. Crawford Park, Homeroom teachers (SHS) and Primary Teachers (SES) will line up with applicable students. Each teacher will have a Class Roster organized by Teacher Name, Student Name, Parent Name and Contact Information.
 - d. All teachers will be responsible for releasing their students to the appropriate Parent/Guardian.

Fire in Surrounding Area

Fire near School

- a. Determine the need to implement Action "Leave Building",
- b. Determine the need to implement Action "Directed Transportation",
- c. Maintain control of students at the designated area,
- d. Maintain a safe distance from the fire and the firefighting equipment, e. Account for all students,
- f. Stay with students, keeping them together,
- g. Wait for an all clear announcement.

Fire on School Grounds

Fires can occur at school sites due to the following:

Sources of ignition near flammable and combustible materials,
Overloaded electrical circuits,
Wildfires spreading onto school sites from neighboring areas, Or
lightening.

1. Warning: fire alarm
2. Action: Fire at School:
 - a. Sound the fire alarm. This will automatically implement Action “Leave Building”,
 - b. Maintain control of students at the designated area,
 - c. Maintain a safe distance from the fire and the firefighting equipment, d. Account for all students,
 - e. Stay with students, keeping them together.
 - f. Wait for an all clear announcement.

Fire Drills and Fires – AR 3516.1

Fire Drills

The principal shall cause the fire alarm signal to be sounded at least once every month.

The principal shall also hold fire drills at least once a month at the elementary level, four times every school year at the intermediate level, and not less than twice every school year at the secondary level.

- i. The principal shall notify staff as to the schedule for fire drills.
- ii. Whenever a fire drill is held, all students, teachers and other employees shall be directed to leave the building. iii. Teachers shall ascertain that no student remains in the building. iv. Teachers shall be prepared to select alternate exits and shall direct their classes to these exits whenever the designated escape route is blocked.
- v. The principal or designee shall keep a record of each fire drill conducted and file a copy of this record with the office of the Superintendent or designee.

Fires

When a fire is discovered in any part of the school, the following actions shall be taken:

1. The principal or designee shall sound fire signals, unless the school and/or building is equipped with an automatic fire detection and alarm system.
2. The principal or designee shall call 911.
3. All persons shall be directed to leave the building and shall proceed outside to designated assembly areas.
4. Staff shall give students clear direction and supervision and help maintain a calm and orderly response.
5. In outside assembly areas, teachers shall take roll, report missing students, and provide assistance to any injured students.
6. In outside assembly areas, the principal, designee and/or each department head shall account for their staff, report missing staff, and provide assistance to any injured staff.
7. If the fire is extensive, students shall be taken to an alternate location for protective custody until parents/guardians can pick them up or until they can be safely transported to their homes.

Flooding

Flood or Tsunami

Flooding on a school site may be caused by heavy rain, failure of a dam, or for coastal sites, a tsunami.

1. Warning: Method:
direct communication with principal or designee.

How Received:

by telephone or notification from civil agency or district administrator.

2. The extent of the flood or tsunami and the estimated time before it arrives will dictate the course of action to be taken. The principal may initiate the following emergency actions:

- a. Execute Action "Leave Building" (fire alarm), or
- b. Execute Action "Student Release", or
- c. Execute Action "Directed Transportation", or
- d. Provide care for students at school.

Loss or Failure Of Utilities

1. District Superintendent notified of potential loss of power by either PG&E and/or Gas Company.
2. District Superintendent notifies all Staff of potential loss of power.
3. District Office notifies all Parents/Guardians of potential loss of power through Parent Square via email or text message.
4. Identify emergency exit lights in building if needed to evacuate.
5. District Office updates all staff, parents/guardians of actual loss of power and decision to be made regarding School Cancellation/Closure. Cancellation of school will be required if utilities failure is prolonged and will be determined by the Superintendent.
6. If school closure occurs, parents will be notified utilizing all available communication outlets according to Emergency Contact Information
7. Parents/Guardians who pick up will be asked to do so within 30 minutes of initial contact made. All students who ride the bus will be taken and distributed among designated bus stops.

Motor Vehicle Crash

1. School Personnel to contact School Site Administration
2. Site Administration to respond and assess level of problem or threat.
3. Site Administration, or designated person, to contact authorities as necessary.

Psychological Trauma

1. Administration announce traumatic event to staff members
 - Staff members shall have proper information regarding the traumatic event in order to answer questions, debunk rumors, and provide comfort to students.
2. Psychologist, counselor, and comfort team gather to provide counseling/comfort
 - Support team shall be prepared to answer students' questions with fact based information provided by law enforcement and/or family.
 - Support team shall provide a safe/comfortable area for students to grieve/work through psychological trauma by talking, crying, coloring, writing, etc. water
3. School Site Administration announce (school-wide) event in a "news release" fashion.
 - Police Departments will provide a news release to the school and/or media. This information can be shared with students.
 - Information provided to students should be fact-based.
4. School Site Administration announce that support will be provided in Room ____, "If you feel anxious, upset, or would like to talk we have support in room ____, please notify your teacher and they will excuse you".
 - Support staff will be available all day, however students will be asked to go back to class when they are feeling better.
5. Parents will be contacted to pick up their student in the event the student is having an intense emotional reaction/does not feel safe at school/or begins to have traumatic thoughts.
 - Support staff will counsel, and provide emotional support. However, if the student is inconsolable, has feelings of hurting themselves or others, or feels their safety is at risk, parents will be called to pick up their student.
6. Continued counseling regarding traumatic event:
 - School Psychologist will be available for lingering emotional students.
 - If the students continue to struggle for a prolonged period of time, or have an intense emotional reactions they will be referred to licensed counselors outside of the district.

- Additional staff support may come from school nurse, coaches, athletic directors and other positions.

Suspected Contamination of Food or Water

1. Notify Superintendent, Cafeteria Manager, and Principal.
2. Identify the contaminated food.
3. Determine if food was given to students/staff.
4. Notify parents about possible food contamination via all available outlets of communication.
5. Encourage persons with food poisoning symptoms to seek medical advice.
6. If staff and/or students exhibit symptoms that are severe or the effects of the ingestion of contamination appear to be widespread, Emergency Services to be contacted.
7. Keep food samples for Health Department to inspect.
8. Destroy contaminated food.

Unlawful Demonstration or Walkout

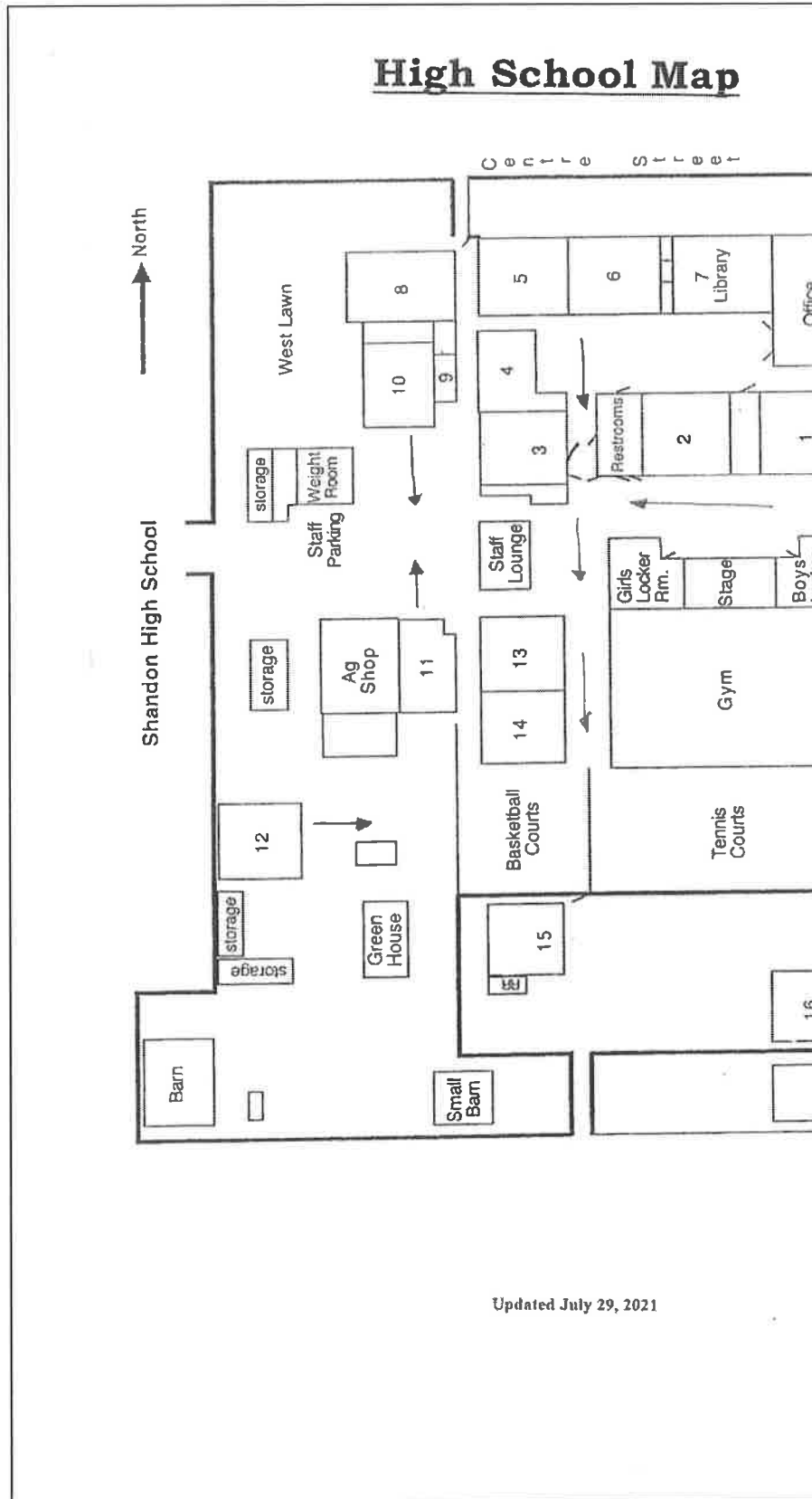
Civil Disturbance

A public or student demonstration or riot on or near school grounds that has the potential to disrupt school activities, cause injury to staff and students, and/or cause property damage.

1. Warning: The principal or designee will signal for a "Lockdown".
2. Action:
 - a. Follow principal's or designee's direction for possible "Lockdown".
 - b. Account for all students and staff.
 - c. Remain in classroom or designated areas until contacted.
 - d. Remain calm and reassuring.

Emergency Evacuation Map for SHS

SHS Evacuation Map





SHANDON JOINT UNIFIED SCHOOL DISTRICT

101 South First Street Box 79, Shandon, CA 93461

Dr. Kristina Benson, Superintendent/Principal TELEPHONE: (805) 238-0286 FAX: (805) 238-0777

Board of Trustees: Jesse Cuellar, Jennifer Moe, Nataly Ramirez, Flint Speer, Marlene Thomason,

Quarterly Report on Williams Uniform Complaints

[Education Code § 35186]

9.7

District: Shandon Joint Unified School District

Person completing this form: Dr. Kristina Benson

Title: Superintendent

Quarterly Report Submission Date:
(check one)

☐

January – March 2022

☐

April – June 2022

☒

July – September 2022

☐☐

October – December 2022

Date for information to be reported publicly at governing board meeting: October 10, 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 Misassignment	0		
Facilities Conditions	0		
TOTALS	0		

Kristina Benson

Type or Print Name of District Superintendent

Signature of District Superintendent



9.8

Provider/Consumer Relationships Including Regional Program Placements

MEMORANDUM OF UNDERSTANDING (MOU)

Between

Sending District of Special Education Accountability (DSEA)

- Shandon Joint Unified School District

& Receiving District of Service (DOS) – Atascadero Unified School District

A. Basis of Agreement

This memorandum of understanding ("Agreement") is made and entered into by and between Shandon Joint Unified School District and Atascadero Unified School District, (collectively "Parties"). The purpose of this Agreement is to ensure an effective provision of appropriate special education services, to individuals with exceptional needs, residing within the attendance areas of the Parties to this Agreement. This Agreement does NOT cover any student attending another district due to parent employment in that district, enrollment in a charter or private school in that district, or acceptance into the district through an Inter-District Transfer Policy and Procedures.

B. Term of Agreement

This MOU Agreement is effective for the period beginning July 1, 2022 and ending June 30, 2023 and shall renew automatically each July 1 unless either party gives notice based on an IEP team decision. A new Individual Student Agreement (ISA) is required for each subsequent school year (see Appendix A).

C. Scope of Agreement

1. Definitions

- a. The San Luis Obispo County SELPA is a Special Education Local Plan Area.
- b. The District of Special Education Accountability (DSEA) is the LEA wherein the individual with exceptional needs resides. The DSEA shall be responsible for ensuring that the student is afforded a free appropriate public education.
- c. The District of Service (DOS) is the LEA that agrees to provide the special education and related services to the individual with exceptional needs pursuant to the student's current IEP under the guidelines of the MOU. The DOS has responsibility in the implementation of the IEP once the offer of FAPE is provided by DSEA and agreed upon by all parties.

2. Assessment

- a. The DOS will complete triennial assessments unless the DOS is a San Luis Obispo County Office of Education (SLOCOE) program or otherwise agreed upon. The DSEA

will complete assessments for the SLOCOE program placements. Copies of all relevant assessment reports shall be provided to the DOS if assessed by DSEA and to DSEA if assessed by DOS in advance of any scheduled IEP team meeting. DSEA and DOS will work collaboratively to develop the draft Individual Education Program (IEP).

- b. The DOS will convene an IEP meeting, with the DSEA in attendance, to review the IEP based on assessments and recommendations in collaboration with parent or parent representatives.
- c. The DOS will readily communicate with the DSEA if new areas of suspected disability are identified requiring assessment.

3. Individual Educational Evaluations (IEE)

- a. If an Independent Educational Evaluation (IEE) is requested in response to a assessment, the below is followed:

DSEA conducted assessment	DOS conducted assessment
Assumes cost of IEE	DSEA assumes the cost of the IEE
Assumes any costs associated with litigation to defend assessment	DSEA and DOS will collaborate on costs associated with litigation to defend assessment

4. Individual Education Program (IEP)

- a. The DOS will schedule and hold IEPs in a timely manner and in accordance with state and federal laws and the DSEA shall attend all IEP meetings. DSEA will receive notice of IEPs within 10 calendar days of the meeting date unless 10 days are not available due to the nature of the IEP.
- b. The DSEA will have the authority to make decisions and commit resources.
- c. The DOS shall manage all IEP related documents, including services to be provided outside the DSEA. DSEA will have access to all IEP documents through the Special Education Information System (SEIS).
- d. DSEA will manage notes during the IEP team meeting unless otherwise delegated to the DOS.
- e. Transportation arrangements via DSEA provider shall be documented by the DOS in the IEP and coordinated by the DSEA. When transportation concerns arise, the DOS shall work with the DSEA collaboratively to resolve concerns in a timely manner.
- f. Services will follow the DOS student calendar and DOS shall report attendance (ADA).
- g. The DOS will provide case management and facilitate all IEP team meetings with the DSEA responsible for the offer of Free Appropriate Public Education (FAPE).
- h. The DSEA will initiate and approve all necessary Low Incidence materials and equipment funded through the SELPA process.

- i. Equipment required outside of Low Incidence will be funded and provided by the DSEA based on the recommendations of the IEP team unless otherwise agreed upon for ease of acquisition and maintenance (ex. AAC/AT devices).
- 5. Instructional Planning and Implementation
 - a. Students will have access to relevant, rigorous and adopted grade level core curriculum and the common core state standards (CCSS).
 - b. During the development of the IEP, goals will be standards-based whenever appropriate, linguistically appropriate whenever required, and include conditions under which the goal will be met.
 - c. Individual IEP goals will guide the implementation of curriculum and instructional strategies to support the learning profile of the student, while maintaining academic rigor and appropriate pacing.
 - d. The DOS will provide regular monthly student updates to the DSEA.
 - e. The DOS will be responsible to submit quarterly progress reports, or as otherwise agreed upon by the IEP team, to the DSEA and the parent/guardian. Progress reports will be provided by each party's preferred method (email, mail, hardcopy).
 - f. The DOS will make available other school records, communications, and grades/transcripts available as requested by the DSEA on a regular basis.
- 6. Student Discipline
 - a. The DOS is responsible for discipline of all students enrolled in their programs, including student(s) enrolled under the provisions of this Agreement.
 - b. Student(s) may be suspended or expelled from school for infractions of established discipline procedures and EdCode.
 - c. The DOS will provide the DSEA with all discipline records.
 - d. The DOS and DSEA will share the costs during any expulsion deliberations of a student from the DOS.
- 7. Required Notices from DOS to DSEA
 - a. Student is suspended
 - b. Student is up for expulsion (DOS will schedule the Manifestation Determination meeting and invite the DSEA. DOS and DSEA will work cooperatively to complete the MD records review).
 - c. Student is absent in excess of 5 days and again if a student is absent 10 days or more consecutively or within the school year.
 - d. Student was involved in a physical restraint or seclusion (Behavior Emergency Report (BERs)).
 - e. Student has failing grades during the grade reporting period.
- 8. Change of Program/Placement
 - a. The DOS shall provide as much notice as possible to the DSEA if it is believed that DOS can no longer offer an appropriate program and/or placement for student.
 - b. Should the DOS determine the possible need for more restrictive placement during the course of the school year, the DOS staff will include the DSEA administrator responsible for special education in staffing and IEP meetings. The DSEA remains the

authorizing school agency and will be responsible for any additional costs based on more restrictive services or placement agreed to by the IEP team.

9. Alternative Dispute Resolution, Due Process & CDE Complaints

- a. The parties to this agreement make every effort to resolve disagreements with parents through local approaches whenever possible.
- b. All parties (DOS, DSEA, SELPA) shall collaborate regarding any informal complaints, CDE Compliance Complaints, or Due Process hearings. The full range of supports for Alternative Dispute Resolution (ADR) will be available to DOS, DSEA, and parent/guardian contingent upon agreement by all parties involved.
- c. Should either the DSEA or the DOS be involved in a program dispute or Due Process proceeding, the San Luis Obispo SELPA maintains a Litigation Policy to address such situations. See SLO SELPA Policy Manual.
- d. DSEA will collaborate with DOS related to completion of CDE Corrective Actions.

10. Fiscal Responsibilities

- a. The DOS will bill the DSEA according to the following schedule:
 - i. August through December
 - ii. January through June
 - iii. Extended School Year
- b. The DOS will use the rates identified in Appendix A as billable rates for both class rates and related services. The cost calculation will use the following:
 - i. Direct Special Education staff costs
 - ii. Certificated teacher salary and benefits
 - iii. Classified salary and benefits
 - iv. ESY
 - v. Sub Costs
 - vi. Related Services
 - vii. Assessment and Instructional Materials Costs
 - viii. Contract Services Costs
 - ix. Indirect Costs - Costs will include administrative costs, facilities, non-salary expenses incurred by DOS
- c. The DOS staff will provide an estimate of the total program cost using the SLO SELPA Funding Allocation Plan timeline.
- d. The DOS will provide an Individual Student Agreement (See Appendix A) within 30 days of placement or service implementation.
- e. The DSEA will finalize and forward all payments for services to the DOS within 45 days of billing.

11. Program Costs

- a. See Appendix A for Individual Service Agreement

D. Hold Harmless

DOS shall indemnify and hold DSEA and its Board Members, administrators, employees, agents attorneys, volunteers and subcontractors harmless against all liability, loss, damage and expense (including reasonable attorney fees) resulting from or arising out of this agreement or its

performance, to the extent that such loss, expense, damage of liability was proximately caused by the negligent or willful act or omission of DOS, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it.

DSEA shall indemnify and hold DOS and its Board Members, administrators, employees, agents attorneys, volunteers and subcontractors harmless against all liability, loss, damage and expense (including reasonable attorney fees) resulting from or arising out of this agreement or its performance, to the extent that such loss, expense, damage of liability was proximately caused by the negligent or willful act or omission of DSEA, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it.

APPROVED BY:

Shandon Joint Unified School District

Superintendent (or designee)

Date

Atascadero Unified School District

Jackie Martin
Jackie Martin, Assistant Superintendent/Business

9/14/22
Date

Appendix A
Individual Student Agreement

Student Name:

Period of Placement: 2022-23 School Year

District of Residence: Shandon Joint Unified School District

Receiving District: Atascadero Unified School District

Placement/Location: Independent Skills Class/STEPS

Class/Services *(Block Fee Schedule/Projected Cost of Placement)* :

\$28,459	Independent Skills Class Block Fee
\$1,128	SLP 20 Minutes Week

\$29,587	Total *
----------	---------

**Final Billing will reflect ADA credit.*



Jackie Martin
Assistant Superintendent of Business Services

Superintendent (Designee)

Date: September 14, 2022

Date: _____

Appendix B

Corresponding References

The following documents provide reference to the above MOU Agreement for further detailed information on approved local policies and procedures.

- SLO SELPA Local Plan, Section B
- SLO SELPA Policy Manual
- SLO SELPA Funding Allocation Plan
- Regional -Therapeutic Learning Class SELPA Guide

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

10.1

AGENDA ITEM TITLE:

Discussion and Possible Approval of Collective Bargaining Agreement July 1, 2021-June 30, 2024 and AB 1200 for CSEA

PREPARED BY:

K. Benson

AGENDA SECTION:

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

SUMMARY:

Provided for your review is the updated collective bargaining agreement and AB1200 for CSEA.

RECOMMENDED ACTION:

Approval

Collective Bargaining Agreement

between the

SHANDON JOINT UNIFIED SCHOOL DISTRICT

and the

**CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION,
SHANDON CHAPTER #225**



July 1, 2018 2021 - June 30, ~~2021~~ 2024

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ARTICLE I INTRODUCTION

- A. This Agreement is entered between the Shandon Joint Unified School District of San Luis Obispo County, California, hereinafter called the "District" or the "Employer," and the California School Employees Association and its Chapter 225 of the California School Employees Association, hereinafter called "CSEA," the "Association" or the "Exclusive Representative."

ARTICLE II RECOGNITION

- A. The Board recognizes the Association as the sole and exclusive bargaining agent for classified employees of the District, except noon duty supervisors, by whatever name, and those designated as management, confidential, or supervisory by the District.

ARTICLE III PAYROLL DEDUCTIONS

- A. The District agrees to deduct from the pay of each eligible Association member covered by this Agreement the regular Association membership dues and remittance for insurance premiums, credit union payments, or other plans and programs approved by the District. The District will not be obligated to put any new, changed, or discontinued deduction into effect until the pay period commencing 15 days or more after such submission.
- B. The Association will indemnify the District against all suits, claims, or demands arising out of the administration and implementation of this provision.
- C. Membership Dues
1. Preamble. It is the expressed intention of the parties that the provisions of this article respectfully balance the rights of individual employees as referenced in Government Code Section 3543, and the right of the parties to enter into an "Organizational Security" Agreement pursuant to Government Code Section 3540.1(i)2.
 2. The district will deduct dues from the wages of bargaining unit members based on CSEA's written direction to the District. CSEA is responsible for delivering, obtaining and maintaining dues authorization forms for bargaining unit members.
 3. Withdrawal from the association will be in accordance with CSEA bylaws and requirements. A bargaining unit member shall direct any inquiries regarding withdrawal from membership to the Association.

4. CSEA is responsible for notifying the District in writing of the withdrawal of dues deduction by any bargaining unit employee.
5. A bargaining unit employee on an approved paid leave of absence shall continue to have dues deducted for the term of the approved leave, except the deductions can be discontinued in accordance with CSEA requirements.
6. Hold Harmless Provision: CSEA shall defend and indemnify District for any claims arising from its compliance with this article for any claims made by the employee regarding membership dues authorization. The employer shall be required to promptly notify CSEA of any claims made by employees relating to dues authorization.

CSEA shall have the exclusive right to decide and determine whether any such action shall be compromised, resisted, defended, tried or appealed.

ARTICLE IV ASSOCIATION RIGHTS

- A. The Association will have the right to use school facilities, mail services, and certain office equipment as approved by the Superintendent. The Association President will make all written requests for use of facilities, mail services, and equipment. The Association will provide its own supplies and/or materials.
- B. Association field representatives will have the right of access to bargaining unit members during unassigned time (i.e., lunch time, before and after school) and in nonwork areas, subject to the following conditions:
 1. Association agents not in the District's employment must notify the Superintendent before entering any District facility.
 2. There will be no interference with or interruption of the operation of the District's educational program or a bargaining unit member's assigned duties by any Association agent, officer, or representative.

C. Materials in personnel files of bargaining unit members which may serve as a basis for affecting the status of their employment are to be made available for the inspection of the person involved. Such material is not to include ratings, reports, or records which (1) were obtained before the employment of the person involved, (2) were prepared by identifiable examination committee members, or (3) were obtained concerning a promotional examination. Every bargaining unit member will have the right to inspect such materials upon request, if the request is made in writing at a time when such person is not actually required to render services to the employing district. Information of a derogatory nature, except material mentioned in the second paragraph of this section, will not be entered or filed unless and until the bargaining unit member is given notice and an opportunity to review and comment thereon. A bargaining unit member will have the right to enter and have attached to any such derogatory statement his own comments thereon. Such review will take place during normal business hours, and the bargaining unit member will be released from duty for this purpose without salary reduction.

D. The Association shall have the same rights and access to use of District facilities as do other employees of the District subject to District approval.

E. District notice to CSEA of New Hires

a) The District shall provide CSEA notice of any newly hired employee, within ten (10) days of date of hire, via e an electric email. Please include the
The following information will be included: full legal name, date of hire,
classification, and site.

F. Employee Information

a) "Newly hired employee" or "new hire" means any employee, whether permanent, full time, part time, hired by the District, and who is still employed as of the date of the new employee orientation. It also includes all employees who are or have been previously employed by the District and whose current position has placed them in the bargaining unit represented by CSEA. For those latter employees, for purpose of this article only, the "date of hire" is the date upon which the employee's employee status changed such that the employee was placed in the CSEA unit.

b) The District shall provide CSEA with contact information on the new hires. The information will be provided to CSEA electronically via a mutually agreeable secure FTP site or service, on the last working day of the month in which they were hired. This contact information shall include the following items, with each field in its own column:

i. First Name:

- ii. Middle Name;
- iii. Last Name;
- iv. Suffix (e.g.Jr.,III);
- v. Job title/Classification;
- vi. Department;
- vii. Primary worksite name;
- viii. Work telephone number;
- ix. Home street address (incl.Apartment #)
- x. City
- xi. State
- xii. Zip code (5or 9 digits)
- xiii. Home telephone number (10 digits) (if known);
- xiv. Personal cellular telephone number (10 digits) (if known);
- xv. Personal email address of the employee (if known);
- xvi. Employee ID;
- xvii. CalPERS status;
- xviii. Hire date;
- ~~xix. Last 4 of SSN~~

This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the District.

- c) Periodic update of contact information: The District shall provide CSEA with a list of all bargaining unit members names and contact information on the last working day of September, January and May. The information will be provided to CSEA electronically via a mutually agreeable secure File Transfer Protocol (FTP) site or service. This contact information shall also include the following information, with each filed listed in its own column:

- i. First Name:
- ii. Middle Name:
- iii. Last Name;
- iv. Suffix (e.g.Jr.,III);
- v. Job title/Classification;
- vi. Department;
- vii. Primary worksite name;
- viii. Work telephone number;
- ix. Home street address (incl. Apartment#)
- x. City
- xi. State
- xii. Zip code (5or 9 digits)

- xiii. Home telephone number (10 digits) (if known);
- xiv. Personal cellular telephone number (10 digits) (if known);
- xv. Personal email address of the employee (if known);
- xvi. Employee ID;
- xvii. CalPERS status
- xviii. Hire date;
- xix. ~~Last 4 of SSN~~

G. New Employee Orientation

- a) "New employee orientation" means the onboarding process of a newly hired public employee, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties and responsibilities, or any other employment-related matters.
- b) The District shall provide CSEA mandatory access to its new employee orientations. CSEA shall receive not less than ten (10) days' notice in advance of an orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the District's operations that was not reasonably foreseeable.
 - i. In the event the District conducts a group orientation, CSEA shall have one (1) hour of paid release time for one (1) CSEA representative, the Chapter President or designee, to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
 - ii. In the event District conduct one-on-one orientation with new employees, CSEA shall have fifteen (15) minutes of paid release time for one (1) CSEA representative to conduct the orientation session. Said release time shall not be counted against the total release time contained elsewhere in the collective bargaining agreement. The CSEA Labor Relations Representative may also attend the orientation session.
- c) The District shall include the CSEA membership application and a CSEA provided link for an electronic application, in any employee orientation packet of District materials provided to any newly hired employee. CSEA shall provide the copies of the CSEA membership applications, both hard copy and electric, to the District for distribution.
- d) The orientation session shall be held on District property during the workday of the employees(s), who shall be on paid time.
- e) During CSEA's orientation session, no District manager or supervisor or non-unit employee shall be present.
- f) At which time a new Successor Agreement is negotiated, unit members shall, upon request, receive a printed copy of that Agreement ~~and a copy of that Agreement~~, and any subsequent agreements, Memoranda of Understandings, etc. shall be posted on the District's website in a timely manner. ~~Bargaining unit job descriptions shall also be posted on the District's website.~~
- g) The Association shall be invited to have one unit member participate on any

bargaining unit hiring/interview panel. The unit member shall be released from their duties for this purpose.

- h) The Association shall have equitable representation on any District committees, groups, etc. that discuss or make recommendations on calendars and/or health benefits that may affect the bargaining unit. The recommendations shall be brought to the bargaining unit for ratification.
- i) Bargaining unit members shall have access to an up-to-date calendar of events for the District and/or work site.

ARTICLE V EVALUATIONS

The evaluation process is intended to provide objective feedback to an employee from their immediate supervisor to ensure satisfactory or better performance of assigned duties within their job description. It is not to be used as discipline, but can be used to inform the employee of less than satisfactory performance in an effort to have that performance improve to satisfactory or better levels within an appropriate timeframe.

- A. ~~A probationary employee shall have a written evaluation made at least two (2) times during the twelve (12) months of probationary employment. They shall be done by the conclusion of the fifth and eleventh month of probationary service. The final probationary evaluation shall designate the employee as a permanent employee or the employee shall be released from probation. An employee shall become permanent twelve (12) months from the date of employment by the District unless released from employment prior to twelve (12) months of employment.~~

The probationary period for classified employees is six (6) months or 130 days of paid status, whichever is longer. Upon request, probationary employees shall be evaluated prior to completion of the probationary period.

- B. A permanent employee shall receive a written evaluation every two (2) years no later than June 30 of each second year. The immediate supervisor may complete an evaluation as needed.
- C. Additional provisions:
1. Evaluations shall normally be prepared on the classified evaluation form provided by the District (attached as an appendix of this Agreement) by the person responsible for directing the employee's work. This person shall be a management employee of the District and shall be designated as the employee's immediate supervisor at the beginning of each school year. At the beginning of each school year, the employee shall be informed who their immediate supervisor is and shall be provided a copy of their job description and assigned duties for which their performance shall be evaluated on.
 2. The employee shall be given a copy of the completed evaluation form at an evaluation conference between the employee and their immediate supervisor to be held no later than June 30 of the appropriate year. The immediate supervisor's assessment shall be discussed at this meeting and input from the employee shall be considered prior to the final evaluation being issued. At the employee's request, an Association representative may also be present at the evaluation conference. Employees will be requested to sign the form. The employee's signature

does not necessarily signify agreement with the evaluation.

3. The employee shall have the opportunity to attach a written statement (rebuttal) containing the employee's views regarding the evaluation to the evaluation document. At an employee's request, a review of the evaluation will be made by the Superintendent.
4. Evaluations shall be based upon the direct observation by the immediate supervisor of the employee's work performance.
5. In the event that the overall performance evaluation rating is less than satisfactory, the employee shall be provided with an "Action Plan" containing specific suggestions and support for improvement. A re-evaluation shall occur no less than forty (40) work days from the creation of the "Action Plan" in order to allow the employee to improve their performance.
6. If there is an instance of a specific negative action of the employee that shall be used in an evaluation, the employee shall be apprised of that negative action no less than five (5) work days from the occurrence so that the employee is aware and can properly correct performance by the time of the evaluation.

ARTICLE VI WORKWEEK AND WORKDAY

- A. The District will establish the workweek of a full-time bargaining unit member as eight hours per day, 40 hours per week over a five-day period. Classified employees shall work a daily and weekly schedule in accordance with a schedule established by the Superintendent, with approval of the School Board, at the time of employment or promotion/transfer. The Superintendent, with approval of the Board, may adjust weekly hours to meet reasonable time demands during the school term, on school holidays, and during summer months, however any changes to an employee's work schedule shall only be for a verifiable operational need of the District and shall not be for punitive, disciplinary, and/or arbitrary and capricious reasons. This Section shall not in any way impact mutually agreed upon flex time between the employee and their immediate supervisor.

1. Lunch Break. An uninterrupted, unpaid lunch break of not less than thirty (30) minutes shall be scheduled at the time of employment or promotion/transfer by the District for each employee whose regular assigned workday is five (5) hours or more and either begins before 10:45 a.m. or extends beyond 1:15 p.m. The immediate supervisor shall encourage employees to take their duty-free lunch break.
2. Rest Break(s). An employee assigned to work four (4) consecutive hours or more per day shall receive a paid, scheduled and uninterrupted 10-

minute rest break for each four-hour period of service.

- B. The Board may establish a workday of less than eight hours or a workweek of less than 40 hours for all or any of the classified positions.
- C. The District agrees to compensate bargaining unit members at the rate of one and one-half times the bargaining unit member's regular rate for all time worked when the District authorizes overtime in excess of the eight-hour workday or the 40-hour workweek. The District may require overtime of classified employees in the event of a designated "emergency." An "emergency" is defined as the effects of natural, manmade, or war-caused emergencies which result in conditions of disaster or in extreme peril of life, property, and resources is of paramount importance requiring the responsible efforts of unit members.
- D. Any bus driver who is called to work on a day when he/she is not scheduled to work will receive a minimum of one hour's work at his/her regular rate of pay.
- E. Any bus driver called back to work after completion of his/her regular work assignment will receive a minimum of two hour's work at his/her regular rate of pay.
- F. Bus drivers assigned special trips, including but not limited to athletic events and field trips, who are required to remain on standby for the duration of the event for which the special trip is made, will be paid for all standby hours at their regular hourly rate of pay. Bus drivers on standby may be assigned other duties as needed.
- G. Bus drivers who hold a valid bus driver's certificate will be paid at their regular hourly rate for the ten hours of renewal training required by the State each year.
- H. The District will reimburse bus drivers who hold a valid bus certificate the cost of the renewal fee each time one is due.
- I. **Working Out of Classification: Inconsistent Duties.** The District shall ensure that work assigned to bargaining unit members is consistent with their job description. **When unit members are assigned by an administrator to work in higher range positions for greater than twenty (20) minutes, they shall be paid for the entire period they are required to work out of classification at a 5% increase over their regular rate of pay. Employees will be required to fill out a timesheet reflecting the out of class assignment and timeframe worked.**
- J. ~~Pursuant to Education Code 45110, inconsistent duties performed in excess of five (5) working days within a fifteen (15) calendar day period shall be properly compensated for the entire period worked at a rate mutually agreed upon by the District and the Association.~~

K. (new J) Additional Hours

Additional hours (extra time, overtime, compensatory time, etc.) shall be offered to unit members ahead of non-unit members. Offers shall be made in seniority order. For example, if additional hours are available, those hours are first offered to the most senior person able to perform the work. If they do not accept the additional hours, the second most senior person is offered the hours, etc. If no unit member is able or willing to work the additional hours, the District may offer the additional hours outside of the bargaining unit.

Additional hours shall be offered to employees to increase their hours to full-time (eight hours per day). Employees do not have the option of splitting additional hours offered (for example, 2 hours of additional work is offered, and the employee only wishes to work one). The District can split additional hours to increase an employee to full-time.

L. (new K) Holiday Work

Any unit member who is called in to work on any paid holiday shall receive their normal salary plus one and one half time their regular rate of pay for time worked on that holiday.

**ARTICLE VII
TRANSFERS/VACANCIES**

- A. A voluntary transfer is a transfer initiated by a bargaining unit member.
1. Any bargaining unit member may request a transfer anytime.
 2. All requests will be filed in writing with the Superintendent or his designee.
- B. An involuntary transfer is a transfer initiated by the District.
1. A bargaining unit member who is involuntarily transferred will be notified by the Superintendent or his designee.
 2. Prior to the District's initiating an involuntary transfer, a bargaining unit member may request to meet with the Superintendent or designee to discuss the transfer.
- C. Always, the District will determine when a vacancy exists and will be filled.
1. Notice of all job vacancies within the bargaining unit will be posted on bulletin boards at each job site.

2. Vacancies within the bargaining unit will normally be posted for a period of five days.
3. The job vacancies will include but may be limited to job title, or brief description of the position and duties, the minimum qualifications required for the position, the number of hours per day, days per week and months per year assigned to the position, the salary range, and the deadline for filing to fill the vacancy.

ARTICLE VIII LEAVES

- A. Bereavement Leave. Every bargaining unit member will be granted necessary leave of absence with pay not to exceed five (5) days due to the death of any member of his/her immediate family. "Immediate family" means mother, father, grandmother, grandfather, or a grandchild of the bargaining unit member, or of the spouse/domestic partner of a bargaining unit member and the spouse, domestic partner, son, son-in-law, daughter, daughter-in-law, brother or sister of a bargaining unit member, or any relative living in the immediate household of a bargaining unit member. This leave shall not be deducted from sick leave. Bereavement leave shall be used before personal necessity leave days are used for purposes allowed pursuant to the paragraph. This leave shall not be cumulative. Domestic partners shall have properly registered with the State of California and shall provide documentation upon request of the District.
- B. Jury Duty. Bargaining unit members may be absent from duty to serve as jurors or court witnesses pursuant to subpoena without loss of pay. Fees paid to the bargaining unit member for such purposes, excluding meals, travel, and parking expenses, will be endorsed to the District.
 1. Bargaining unit members, upon being served notice for jury duty from officers of the court, must notify their immediate supervisor of such notice.
 2. Bargaining unit members are required to return to work during any day or portion thereof in which jury duty services are not required. The District may require verification of jury duty time prior to or subsequent to approving jury duty reimbursement.
- C. Military Leave. A bargaining unit member will be entitled to military leave as provided for in the Military and Veteran's Code.

- D. Illness or Injury Leave. Every bargaining unit member employed five days a week, 12 months per year, by the District will be entitled to 12 days of leave of absence for illness or injury with full pay for a fiscal year of service. The District shall provide each employee a written statement of accumulated and credited sick leave for the current school year by October 1 of each school year.
1. A bargaining unit member employed five days a week, who is employed for less than a full fiscal year, is entitled to that proportion of 12 days of leave of absence for illness or injury as the number of months he/she is employed bears to 12.
 2. A bargaining unit member who works less than eight hours a day will receive sick leave benefits on a prorated basis as the number of hours worked bears to eight.
 3. A bargaining unit member employed less than five days per week will be entitled, for a fiscal year of service, to that proportion of 12 days of leave of absence for illness or injury as the number of days he/she is employed per week bears to five.
 4. Pay for any day of such absence will be the same as the pay would have been received had the bargaining unit member served during the day of illness. Credit for leave of absence need not be accrued prior to taking such leave by the bargaining unit member, and such leave of absence may be taken anytime during the year. However, a new employee of the District will not be eligible to take more than six days, or the proportionate amount to which he/she may be entitled under this section, until the first day of the calendar month after completion of six months of active service with the District.
 5. If a bargaining unit member does not take the full amount of leave allowed in any year under this section, the amount not taken will be accumulated from year to year.
 6. For this section, pregnancy will be treated as an illness.
 7. The District may require a physician verification for any illness in which the employee will be absent from the employee's regularly scheduled workday for more than five days, or if a violation has been alleged, after one day.

E. Industrial Accident and Illness Leave.

1. A bargaining unit member will be entitled to an industrial accident or illness leave of up to 60 workdays in any one fiscal year for the same accident or illness. This leave will commence on the first day of absence and will not be accumulated from year to year, and when any leave overlaps a fiscal year, the employee will be entitled to only that amount remaining at the end of the fiscal year in which the injury or illness occurred.
2. Payment for wages lost on any day will not, when added to an award granted the bargaining unit member under the Workers' Compensation laws of this state, exceed the normal wage for the day.
3. The industrial accident or illness leave is to be used in lieu of normal sick leave benefits. When entitlement to industrial accident or illness leave under this section has been exhausted, entitlement to other sick leave, vacation, or other paid leave will then be used. If, however, a bargaining unit member is still receiving temporary disability payments under the Workers' Compensation laws of this state at the time of the exhaustion of benefits under this section, he/she will be entitled to use only so much of his/her accumulated and available normal sick leave and vacation leave which, when added to the Workers' Compensation award, provides for a day's pay at the regular rate of pay.
4. Any time a bargaining unit member on industrial accident or illness leave is able to return to work, he/she will be reinstated in his/her original position where practicable and without suffering any loss of employment status or benefits.
5. Periods of leave of absence, paid or unpaid, will not be considered a break in service of the employee.
6. When all available leaves of absence, paid or unpaid, have been exhausted, and if the bargaining unit member is not medically able to assume the duties of his/her position, he/she will, if not placed in another position, be placed on a reemployment list for a period of 39 months. When available during the 39-month period, that person will be employed in a vacant position in the class of his/her previous assignment over all other available candidates, except for a reemployment list established because of lack of work or lack of funds, in which case that person will be listed according to appropriate seniority regulations.
7. Whenever possible, injuries will be reported within 24 hours to the business office on forms provided for this purpose.

8. Whenever possible, serious accidents or accidents requiring immediate hospitalization should be reported immediately by phone to the business office.
- F. Entitlement to Other Sick Leave. When a bargaining unit member is absent from his/her duties on account of illness or injury for a period of five months or less, and when all other paid illness and injury leave has been exhausted, the amount deducted from the salary due him/her for any month in which the absence occurs will be one-half his/her normal rate, less any voluntary or required payroll deductions. No paid leave will be granted beyond this five-month period.
- G. Break in Service.
1. No absence under any paid leave provisions of this Article will be considered as a break in service for any bargaining unit member who is in paid status, and all benefits accruing under the provisions of this Agreement will continue to accrue under such absence.
 2. Time spent on an unpaid leave of absence will not be credited for employment status or benefits.
 3. If, at the conclusion of all paid or unpaid leaves of absence, a permanent bargaining unit member is still unable to resume the duties of his/her position, he/she will be placed on a reemployment list for a period of 39 months.
 4. Whenever a bargaining unit member has voluntarily resigned and within 39 months after the date of his/her resignation is reemployed in a position of similar duties and responsibilities, the break in service will be disregarded and he/she will regain all benefits accruing at the time of his/her resignation.
- H. Personal Necessity Leave. All bargaining unit members are entitled to use up to seven days of the number of sick days provided for bargaining unit members under Section D of this Article for purposes of personal necessity. Personal necessity leaves are allowable for the following reasons:
1. Death or serious illness of a member of the bargaining unit member's immediate family. (See definition for immediate family under Bereavement Leave.)
 2. Appearance in any court or before any administrative tribunal as litigant, party, or witness under subpoena or any order made with jurisdiction.
 3. As a result of an accident or illness involving an employee's person or property or the person or property of a member of the immediate family.

4. Personal Necessity leave shall be granted to attend to situations which cannot be conducted at a time other than during regular duty days or a portion thereof.
5. With prior approval three days of personal necessity may be used without setting forth the nature of the specific personal necessity involved.
6. An employee may request and the District may at its discretion grant, a leave of up to three days for an emergency, without deduction from sick leave. The day(s) may be with or without pay, depending on the availability of a substitute.

Prior Authorization. Bargaining unit members will make a request to take personal necessity leave at least three days in advance of the day on which the personal necessity leave is intended, to be taken except in the case of numbers 1 and 3, or if the necessity involved is of such a character as to make it impossible to make such request three days in advance, in which case the request will be made as much in advance as possible. Leave requests shall be made on the District's "REQUEST FOR LEAVE AND PERMISSION TO ATTEND" form.

- I. Family Care and Medical Leave. The District will provide an employee, upon written request, Family Care and Medical Leave in accordance with paragraph I of this Article.

1. Eligibility. All employees employed at least 10 or more months per year, as calculated by the first day of paid service, are eligible for leave in accordance with paragraph I of this Article.
2. Leave of Absence. A leave of absence under paragraph I of this Article will be granted upon written request of an employee for the following conditions:
 - a. The employee's serious health condition, the serious health condition of a member of the employee's immediate family as defined under the provisions of this Article, the birth of a child of the employee, or placement of a child with the employee in connection with the adoption or foster care of a child by the employee.

- b. "Serious health condition" is any illness, injury, or impairment, or physical or mental condition that either involves in-patient care in a hospital, hospice, or residential healthcare facility, or involves continuing treatment or supervision by a healthcare provider.
- 3. Paid Leaves of Absence. An employee eligible for leave under this Article may substitute any accrued leave, paid or unpaid, under the leave section of this Agreement.
- 4. Duration of Leave. Leave of absence under paragraph I of this Article may be as long as 12 work weeks or less in any one fiscal year.
- 5. Benefits. Leave under paragraph I of this Article will not entitle the employee to health and welfare benefits for 12 work weeks unless the employee agrees to pay the District each month the required health and welfare premiums required by the insurance provider.
- 6. No Break in Service. Leave under paragraph I of this Article will entitle the employee to continued accrual of all service-related rights of employment, specifically seniority, salary schedule advancement, longevity, and retirement credit (years of service).
- 7. Return to Work. Leave under paragraph I of this Article will terminate whenever the employee returns to continuous active service following written notice to the District as follows:
 - a. An employee returning from leave under paragraph I of this Article will be reinstated immediately to the position held by the employee at the commencement of the approved leave of absence. The notice must be provided, in writing, within 30 days prior to the employee's return to active service.
 - b. An employee who, while on leave under paragraph I of this Article, gives written notice of resignation or retirement will be deemed to have resigned or retired, as appropriate, on the next workday following expiration of the leave.
- 8. Procedures. Leaves under paragraph I of this Article will commence on the date indicated by the employee in the leave notice provided by the employee to the employee's supervisor.

- a. The leave notice will specify the following information: The leave will be taken pursuant to the provisions of this Article, the date the leave is to commence, the anticipated pattern of leave use if the employee will not be absent continuously, whether the employee will substitute other leave for leave under this Article and, of so, how much paid leave, and the anticipated date of return to continuous active service, if known, to the employee within the 12-week period leave of absence.
- b. Leave under paragraph I of this Article will terminate on the next business workday following the date indicated by the employee provided in the employee's return notice to the supervisor.
- c. If the employee on leave of absence under paragraph I of this Article determines to return earlier than anticipated, the employee will be required to provide a written notice to the employee's immediate supervisor no fewer than 10 workdays before the revised date of return. The employee's immediate supervisor will consider the employee's written request for early return to return to work. In the event the employee's immediate supervisor does not grant the employee's request, the employee shall return to work upon the original date initially requested.

J. General Unpaid Leaves of Absence.

- 1. The District may grant an unpaid leave for purposes other than those enumerated in this Article, which may include child rearing leave. Prior application and approval is required. The granting of such leaves shall be non-precedential under this paragraph. Leave of 11 days or more for compelling personal reasons shall require Board approval. Leaves of 10 days or less may be granted for compelling personal reasons by the Superintendent or the Superintendent's designee.

ARTICLE IX SALARY

- A. ~~For the 2018-19 **2021-2022** school year, a 2.0% increase shall be applied to the 2017-18 salary schedule, retroactive to July 1, 2018 **2021**.~~
~~The parties further agree to meet and negotiate the salaries for the 19-20 fiscal year after the 18-19 Unaudited Financial Report is approved by the Board, approximately 9/15/19.~~

The parties agree to the implementation of a newly created and squared Classified Salary Schedule and accompanying Job Family Classification chart. The implementation of this newly created salary schedule shall result in a five (5) percent increase for all unit members as a result of step progression for both the 2022-2023 and 2023-2024 school years, implemented retroactively to July 1, 2022 and on July 1, 2023. For the 2021-2022 school year, the District will issue a retroactive check to all unit members reflecting the difference between which cell they were located on in the previous salary schedule, and which cell they will be moved to on the newly created schedule. This document shall be referred to as Appendix A in the 2021-2024 CBA. The parties agree that this Agreement shall close wage negotiations through June 30, 2024.

ARTICLE X HEALTH AND WELFARE BENEFITS

- A. The District contribution for each eligible bargaining unit member's health and welfare benefits shall be as follows:
For the 2019-21 **2022-2024** Fiscal Years, the District contribution towards the health benefits package, consisting of medical, dental, and vision insurance, on behalf of each eligible full-time employee shall be increased to reflect the District' contribution of 50% of the 2019-20 **2022-2023** and 2020-21 **2023-2024** SISC premium increase for the 2nd level SISC plan. This amount covers a 1.0 full-time equivalent (FTE).
- B. During the District's open enrollment period of no less than two weeks in duration, each eligible employee by annually select and enroll into one of the District's health and welfare benefits packages (Major medical, prescription,

dental, behavior care, and vision) no later than June 30 of each year.

- C. In order to be "eligible" for the health and welfare benefits specified under the provisions of this Article, an employee must work a minimum of four hours (4) per day, five (5) days per week, ten (10) months per year.
- D. Any premium increase(s) above the monthly dollar amount contribution of the district for any plan selected by the employee will be paid tenthly by the employee through payroll deduction. The employee has the option of utilizing the District's section 125 plan (or similar plan allowed by the IRS) as a payroll deduction.
- E. In return for the provisions of fringe benefits and the payment of the premiums thereof, the District will be entitled to select the provider(s) of the above-specified benefits.
 - 1. There will be no change in provider(s) without prior notice to the Exclusive Representative and an opportunity for consultation.
 - 2. No change in provider(s) will constitute an increase of premiums to be paid by the bargaining unit member during the school year.
 - 3. Any change of provider(s) will provide benefits and administration substantially the same or better than the benefits currently in effect.
- F. The District agrees to provide the health and welfare benefits specified under the provisions of this Article and pay the following prorated portion of the insurance premium(s) for those bargaining unit employees who work an average of four (4) hours or more, but less than eight (8) hours per day, five (5) days per week, ten (10) or more months per year, provided the bargaining unit employee agrees to pay the remainder of the insurance premium(s) to the District for the selected plan.
 - 1. 4 hours or more, District pays 50% of the District contribution provided to eight (8) hour employees.
 - 2. 5 hours or more, District pays 62.5% of the District contribution provided to eight (8) hour employees.
 - 3. 6 hours or more, District pays 75% of the District contribution provided to eight (8) hour employees.
 - 4. 7 hours or more, District pays 87.5% of the District contribution provided to eight (8) hour employees.
 - 5. 8 hours per day, District pays 100% of the District contribution provided to eight (8) hour employees.
- G. Two (2) employees shall continue to receive full District contributions regardless of hours. The following two (2) employees were grandfathered in: Kelly Kuhnle

and Maria Ayala.

- H. The District will convene a benefits committee when new plans must be selected and Shandon CSEA will be allowed two representatives on the committee.
- I. The parties agree that this Agreement shall close health and welfare benefit negotiations through June 30, 2024.
- J.

ARTICLE XI VACATIONS AND HOLIDAYS

- A. All full-time bargaining unit members who work 12 months per year, eight hours per day, 40 hours per week, will be entitled to one day of paid vacation per year for each month of service per year at their regular hourly rate of pay.
- B. All part-time bargaining unit members who work less than 12 months per year, eight hours per day, 40 hours per week, will be entitled to one day of paid vacation per year for each month of service per year at an hourly rate of pay.
- C. In addition to the vacation entitlement provided to eligible full-time and part-time bargaining unit members pursuant to the provisions of this Article, all eligible full-time and part-time bargaining unit members who have five continuous years of paid service with the District will be entitled to one additional day of paid vacation per year at the bargaining unit members' regular hourly rate of pay.
- D. All bargaining unit employees working less than 12 months will take their vacations at the time the students are on vacation.
- E. Earned vacation will not become a vested right until completion of the initial six months of employment. Vacation may, with the prior approval of the District, be taken anytime during the school year.
- F. The District will grant all bargaining unit members ~~45~~ 16 holidays at the regular rate of pay in addition to vacation.
- G. Each employee who earns annual vacation time may accumulate and carry up to a maximum of twelve (12) vacation days from one fiscal year to the next fiscal year. Employees and supervisors shall make reasonable efforts to schedule vacation days off in order to meet the requirements under this Section.

Paid vacation shall be taken during each fiscal year so that no more than one (1) year of vacation eligibility is carried over into the new fiscal year. Should an employee have more than two (2) years of vacation balance as of July 1 (the date of vacation earnings for the new fiscal year), an employee shall be paid out by July 15 of that year for any vacation balance in excess of the 2-year maximum vacation balance. An employee shall never stop earning vacation.

- H. The District agrees to provide all bargaining unit members with the following paid holidays:

Legal Holidays

- Labor Day
- Admission Day -- (or a day in lieu of Admission Day designated by the District)
- Veteran's Day
- Thanksgiving Day
- Christmas Day
- New Year's Day
- Martin Luther King Jr. Day
- Lincoln's Day
- Washington's Day
- Juneteenth Memorial Day
- Independence Day

Local Holidays

- Friday following Thanksgiving Day
- Friday of Spring Vacation (designated by District)
- Christmas Eve
- New Year's Eve

- I. When a holiday falls on a Sunday, the succeeding workday will be observed as the holiday. When a holiday falls on a Saturday, the preceding workday will be deemed the holiday. For those bargaining unit members whose regular workweek is other than Monday through Friday, holidays falling on the regular days off will be treated in such a way that they are not penalized by loss of paid holidays.
- J. Bargaining unit members who are not normally assigned to duty during Christmas recess will be paid for the last workday before Christmas, Christmas Day, the last workday before New Year's Day, and New Year's Day, provided that they are in paid status during some portion of the workday of their normal assignment immediately preceding or succeeding the recess period.

**ARTICLE XII
GRIEVANCE PROCEDURE**

- A. A "grievance" will mean an allegation that there has been a violation of an express provision (s) of this Agreement. The Exclusive Representative agrees that this procedure will be the sole means of adjudicating alleged violations of

this Agreement and no other forum will be utilized prior to the completion of this procedure. No issues outside this Agreement may be subject to the grievance procedure.

- B. A "grievant" will mean a bargaining unit member who is covered by the terms of this Agreement who files a grievance. The Association may file a grievance on behalf of any member(s) of the bargaining unit.
- C. A "day" will mean a day when the District office is normally open for business.
- D. An "immediate supervisor" is the administrator or designee having immediate jurisdiction over a bargaining unit member.
- E. A bargaining unit member may elect to be represented by the Association at all formal levels of the grievance procedure and must inform the District in writing of such election prior to any meetings.
- F. A bargaining unit member may present a grievance to the District and have such grievance adjusted without the intervention of the Association so long as that grievance remedy does not change any of the terms and conditions of this or any Agreement reached between the District and the Association. In the event that a bargaining unit member files a grievance for themselves, they shall not be permitted to proceed to Formal Level Four without the prior approval of the Association.
- G. The bargaining unit member and a designated bargaining unit representative, if any, participating in the processing of the grievance will suffer no loss in pay if meetings or appointments are mutually scheduled by the District and the Exclusive Representative.
- H. At all levels of the grievance procedure, the bargaining unit member will provide the Exclusive Representative with all details and copies of correspondence relative to the grievance.
- I. Time limits may be extended or shortened by written mutual agreement of the bargaining unit member and the Employer. Failure of the bargaining unit member or the Exclusive Representative to adhere to the time limits of this Article will constitute a waiver of the grievance and acceptance of the District's action or decision at the appropriate level.
- J. Once a grievance has been initiated, all matters of dispute relating to it, which occurs during the processing of the grievance, will become a part of and be resolved in the grievance proceeding.
 - 1. No new information, statements, or charges may be introduced by the bargaining unit member in any level. The issue will be determined on the basis of one, and only one, set of facts and allegations.

2. Once a grievance has been resolved, or a final decision rendered, the bargaining unit member will not be entitled to initiate a new grievance on any matter or occurrence which properly could have been included in the first grievance.
- K. No reprisal will be taken by either party against any participant in the grievance procedure. All written materials pertinent to a grievance, except decisions which affect the bargaining unit member's employment status, will be filed separately from the personnel file of the bargaining unit member or any participant.
- L. Until final disposition of the grievance takes place, the bargaining unit member will conform to the original directions of the District.
- M. Formal Level One. A bargaining unit member who believes that a violation of this Agreement may have occurred will discuss the matter with the immediate supervisor after filing a meeting request form within ten days of the alleged violation. The immediate supervisor will investigate the matter and will respond verbally within two days of the meeting.
- N. Formal Level Two. Within ten (10) days of the response given at the informal level meeting, if the bargaining unit member (or Association if they are the party alleging a violation) is not satisfied with the response, they may file a written grievance form with the immediate supervisor.
1. The grievance will contain the following minimum information:
 - 2) I feel that they should add to our salary for the period/hour that we are covering the teacher. If it turns out to be the entire day then we get the salary added for the full day. It can be \$10 added to our salary...? The bargaining unit member's name.
 - 3) The date of the filing.
 - 4) The date of the alleged violation.
 - 5) The specific article(s) and/or section(s) of the Agreement which are claimed to have been violated.
 - 6) A brief description of the alleged violation.
 - 7) A brief synopsis of the informal conference.
 - 8) The specific relief requested.
 2. Grievances not containing the minimum information will be rejected for being improperly filed and will not extend time limits if so rejected.
 3. Within ten (10) days of receipt of the written grievance by the immediate supervisor, or within ten (10) days of a formal conference, if one is requested, a written decision shall be issued to the Grievant.
- O. Formal Level Three. In the event the grievance is denied at Level Two or there is

not a remedy that the Grievant finds satisfactory, The grievance may be moved to Level Three and filed with the Superintendent or designated representative within ten (10) days of the issuance of the Level Two denial or the deadline for the Level Two decision.

1. The filing will contain all materials utilized in the prior level, including decisions rendered, if any, and a specific and concise statement of the reason for the Level Three filing.
 2. The Superintendent or designated representative will meet with the bargaining unit member within ten days of receipt of the grievance.
 3. Within ten days of the meeting specified in paragraph 2 above, the Superintendent or designee will transmit a written decision to the bargaining unit member.
- P. Formal Level Four. If the grievance is not resolved at Formal Level Three, the grievant may appeal the decision of the Superintendent to the Governing Board. The filing of the appeal will contain all materials utilized in the prior level. The Governing Board will schedule the matter for a hearing to be held within 30 days after receipt of the appeal. Within 15 days after the hearing, the Governing Board will give its decision in writing to the grievant and the Association, which will be final. The grievant will not be deemed to have waived his/her right to judicial review in the use of this procedure.

ARTICLE XIII LAYOFF/ BUMPING

- A. Procedures for layoff notice and right to hearing are set forth in Ed Code section 45117.

B. Within a given classification, if two or more employees are subject to layoff, the determination as to who should be laid off first shall be made on the basis of seniority as established by the original hire date in the District. It is the District's responsibility to provide a seniority list to CSEA and employees involved. Upon request, the District will facilitate a meeting with affected employees.

ARTICLE XIV
XIII
CONCLUSION

~~Completion of Negotiations.~~ This Agreement and any appendix or addendum attached hereto represents complete collective bargaining and full agreement by the parties with respect to the mandatory subjects of bargaining enumerated in the Rodda Act which will prevail during the term hereof. Any matter or subject not herein covered has been satisfactorily adjusted, compromised, or waived by the parties for the life of this Agreement. ~~The Exclusive Representative understands and agrees that, as to all matters not covered by this Agreement, there will be no obligation on the part of the District to meet and to negotiate during the term of this Agreement. The Exclusive Representative understands and agrees that, as to all matters not covered by this Agreement, there will be no obligation on the part of the District to meet and to negotiate during the term of this Agreement. The Exclusive Representative hereby specifically waives any right which it might otherwise have to request or demand such bargaining.~~ **This does not constitute a waiver of CSEA's right to negotiate mandatory subjects of bargaining.**

- A. Past Practices. The specific provision of this Agreement will prevail over any past practice or procedure of the District.
1. Prior to the ratification of this Agreement, any past practice or procedure of the District was discretionary on the part of the District subject to Board policy or a previous contractual provision. In the absence of a specific provision in this Agreement, any past practice or procedure is agreed to continue to be discretionary on the part of the District.
 2. When references are made to statutes (e.g., Education Code), such references are informational only and do not subject the provision of such statutes to the grievance processes of this Agreement.
- B. Management Retained Rights. It is agreed and understood that the District retains the rights, powers, prerogatives, privileges, duties, and authority vested in it by the state and federal laws and regulations and District policies to manage, control, and direct the operations and affairs of the District.
1. For purposes of illustration only and not for purposes of limitation, these rights include, without limiting the generality of the foregoing, the right to:
 - a. The executive management organization and administrative control

of the District and its properties and facilities;

- b. Determine the number and kinds of personnel required in order to maintain the efficiency of District operations;
- c. Direct the work of its employees and bargaining unit members;
- d. Hire all employees and bargaining unit members, determine their qualifications and the condition for their continued employment, and discipline, dismiss, demote, promote, assign, and transfer all such employees and bargaining unit members;
- e. Establish educational policies, goals, and objectives;
- f. Insure the rights and educational opportunities of students;
- g. Establish budget procedures and determine budgetary allocations;
- h. Determine methods of raising revenue.

The exercise of the foregoing rights, powers, prerogatives, privileges duties, and authority by the Board, the adoption of policies, rules and regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith will be limited only by the specific terms of this Agreement.

- C. Severability. In the event that any portion of this Agreement is found to be unlawful by a court of competent jurisdiction, the rest of the Agreement will remain in full force and effect.
- D. Continuation of Economic Benefits. Upon expiration of this Agreement or of any interim salary or fringe benefit payment article, bargaining unit members who are reemployed for the following year will be paid the same salary as for the final (or interim) year of the Agreement until such time as a new Agreement is ratified by the parties or the duty to bargain has been completed. Dollar amounts specified herein for the payment of fringe benefits will be the same pursuant to this paragraph.
- E. Work Continuation. It is agreed and understood that strikes, work stoppages, "sick-in," slow-downs, picketing in furtherance of a strike, work stoppage, etc., and the failure and/or refusal to faithfully and fully perform assigned job responsibilities and duties are contrary to the letter and spirit of this Agreement. The Exclusive Representative agrees that neither it nor its members nor non-

affiliated bargaining unit members will encourage, condone, participate in, or otherwise support any such strike, work stoppage, etc., and failure and/or refusal to faithfully and fully perform assigned job responsibilities and duties.


1. The Exclusive Representative recognizes its duty and obligation under law to comply with the provisions of this Agreement and will guarantee the full and faithful performance of this Agreement. In the event of any strike, work stoppage, or other interference with the operation of the District, the Exclusive Representative agrees that it will publicly disclaim the activity and take such other steps as deemed necessary to cause participating bargaining unit members to cease their activity.
2. It is understood that should this Article be violated, the District will be entitled unilaterally to terminate any and all provisions of this Agreement relating to the Exclusive Representative. Further, the District may, at its sole option, withdraw any rights, privileges, or service provided for in this the Agreement from any bargaining unit members and impose penalties up to and including dismissal for participating in the prescribed activities.

F. Duration of Agreement. This Agreement shall be in full force and effect from July 1, 2018 ~~2021~~ through June 30, 2024 ~~2024~~. For the 2019-20 ~~2022-2023~~ Fiscal year, the parties shall reopen negotiations on Article IX (Salary) and one (1) additional contract Article each for the 2020-21 ~~and the 2023-2024~~ fiscal years, the parties shall reopen negotiations on Article IX (Salary) and Article X (Health and Welfare Benefits) have the right to reopen and one two (2) additional non-fiscal contract Articles each. The agreement shall remain in full force and effect beyond the stated expiration date from day to day until such time as a new or modified agreement is ratified by both parties. Both parties shall exchange Initial Proposals to each other no later than April 1 of each year. These Initial Proposals shall be placed on the school board agenda for the required public review and comment at the first scheduled school board meeting after the exchange of proposals. Negotiations shall commence no later than twenty (20) calendar business days after that school board meeting.

For the District:


Dr. Kristina Benson
Superintendent

For the Association:


Kim Rendon
Chapter President

Enrique Ramirez
Chapter Treasurer

Samuel Ogren
CSEA Labor Relations Representative

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

10.2

AGENDA ITEM TITLE:

Approval of the 2022-2023 Spring Data Collection of the Consolidated Programs Application

PREPARED BY:

Maria Ruelas

AGENDA SECTION:

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

SUMMARY:

The Consolidated Application for Funding Categorical Aid Programs I (Con App) has been transitioned by the California Department of Education to a new Consolidated Application and Reporting System (CARS). The Winter CARS primarily contains information related to reporting on the 2018-19, 2019-20, 2020-21 and 2021-22 expenditures and Data Collection for 2022-2023 funding. It allows districts to update the official count of student groups such as free and reduced lunch program participants, English Learners and educationally disadvantaged students.

RECOMMENDED ACTION:

Approve 2022-2023 Winter Data Collection of the Consolidated Programs Application



California Department of
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CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

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2022–23 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

Required fields are denoted with an asterisk (*).

NOTE: Your local educational agency (LEA) has previously certified this data collection form as official. One or more other data collection forms may be dependent on this data collection form. Please be aware that if a change is saved and this data collection form is certified again, it may cause dependent data collection forms to become certified-obsolete and your LEA may have to revise and resubmit those dependent data collection forms, as well.

Estimated Allocation Calculation

Estimated English learner per student allocation:	\$125.10	
* Estimated English learner student count:	112	
Estimated English learner student program allocation:	\$14,011	<input type="button" value="Recalculate"/>

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

* Professional development activities:	\$5,000
* Program and other authorized activities:	\$2,556

* English Proficiency and Academic Achievement:	\$3,505
* Parent, family, and community engagement:	\$2,700
* Direct administrative costs: (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$250
* Indirect costs: (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total budget:	\$14,011

Last Saved: Jennie Doherty (Jennled), 9/9/2022 1:53 PM, Certified

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Geoffrey Ndirangu, Language Policy and Leadership Office | GNdirangu@cde.ca.gov | 916-323-5831
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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1.17 - FRPM/English Learner/Foster Youth - Count

Academic Year:	2021-2022	LEA:	Shandon Joint Unified	User ID:	oeenlon@shandonschools.org
View:	SNAPSHOT	School Type:	ALL	Revision Date:	2/8/2022 10:17:02 AM
Revision ID:	3132915	School:	ALL	Print Date:	2/9/2022 1:46:31 PM

Non-Charter School(s)

School Code	School Name	Total Enrollment (with applied filters)	Total Enrollment (All Age Eligibility)	Free & Reduced Meal Program: 181/182	Foster	Tribal Foster Youth: 193	Homeless (1)	Migrant Program: 135	Direct Certification	Unduplicated Eligible Free/Reduced Meal Counts	EL Funding Eligible (2)	Unduplicated FRPM/EL Eligible Count (3)
6043335	Parkfield Elementary	7	7	2	0	0	0	0	0	2	2	3
6043343	Shandon Elementary	177	188	84	0	0	53	0	85	146	86	156
4037008	Shandon High	88	88	44	1	0	13	1	35	65	24	70
TOTAL - Selected Schools		272	283	130	1	0	66	1	120	213	112	229

Charter School(s)

School Code	School Name	Total Enrollment (with applied filters)	Total Enrollment (All Age Eligibility)	Free & Reduced Meal Program: 181/182	Foster	Tribal Foster Youth: 193	Homeless (1)	Migrant Program: 135	Direct Certification	Unduplicated Eligible Free/Reduced Meal Counts	EL Funding Eligible (2)	Unduplicated FRPM/EL Eligible Count (3)
TOTAL LEA		272	283	130	1	0	66	1	120	213	112	228

This report includes students with Primary and Short Term enrollment in grade levels K-12, UE and US only. Students enrolled in Adult Education Schools are not included in this report.

Students with multiple qualifying records as of Fall 1 Census Day are counted only once. A student with qualifying enrollments in more than one LEA on Census Day is counted in each LEA.

(1) Homeless counts are based on Education Program record with an Education Program Membership Code 191 (Homeless).

(2) For Funding, Eligible English Learners are students with an English Language Acquisition Status of 'EL' or 'ADEL' as of Fall 1 Census Day. For 2020-2021 only - status considered through December 31st.

(3) Total Unduplicated FRPM/EL Eligibility Count will always equal enrollment count for Juvenile Court schools

Grader:	01 First Grade 02 Second Grade 03 Third Grade 04 Fourth Grade 05 Fifth Grade 06 Sixth Grade 07 Seventh Grade 08	Ethnicity/Race:	ALL	Age Eligibility:	LCFF
Gender:	ALL				

This report is confidential and use is restricted to authorized individuals

The data on this report is filtered by the user selections that appear on the last page of this report.



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Current Submissions and Deadlines

Data collection forms that are listed below are open, available for editing, have upcoming deadlines, and/or are overdue to be certified. Data collection forms that have been certified, have had their deadlines pass, are open and available for editing can be found under the Data Entry Forms tab. All data collection forms, whether open or closed, certified or unsubmitted, can be viewed as uneditable reports under the Reports tab.

12 Data Collection(s) found.

Fiscal Year 2019-20	Deadline	Status
Title II, Part A Fiscal Year Expenditure Report, 36 Months	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 1:05 PM

Fiscal Year 2020-21	Deadline	Status
Title II, Part A Fiscal Year Expenditure Report, 24 Months	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 1:28 PM
Title III English Learner YTD Expenditure Report, 24 Months	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 2:27 PM

Fiscal Year 2021-22	Deadline	Status
Title II, Part A Fiscal Year Expenditure Report, 12 Months	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 3:07 PM
Title III English Learner YTD Expenditure Report, 12 Months	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 3:12 PM
Homeless Education Policy, Requirements, and Implementation	September 12, 2022	None

Fiscal Year 2022-23	Deadline	Status
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Protected Prayer Certification	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 11:56 AM
LCAP Federal Addendum Certification	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 11:55 AM
Application for Funding	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 11:55 AM
Nonprofit Private School Consultation	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 11:54 AM
Title III English Learner Student Program Subgrant Budget	September 12, 2022	None
Substitute System for Time Accounting	September 12, 2022	<i>Draft</i> Jennied, 9/8/2022 12:12 PM

General CARS Questions: Consolidated Application Support Desk | consappsupport@cde.ca.gov | 916-319-0297

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Certify Data

If a data collection form has been saved to a draft status, then it may be ready to be certified and a box will populate in the Certify column for the form. To certify one or more forms, select the appropriate boxes, then select the Certify Submissions option. To select all forms listed as available to certify, select the Select All option, which will auto-select all the Certify boxes, then select the Certify Submissions option.

Note: Depending on the number of forms selected and the size of your local educational agency, it may take a few minutes for the system to validate the certify request, check for errors and messages and/or complete certification.

Fiscal Year	Description	Deadline	Status	Certify
2019-20	Title II, Part A Fiscal Year Expenditure Report, 36 Months	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2020-21	Title II, Part A Fiscal Year Expenditure Report, 24 Months	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2020-21	Title III English Learner YTD Expenditure Report, 24 Months	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2021-22	Title I, Part A Notification of Authorization of Schoolwide Program	3/11/2022	Certified mruelas, 2/18/2022 8:59 AM	
2021-22	Title II, Part A Fiscal Year Expenditure Report, 12 Months	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2021-22	Title III English Learner YTD Expenditure Report, 12 Months	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2021-22	Homeless Education Policy, Requirements, and Implementation	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2022-23	Certification of Assurances	9/12/2022	Certified Jennied, 9/9/2022 1:52 PM	
2022-23	Protected Prayer Certification	9/12/2022	Certified Jennied, 9/9/2022 1:53 PM	Success
2022-23		9/12/2022	Certified	Success

	<u>L CAP Federal Addendum Certification</u>		Jennled, 9/9/2022 1:53 PM	
2022-23	<u>Application for Funding</u>	9/12/2022	<i>Certified</i> Jennied, 9/9/2022 1:53 PM	Success
2022-23	<u>Nonprofit Private School Consultation</u>	9/12/2022	<i>Certified</i> Jennied, 9/9/2022 1:53 PM	Success
2022-23	<u>Title III English Learner Student Program Subgrant Budget</u>	9/12/2022	<i>Certified</i> Jennied, 9/9/2022 1:53 PM	Success
2022-23	<u>Substitute System for Time Accounting</u>	9/12/2022	<i>Certified</i> Jennied, 9/9/2022 1:53 PM	Success

[Select All](#)[Reset](#)[Certify Submissions](#)

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2021–22 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

Required fields are denoted with an asterisk ().*

Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
 - b) Includes a dispute resolution process;
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

* Homeless liaison first name: Kristina

* Homeless liaison last name: Benson

* Homeless liaison title: Superintendent

* Homeless liaison email address: kbenson@shandonschools.org
(Format: abc@xyz.zyx)

* Homeless liaison telephone number: 805-238-0286
(Format: 999-999-9999)

Homeless liaison telephone extension:

* Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education: 1.0
(Format: 0.00)

Homeless Liaison Training Information

* Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years: ☒ No ☐ Yes

Has the homeless liaison provided training to the following personnel:

Principals and other school leaders: ☐ No ☒ Yes

Attendance officers and registrars: ☐ No ☒ Yes

Teachers and instructional assistants: ☐ No ☒ Yes

School counselors: ☐ No ☒ Yes

Homeless Education Policy and Requirements

* Does the LEA have a written homeless education policy: ☐ No ☒ Yes

No policy comment:
Provide an explanation why the LEA does not have a homeless education policy.
(Maximum 500 characters)

Date LEA's board approved the homeless education policy: 08/08/2017 (ex. MM/DD/YYYY)

* Does the LEA meet the above federal requirements: ☐ No ☒ Yes

Compliance comment:
Provide an explanation why the LEA does not comply with federal requirements.
(Maximum 500 characters)

* Does your LEA use a housing questionnaire to assist with the identification: ☐ No ☒ Yes

of homeless children and youth:

Does the housing questionnaire include best practices, rights, and protections afforded to homeless children and youth: ☐ No ☒ Yes

Is the housing questionnaire made available in paper form: ☐ No ☒ Yes

Did your LEA administer the housing questionnaire to all student body during the school year: ☐ No ☒ Yes

Title I, Part A Homeless Expenditures

2021-22 Title I, Part A LEA allocation: \$72,070

2021-22 Title I, Part A direct or indirect services to homeless children reservation: \$500

Amount of 2021-22 Title I, Part A funds expended or encumbered for direct or indirect services for homeless children: \$500

Homeless services provided:
(Maximum 500 characters) Tutoring after school, limited clothing provided, school supplies provided, athletic supplies (uniform pieces, knee pads, individual student use equipment)

No expenditures or encumbrances comment:
Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services.
(Maximum 500 characters)

Last Saved: Jennie Doherty (Jennied), 9/9/2022 1:49 PM, Draft

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Leanne Wheeler, Integrated Student Support and Programs Office | LWheeler@cde.ca.gov | 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office | KBarrales@cde.ca.gov | 916-327-9692
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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of homeless children and youth:

Title I, Part A Homeless Expenditures

2021-22 Title I, Part A LEA allocation: \$72,070

2021-22 Title I, Part A direct or indirect services to homeless children reservation: \$500

Amount of 2021-22 Title I, Part A funds expended or encumbered for direct or indirect services for homeless children:

Homeless services provided:
(Maximum 500 characters)

Tutoring afterschool, limited clothing provided, school supplies provided, athletic supplies (uniform pieces, knee pads, individual student use equipment)

No expenditures or encumbrances comment:
Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services.
(Maximum 500 characters)

Save

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Leanne Wheeler, Integrated Student Support and Programs Office | LWheeler@cde.ca.gov | 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office | KBarrales@cde.ca.gov | 916-327-9692
General CARS Questions: Consolidated Application Support Desk | casappsupport@cde.ca.gov | 916-319-0297

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* Homeless liaison telephone number:
(Format: 999-999-9999)

(805) 238-0286

Homeless liaison telephone extension:

* Enter the full-time equivalent (FTE) for all
personnel directly responsible for the
implementation of homeless education:
(Format: 0.00)

1.0

Homeless Liaison Training Information

* Has the homeless liaison attended and/or
participated in a homeless education liaison
training within the last two years: ☒ No ☐ Yes

Has the homeless liaison provided training to the following personnel:

Principals and other school leaders: ☐ No ☒ Yes

Attendance officers and registrars: ☐ No ☒ Yes

Teachers and instructional assistants: ☐ No ☒ Yes

School counselors: ☐ No ☒ Yes

Homeless Education Policy and Requirements

* Does the LEA have a written homeless
education policy: ☐ No ☒ Yes

No policy comment:

Provide an explanation why the LEA does
not have a homeless education policy.
(Maximum 500 characters)

BP 6173

Aug. 8, 2017

Date LEA's board approved the homeless
education policy:

(ex. MM/DD/YYYY)

* Does the LEA meet the above federal
requirements: ☐ No ☒ Yes

Compliance comment:

Provide an explanation why the LEA does
not comply with federal requirements.
(Maximum 500 characters)

* Does your LEA use a housing
questionnaire to assist with the identification: ☐ No ☒ Yes



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2022-23 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. Before continuing to certify any data, you must submit the information below. You will only be prompted for this information once per fiscal year. A complete list of legal and program assurances for the fiscal year can be viewed by selecting the Program Information link in this form. Once submitted, the Certification of Assurances will be available under Reports for printing purposes.

Required fields are denoted with an asterisk (*).

Success

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

* Authorized Representative's Full Name: Jennie Doherty

* Authorized Representative's Title: Fiscal Specialist II

* Authorized Representative's Signature Date: 09/09/2022 (ex. MM/DD/YYYY)

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2022–23 Nonprofit Private School Consultation

The local educational agency shall provide, on an equitable basis, special education services or other benefits to address the needs of eligible children and staff enrolled in nonprofit private elementary and secondary schools under the programs listed below.

Required fields are denoted with an asterisk ().*

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In accordance with the Every Student Succeeds Act (ESSA) sections 1117 and 8501, a local educational agency shall consult annually with appropriate private school officials and both shall have the goal of reaching agreement on how to provide equitable and effective programs for eligible private school children, teachers, and families. This applies to programs under Title I, Part A; Title I, Part C; Title II, Part A; Title III, Part A; Title IV, Part A; Title IV, Part B; and section 4631, with regard to the Project School Emergency Response to Violence Program (Project SERV).

The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data and the tax exempt status if it is being used for the purpose of providing equitable services.

Private School's Believed Results of Consultation Allowable Codes

Y1: meaningful consultation occurred

Y2: timely and meaningful consultation did not occur

Y3: the program design is not equitable with respect to eligible private school children

Y4: timely and meaningful consultation did not occur and the program design is not equitable with respect to eligible private school children

Add non-attendance area school(s):

☒ No ☐ Yes

The local educational agency is electing to add nonprofit private schools outside of the district's attendance area.

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2022-23 Application for Funding

Required fields are denoted with an asterisk (*).

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Severity	Description
Warning	Protected Prayer Certification must be certified before this submission.

Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that ☒
the Local Board has approved the
Application for Funding for the listed fiscal
year.

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that ☒
parent input has been received from the
District English Learner Committee (if
applicable) regarding the spending of Title
III funds for the listed fiscal year.

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

*** Title I, Part A (Basic Grant):**ESSA Sec. 1111 et seq.
SACS 3010☐ No ☒ Yes*** Title II, Part A (Supporting Effective Instruction):**ESEA Sec. 2104
SACS 4035☐ No ☒ Yes**Title II, Part A funds used through the Alternative Fund Use Authority (AFUA):**
Section 5211 of ESEA☐ No ☒ Yes*** Title III English Learner:**ESEA Sec. 3102
SACS 4203☐ No ☒ Yes*** Title III Immigrant**ESEA Sec. 3102
SACS 4201☒ No ☐ Yes*** Title IV, Part A (Student and School Support):**ESSA Sec. 4101
SACS 4127☐ No ☒ Yes**Title IV, Part A funds used through the Alternative Fund Use Authority (AFUA):**
Section 5211 of ESEA☒ No ☐ Yes**Title V, Part B Subpart 1 Small, Rural School Achievement Grant:**

ESSA Sec. 5211 SACS 5810

☐ No ☒ Yes*Last Saved: Jennie Doherty (Jannied), 9/8/2022 11:55 AM, Draft*[Save](#)[Return to List](#)

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2022-23 LCAP Federal Addendum Certification

Required fields are denoted with an asterisk (*).

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Initial Application

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District:

09/06/2022

(ex. MM/DD/YYYY)

For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP

Direct Funded Charter:

Enter the adoption date of the current LCAP

(ex. MM/DD/YYYY)

* Authorized Representative's Full Name:



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2022–23 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

Required fields are denoted with an asterisk (*).

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Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

* The authorized representative agrees to the above statement: ☐ No ☒ Yes

Authorized Representative's Full Name: Kristina Benson

Authorized Representative's Title: Superintendent

Authorized Representative's Signature Date: 09/07/2022 (ex. MM/DD/YYYY)

Comment:
If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)



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2022–23 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

Required fields are denoted with an asterisk ().*

Data saved successfully as a draft.

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

* 2022–23 Request for authorization:

☐ No ☒ Yes

LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system:
(Maximum 500 characters)

We have been completing Time Accounting for Federal Funds and are in compliance with monitoring rules set forth by the state.

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Hilary Thomson, Fiscal Oversight and Support Office | HThomson@cde.ca.gov | 916-323-0765
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[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)[Program Information](#) [Data Entry Instructions](#)**2019–20 Title II, Part A Fiscal Year Expenditure Report, 36 Months**

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through June 30, 2022.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

2019–20 Title II, Part A allocation:	\$11,055
Transferred-in amount:	\$0
Transferred-out amount:	\$0
2019–20 Total allocation:	\$11,055 <input type="button" value="Recalculate"/>

Professional Development Expenditures

Professional development for teachers:

Professional development for
administrators:

All other professional development
expenditures:

Recruitment, Training, and Retention Expenditures

Recruitment activities:

Training activities:

Retention activities:

All other recruitment, training, and retention expenditures:

Miscellaneous Expenditures

Class size reduction: 10483

Administrative and Indirect costs: 572

Equitable services for nonprofit private schools:

All other allowable expenditures and encumbrances:

Total expenditures and encumbrances: \$11,055

2019–20 Unspent funds: \$0

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Alice Ng (Fiscal), Division Support Office | ANg@cde.ca.gov | 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office | LFassett@cde.ca.gov | 916-323-4963
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OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	%used
Beginning balance						
9110 CASH IN COUNTY TREASURY	2,606.97-	1,713.79	1,713.79	0.00	893.18-	
9209 ACCOUNTS RECEIVABLE-NEW YEAR	0.00	893.00	893.00	0.00	893.00	
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	2,756.00	2,756.00-	2,756.00-	0.00	0.00	
9510 ACCOUNTS PAYABLE (CURRENT LIAB)	149.03-	149.03	149.03	0.00	0.00	
9511 STRS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
9521 MEDICAL	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.00	0.18-	0.18-	0.00	0.18-	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	11,055.00	11,055.00	11,055.00	0.00	0.00	100.0
TOTAL Current year revenue	11,055.00	11,055.00	11,055.00	0.00	0.00	
*TOTAL Beginning balance + Revenue	11,055.00	11,055.00	11,055.00			*
Expense						
1100 CERTIFICATED TEACHER	7,930.00	7,929.20	7,929.20	0.00	0.80	100.0
3101 STRS CERTIFICATED	1,114.00	1,113.97	1,113.97	0.00	0.03	100.0
3311 MEDICARE - CERTIFICATED	87.00	87.41	87.41	0.00	0.41-	100.5
3401 HEALTH & WELFARE CERTIFICATED	1,212.00	1,212.20	1,212.20	0.00	0.20-	100.0
3501 UNEMPLOYMENT - CERTIFICATED	3.00	3.01	3.01	0.00	0.01-	100.3
3601 WORKERS COMP - CERTIFICATED	137.00	137.39	137.39	0.00	0.39-	100.3
7310 DIRSUP/IND CST INTERPGM	572.00	572.00	572.00	0.00	0.00	100.0
TOTAL Expense	11,055.00	11,055.18	11,055.18	0.00	0.18-	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
TOTAL Ending balance	0.00	0.00	0.00	0.00	0.00	
**Fund balance	0.00	0.18-	0.18-			**

\$10,483 to Class size reduction

\$572 1/c



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2020–21 Title III English Learner YTD Expenditure Report, 24 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through June 30, 2022.

Required fields are denoted with an asterisk (*).

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Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

2020–21 Title III EL student program allocation:	\$12,663	
Transferred-in amount:	\$0	
2020–21 Total allocation:	\$12,663	Recalculate
Object Code - Activity		
* 1000–1999 Certificated personnel salaries:	0	
* 2000–2999 Classified personnel salaries:	7329	
* 3000–3999 Employee benefits:	5018	
* 4000–4999 Books and supplies:	0	
* 5000–5999 Services and other operating expenditures:	0	
* Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount):	0	

* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs):

316

Total year-to-date expenditures:

\$12,663

2020–21 Unspent funds:

\$0

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Geoffrey Ndirangu, Language Policy and Leadership Office | GNdirangu@cde.ca.gov | 916-323-5831
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	%used
Beginning balance						
9110 CASH IN COUNTY TREASURY	2,286.61-	836.61	836.61	0.00	1,450.00-	
9209 ACCOUNTS RECEIVABLE-NEW YEAR	0.00	1,450.00	1,450.00	0.00	1,450.00	
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	2,287.00	2,287.00-	2,287.00-	0.00	0.00	
9512 PERS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9513 OASDHI PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
9521 MEDICAL	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.39	0.39-	0.39-	0.00	0.00	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	12,663.00	12,663.00	12,663.00	0.00	0.00	100.0
8980 CONTRIBUTIONS FR UNRESTR REV	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL Current year revenue	12,663.00	12,663.00	12,663.00	0.00	0.00	
*TOTAL Beginning balance + Revenue	12,663.39	12,663.39	12,663.39			
Expense						
2100 INSTRUCTIONAL AIDE SALARIES	7,329.00	7,329.29	7,329.29	0.00	0.29-	100.0
3202 PERS CLASSIFIED	1,595.00	1,595.01	1,595.01	0.00	0.01-	100.0
3302 SOCIAL SECURITY CLASSIFIED	387.00	386.63	386.63	0.00	0.37	99.9
3312 MEDICARE - CLASSIFIED	90.00	90.41	90.41	0.00	0.41-	100.5
3402 HEALTH & WELFARE CLASSIFIED	2,790.00	2,789.84	2,789.84	0.00	0.16	100.0
3502 UNEMPLOYMENT - CLASSIFIED	3.00	3.14	3.14	0.00	0.14-	104.7
3602 WORKERS COMP - CLASSIFIED	153.00	153.40	153.40	0.00	0.40-	100.3
7310 DIRSUP/IND CST INTERPGM	316.00	315.67	315.67	0.00	0.33	99.9
TOTAL Expense	12,663.00	12,663.39	12,663.39	0.00	0.39-	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
9791 FUND BAL-BEGINNING BALANCE	0.39-	0.00	0.00	0.00	0.39-	
TOTAL Ending balance	0.39-	0.00	0.00	0.00	0.39-	
**Fund balance	0.39	0.00	0.00			



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2021-22 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2022.

Required fields are denoted with an asterisk (*).

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2021-22 Title II, Part A allocation:	\$8,979
Transferred-in amount:	\$0
Transferred-out amount:	\$0
2021-22 Total allocation:	\$8,979 <input type="button" value="Recalculate"/>

Professional Development Expenditures

* Professional development for teachers:	0
* Professional development for administrators:	0
* Consulting/Professional services:	0
* Induction programs:	0
* Books and other supplies:	0
* Dues and membership:	0
* Travel and conferences:	0

Personnel and Other Authorized Activities

* Certificated personnel salaries:	5973
* Classified personnel salaries:	0
* Employee benefits:	3006
* Developing or improving an evaluation system:	0
* Recruitment activities:	0
* Retention activities:	0
* Class size reduction:	0

Program Expenditures

* Direct administrative costs:	0
* Indirect costs:	0
* Equitable services for nonprofit private schools:	0
Total expenditures:	\$8,979 Recalculate
2021-22 Unspent funds:	\$0

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OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	%used
Beginning balance						
9110 CASH IN COUNTY TREASURY	3,641.00-	3,519.00	3,519.00	0.00	122.00-	
9209 ACCOUNTS RECEIVABLE-NEW YEAR	0.00	122.00	122.00	0.00	122.00	
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	3,641.00	3,641.00-	3,641.00-	0.00	0.00	
9511 STRS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
9521 MEDICAL	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.00	0.00	0.00	0.00	0.00	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	8,979.00	8,979.00	8,979.00	0.00	0.00	100.0
TOTAL Current year revenue	8,979.00	8,979.00	8,979.00	0.00	0.00	
*TOTAL Beginning balance + Revenue	8,979.00	8,979.00	8,979.00			*
Expense						
1100 CERTIFICATED TEACHER	5,973.00	5,974.24	5,974.24	0.00	1.24-	100.0
3101 STRS CERTIFICATED	1,323.00	1,322.75	1,322.75	0.00	0.25	100.0
3311 MEDICARE - CERTIFICATED	102.00	101.43	101.43	0.00	0.57	99.4
3401 HEALTH & WELFARE CERTIFICATED	1,382.00	1,381.98	1,381.98	0.00	0.02	100.0
3501 UNEMPLOYMENT - CERTIFICATED	35.00	34.99	34.99	0.00	0.01	100.0
3601 WORKERS COMP - CERTIFICATED	164.00	163.61	163.61	0.00	0.39	99.8
7310 DIRSUP/IND CST INTERPGM	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL Expense	8,979.00	8,979.00	8,979.00	0.00	0.00	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
TOTAL Ending balance	0.00	0.00	0.00	0.00	0.00	
**Fund balance	0.00	0.00	0.00			**



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2020–21 Title II, Part A Fiscal Year Expenditure Report, 24 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2020 through June 30, 2022.

Required fields are denoted with an asterisk (*).

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2020–21 Title II, Part A allocation: \$12,203

Transferred-In amount: \$0

Transferred-out amount: \$0

2020–21 Total allocation: \$12,203 [Recalculate](#)

Professional Development Expenditures

* Professional development for teachers: 0

* Professional development for administrators: 0

* Consulting/Professional services: 0

* Induction programs: 0

* Books and other supplies: 0

* Dues and membership: 0

* Travel and conferences: 0

Personnel and Other Authorized Activities

* Certificated personnel salaries:	8743
* Classified personnel salaries:	0
* Employee benefits:	2854
* Developing or improving an evaluation system:	0
* Recruitment activities:	0
* Retention activities:	0
* Class size reduction:	0

Program Expenditures

* Direct administrative costs:	0
* Indirect costs:	560
* Equitable services for nonprofit private schools:	0
Total expenditures:	\$12,157 <input type="button" value="Recalculate"/>
2020–21 Unspent funds:	\$46

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Alice Ng (Fiscal), Division Support Office | ANg@cde.ca.gov | 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office | LFassett@cde.ca.gov | 916-323-4963
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OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	Used
Beginning balance						
9110 CASH IN COUNTY TREASURY	893.18-	2,747.82-	2,747.82-	0.00	3,641.00-	
9209 ACCOUNTS RECEIVABLE-NEW YEAR	0.00	3,641.00	3,641.00	0.00	3,641.00	
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	893.00	893.00-	893.00-	0.00	0.00	
9511 STRS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
9521 MEDICAL	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.18-	0.18	0.18	0.00	0.00	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	12,157.00	12,157.00	12,157.00	0.00	0.00	100.0
TOTAL Current year revenue	12,157.00	12,157.00	12,157.00	0.00	0.00	
*TOTAL Beginning balance + Revenue	12,156.82	12,156.82	12,156.82			*
Expense						
1100 CERTIFICATED TEACHER	8,743.00	8,743.34	8,743.34	0.00	0.34-	100.0
3101 STRS CERTIFICATED	1,226.00	1,225.76	1,225.76	0.00	0.24	100.0
3311 MEDICARE - CERTIFICATED	102.00	102.44	102.44	0.00	0.44-	100.4
3401 HEALTH & WELFARE CERTIFICATED	1,348.00	1,348.00	1,348.00	0.00	0.00	100.0
3501 UNEMPLOYMENT - CERTIFICATED	4.00	3.54	3.54	0.00	0.46	88.5
3601 WORKERS COMP - CERTIFICATED	174.00	173.74	173.74	0.00	0.26	99.9
7310 DIRSUP/IND CST INTERPGM	560.00	560.00	560.00	0.00	0.00	100.0
TOTAL Expense	12,157.00	12,156.82	12,156.82	0.00	0.18	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
9791 FUND BAL-BEGINNING BALANCE	0.18	0.00	0.00	0.00	0.18	
TOTAL Ending balance	0.18	0.00	0.00	0.00	0.18	
**Fund balance	0.18-	0.00	0.00			**

$$1 \times 743 = 8743$$

$$3 \times 743 = 2,229$$



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Shandon Joint Unified (40 68833 0000000)

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2021–22 Title III English Learner YTD Expenditure Report, 12 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2022.

Required fields are denoted with an asterisk (*).

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

2021–22 Title III EL student program allocation:	\$13,761	
Transferred-in amount:	\$0	
2021–22 Total allocation:	\$13,761	<input type="button" value="Recalculate"/>

Object Code - Activity

* 1000–1999 Certificated personnel salaries:	\$0
* 2000–2999 Classified personnel salaries:	\$8,896
* 3000–3999 Employee benefits:	\$4,865
* 4000–4999 Books and supplies:	\$0
* 5000–5999 Services and other operating expenditures:	\$0
* Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount):	\$0
* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant	\$0

that is not reserved for direct administrative costs):

Total year-to-date expenditures:

\$13,761

2021–22 Unspent funds:

\$0

Last Saved: Jennie Doherty (Jennied), 9/8/2022 3:12 PM, Draft

Geoffrey Ndirangu, Language Policy and Leadership Office | GNdirang@cde.ca.gov | 916-323-5831
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

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OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	%used
Beginning balance						
9110 CASH IN COUNTY TREASURY	1,450.00-	637.56	637.56	0.00	812.44-	
9209 ACCOUNTS RECEIVABLE-NEW YEAR	0.00	891.00	891.00	0.00	891.00	
9210 ACCOUNTS RECEIVABLE PRIOR YEAR	1,450.00	1,450.00-	1,450.00-	0.00	0.00	
9509 CURRENT LIABILITIES-NEW YEAR	0.00	78.56-	78.56-	0.00	78.56-	
9512 PERS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9513 OASDHI PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
9521 MEDICAL	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.00	0.00	0.00	0.00	0.00	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	13,761.00	13,761.00	13,761.00	0.00	0.00	100.0
8980 CONTRIBUTIONS FR UNRESTR REV	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL Current year revenue	13,761.00	13,761.00	13,761.00	0.00	0.00	
*TOTAL Beginning balance + Revenue	13,761.00	13,761.00	13,761.00			*
Expense						
2100 INSTRUCTIONAL AIDE SALARIES	8,896.00	8,896.00	8,896.00	0.00	0.00	100.0
3202 PERS CLASSIFIED	1,646.00	1,645.54	1,645.54	0.00	0.46	100.0
3302 SOCIAL SECURITY CLASSIFIED	403.00	403.53	403.53	0.00	0.53-	100.1
3312 MEDICARE - CLASSIFIED	94.00	94.36	94.36	0.00	0.36-	100.4
3402 HEALTH & WELFARE CLASSIFIED	2,537.00	2,536.73	2,536.73	0.00	0.27	100.0
3502 UNEMPLOYMENT - CLASSIFIED	33.00	32.54	32.54	0.00	0.46	98.6
3602 WORKERS COMP - CLASSIFIED	152.00	152.30	152.30	0.00	0.30-	100.2
TOTAL Expense	13,761.00	13,761.00	13,761.00	0.00	0.00	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
TOTAL Ending balance	0.00	0.00	0.00	0.00	0.00	
**Fund balance	0.00	0.00	0.00			**



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

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2022–23 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Estimated Allocation Calculation

Estimated English learner per student allocation: \$125.10

* Estimated English learner student count: 112

Estimated English learner student program allocation: \$14,011 [Recalculate](#)

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

* Professional development activities: 5000

* Program and other authorized activities: 2556

* English Proficiency and Academic Achievement: 3505

* Parent, family, and community engagement:	2700
* Direct administrative costs: (Amount cannot exceed 2% of the estimated English learner student program allocation)	250
* Indirect costs: (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	0
Total budget:	\$14,011

Last Saved: Jennie Doherty (Jennied), 9/9/2022 8:55 AM, Draft

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Geoffrey Ndirangu, Language Policy and Leadership Office | GNdirang@cde.ca.gov | 916-323-5831
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

[Web Policy](#)

OBJT	Beg. Balance/ Adjusted Budget	Current Activity	Year to date Activity	Encumbrances	Balance	Used
Beginning balance						
9110 CASH IN COUNTY TREASURY	0.00	1,069.84-	1,069.84-	0.00	1,069.84-	
9510 ACCOUNTS PAYABLE(CURRENT LIAB)	0.00	78.56	78.56	0.00	78.56	
9512 PERS PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9513 OASDHI PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9515 UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	
9516 W/COMP PASS THROUGH	0.00	0.00	0.00	0.00	0.00	
9517 MEDICARE	0.00	0.00	0.00	0.00	0.00	
TOTAL Beginning balance	0.00	991.28-	991.28-	0.00	991.28-	
Current year revenue						
8290 ALL OTHER FEDERAL REVENUES	12,870.00	0.00	0.00	0.00	12,870.00	0.0
8980 CONTRIBUTIONS FR UNRESTR REV	5,556.00	0.00	0.00	0.00	5,556.00	0.0
TOTAL Current year revenue	18,426.00	0.00	0.00	0.00	18,426.00	
*TOTAL Beginning balance + Revenue	18,426.00	0.00	0.00			*
Expense						
2100 INSTRUCTIONAL AIDE SALARIES	10,558.00	729.58	729.58	7,295.80	2,532.62	76.0
3202 PERS CLASSIFIED	2,679.00	185.10	185.10	1,850.95	642.95	76.0
3302 SOCIAL SECURITY CLASSIFIED	655.00	45.24	45.24	452.34	157.42	76.0
3312 MEDICARE - CLASSIFIED	153.00	10.58	10.58	105.79	36.63	76.1
3402 HEALTH & WELFARE CLASSIFIED	4,080.00	0.00	0.00	0.00	4,080.00	0.0
3502 UNEMPLOYMENT - CLASSIFIED	53.00	3.64	3.64	36.48	12.88	75.7
3602 WORKERS COMP - CLASSIFIED	248.00	17.14	17.14	171.45	59.41	76.0
TOTAL Expense	18,426.00	991.28	991.28	9,912.81	7,521.91	
Ending balance						
9790 FUND BAL-UNDESIG/UNAPPROP	0.00	0.00	0.00	0.00	0.00	
TOTAL Ending balance	0.00	0.00	0.00	0.00	0.00	
**Fund balance	0.00	991.28-	991.28-			**

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

10.3

AGENDA ITEM TITLE:

Discussion and Possible Approval of a quote for tree services

PREPARED BY:

Dr. Benson

AGENDA SECTION:

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

SUMMARY:

- Provided for your revision are two quotes.

RECOMMENDED ACTION:

Approval



C&C TREE SERVICE

Quote #2359

AWAITING RESPONSE

Shandon Unified School District

101 South 1st St. / Shandon, Ca 93461

805.238.0286

Sent on

09/09/2022

5 Red Oak Removals/10 Red Oak Trims

Remove 5 Red Oak trees

Leave wood

Chip brush & leave mulch

10 Red Oak trees trim and clean out

Chip brush leave mulch

Leave wood

	QTY.	UNIT PRICE	TOTAL
	0	\$0.00	\$22,000.00

Subtotal	\$22,000.00
----------	-------------

Total	\$22,000.00
-------	-------------

Job should take close to 10 days to complete. Pricing is for all work to be done together.

*This quote is valid for the next 6 months, after which values may be subject to change.

*C&C is not liable for damaged sprinkler systems inflicted from root/stump grinding.

*Additional fees may apply for cutting or hauling off wood unless otherwise specified.

*Stump grinding is not included in the pricing including day rates, It is an add on service.

*When specified wood is cut up in 16-20 in. lengths including the rounds, wood will not be split.

Contact C&C Tree Service

282 Templeton Cemetery Rd., Paso Robles, Ca 93446

805-434-0914 candctreeservice@gmail.com

**A&T Arborists & Vegetation
Management Inc.**
PO Box 1311
Templeton, CA 93465 US
+1 8054312581
atarborist@gmail.com
www.atarborists.com

ADDRESS

Shandon Union School District
PO Box 79
Shandon, CA 93461

Estimate 00625

DATE 09/07/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	14 L. Oak (Shop area, Ag area and perimeter around main campus) - selective thinning, weight reduction, remove deadwood, chip/haul, wood/leave	1	16,000.00	16,000.00
	6 L. Oak (Shop area, Ag area and perimeter around main campus) - remove major deadwood only, chip/haul, wood/leave	1	4,500.00	4,500.00
	1 Birch (graduation lawn area)- remove deadwood	1	600.00	600.00
	11 trees (graduation lawn area)- remove deadwood, raise lower suckers	1	1,600.00	1,600.00
	1 Ash (by maintenance yard front gate)- Removal, chip/haul, wood/haul and treat stump	1	800.00	800.00
	1 L. Oak (in parking lot by the gym)- remove dead limbs, chip/haul, wood/leave	1	400.00	400.00
	2 Sycamore (special education playground)- crown reduction 25%, selective thinning, remove deadwood, chip/haul, wood/leave	1	3,200.00	3,200.00

Sadie,

We would like to offer a day rate for the estimated tree work (not including treatment). If it's easier to budget, we can do a day rate of \$4000/day and Morgan estimates all of this work would take approx 5 days. Please reach out if there are any other questions or concerns.

Thank you!

Taryn Via
Office Manager

TOTAL

\$27,100.00

Accepted By

Accepted Date

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

10.4

AGENDA ITEM TITLE:

Reconsideration of Interdistrict Transfer Student 2022-23-11

PREPARED BY:

G. Gavilanes

AGENDA SECTION:

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

SUMMARY:

Provided for your reconsideration is Interdistrict Transfer Student 2022-23-11.

RECOMMENDED ACTION:

Approval

SHANDON JOINT UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MEETING DATE: October 10, 2022

10.5

AGENDA ITEM TITLE:

Intradistrict Transfer Student 2022-23-01

PREPARED BY:

G. Gavilanes

AGENDA SECTION:

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

SUMMARY:

-Provided for your reconsideration is Intradistrict Transfer Student 2022-23-01.

RECOMMENDED ACTION: