

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES

Regular Meeting

Baechtel Grove Middle School, Cafeteria
1150 Magnolia Street, Willits, California

Wednesday, March 13, 2019

Closed Session – 4:00 p.m.

Open Session – 5:00 p.m.

**PLEASE NOTE:
Meeting location
and time!**

Public Comments- Individuals may address the Board on regular session agenda items at the time they are under consideration.

AGENDA

1. Call Meeting to Order
2. Agenda Approval
3. Public Comments on Closed Session Items
4. Recess to Closed Session
 - A. Consideration of Leave of Absence Request (1) Certificated (G.C. 54957)
 - B. Consideration of Request for Willie Brown Work Reduction Certificated (2) (G.C. 54957)
 - C. Approval of Inter-district Transfer Requests (E.C. 35146)
 - D. Public Employee Discipline/Dismissal/Release (G.C. 54957)
5. Reconvene to Open Session
6. Report out of Closed Session
7. Flag Salute
8. Information
 - A. Baechtel Grove Middle School Presentation
9. WTA Comments
10. CSEA Comments
11. Superintendent Comments
12. Board Comments
13. Action Discussion
 - A. Public Comments on Consent Agenda Items
 - B. Consent Agenda
 - 1) *Approval of Minutes from the Regular Meeting held on February 13, 2019
 - 2) *Approval of Employee Status Changes (1)
 - 3) *Warrant Registers from February 01, 2019 through February 28, 2019
 - 4) *Approval of Investment Reports, October 31, 2018- December 31, 2018
 - 5) *Approval of CIF Renewal Application for 2019/20
 - 6) *Board Policy Revision: Second Read & Final Approval: BP/AR 0420, School Plans/Site Councils
 - 7) *Board Policy Revision: Second Read & Final Approval: BP/AR 0450 Comprehensive Safety Plan
 - 8) *Board Policy Revision: Second Read & Final Approval: BP/AR 0460 Local Control and Accountability Plan
 - C. *Approval of Resolution 2018/19-14, Elimination of Particular Kinds of Service: 1.0 FTE Middle School Science Instructional Services
 - D. *Consideration of La Vida Charter School Renewal July 1, 2019- June 30, 2024
 - E. Approval of 2018/19 Second Interim Budget Report
 - F. *Board Policy Revision: First Reading AR 1220, Citizen Advisory Committees
 - G. *Board Policy Revision: First Reading AR 3311.1, Uniform Public Construction Cost Accounting
 - H. *Board Policy Revision: First Reading AR 3543, Transportation Safety and Emergencies
 - I. *Board Policy Revision: First Reading AR 4200, Classified Personnel
 - J. *Board Policy Revision: First Reading AR 5113, Absences and Excuses
 - K. *Board Policy Revision: First Reading AR 5131.41, Use of Seclusion and Restraint
 - L. *Board Policy Revision: First Reading BP/AR 5141.52, Suicide Prevention
 - M. *Board Policy Revision: First Reading BP /AR 5144, Discipline
 - N. *Board Policy Revision: First Reading BP 5146, Married/Pregnant/Parenting Students
 - O. *Board Policy Revision: First Reading BP 6146.1, High School Graduation Requirements
 - P. *Board Policy Revision: First Reading AR 6173.2, Education of Children of Military Families
 - Q. *Board Policy Revision: First Reading BP/AR 6175, Migrant Education Program
 - R. *Board Policy Revision: First Reading AR 6183, Home and Hospital Instruction
 - S. *Board Bylaw Revision: First Reading BB 9322, Agenda/Meeting Materials
 - T. *Board Bylaw Revision: First Reading BB9324, Minutes and Recordings

14. Public Comments for Items Not on the Agenda

This is an opportunity for citizens to address the School Board on any item that is not on the agenda and other school related matters, or suggest topics for future agendas. Because concerns expressed are not on the agenda, the Board cannot take action on items introduced under the Public Comments Sections, per state law. The Board President may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, service, acts, or omissions (Government Code §54954.3). In addition, the Board may not prohibit public criticism of district employees. Please note: it is requested that statements critical of personnel or students, or specific actions of personnel or students, be made in accordance with Board Policy 1312.1. Members of the public are asked to check with the Superintendent, Board President, or Clerk of the board regarding the District Complaint Procedure prior to making statements referring to personnel or students. Employees of the district who wish to make statements related to contractual issues need to file the appropriate grievance procedure statements. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

15. Items for next meeting

16. Adjournment

Willits Unified School District staff and students, in partnership with parents and community members, provide a challenging, caring and safe educational environment, which prepares students to be positive members of the community, effective communicators, problem solvers, and lifelong learners.

WILLITS UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

Agenda Packet & Supporting Documents Notice: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Willits Unified School District Reception Desk, located at 1277 Blosser Lane, Willits, CA. For more information please call (707) 459-5314. An extra copy is available upon request.

ADA Compliance Notice: Willits Unified School District adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent, (707) 459-5314. All efforts will be made for reasonable accommodations.

RECORDING OF BOARD MEETINGS: www.willitsunified.com. For technical assistance, please contact Jennifer Maples (707) 459-5314 ext. 1105

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Baechtel Grove Middle School, Cafeteria
1150 Magnolia Street, Willits, California
Wednesday, March 13, 2019
Closed Session-4:00p.m.
Open Session-5:00p.m.

**PLEASE NOTE:
Meeting location
and time!**

AGENDA ANALYSIS

Public Comments- Individuals may address the Board on regular session agenda items at the time they are under consideration.

1. Call Meeting to Order
2. Agenda Approval
3. Public Comments on Closed Session Items

This is an opportunity for citizens to address the School Board on any item that is not on the agenda and other school related matters, or suggest topics for future agendas. Because concerns expressed are not agendized for tonight, the Board cannot take action on items introduced under the Public Comments Sections, per state law. The Board President may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, service, acts, or omissions (Government Code §54954.3). In addition, the Board may not prohibit public criticism of district employees. Please note: it is requested that statements critical of personnel or students, or specific actions of personnel or students, be made in accordance with Board Policy 1312.1.

Members of the public are asked to check with the Superintendent, Board President, or Clerk of the board regarding the District Complaint Procedure prior to making statements referring to personnel or students. Employees of the district who wish to make statements related to contractual issues need to file the appropriate grievance procedure statements. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

4. Recess to Closed Session
 - A. Consideration of Leave of Absence Request (1) Certificated (G.C. 54957)
 - B. Consideration of Request for Willie Brown Work Reduction Certificated (2) (G.C. 54957)
 - C. Approval of Inter-district Transfer Requests (E.C. 35146)
 - D. Public Employee Discipline/Dismissal/Release (G.C 54957)
5. Reconvene to Open Session
6. Report out of Closed Session
7. Flag Salute
8. Information
 - A. Baechtel Grove Middle School Presentation
9. WTA Comments
10. CSEA Comments
11. Superintendent Comments
12. Board Comments
13. Action Discussion
 - A. Public Comments on Consent Agenda Items
 - B. Consent Agenda

Recommendation: Administration recommends approval of the Minutes from the Regular Meeting Held on February 13, 2019.

Attachments: Yes

2) *Approval of Employee Status Changes (2)

Background:

Classified Retirement:

Patrick Duncan, 1.0 FTE, Grounds Person, District Wide, 04/22/2019

Recommendation: Administration recommends the approval of the Employee Status changes as presented.

Agenda-Regular Meeting-March 13, 2019

Attachments: Yes

3) *Warrant Registers from February 1, 2019- February 28, 2019

Recommendation: Administration recommends the approval of Warrant Registers from February 1, 2019- February 28, 2019

Attachments: Yes

4) *Mendocino County Consolidated Investment Reports: October 31, 2018-December 31, 2018

Background: Under the laws of the State of California, it is the responsibility of the Mendocino County Treasurer, to secure and protect the public funds of the County, and establish procedures to maintain these funds. Maintenance includes the prudent and secure investment of the funds that are not immediately required for daily operations.

Recommendation: No action required.

Attachments: Yes

5) *Approval of CIF Renewal Application for 2019/20

Background: The District annually approves the designation of a required CIF representative. CIF is the governing body for high school athletics in California. Each participating high school must have at least one designated representative to conduct official business with CIF.

Recommendation: Administration recommends that the Board approve the CIF renewal as presented

Attachments: Yes

6) *Approval of 2nd/Final Read on Revised Board Policy BP/AR 0420, School Plans/Site Councils

Background: Policy updated to reflect **NEW LAW (AB 716)** which renames the single plan for student achievement as the school plan for student achievement (SPSA), authorizes the use of uniform complaint procedures for complaints alleging noncompliance with requirements related to the establishment of school site councils or the development of the SPSA, and authorizes the use of the SPSA to satisfy the requirement for a school improvement plan when a school is identified for targeted or comprehensive support. Regulation updated to reflect AB 716 which eliminates the authority to use a school advisory committee other than a school site council to develop the SPSA, allows certain small schools to share a school site council, requires a needs assessment to identify school goals, and, if applicable, requires consultation with the school's English learner advisory committee on review of the SPSA.

Recommendation: Administration recommends that the Board approve the revised policy as presented

Attachments: Yes

7) *Approval of 2nd/Final Read on Revised Board Policy, BP/AR 0450, Comprehensive Safety Plan

Background: Policy updated to reflect **NEW LAW (AB 1747)** which requires the California Department of Education (CDE) to post a compliance checklist for developing the comprehensive safety plan and best practices related to reviewing and approving the plan, and requires districts to share their approved comprehensive safety plans with local law enforcement, the fire department, and other first responder entities. Regulation updated to reflect AB 1747, which adds requirements to consult with the fire department and other first responders in developing safety plans and to develop procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions.

Recommendation: Administration recommends that the Board approve the revised policy as presented

Attachments: Yes

8) *Approval of 2nd/Final Read on Revised Board Policy, BP/AR 0460, Local Control and

Accountability Plan

Background: Policy and regulation updated to reflect **NEW LAW (AB 2878)** which expands the state priority on parent involvement that must be addressed in the local control and accountability plan (LCAP) to include family engagement. Policy also reflects **NEW LAW (AB 1808)** which requires consultation on plan development with special education local plan administrator(s) and, by July 1, 2019, requires districts to develop a local control funding formula budget overview for parents/guardians in conjunction with the LCAP. Policy reflects **NEW LAW (AB 1840)** which requires the State Board of Education to expand the LCAP template by January 31, 2020 to include specified information. Section on "Technical Assistance/Intervention" updated to reflect AB 1808 which establishes a single statewide system of support for districts and schools, and AB 1840 which provides that a district receiving an emergency apportionment will be deemed to have been referred to the California Collaborative for Educational Excellence. Regulation updated to reflect AB 1840 which requires data in the LCAP to be reported in a manner consistent with the California School Dashboard and requires districts to post their LCAP prominently on the homepage of their web site. Section on "Annual Updates" deleted since the annual updates follow the same process and adhere to the same template as the initial LCAP.

Recommendation: Administration recommends that the Board approve the revised policy as presented

Attachments: Yes

C. Approval of Resolution 2018/19-14, Elimination of Particular Kinds of Service: 1.0 FTE Middle School Science Instructional Services

Background:

Recommendation: Administration recommends that the Board approve the revised policy as presented
Attachments: Yes

D. Consideration of LaVida Charter School Renewal, July 1, 2019- June 30, 2024

Background: The current charters expire on June 30, 2019, the renewal grants the charter for five years through June 30, 2024.

Recommendation: District waits for direction from the Board

Attachments: Yes

E. Approval of 2018/19 Second Interim Budget Report

Background: No later than 45 days after the close of the reporting period, the district governing board shall approve and certify in writing whether the school district is able to meet its financial obligations for the remainder of the fiscal year and, based on current projections, for subsequent two fiscal years.

Recommendation: Administration recommends approval of the 2018/19 Second Interim Report.

Attachments: Unavailable at time of posting, will email to board members as soon as available, copies will be brought to meeting for public.

Recommendation: Administration recommends that the Board approve the second interim budget report as presented

Attachments: Yes

F. Board Policy Revision: First Reading, AR 1220, Citizen Advisory Committees

Background: Regulation updated to clarify that the parent advisory committee and English learner parent advisory committee established to review and comment on the LCAP are not subject to Brown Act requirements, but must comply with other, less complex procedural requirements. Legal cites for school site councils revised pursuant to **NEW LAW (AB 716)**.

Attachments: Yes

G. Board Policy Revision: First Reading, AR 3311.1, Uniform Public Construction Cost Accounting

Background: Regulation updated to reflect **NEW LAW (AB 2249)** which revises the threshold amounts that determine the process that may be used to award contracts for public works. Regulation also revised to clarify requirements for informal bid notifications that must be sent to contractors and/or construction journals.

Attachments: Yes

H. Board Policy Revision: First Reading, AR 3543, Transportation Safety and Emergencies

Background: Regulation updated to reflect **NEW LAW (AB 1798)** which requires that all school buses be equipped with passenger restraint systems by July 1, 2035. Regulation also reflects **NEW LAW (AB 1840)** which delays until March 1, 2019 the requirement that each school bus and student activity bus be equipped with a child safety alert system, and allows for a possible six-month extension for districts with an average daily attendance of 4,000 or less under specified conditions. Regulation adds the conditions under which a student activity bus is exempt from the requirement to install a child safety alert system.

Attachments: Yes

I. Board Policy Revision: First Reading, AR 4200, Classified Personnel

Background: Regulation updated to reflect **NEW LAW (AB 2160)** which eliminates the exemption of part-time playground positions from the classified service in merit system districts, thereby making those positions part of the classified service. Regulation also reflects **NEW LAW (AB 2261)** which eliminates the exemption from the classified service, in merit system districts, of community representatives employed in advisory or consulting capacities for not more than 90 working days per fiscal year. Paragraph moved to emphasize that employees in either merit or non-merit system districts who are exempted from the classified service must fulfill obligations related to physical examinations, fingerprinting, and tuberculosis tests.

Attachments: Yes

J. Board Policy Revision: First Reading, AR 5113, Absences and Excuses

Background: Regulation updated to reflect **NEW LAW (AB 2289)** which (1) amends the definition of "immediate family" for the purpose of authorizing certain excused absences, (2) prohibits a district from requiring a physician's note for an absence by a parenting student to care for a sick child, and (3) clarifies that students may be excused from school, under specified conditions, for work in the entertainment or allied industry, participation with a nonprofit performing arts organization in a performance for a public school audience, or other reasons at the discretion of school administrators.

Attachments: Yes

K. Board Policy Revision: First Reading, AR 5131.41, Use of Seclusion and Restraint

Background: New regulation reflects **NEW LAW (AB 2657)** which prohibits seclusion and behavioral restraint of students as a means of discipline, and provides that seclusion and restraint may be used only to control behavior that poses a clear and present danger of serious physical harm to a student or others if that behavior cannot be immediately

prevented by a less restrictive response. Regulation specifies the conditions for such use, reporting requirements, and a list of seclusion and behavioral techniques that are always prohibited.
Attachments: Yes

L. Board Policy Revision: First Reading, BP/AR 5141.52, Suicide Prevention
Background: Policy updated to reflect **NEW LAW (AB 2639)** which requires boards of districts that serve grades 7-12 to review the district's suicide prevention policy at least every five years and update it as necessary. Regulation updated to reflect **NEW LAW (SB 972)** which requires districts that issue student identification cards to print specified suicide prevention hotline numbers on the cards effective July 1, 2019. Regulation also reflects **NEW LAW (AB 1808)** which requires CDE to identify online training programs that districts can use to train students and staff regarding suicide awareness and prevention.
Attachments: Yes

M. Board Policy Revision: First Reading, BP/AR 5144, Discipline
Background: Policy updated to reflect **NEW LAW (AB 2657)** which prohibits seclusion and behavioral restraint of students as a means of discipline, and to encourage staff development regarding equitable implementation of discipline. Regulation updated to revise section on "Detention After School" to more directly reflect state regulations and delete a specific timeline for advance notice to parents/guardians of a student's detention.
Attachments: Yes

N. Board Policy Revision: First Reading, BP 5146, Married/Pregnant/Parenting Students
Background: Policy updated to reflect **NEW LAW (AB 2289)** which requires notification to parents/guardians and to pregnant and parenting students of their rights under the law; authorizes an excused absence for a parenting student to care for a sick child without a physician's note; provides that a pregnant or parenting student is entitled to eight weeks of parental leave, or longer if deemed medically necessary by the student's physician; and authorizes the use of uniform complaint procedures for complaints alleging noncompliance with the law.
Attachments: Yes

O. Board Policy Revision: First Reading, BP 6146.1, High School Graduation Requirements
Background: Policy updated to reflect **NEW LAW (AB 2121)** which, under certain conditions, exempts from any district-established graduation requirements migrant students and newly arrived immigrant students participating in a newcomer program who transfer schools in grade 11-12. Policy also reflects **NEW LAW (AB 3022)** which authorizes the granting of a diploma to persons who departed California in grade 12 against their will, and adds section on "Honorary Diplomas" including item reflecting **NEW LAW (AB 2109)** which authorizes the board to grant an honorary diploma to a terminally ill student.
Attachments: Yes

P. Board Policy Revision: First Reading, AR 6173.2, Education of Children of Military Families
Background: Regulation updated to reflect **NEW LAW (AB 2949)** which allows a child of a military family to continue attending the school of origin regardless of any change of residence of the family. Regulation also adds new section on "Transportation" reflecting AB 2949, which authorizes, but does not require, districts to provide transportation to enable a child of a military family to attend the school or district of origin.
Attachments: Yes

Q. Board Policy Revision: First Reading, BP/AR 6175, Migrant Education Program
Background: Policy updated to include priorities for migrant education services, as amended by the federal Every Student Succeeds Act, and provision of services to private school students, formerly in AR. Policy also adds language encouraging the superintendent to annually report to the board regarding the performance of migrant students. Regulation updated to add definition of "migrant student" and add new section on "Summer School" reflecting requirement for any district receiving federal migrant education funding to conduct summer school programs for eligible migrant students. New section on "Applicability of Graduation Requirements" reflects **NEW LAW (AB 2121)** which, under certain conditions, exempts migrant students who transfer between schools in grades 11-12 from district-established graduation requirements.
Attachments: Yes

R. Board Policy Revision: First Reading, AR 6183, Home and Hospital Instruction
Background: Regulation reorganized and updated to reflect **NEW LAW (AB 2109)** which expands the parental notification to include information regarding student eligibility for individual instruction and the duration of such instruction, requires that individual instruction in a student's home begin within five days of determining a student's eligibility, provides that students receiving individual instruction in a hospital for a partial week are eligible to attend school on days that they are not at the hospital, and provides that the absences of a temporarily disabled student must be excused until the student is able to return to the regular school program.
Attachments: Yes

S. Board Policy Revision: First Reading, BB 9322, Agenda/Meeting Materials

Background: Bylaw updated to reflect requirement effective January 1, 2019 that districts post a direct link on the homepage of their web site to the current board meeting agenda or to the district's agenda management platform. Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda item that has previously been considered at an open meeting of a committee comprised exclusively of board members.

Attachments: Yes

T. Board Policy Revision: First Reading, BB 9324, Minutes and Recordings

Background: Bylaw updated to reflect **NEW LAW (SB 1036)** which prohibits districts from including in board meeting minutes a student's directory information or a parent/guardian's personal information, as defined, when the student or parent/guardian requests that such information be excluded. Bylaw also includes optional statement that the minutes will summarize topics addressed during the public comment period and need not reflect the names of the individuals who comment.

Attachments: Yes

14. Public Comments for Items Not on the Agenda
15. Items for next meeting
16. Adjournment

Willits Unified School District staff and students, in partnership with parents and community members, provide a challenging, caring and safe educational environment, which prepares students to be positive members of the community, effective communicators, problem solvers, and lifelong learners.

WILLITS UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

Agenda Packet & Supporting Documents Notice: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Willits Unified School District Reception Desk, located at 1277 Blosser Lane, Willits, CA. For more information please call (707) 459-5314.
*Items so marked have supporting documents which have been distributed to the Board of Education. An extra copy is available upon request.

ADA Compliance Notice: Willits Unified School District adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent, (707) 459-5314. All efforts will be made for reasonable accommodations.

WILLITS UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Sanhedrin High School, Room 8
120 North Main Street, Willits, California
Wednesday, February 13, 2019
Closed Session – 4:00 p.m.
Open Session – 5:00 p.m.

Public Comments- Individuals may address the Board on regular session agenda items at the time they are under consideration.

MINUTES

1. Call Meeting to Order
Board President Bowlds called the meeting to order at 4:00 p.m.

2. Agenda Approval

MSP (Chavez/Colvig) to approve the agenda as presented.

Ayes: Bowlds, Chavez, Colvig, King, Nunez
Noes: None
Absent: None
Abstain: None

3. Public Comments on Closed Session Items

4. Recess to Closed Session at 4:01 p.m.

- A. Certificated Leave of Absence Request (1) (G.C. 54957)
- B. Classified Leave of Absence Request (2) (G.C. 54957)
- C. Consideration of Request for Willie Brown Work Reduction, Certificated (1) (G.C. 54957)
- D. Public Employee Discipline, Dismissal, Release (G.C. 54957)

5. Reconvene to Open Session at 5:01 p.m.

6. Report Out of Closed Session

- A. Certificated Leave of Absence Request (1)

MSP (Colvig/Chavez) to approve the leave of absence request, certificated (1), (G.C. 54957)

Ayes: Bowlds, Chavez, Colvig, King, Nunez
Noes: None
Absent: None
Abstain: None

- B. Classified Leave of Absence Request (2) (G.C. 54957)

MSP (Colvig/Chavez) to approve the leave of absence requests, classified (2)

Ayes: Bowlds, Chavez, Colvig, King, Nunez
Noes: None
Absent: None
Abstain: None

C. Consideration of request for Willie Brown Work Reduction .20 FTE, Certificated (1). **Request denied due to criteria not met for qualifications.**

MSP () to approve the request for Willie Brown Work Reduction, .20 FTE as presented, Certificated (1)

Ayes: None
Noes: Bowlds, Chavez, Colvig, King, Nunez
Absent: None
Abstain: None

D. Public Employee Discipline, Dismissal, Release (G.C. 54957)
No action taken

7. Flag Salute
Board Member Chavez led the flag salute.

8. Information

A. Sanhedrin Presentation
Director of Alternative Education, Jeff Ritchley, presented graduation diploma to SHHS student Giovanni Alvarez. Advised of six year WASC accreditation. Students presented slideshow on events and courses at Sanhedrin.

B. Safe Routes to School, Walk & Bike Mendocino
Eric and Sonia, program through NCO. Spoke about promotions to get students to walk and bike to school, including safety, and wellness. Exercise makes better learners, better attendance and less tardy issues. Looking for support in the schools to promote the program.

C. P1 Attendance Report-ATTACHMENT A
Superintendent Westerburg reported figures on P1 Attendance Report.

D. Change in venue for next school board meeting @ BGMS

9. Special Business

A. Oath of Office- Renewal Term of Board Members (2)
Board President Bowlds led Board Members Robert Chavez and Robert Colvig in the oath of office for their newly elected term.

10. WTA Comments

President Tessa Ford advised that she is hearing concerns on the following:

- Negotiations-health benefits are looking to go up again
- Unlocking the Code
- Teacher support for new teachers at BGMS
- Parents concerned about climate at BGMS.

TF reported that there was good dialogue at LCAP stakeholder meeting last night, she appreciates the quorum.

11. CSEA Comments

President Dan Green shared that he appreciates the LCAP stakeholder meetings and commented that the Staywell members need better education to help keep costs down.

12. Superintendent Comments

Superintendent Westerburg employees are working hard at the sites. Always looking forward to progress the district.

13. Board Comments

Board President Bowlds- no comments received.

Board Member Chavez advised that he participated in senior interviews and that it's always a delight to see the students.

Board Clerk Colvig- no comments received

Board Member King shared that she also participated in senior interviews, she was impressed with the students and their goals and skills. King also visited classrooms at Brookside, had lunch with staff and shared it's a good time there.

Board Member Nunez advised that she visited Blosser Elementary and heard concerns from teachers regarding Unlocking the Code and too many curriculum changes.

Student Representative, Claire Case-Brackett Hoyle reported the following- Winter Sports has ended with WHS wrestlers taking first place, Aca-Deca is headed to State Competition, 2nd trimester finals are coming up, spring sports are starting, band has an upcoming performance and WHS now has 2 foreign exchange students.

14. Action/Discussion

A. Public Comments on the Consent Agenda

No comments were received.

B. Consent Agenda

The consent agenda included the following items: Approval of Minutes from the Regular Meeting Held on January 9, 2019, Approval of Employee Status Changes (1), Warrant Registers from January 1, 2019-February 1, 2019, Approval of Spring Coaches-Willits High School, Approval of 2018/19 School Safety Plans, Approval of Authorized Signers on District Accounts 18/19, Approval of 2nd/Final Read on Revised Board Policy BP 6142.3, Civic Education, Approval of 2nd/Final Read on Revised Board Policy BP/AR6145.2, Athletic Competition, Approval of 2nd/Final Read on Revised Board Policy BP/AR 6152.1, Placement in Mathematics Course, Approval of 2nd/Final Read on Revised Board Policy BP 6170.1, Transitional Kindergarten, Approval of 2nd/Final Read on Revised Board Policy BP/AR6178, Career Technical Education, Approval of 2nd/Final Read on Revised Board Policy BP 6190, Evaluation of the Instructional Program.

MSP (Colvig/Chavez) to approve the consent agenda as presented

Ayes: Bowlds, Chavez, Colvig, King, Nunez

Noes: None

Absent: None

Abstain: None

C. PUBLIC HEARING- NOTICE OF PUBLIC HEARING 5:15 The Willits Unified School District will hold a public hearing to consider the charter renewal for LaVida Charter School. *The Board of Trustees encourages public input.*

Public Hearing opened at 5:48 p.m. Director Ann Kelley and several representatives spoke in support of the school.
Public hearing closed at 6:42 p.m.

D. *Approval of Resolution 2018/19-13, Staywell Health Plan JPA for 2019/20.

MSP (Chavez/Nunez) to approve Resolution 2018/19-13, Staywell Health Plan JPA as presented.

Ayes: Bowlds, Chavez, Colvig, King, Nunez

Noes: None

Absent: None

Abstain: None

E. *Approval of Catastrophic Leave Donation Program Conversion Formula

MSP (King/Chavez) to approve the catastrophic leave donation program conversion formula as presented.

Ayes: Bowlds, Chavez, Colvig, King, Nunez

Noes: None

Absent: None

Abstain: None

F. *Approval of Low Performing Students Block Grant (LPSBG)

MSP (King/Colvig) to approve the LPSBG as presented.

Ayes: Bowlds, Chavez, Colvig, King, Nunez

Noes: None

Absent: None

Abstain: None

G. *Board Policy Revision: First Reading BP/AR 0420, School Plan/Site Councils

H. *Board Policy Revision: First Reading: BP/AR 0450, Comprehensive Safety Plans

I. *Board Policy Adoption: First Reading: BP/AR 0460, Local Control and Accountability Plan

Board acknowledges that they have received all policy revisions Items G-I

J. Items for the Next Regular Board Agenda

15. Public Comments for Items Not on the Agenda

16. Adjournment

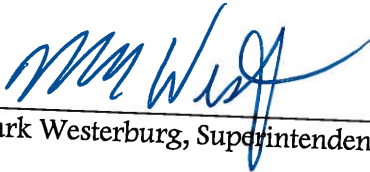
MSP (Colvig/Bowlds) to adjourn at 7:20 p.m.

Ayes: Bowlds, Chavez, Colvig, King, Nunez

Noes: None

Absent: None

Abstain: None



Mark Westerburg, Superintendent

Robert Colvig, Board Clerk

	CBEDS/CALPADS		P1 Enrollment	Enrollment Loss	P1 ADA	%
	October					
2013/14	1592		1580		1491.34	94%
2014/15	1595		1576	-12	1494.45	95%
2015/16	1521		1505	-19	1426.07	95%
2016/17	1539		1532	-7	1437.77	94%
2017/18	1540		1535	-5	1434.13	93%
2018/19	1510		1507	-3	1419.45	94%
				<u>-62</u>		

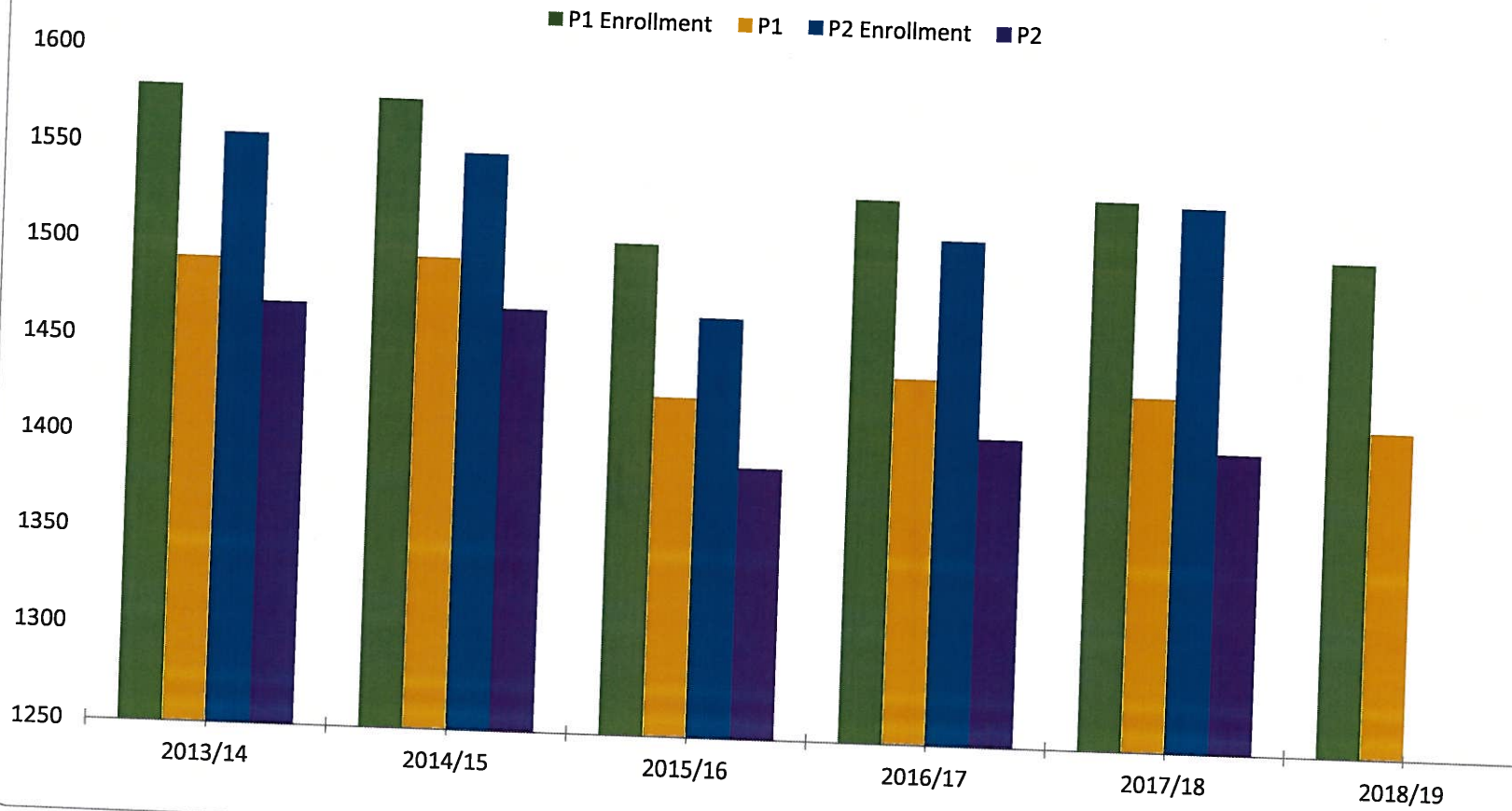
	P2 Enrollment	Enrollment Loss	P2 ADA	ADA Loss / Gain	%
1549	-46	1466.7	-27.75	95%	
1468	-53	1390.52	-35.55	95%	
1512	-27	1409.84	-27.93	93%	
1533	-134.17	1405.83	-28.3	92%	
		<u>-162</u>	<u>-113.55</u>		

* % calculated by Enrollment/ADA in P1 & P2

	P1 Enrollment	P1	P2 Enrollment	P2
2013/14	1580	1491.34	1556	1469.02
2014/15	1576	1494.45	1549	1469.02
2015/16	1505	1426.07	1468	1390.52
2016/17	1532	1439.77	1512	1409.84
2017/18	1535	1434.13	1533	1405.83
2018/19	1507	1419.45		

Minutes ~ 2/13/19
2 pages
ATTACHMENT A

Enrollment/ADA Comparison



**WILLITS UNIFIED SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT**

1277 Blosser Lane
Willits, CA 95490
(707) 459-5314

Date: 3/13/2019

To: Trina Cardillo
From: Lynda Walker

Re: Info for March 13, 2019 Board Meeting

Certificated New Hire:
Certificated Leave of Absence:
Certificated Job Share:
Certificated Resignation:
Certificated Retirement:

Classified Resignation:
Classified Leave of Absence:
Classified Retirement:
Patrick Duncan, 1.0 FTE, Grounds Person, District Wide, 04/22/2019

Classified New Hire:

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
752689	02/07/2019	ARKELIAN, SAMANTHA S	68-5800	INITIAL ORTHO FEE FOR L.A.		500.00
752690	02/07/2019	COLE, SHANNA	01-5200	MILEAGE REIMB FOR 11/26-1/23		76.21
752691	02/07/2019	DUARTE, JENNA R	01-5200	MILEAGE REIMBURSEMENT FOR DRUG TEST	30.16	
			01-5220	1/26 MEAL REIMBURSEMENT	7.00	
				1/26 MEALS REIMBURSEMENT	23.00	
				1/28 MEALS REIMBURSEMENT	23.00	
752692	02/07/2019	AMAZON CAPITAL SERVICES	01-4300	AP DESKTOP SCANNER	265.51	83.16
				BGMS SOCIAL STUDIES	289.89	
				GLUE AND CRAFTS BROOKSIDE	24.55	
				HDMI CORDS	49.74	
				HEADPHONES BLOSSER LANE	118.99	
				MCKINNEY VINTO WHS STUDENT	346.69	
				Unpaid Tax	30.66-	
752693	02/07/2019	ARROW BENEFITS GROUP	69-5800	1/21-1/25 VISION CLAIMS	490.50	1,064.71
				1/28-2/1/19 VISION CLAIMS	197.50	
				JANUARY ADMIN FEES	322.50	
752694	02/07/2019	BUS WEST LLC	01-4300	BUS PARTS		1,010.50
752695	02/07/2019	CA DEPT OF TAX AND FEE ADMIN	01-5800	OCT NOV DEC 2019 FUEL TAX		1,402.50
752696	02/07/2019	COMMITTEE FOR CHILDREN	01-5800	1 YEAR LICENSE BGMS BURNS		38.17
752697	02/07/2019	CRAMER MFT, JEFFREY	01-5800	STUDENT SUPPORT		199.00
752698	02/07/2019	CREATIVE CERAMICS AND GLASS	01-5600	WHS KILN FIX		2,835.00
752699	02/07/2019	DECKER INC	01-4300	BUS STAIR SAFETY GRIPS		1,187.92
752700	02/07/2019	EVERGREEN LAUNDERLAND	01-4300	MCKINNEY VINTO LAUNDRY VOUCHERS		302.42
752701	02/07/2019	GOLD STAR FOODS	13-4700	FOOD STORAGE AND STATE FEES		200.00
752702	02/07/2019	HOUGHTON MIFFLIN HARCOURT	01-4300	WOODCOCK-JOHNSON ASSESSMENTS	214.11	2,261.20
			01-5800	READ 180 BGMS LICENSE RENEWAL	2,000.00	
752703	02/07/2019	INCLUSIVE EDU & COMM PTNR	01-5800	STUDENT SUPPORT	3,757.77	2,214.11
				STUDENT SUPPORT SERVICES	6,653.00	
752704	02/07/2019	INTERCOUNTY MECH& ELECT.	01-5600	WHS BOYS LOCKER ROOM COMBUSTION UNIT		10,410.77
						1,100.81
752705	02/07/2019	IXL LEARNING	01-5800	IXL FOUNDATIONS		8,490.00
752706	02/07/2019	JIMENEZ MARIA	01-5200	STUDENT TRANSPORTATION		280.00
752707	02/07/2019	JIVE COMMUNICATIONS	01-5903	FEBRUARY CHARGES		2,253.89
752708	02/07/2019	JORGENSON INDUSTRIAL COMPANIES	01-4300	WHS BENCHES		3,195.00
752709	02/07/2019	LAKESHORE LEARNING MATERIALS	01-4300	BROOKSIDE LACE A WORD BEADS		28.65
752710	02/07/2019	LITTLE LAKE AUTO PARTS	01-4300	MAINTENANCE	55.55	
					8.82	

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

ESCAPE ONLINE

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
752710	02/07/2019	LITTLE LAKE AUTO PARTS				
752711	02/07/2019	MAHONEY CONSULTING		TRANSPORTATION	523.53	587.90
752712	02/07/2019	MENDOCINO COUNTY OFFICE OF ED/ /ACCOUNTS RECEIVABLE	01-5800	BOARD-SUPERINTENDENT		1,087.80
				PROFESSIONAL DEVELOPMENT		
			01-5200	CONDUCTING FUNCTIONAL BEHAVIORAL ASSESSMENTS	50.00	
				ELA COLLABORATIVE		
752713	02/07/2019	MEY, LISA	01-5800	PROACT TRAINING	200.00	
					285.00	535.00
752714	02/07/2019	KEMPTON-MILLIKEN, NANCY	01-4300	CLASSROOM SCIENCE FAIR PROJECT SUPPLIES		80.38
752715	02/07/2019	BOWMAN DISTRIBUTING	01-3701	JAN MED/SUPP/RX		
752716	02/07/2019	N2Y LLC	13-4700	TORTILLA DELIVERY		322.99
752717	02/07/2019	NIETO, CESAR	01-4300	WEEKLY ONLINE NEWSPAPER		253.84
752718	02/07/2019	NORTH BAY PETROLEUM	01-4300	TINTED OFFICE WINDOWS BROOKSIDE		186.42
752719	02/07/2019	OFFICE DEPOT	01-4361	DIESEL FUEL FOR BUSES		405.00
752720	02/07/2019	PG&E	01-4300	WHS OFFICE SUPPLIES		4,025.00
			01-5510	JANUARY BGMS		79.17
				JANUARY BLOSSER LANE	2,203.12	
				JANUARY BROOKSIDE	9,400.39	
				JANUARY BUS BARN	1,117.96	
				JANUARY POOL	35.09	
				JANUARY SANHEDRIN	460.58	
				JANUARY SHERWOOD	469.45	
				JANUARY WHS	691.10	
752721	02/07/2019	QUICKSHIP	01-4300	BLOSSER LANE OFFICE TONER	7,625.47	22,003.16
752722	02/07/2019	ROTO ROOTER OF MENDOCINO	01-5600	SHERWOOD SEPTIC		253.94
				SHERWOOD SEPTIC SERVICES	7,255.42	
				WHS SERVICES	1,390.00	
752723	02/07/2019	SAFEWAY	13-4700	JANUARY FOOD CHARGES	1,200.00	9,845.42
752724	02/07/2019	SANDOVAL, LORENZO	01-4300	REIMB FOR BROKEN PHONE SCREEN FIX		294.93
752725	02/07/2019	SCHOOL HEALTH CORP	01-4300	SHERWOOD FIRST AID SUPPLIES		48.99
752726	02/07/2019	SCHOOL SERVICES OF CALIFORNIA	01-5200	GOVERNOR'S BUDGET		122.75
752727	02/07/2019	SCHOOL SPECIALTY		WORKSHOP-AGENBROAD		225.00
752728	02/07/2019	SPEARS TRANSPORTATION	01-4300	BLE OFFICE SUPPLIES		
752729	02/07/2019	STAPLES CREDIT PLAN	01-5800	STUDENT TRANSPORTATION		85.08
752730	02/07/2019	STREAKWAVE	01-4300	BLOSSER LANE OFFICE SUPPLIES		6,510.00
752731	02/07/2019	EUREKA OXYGEN CO	01-4300	CAMERAS		67.14
			01-4300	BUS BARN		1,323.57
					15.92	

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
752731	02/07/2019	EUREKA OXYGEN CO		SERVICE CHARGE	18.75	
				WHS	676.45	
			01-5600	BUS BARN	70.56	
				SERVICE CHARGE	1.06	
			01-5800	BUS BARN	72.04	
				SERVICE CHARGE	1.08	855.86
752732	02/07/2019	US FOODS	13-4300	JANUARY FOOD CHARGES	7,365.11	
752733	02/07/2019	WEST COAST JAMBOREE #346	13-4700	JANUARY FOOD CHARGES	16,087.32	23,452.43
752734	02/07/2019	XEROX CORPORATION	01-5800	GIRLS BASKETBALL TOURNAMENT	450.00	450.00
			01-4300	WHS XEROX STAPLES	416.16	
			01-5610	BGMS	1,204.23	
				BLOSSER LANE	493.25	
				BLOSSER LANE ELEMENTARY	475.00	
				BROOKSIDE	1,419.38	
				DISTRICT OFFICE	535.73	
				SANHEDRIN	454.53	
				SHERWOOD	278.62	
				WHS	2,260.63	
			13-5610	WHS CAFETERIA	110.10	7,647.63
753306	02/14/2019	JENSEN, JAYMIE	01-8699	REISSUE WARRANT #18707679		300.00
753307	02/14/2019	BURGHARDT, LAUREL A	01-4300	ODYSSEY OF THE MIND SUPPLIES		74.93
753308	02/14/2019	CHAIX, SANDRA M	01-5220	1/30/19 MEAL REIMBURSEMENT	23.00	
				2/5/19 MEAL REIMBURSEMENT	23.00	
				FEB 1 MEAL REIMBURSEMENT	23.00	69.00
753309	02/14/2019	HAJIK, HAIDEE A	13-5200	JANUARY MILEAGE		5.22
753310	02/14/2019	HANNA, SHARON S	01-5200	JAN MILEAGE REIMBURSEMENT		25.06
753311	02/14/2019	HANSEN, LENORE A	01-5200	JANUARY MILEAGE		3.48
753312	02/14/2019	MEHTLAN, ROSE M	01-4300	BLUE TARP FOR SPIRIT RALLY WHS		26.51
753313	02/14/2019	REED, LISA A	13-5200	JANUARY MILEAGE		52.20
753314	02/14/2019	TUTTLE, ANDREW K	01-5200	DECEMBER MILEAGE		79.98
753315	02/14/2019	WESTERBURG, MARK	01-5200	JANUARY MILEAGE		88.16
753316	02/14/2019	WYATT, JENNIFER L	01-5200	ESCAPE CERTIFICATION AT SCOE		178.64
753317	02/14/2019	AMAZON CAPITAL SERVICES	01-4300	BROOKSIDE OFFICE SUPPLIES	19.16	
				BROOKSIDE THERMOMETER AND LENS	85.18	
				FILTERS		
				CLASSROOM SUPPLIES FOR SPEECH	98.06	
				DEPT		
				DELL DOCKING STATION	108.58	

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
753317	02/14/2019	AMAZON CAPITAL SERVICES		DURA VENT ADAPTER	51.27	
				EMERGENCY DRILL FLAGS BROOKSIDE	13.25	
				GPS TRACKERS FOR GREEN VAN	162.52	
				JOHN DEERE MANUAL FOR TRANSPORTATION	27.64	
				PRIVACY SCREEN	294.04	
				REPLACEMENT BULBS	428.59	
				TECH ITEMS	279.27	
				XEROX PHASER PRINTER	974.29	
753318	02/14/2019	ARROW BENEFITS GROUP				
753319	02/14/2019	AT&T				
753320	02/14/2019	AT&T				
			69-5800	FEB 4-8 VISION CLAIMS		2,423.41
			01-5903	CELL SERVICE		197.50
			01-5903	DEC AND JAN BGMS	41.38	206.42
				DEC AND JAN BLE	41.41	
				DEC AND JAN BROOKSIDE	41.39	
				DEC AND JAN BUS BARN	82.76	
				DEC AND JAN DISTRICT OFFICE	2,583.00	2,789.94
			01-4361	MONTEREY MFE/ALA EXPENSES	90.02	
			01-5800	MONTEREY MFE/ALA EXPENSES	6.00	96.02
			01-5530	DECEMBER WATER BGMS	993.53	
				DECEMBER WATER BLOSSER LANE	1,773.73	
				DECEMBER WATER BROOKSIDE	991.89	
				DECEMBER WATER BUS BARN	68.63	
				DECEMBER WATER SANHEDRIN	155.32	
				DECEMBER WATER WHS	2,521.01	6,504.11
			13-4700	JANUARY FOOD SERVICES		9,416.78
			01-5800	STUDENT SERVICES		2,835.00
			01-8699	REISSUE WARRANT #18733515		18.00
			01-5200	AP CERTIFICATION		700.00
			01-4300	WHS LIBRARY BOOKS		914.72
			01-5600	BUS 7 TIRE REPAIR		470.89
			13-4700	JANUARY FOOD SERVICES		20,035.80
			01-5800	LICENSE UPGRADE		600.00
			01-5800	COLUMN: BASICS ARE WORKING		481.25
			68-5800	MARCH 2019 EXPECTED CLAIMS AND EXPENSES		14,966.00
			01-5600	REPLACE SIGNAL LAMP		91.32
			13-4700	JANUARY FOOD SERVICES		683.10

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
753335	02/14/2019	SMARTSIGN	01-4300	BLE ALLERGY SIGNS FOR LUNCH TABLES		20.10
753336	02/14/2019	MYERS, MARETTE	01-3701	FEB SUPPLEMENTAL AND RX		182.96
753337	02/14/2019	REDWOOD FORD	01-4300	2018 FORD OIL LIGHT CHECK		48.25
753338	02/14/2019	ROUND TREE GLASS INC	01-5600	BUS 8 AND 9 WINDSHIELD REPAIRS	130.00	
753339	02/14/2019	SCHOOL OUTFITTERS		DOOR CLOSERS	216.75	346.75
753340	02/14/2019	SEQUEIRA, GEORGE	01-4300	WHS BASKETBALL HOOPS		2,722.85
753341	02/14/2019	SPORT & CYCLE	01-5600	MARCH SHERWOOD RENT		600.00
753342	02/14/2019	TAG/AMS INC	01-4300	WHS BASEBALL ITEMS	1,635.39	
				WHS SOFTBALL ITEMS	378.23	2,013.62
			01-5815	ANNUAL RENEWAL FEE AND CRESWELL, RODERICK TESTS	302.00	
753343	02/14/2019	TEAMTALK NETWORK LLC		CRISWELL/RODERICK DRUG TEST	60.00	362.00
753344	02/14/2019	TEPALE-DANIEL, GUADALUPE	01-5800	FIXED DISPATCH		886.90
753345	02/14/2019	TOTAL COMPENSATION SYSTEMS INC	01-5200	STUDENT TRANSPORTATION		2,100.00
753346	02/14/2019	TRIPLE S CAMERA	01-5800	GASB7R VALUATION SERVICES-2ND INSTALLMENT		3,420.00
753347	02/14/2019	U.S. BANK CORPORATE PAYMENT	01-5800	WINTER TEAM PHOTOS FOR GYM		108.66
753348	02/14/2019	WILLITS KIDS CLUB INC	01-4300	DRY ERASE WALL STICKERS	146.69	
				XLARGE DRY ERASE BOARD	60.40	207.09
			01-5800	DECEMBER BGMS	11,663.81	
				DECEMBER BLOSSER LANE	8,652.72	
				DECEMBER BROOKSIDE	6,307.38	
				JANUARY BGMS	10,997.25	
				JANUARY BLOSSER LANE	8,775.66	
				JANUARY BROOKSIDE	4,664.16	51,060.98
753349	02/14/2019	ZONAR SYSTEMS	01-5800	DEC AVENUE AND MIX AND MATCH SERVICE	396.00	
				JAN AVENUE AND MIX AND MATCH SERVICE	396.00	792.00
753800	02/21/2019	LABUS, KELLEY	01-5200	MILEAGE TO AND FROM MTSS TRAINING		161.24
753801	02/21/2019	SLEEPER, LAURA A	01-5200	HUMBOLDT JOB FAIR MILEAGE		83.52
753802	02/21/2019	AMAZON CAPITAL SERVICES	01-4300	BROOKSIDE OFFICE SUPPLIES	10.27	
				EPSON BULBS	850.92	
				MCKINNEY VENTO STUDENT ITEMS	15.12	
				SPED CLASSROOM SUPPLIES	32.50	
753803	02/21/2019	AT&T	01-5903	FEB PHONE SERVICES	67.87-	840.94
				Unpaid Tax		175.66

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
753804	02/21/2019	AT&T	01-5903	BGMS PHONE SERVICES	20.71	
				BLOSSER LANE PHONE SERVICES	20.71	
				BROOKSIDE PHONE SERVICES	20.72	
				BUS BARN PHONE SERVICES	20.71	
				D.O. FEB PHONE SERVICES	1,413.14	
				D.O. PHONE SERVICES	20.71	
				TRANSPORTATION PHONE SERVICES	20.71	1,537.41
753805	02/21/2019	BOWLDS, BECKY	01-4361	WHS CAREER FIELD TRIP		127.42
753806	02/21/2019	CALIFORNIA ACADEMIC DECATHLON C/O SOLANO COE FINANCE DEPT	01-5800	ACADECA REGISTRATION FEES AND ADDITIONAL COSTS		1,320.50
753807	02/21/2019	CMC	01-5800	WHS TENNIS TOURNAMENT	215.00	
753808	02/21/2019	COLLEGE BOARD//PSAT 8/9		WHS WRESTLING PENNANT	55.00	270.00
753809	02/21/2019	CRAMER MFT, JEFFREY	01-5800	PST/NMSQT FALL 2018 TEST FEES		1,248.00
			01-5200	MTSS TRAINING MILEAGE REIMBURSEMENT	161.24	
753810	02/21/2019	DEPARTMENT OF JUSTICE	01-5800	2/11 2/12 2/13 2/14 STUDENT SUPPORT SERVICES	2,310.00	2,471.24
753811	02/21/2019	FISHMAN SUPPLY COMPANY	01-5814	JANUARY FINGERPRINT APPS		128.00
			01-4300	BGMS CUSTODIAL SUPPLIES	2,586.41	
				BLOSSER LANE COPY PAPER	1,661.28	
				BLOSSER LANE CUSTODIAL SUPPLIES	854.32	
				BROOKSIDE CUSTODIAL SUPPLIES	2,860.93	
				SERVICE CHARGE	134.09	
				TRANSPORTATION SUPPLIES	62.68	
				WAREHOUSE CUSTODIAL SUPPLIES	59.30	
				WHS CUSTODIAL SUPPLIES	2,698.64	
				WHS PRINTER PAPER	581.45	11,499.10
753812	02/21/2019	INCLUSIVE EDU & COMM PTNR	01-5800	STUDENT SUPPORT		9,268.36
753813	02/21/2019	MIYA, HEATHER	01-4300	REIMBURSEMENT FOR TRAINING SUPPLIES BROOKSIDE		47.35
753814	02/21/2019	MOUNT STORM FORREST PRODUCTS	01-4300	BOWLES WHS CTE-IG SUPPLIES		352.36
753815	02/21/2019	PRINTING PLUS	01-4300	1 REAM OF LINEN PAPER		21.68
753816	02/21/2019	RESCINA, KARI	01-4300	CLASSROOM SUPPLIES REIMBURSEMENT		134.53
753817	02/21/2019	RIDDELL ALL AMERICAN SPORTS CORP	01-5800	HELMET RECONDITIONING WHS		4,893.21
753818	02/21/2019	SPEARS TRANSPORTATION	01-5800	STUDENT TRANSPORTATION		5,245.60

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
753819	02/21/2019	SPORT & CYCLE	01-4300	GIRLS BASKETBALL REVERSIBLE JERSEY'S	510.21	
753820	02/21/2019	U.S. BANK CORPORATE PAYMENT	01-4300	WHS WRESTLING MAT TAPE	148.97	659.18
				BLOSSER LANE TONER	30.96	
				BOILER SUPPLIES	1,997.03	
				BROOKSIDE LOBBY DOOR SUPPLIES	325.23	
				COMPUTER SUPPLIES	686.46	
				PROCESSORS-NEW SERVER	450.49	
				SCRAP BASKET, DRAIN FLOOD PROTECTOR	504.29	
				WHS P.E. LOCKER ROOM	28.77	
			01-5800	FEB 14TH HSU JOB FAIR	125.00	
				JOB FAIR AT SSU	200.00	
				MARCH 27TH HSU JOB FAIR	125.00	
754363	02/28/2019	ACEVEDO'S UKIAH TRUCK REPAIR		Unpaid Tax	281.29	4,191.94
			01-5600	BUS 1	402.50	
				BUS 10	2,186.55	
				BUS 3	957.78	
				BUS 4	529.65	
				BUS 6	500.54	
				BUS 9	1,044.30	
				VAN 15	695.49	
				VAN 16	2,609.51	
				VAN 17	230.00	
754364	02/28/2019	AMAZON CAPITAL SERVICES	01-4200	BLE SPED CLASSROOM BOOKS	116.74	9,156.32
				SPED CLASSROOM SUPPLIES WHS	6.51	
			01-4300	BGMS COUNSELING SUPPLIES	36.85	
				BRKS CLASSROOM SUPPLIES PARTIAL SHIP	17.32	
				BRKS DRY BOARD ERASERS	76.24	
				CTE/BUSINESS/TECH SUPPLIES PARTIAL DELIVERY	146.30	
				D.O. PACKING TAPE	21.62	
				MCKINNEY VENTO ITEMS	89.30	
				MCKINNEY VENTO SUPPLIES	22.75	
				MCKINNEY VENTO SUPPLIES PARTIAL SHIP	79.44	
				SPED ASSESSMENTS	46.44	

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
754364						
754365	02/28/2019	AMERIGAS		Unpaid Tax	20.48-	639.03
754366	02/28/2019	ARAMARK UNIFORM SERVICES INC	01-5520	SHERWOOD PROPANE		758.80
			01-5560	BGMS	745.84	
				BLOSSER	740.17	
				BROOKSIDE	1,344.31	
				BUS BARN	317.73	
				SHERWOOD	32.78	
				SHS	100.90	
				WHS	360.00	3,641.73
754367	02/28/2019	ARROW BENEFITS GROUP	69-5800	2/18-2/22 VISION CLAIMS	117.50	
				FEB 2019 ADMIN FEES	315.00	
				MARCH 2018 UNPAID ADMIN FEES	342.00	774.50
754368	02/28/2019	B & B INDUSTRIAL SUPPLY INC .	01-4300	AG WELDING SUPPLIES	138.60	
				BGMS MAINTENANCE	135.86	
				BLOSSER LANE MAINTENANCE	842.63	
				MAINTENANCE	124.59	
				SERVICE CHARGE	16.01	
				TRANSPORTATION	1.63	1,259.32
754369	02/28/2019	BLUE SHIELD OF CALIFORNIA	76-9514	MARCH 2019 BILLING		11,184.10
754370	02/28/2019	BUS WEST LLC	01-4300	BUS 10	444.36	
				BUS 3	1,250.42	
				BUS PARTS	534.30	2,229.08
754371	02/28/2019	CDW GOVERNMENT INC	01-4300	CHROMEBOOK LICENSES	263.00	
				DOCUMENT CAMERA	1,163.95	
				SPED RESOURCE CHROMEBOOK	131.50	
				LICENSES		
				SPED RESOURCE CHROMEBOOKS	1,226.61	
				STOCK CHROMEBOOKS	2,540.53	
754372	02/28/2019	CLOVERDALE HIGH SCHOOL		Unpaid Tax	26.58-	5,299.01
754373	02/28/2019	COLVIG, LINDA	01-5800	3 JV SOFTBALL TOURNAMENT GAMES		375.00
			01-3701	JULY 2018 THROUGH JAN 2019 HEALTH		2,113.58
				BENEFITS		
754374	02/28/2019	CRAMER MFT, JEFFREY	01-5800	STUDENT SUPPORT SERVICES 2/19-2/22		2,310.00
754375	02/28/2019	DEMCO INC	01-4300	BRKS LIBRARY SUPPLIES	83.70	
				Unpaid Tax	.39-	83.31
754376	02/28/2019	FRIEDMANS HOME IMPROVEMENT	01-4300	DISTRICT OFFICE ANIMAL CONTROL	246.98	
				SERVICE CHARGE	6.66	

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
754376	02/28/2019	FRIEDMANS HOME IMPROVEMENT		UNAPPLIED PAYMENT	102.83-	
754377	02/28/2019	GCR TIRES & SERVICE		WHS POOL SUPPLIES	155.88	306.69
754378	02/28/2019	GRAINGER	01-5600	BUS 3 TIRE WORK		904.92
			01-4300	2 OF 4 SADDLE CLAMPS	134.99	
754379	02/28/2019	HOME DEPOT CREDIT SERVICES//DE PT 32-2540616731		HEAT TRANSFER PASTE	26.60	161.59
			01-4300	BOILER ROOM	337.02	
				BROOKSIDE	340.25	
				DUST MOP REFILLS	51.94	
				FOOTBALL PRESS BOX	237.75	
				SHERWOOD BATHROOM FAUCETS	134.78	
				SHOP SUPPLIES	203.31	1,305.05
754380	02/28/2019	INTERCOUNTY MECH& ELECT.	01-5600	BLOSSER LANE ROOM 14 HEATER	210.57	
				INSTALLATION OF DAKIN UNITS FOR	59,200.00	59,410.57
754381	02/28/2019	LES SCHWAB TIRE CENTER		BLOSSER LANE		
			01-4363	1987 FORD VAN	354.07	
				2005 FORD F-350	424.16	
				2011 GMC 2500	1,310.82	
				TAN VAN	377.09	2,466.14
754382	02/28/2019	LITTLE LAKE AUTO PARTS	01-4300	MAINTENANCE	272.40	
				TRANSPORTATION	579.51	851.91
754383	02/28/2019	MINJIRAS, THOMAS	01-4300	CLASSROOM SUPPLIES		105.44
754384	02/28/2019	MOUNTAIN FRESH SPRING WATER CO	01-4300	BROOKSIDE DEC WATER DELIVERY	13.50	
				BROOKSIDE JAN WATER DELIVERY	27.00	
				BUS BARN JAN WATER DELIVERY	6.75	
				DISTRICT OFFICE DEC WATER DELIVERY	6.75	
				DISTRICT OFFICE JAN WATER DELIVERY	13.50	
				SANHEDRIN DEC WATER DELIVERY	20.25	
				SANHEDRIN JAN WATER DELIVERY	13.50	
				WHS DEC WATER DELIVERY	20.25	
				WHS JAN WATER DELIVERY	20.25	
			01-5530	SHERWOOD DEC WATER DELIVERY	97.75	
				SHERWOOD JAN WATER DELIVERY	192.25	431.75
754385	02/28/2019	O'REILLY AUTOMOTIVE, INC.	01-4300	SHOP SUPPLIES	19.49	
				TRANSPORTATION	33.57	53.06
754386	02/28/2019	PACE SUPPLY CORP	01-4300	BACKFLOW VALVE	549.94	
				BUS BARN	1,745.68	
				MAINTENANCE	50.67	

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
754386	02/28/2019	PACE SUPPLY CORP		MAINTENANCE SUPPLIES	671.43	
				SHERWOOD SUPPLIES	507.41	
				SHOP SUPPLIES	724.16	
				SNAP CLAMPS	170.00	
				VALVE STEM AND REPAIR KIT	832.10	
754387	02/28/2019	NCS PEARSON INC	01-4300 ASSESSMENTS	Unpaid Tax	2.78-	5,248.61
754388	02/28/2019	PG&E			354.42	
754389	02/28/2019	PIERCE, KRISTINE		Unpaid Tax	1.55-	352.87
754390	02/28/2019	PLATT ELECTRIC SUPPY INC	01-5510 WHS AG PG&E NOV-JAN			237.22
754391	02/28/2019	POSITIVE DISCIPLINE	01-3701 OCTOBER-DECEMBER 2018 HEALTH BENEFITS			1,095.70
			01-4300 BGMS GYM FLOOR SUPPLIES			353.44
			01-4200 BRKS POSITIVE DISCIPLINE BOOKS		35.30	
754392	02/28/2019	QUILL CORP		Unpaid Tax	.75-	34.55
			01-4300 ADMIN TONER		697.89	
			DISTRICT SUPPLIES		126.12	
			FISCAL TONER AND DIVIDERS		89.39	
			HR TONER		1,471.67	
			M&O OFFICE SUPPLIES		57.62	
			PEN REFILLS		16.73	2,459.42
754393	02/28/2019	SCHOOL SPECIALTY	01-4300 BRKS CLASSROOM JOURNALS			124.33
754394	02/28/2019	SPURR	01-5520 SPURR JAN BGMS		2,707.16	
			SPURR JAN BLE		4,134.27	
			SPURR JAN BRK		2,237.98	
			SPURR JAN BUS BARN		333.99	
			SPURR JAN POOL		61.13	
			SPURR JAN SHS		8.66	
			SPURR JAN WHS		9,433.37	18,916.56
754395	02/28/2019	TAG/AMS INC	01-5815 DRUG TESTS			289.00
754396	02/28/2019	THRIFTY SUPPLY CO	01-4300 BGMS GYM			165.64
754397	02/28/2019	TRIPLE S CAMERA	01-5800 WRESTLING TEAM PHOTOS FOR GYM			54.33
754398	02/28/2019	U.S. CELLULAR	01-5902 SPED CELL FEB CHARGES			83.77
754399	02/28/2019	USA BLUE BOOK	01-4300 PUMP		763.11	
			PUMP SUPPLIES		124.23	
			PVC CLAMPS		266.08	1,153.42
754400	02/28/2019	WATER ONE INC	01-5800 FEB BLOSSER WATER TREATMENT		275.00	
			JAN BLOSSER WATER TREATMENT		275.00	550.00

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

Checks Dated 02/01/2019 through 02/28/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
754401	02/28/2019	WORTH AVE. GROUP LLC	01-8699	CHROMEBOOK INSURANCE		2,142.00
Total Number of Checks					150	432,848.02

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	135	348,200.61
13	CAFETERIA SPECIAL REVEN	10	56,565.60
68	SELF-INSURANCE (dental)	2	15,466.00
69	SELF-INSURANCE (vision)	3	1,982.50
76	WARRANT/PASS-THROUGH	1	11,184.10
Total Number of Checks		150	433,398.81
Less Unpaid Tax Liability			550.79
Net (Check Amount)			432,848.02

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

Portfolio Summary

As of October 31, 2018



PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.16
Average Coupon	1.40%
Average Purchase YTM	1.48%
Average Market YTM	2.24%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	1.21 yrs
Average Life	1.21 yrs

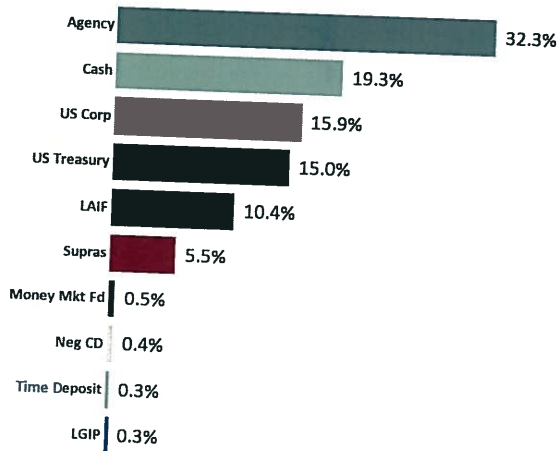
ACCOUNT SUMMARY

	Beg. Values as of 9/30/18	End Values as of 10/31/18
Market Value	204,676,637	191,553,252
Accrued Interest	785,679	588,577
Total Market Value	205,462,316	192,141,829
Income Earned	271,742	234,703
Cont/WD		
Par	207,295,220	194,223,390
Book Value	206,772,145	193,721,155
Cost Value	206,641,376	193,639,434

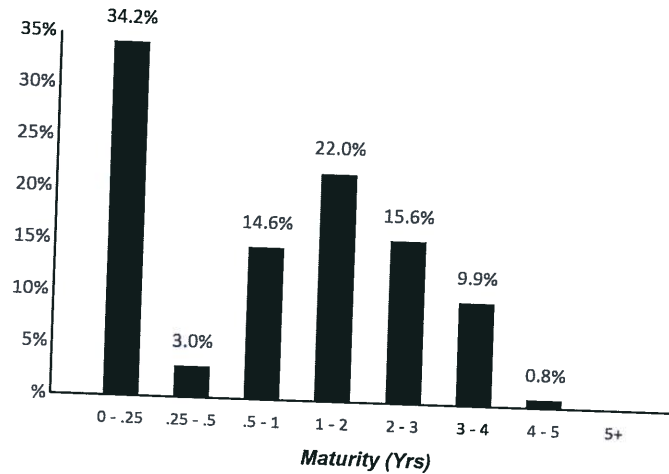
TOP ISSUERS

Custodial Checking Account	19.0%
Federal Home Loan Bank	17.4%
Government of United States	15.0%
Local Agency Investment Fund	10.4%
Federal Home Loan Mortgage Corp	7.7%
Federal National Mortgage Assoc	5.2%
Inter-American Dev Bank	2.4%
Federal Farm Credit Bank	2.0%
Total	79.3%

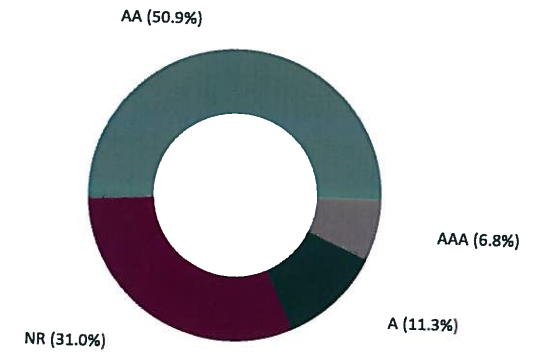
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Statement of Compliance

As of October 31, 2018



County of Mendocino Consolidated

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

Category	Standard	Comment
Municipal Issues	"A" rated category or higher by a NRSRO; 5% per issuer; Include bonds of the County, State of California, any other state, and any local County within the State of California	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% max per issuer	Complies
Supranationals	"AA" rated category or higher by two NRSROs; 30% maximum; 10% per issuer; Unsubordinated obligations issued by IBRD, IFC, IADB	Complies
Banker's Acceptances	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets in excess of \$500 million	Complies
Negotiable Certificates of Deposit	"A" or higher long term ratings by two NRSROs; and/or "A-1" or higher short term ratings by two NRSROs; 30% maximum (includes CDARS); 5% per issuer	Complies
Corporate Medium Term Notes	"A" rated or better by two NRSROs; 30% maximum; 5% per issuer; Issued by corporations organized and operating within U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Mutual Funds and Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered adviser with AUM >\$500 million and experience greater than 5 years; 20% maximum in Mutual Funds; 10% max per Mutual Fund; 20% maximum in Money Market Mutual Funds; 20% max per Money Market Mutual Fund	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	"AA" rated or better by two NRSROs; "A" rated or higher for the issuer's debt by two NRSROs; 20% maximum; 5% per issuer in Asset Backed or Commercial Mortgage security issuer. No issuer limitation on any Mortgage security where the issuer is U.S. Treasury or Federal agency/GSE	Complies
Local Agency Investment Fund (LAIF)/ Local Government Investment Pools	Maximum permitted amount by LAIF	Complies
Repurchase Agreements	No limitation; 1 year maximum maturity; 102% collateralized	Complies
Prohibited	Inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities; Securities with maturity longer than 5 years (unless approved by the Board of Supervisors); Margin; Reverse Repurchase Agreements, Securities lending; Foreign currency denominated securities;	Complies
Maximum Callables	Social and Environmental Concerns: Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products, firearms, or weapons not used in our national defense.	
Maximum Per Issuer	20% max of callable securities (does not include "make whole call")	Complies
Maximum maturity	5% max per issuer, unless otherwise specified in the policy	Complies
	5 years maximum maturity	Complies

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
313376BR5	FHLB Note 1.75% Due 12/14/2018	1,500,000.00	08/29/2016 0.98%	1,526,085.00 1,501,341.69	99.93 2.34%	1,498,914.00 9,989.58	0.79% (2,427.69)	Aaa / AA+ AAA	0.12 0.12
3133782M2	FHLB Note 1.5% Due 3/8/2019	2,600,000.00	04/14/2016 0.99%	2,637,752.00 2,604,535.95	99.68 2.42%	2,591,591.60 5,741.67	1.35% (12,944.35)	Aaa / AA+ AAA	0.35 0.35
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	2,600,000.00	04/22/2016 1.09%	2,602,496.00 2,600,379.58	99.36 2.54%	2,583,365.20 1,300.00	1.35% (17,014.38)	Aaa / AA+ AAA	0.45 0.45
3130ABF92	FHLB Note 1.375% Due 5/28/2019	1,825,000.00	05/25/2017 1.37%	1,825,036.50 1,825,010.37	99.33 2.56%	1,812,692.20 10,664.84	0.95% (12,318.17)	Aaa / AA+ AAA	0.57 0.56
3130A8DB6	FHLB Note 1.125% Due 6/21/2019	2,600,000.00	06/07/2016 1.02%	2,608,372.00 2,601,752.98	99.07 2.60%	2,575,770.60 10,562.50	1.35% (25,982.38)	Aaa / AA+ AAA	0.64 0.63
3133EFW52	FFCB Note 1.15% Due 7/1/2019	2,400,000.00	04/05/2016 1.00%	2,411,640.00 2,402,385.17	99.07 2.57%	2,377,588.80 9,200.00	1.24% (24,796.37)	Aaa / AA+ AAA	0.67 0.66
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34%	1,992,880.00 1,998,749.99	98.95 2.67%	1,979,026.00 6,250.00	1.03% (19,723.99)	Aaa / AA+ AAA	0.75 0.74
3135G0N33	FNMA Note 0.875% Due 8/2/2019	1,000,000.00	07/29/2016 0.93%	998,320.00 999,579.62	98.67 2.67%	986,695.00 2,163.19	0.51% (12,884.62)	Aaa / AA+ AAA	0.75 0.74
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38%	659,795.40 659,954.18	98.85 2.73%	652,411.32 1,210.00	0.34% (7,542.86)	Aaa / AA+ NR	0.87 0.85
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44%	1,983,422.00 1,996,563.35	98.64 2.75%	1,972,894.00 2,013.89	1.03% (23,669.35)	Aaa / AA+ AAA	0.92 0.90
3130ACM92	FHLB Note 1.5% Due 10/21/2019	2,525,000.00	10/27/2017 1.68%	2,516,415.00 2,520,784.90	98.79 2.77%	2,494,394.47 1,052.08	1.30% (26,390.43)	Aaa / AA+ AAA	0.97 0.96
3130AA3R7	FHLB Note 1.375% Due 11/15/2019	2,000,000.00	11/17/2016 1.39%	1,999,400.00 1,999,791.76	98.58 2.77%	1,971,676.00 12,680.56	1.03% (28,115.76)	Aaa / AA+ AAA	1.04 1.01
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62%	1,307,294.30 1,301,766.94	98.95 2.75%	1,286,404.60 9,795.14	0.67% (15,362.34)	Aaa / AA+ AAA	1.07 1.04
313381C94	FHLB Note 1.25% Due 12/13/2019	790,000.00	01/28/2016 1.33%	787,732.70 789,347.39	98.35 2.76%	776,964.21 3,785.42	0.41% (12,383.18)	Aaa / AA+ AAA	1.12 1.09
3135G0T29	FNMA Note 1.5% Due 2/28/2020	2,600,000.00	Various 1.52%	2,598,252.00 2,599,227.37	98.30 2.81%	2,555,836.40 6,825.00	1.33% (43,390.97)	Aaa / AA+ AAA	1.33 1.30
3133EHFL2	FFCB Note 1.55% Due 4/13/2020	1,450,000.00	04/27/2017 1.57%	1,449,014.00 1,449,517.49	98.21 2.82%	1,424,060.95 1,123.75	0.74% (25,456.54)	Aaa / AA+ AAA	1.45 1.42

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EAEF2	FHLMC Note 1.375% Due 4/20/2020	1,800,000.00	04/19/2017 1.48%	1,794,258.00 1,797,191.87	97.94 2.82%	1,762,873.20 756.25	0.92% (34,318.67)	Aaa / AA+ AAA	1.47 1.44
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38%	1,599,579.20 1,599,860.75	97.86 2.84%	1,565,713.60 11,000.00	0.82% (34,147.15)	Aaa / AA+ AAA	1.50 1.46
313383HU8	FHLB Note 1.75% Due 6/12/2020	1,700,000.00	07/28/2017 1.57%	1,708,449.00 1,704,753.07	98.22 2.89%	1,669,685.60 11,486.81	0.87% (35,067.47)	Aaa / AA+ NR	1.62 1.57
3130ACE26	FHLB Note 1.375% Due 9/28/2020	2,000,000.00	09/22/2017 1.65%	1,983,940.00 1,989,814.54	97.17 2.91%	1,943,480.00 2,520.83	1.01% (46,334.54)	Aaa / AA+ NR	1.91 1.86
3137EAEJ4	FHLMC Note 1.625% Due 9/29/2020	2,250,000.00	09/28/2017 1.67%	2,247,097.50 2,248,151.51	97.64 2.90%	2,196,949.50 3,250.00	1.15% (51,202.01)	Aaa / AA+ AAA	1.92 1.86
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	800,000.00	11/27/2017 1.95%	798,368.00 798,876.40	97.87 2.95%	782,984.80 6,833.33	0.41% (15,891.60)	Aaa / AA+ AAA	2.05 1.97
3130A3UQ5	FHLB Note 1.875% Due 12/11/2020	2,000,000.00	02/12/2018 2.32%	1,975,680.00 1,981,830.70	97.74 2.99%	1,954,728.00 14,583.33	1.02% (27,102.70)	Aaa / AA+ NR	2.12 2.03
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	2,000,000.00	02/23/2016 1.43%	1,994,480.00 1,997,453.71	96.56 2.93%	1,931,216.00 5,576.39	1.01% (66,237.71)	Aaa / AA+ AAA	2.30 2.23
3135G0J20	FNMA Note 1.375% Due 2/26/2021	2,500,000.00	03/17/2016 1.52%	2,482,725.00 2,491,888.59	96.57 2.91%	2,414,360.00 6,206.60	1.26% (77,528.59)	Aaa / AA+ AAA	2.33 2.25
313379RB7	FHLB Note 1.875% Due 6/11/2021	2,400,000.00	08/30/2017 1.65%	2,419,562.40 2,413,509.40	97.37 2.93%	2,336,988.00 17,500.00	1.23% (76,521.40)	Aaa / AA+ AAA	2.61 2.50
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	2,600,000.00	08/09/2016 1.25%	2,584,400.00 2,591,449.92	95.30 2.95%	2,477,779.20 8,693.75	1.29% (113,670.72)	Aaa / AA+ AAA	2.70 2.62
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	2,000,000.00	07/30/2018 2.86%	1,968,440.00 1,970,765.74	98.12 3.00%	1,962,336.00 14,250.00	1.03% (8,429.74)	Aaa / AA+ AAA	3.21 3.03
313378WG2	FHLB Note 2.5% Due 3/11/2022	3,000,000.00	04/09/2018 2.65%	2,983,650.00 2,985,992.24	98.39 3.01%	2,951,844.00 10,416.67	1.54% (34,148.24)	Aaa / AA+ NR	3.36 3.19
3135G0T45	FNMA Note 1.875% Due 4/5/2022	2,900,000.00	06/21/2017 1.87%	2,901,218.00 2,900,871.69	96.35 3.00%	2,794,013.70 3,927.08	1.46% (106,857.99)	Aaa / AA+ AAA	3.43 3.28
313379Q69	FHLB Note 2.125% Due 6/10/2022	2,215,000.00	06/06/2018 2.81%	2,157,500.82 2,163,274.30	96.99 3.01%	2,148,392.74 18,435.26	1.13% (14,881.56)	Aaa / AA+ AAA	3.61 3.41
313381BR5	FHLB Note 1.875% Due 12/9/2022	1,500,000.00	09/20/2018 3.01%	1,432,965.00 1,434,749.70	95.51 3.05%	1,432,591.50 11,093.75	0.75% (2,158.20)	Aaa / AA+ AAA	4.11 3.88

Mendocino County Consolidated

Account #70006

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Total Agency		63,115,000.00	1.62%	62,936,219.82 62,921,122.86	2.80%	61,866,221.19 240,887.67	32.32% (1,054,901.67)	Aaa / AA+ AAA	1.73 1.67
CASH									
90CASH\$00	Cash Custodial Cash Account	497,176.56	Various 0.00%	497,176.56 497,176.56	1.00 0.00%	497,176.56 0.00	0.26% 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	36,591,433.17	Various 0.00%	36,591,433.17 36,591,433.17	1.00 0.00%	36,591,433.17 0.00	19.04% 0.00	NR / NR NR	0.00 0.00
Total Cash		37,088,609.73	N/A	37,088,609.73 37,088,609.73	0.00%	37,088,609.73 0.00	19.30% 0.00	NR / NR NR	0.00 0.00
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	20,000,000.00	Various 2.17%	20,000,000.00 20,000,000.00	1.00 2.17%	20,000,000.00 36,719.97	10.43% 0.00	NR / NR NR	0.00 0.00
Total LAIF		20,000,000.00	2.17%	20,000,000.00 20,000,000.00	2.17%	20,000,000.00 36,719.97	10.43% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	California Asset Mgmt Program CAMP	500,000.00	Various 2.30%	500,000.00 500,000.00	1.00 2.30%	500,000.00 0.00	0.26% 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool		500,000.00	2.30%	500,000.00 500,000.00	2.30%	500,000.00 0.00	0.26% 0.00	NR / AAA NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Trsy/Agcy Cash Management 521	954,779.91	Various 2.07%	954,779.91 954,779.91	1.00 2.07%	954,779.91 0.00	0.50% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		954,779.91	2.07%	954,779.91 954,779.91	2.07%	954,779.91 0.00	0.50% 0.00	Aaa / AAA NR	0.00 0.00

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
NEGOTIABLE CD									
89113XX33	Toronto Dominion NY Yankee CD 2.68% Due 5/24/2019	850,000.00	05/23/2018 2.68%	850,000.00 850,000.00	100.00 2.68%	850,000.00 10,187.72	0.45% 0.00	P-1 / A-1+ F-1+	0.56 0.55
Total Negotiable CD		850,000.00	2.68%	850,000.00 850,000.00	2.68%	850,000.00 10,187.72	0.45% 0.00	Aaa / AAA AAA	0.56 0.55
SUPRANATIONAL									
459058DW0	Intl. Bank Recon & Development Note 1.875% Due 10/7/2019	1,750,000.00	01/31/2017 1.60%	1,762,670.00 1,754,404.70	99.12 2.84%	1,734,607.00 2,187.50	0.90% (19,797.70)	Aaa / AAA AAA	0.93 0.92
4581X0CX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,375,000.00	04/05/2017 1.70%	1,371,741.25 1,373,385.10	98.06 2.93%	1,348,371.75 10,489.15	0.71% (25,013.35)	Aaa / AAA AAA	1.53 1.48
459058GA5	Intl. Bank Recon & Development Note 1.625% Due 9/4/2020	2,000,000.00	08/22/2017 1.63%	1,999,580.00 1,999,743.50	97.62 2.96%	1,952,488.00 5,145.83	1.02% (47,255.50)	Aaa / AAA AAA	1.85 1.79
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	720,000.00	01/18/2018 2.35%	717,883.20 718,423.99	98.35 3.02%	708,149.52 4,320.00	0.37% (10,274.47)	Aaa / AAA NR	2.24 2.15
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	1,600,000.00	11/29/2017 2.12%	1,544,832.00 1,558,759.11	95.00 3.06%	1,519,944.00 5,050.00	0.79% (38,815.11)	Aaa / AAA NR	2.72 2.64
4581X0CN6	Inter-American Dev Bank Note 1.75% Due 4/14/2022	1,500,000.00	04/24/2018 2.92%	1,434,810.00 1,443,313.04	95.57 3.11%	1,433,566.50 1,239.58	0.75% (9,746.54)	Aaa / AAA AAA	3.45 3.31
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	2,000,000.00	05/04/2018 2.93%	1,904,540.00 1,915,166.68	94.98 3.14%	1,899,642.00 4,569.44	0.99% (15,524.68)	NR / NR AAA	3.87 3.69
Total Supranational		10,945,000.00	2.16%	10,736,056.45 10,763,196.12	3.01%	10,596,768.77 33,001.50	5.53% (166,427.35)	Aaa / AAA AAA	2.39 2.30
TIME DEPOSIT									
90MEND\$07	Savings Bank of Mendocino Coun Time Deposit 0.35% Due 3/3/2019	250,000.00	03/03/2018 0.35%	250,000.00 250,000.00	100.00 0.35%	250,000.00 69.52	0.13% 0.00	NR / NR NR	0.34 0.34

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
TIME DEPOSIT									
90MEND\$08	Community First Credit Union Time Deposit 0.598% Due 3/20/2019	250,000.00	03/20/2018 0.60%	250,000.00 250,000.00	100.00 0.60%	250,000.00 49.15	0.13% 0.00	NR / NR NR	0.38 0.38
Total Time Deposit		500,000.00	0.47%	500,000.00 500,000.00	0.47%	500,000.00 118.67	0.26% 0.00	NR / NR NR	0.36 0.36
US CORPORATE									
69371RN28	Paccar Financial Corp Note 1.3% Due 5/10/2019	1,725,000.00	05/10/2016 1.31%	1,724,637.75 1,724,936.97	99.19 2.87%	1,711,001.63 10,651.88	0.90% (13,935.34)	A1 / A+ NR	0.52 0.51
084670BL1	Berkshire Hathaway Note 2.1% Due 8/14/2019	1,500,000.00	03/16/2017 1.72%	1,513,185.00 1,504,304.69	99.40 2.88%	1,490,941.50 6,737.50	0.78% (13,363.19)	Aa2 / AA A+	0.79 0.77
17275RBG6	Cisco Systems Note 1.4% Due 9/20/2019	1,800,000.00	03/28/2017 1.73%	1,785,780.00 1,794,913.55	98.77 2.81%	1,777,881.60 2,870.00	0.93% (17,031.95)	A1 / AA- NR	0.89 0.87
24422ETJ8	John Deere Capital Corp Note 1.25% Due 10/9/2019	1,700,000.00	09/27/2016 1.43%	1,691,160.00 1,697,261.52	98.43 2.96%	1,673,310.00 1,298.61	0.87% (23,951.52)	A2 / A A	0.94 0.92
037833AX8	Apple Inc Note 1.55% Due 2/7/2020	1,850,000.00	Various 1.54%	1,852,225.00 1,850,174.35	98.28 2.93%	1,818,226.25 6,531.53	0.95% (31,948.10)	Aa1 / AA+ NR	1.27 1.24
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	1,700,000.00	11/01/2016 1.57%	1,709,894.00 1,703,889.88	98.34 3.07%	1,671,849.70 6,280.56	0.87% (32,040.18)	Aa3 / A+ A+	1.29 1.26
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	1,700,000.00	10/06/2016 1.67%	1,734,408.00 1,714,798.58	98.54 3.22%	1,675,205.50 17,106.25	0.88% (39,593.08)	A2 / A- NR	1.55 1.50
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	200,000.00	06/12/2017 1.77%	200,150.00 200,080.39	98.04 3.07%	196,085.20 1,460.00	0.10% (3,995.19)	A2 / A A	1.60 1.54
458140AQ3	Intel Corp Note 2.45% Due 7/29/2020	1,750,000.00	01/24/2017 2.00%	1,776,775.00 1,763,314.23	98.98 3.06%	1,732,099.25 10,956.94	0.91% (31,214.98)	A1 / A+ A+	1.75 1.68
857477AS2	State Street Bank Note 2.55% Due 8/18/2020	1,590,000.00	12/11/2017 2.19%	1,604,993.70 1,600,046.85	98.96 3.15%	1,573,462.41 8,221.62	0.82% (26,584.44)	A1 / A AA-	1.80 1.73
02665WAZ4	American Honda Finance Note 2.45% Due 9/24/2020	1,800,000.00	02/14/2017 2.25%	1,812,492.00 1,806,583.24	98.64 3.19%	1,775,536.20 4,532.50	0.93% (31,047.04)	A2 / A+ NR	1.90 1.83

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01%	1,999,240.00 1,999,689.13	97.94 3.06%	1,958,808.00 19,777.78	1.03% (40,881.13)	Aaa / AAA AA+	2.01 1.93
44932HAG8	IBM Credit Corp Note 2.65% Due 2/5/2021	1,500,000.00	02/12/2018 2.72%	1,496,880.00 1,497,626.27	98.45 3.37%	1,476,754.50 9,495.83	0.77% (20,871.77)	A1 / A A	2.27 2.16
06406FAB9	Bank of NY Mellon Corp Callable Note Cont 4/3/2021 2.05% Due 5/3/2021	1,700,000.00	12/13/2016 2.50%	1,668,771.00 1,682,149.28	96.77 3.40%	1,645,142.70 17,231.39	0.87% (37,006.58)	A1 / A AA-	2.51 2.39
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	1,775,000.00	Various 3.05%	1,784,554.00 1,783,176.00	99.67 3.39%	1,769,073.28 25,478.64	0.93% (14,102.72)	A2 / A A	2.56 2.40
68389XBK0	Oracle Corp Callable Note Cont 8/01/21 1.9% Due 9/15/2021	1,800,000.00	10/25/2017 2.20%	1,779,786.00 1,785,056.74	96.03 3.36%	1,728,581.40 4,370.00	0.90% (56,475.34)	A1 / AA- A	2.88 2.75
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	890,000.00	01/19/2017 2.66%	888,469.20 889,010.76	97.39 3.48%	866,795.03 6,294.90	0.45% (22,215.73)	A1 / A+ AA-	3.24 3.04
74005PBA1	Praxair Callable Note Cont 11/15/2021 2.45% Due 2/15/2022	1,750,000.00	03/09/2018 2.96%	1,717,222.50 1,722,544.56	97.00 3.42%	1,697,487.75 9,051.39	0.89% (25,056.81)	A2 / A NR	3.30 3.11
91159HHC7	US Bancorp Callable Note Cont 2/15/2022 3% Due 3/15/2022	1,000,000.00	04/12/2018 3.05%	997,970.00 998,252.69	98.40 3.51%	984,036.00 3,833.33	0.51% (14,216.69)	A1 / A+ AA-	3.37 3.16
911312BC9	UPS Callable Note Cont 4/16/2022 2.35% Due 5/16/2022	1,240,000.00	04/10/2018 2.99%	1,209,632.40 1,213,755.89	96.41 3.43%	1,195,512.52 13,355.83	0.63% (18,243.37)	A1 / A+ NR	3.54 3.32
Total US Corporate		30,970,000.00	2.13%	30,948,225.55 30,931,565.57	3.17%	30,417,790.42 185,536.48	15.93% (513,775.15)	A1 / A+ A+	1.93 1.84
US TREASURY									
912828A34	US Treasury Note 1.25% Due 11/30/2018	1,800,000.00	06/30/2015 1.17%	1,804,927.91 1,800,114.42	99.93 2.14%	1,798,673.40 9,467.21	0.94% (1,441.02)	Aaa / AA+ AAA	0.08 0.08
912828N22	US Treasury Note 1.25% Due 12/15/2018	1,750,000.00	10/27/2016 0.95%	1,761,080.08 1,750,626.64	99.88 2.18%	1,747,984.00 8,307.72	0.91% (2,642.64)	Aaa / AA+ AAA	0.12 0.12
912828N63	US Treasury Note 1.125% Due 1/15/2019	2,000,000.00	05/27/2016 0.98%	2,007,506.70 2,000,587.07	99.77 2.25%	1,995,364.00 6,664.40	1.04% (5,223.07)	Aaa / AA+ AAA	0.21 0.21
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21%	1,993,444.20 1,999,073.49	99.18 2.55%	1,983,672.00 9,467.21	1.04% (15,401.49)	Aaa / AA+ AAA	0.58 0.57

Holdings Report

As of October 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20%	1,986,251.82 1,997,479.11	98.97 2.57%	1,979,376.00 6,739.13	1.03% (18,103.11)	Aaa / AA+ AAA	0.66 0.65
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56%	1,957,194.20 1,988,392.65	98.16 2.73%	1,963,282.00 8,415.30	1.03% (25,110.65)	Aaa / AA+ AAA	1.08 1.06
912828UL2	US Treasury Note 1.375% Due 1/31/2020	1,250,000.00	02/13/2018 2.15%	1,231,396.48 1,238,151.95	98.29 2.78%	1,228,565.00 4,343.58	0.64% (9,586.95)	Aaa / AA+ AAA	1.25 1.22
9128284C1	US Treasury Note 2.25% Due 3/31/2020	3,000,000.00	04/24/2018 2.49%	2,986,757.81 2,990,321.57	99.21 2.82%	2,976,327.00 5,934.07	1.55% (13,994.57)	Aaa / AA+ AAA	1.42 1.38
912828VA5	US Treasury Note 1.125% Due 4/30/2020	2,600,000.00	Various 1.44%	2,572,789.96 2,588,245.61	97.50 2.84%	2,535,101.40 81.26	1.32% (53,144.21)	Aaa / AA+ AAA	1.50 1.47
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79%	2,452,449.78 2,480,842.88	97.23 2.87%	2,430,762.50 3,021.98	1.27% (50,080.38)	Aaa / AA+ AAA	1.92 1.87
912828L99	US Treasury Note 1.375% Due 10/31/2020	2,600,000.00	04/14/2016 1.20%	2,619,508.71 2,608,579.13	97.08 2.89%	2,524,132.00 98.76	1.31% (84,447.13)	Aaa / AA+ AAA	2.00 1.95
912828P87	US Treasury Note 1.125% Due 2/28/2021	2,400,000.00	Various 1.45%	2,368,765.85 2,382,528.29	96.02 2.90%	2,304,561.60 4,624.31	1.20% (77,966.69)	Aaa / AA+ AAA	2.33 2.27
912828D72	US Treasury Note 2% Due 8/31/2021	2,400,000.00	12/28/2016 2.01%	2,398,508.04 2,399,095.73	97.49 2.93%	2,339,719.20 8,220.99	1.22% (59,376.53)	Aaa / AA+ AAA	2.84 2.72
912828U81	US Treasury Note 2% Due 12/31/2021	1,000,000.00	01/30/2018 2.40%	984,960.94 987,842.55	97.16 2.95%	971,562.00 6,739.13	0.51% (16,280.55)	Aaa / AA+ AAA	3.17 3.02
Total US Treasury		29,300,000.00	1.56%	29,125,542.48 29,211,881.09	2.69%	28,779,082.10 82,125.05	15.02% (432,798.99)	Aaa / AA+ AAA	1.38 1.34
TOTAL PORTFOLIO		194,223,389.64	1.48%	193,639,433.94 193,721,155.28	2.24%	191,553,252.12 588,577.06	100.00% (2,167,903.16)	Aa1 / AA+ AAA	1.21 1.16
TOTAL MARKET VALUE PLUS ACCRUED						192,141,829.18			

Portfolio Summary

As of November 30, 2018



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.94
Average Coupon	1.46%
Average Purchase YTM	1.53%
Average Market YTM	2.14%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	0.98 yrs
Average Life	0.97 yrs

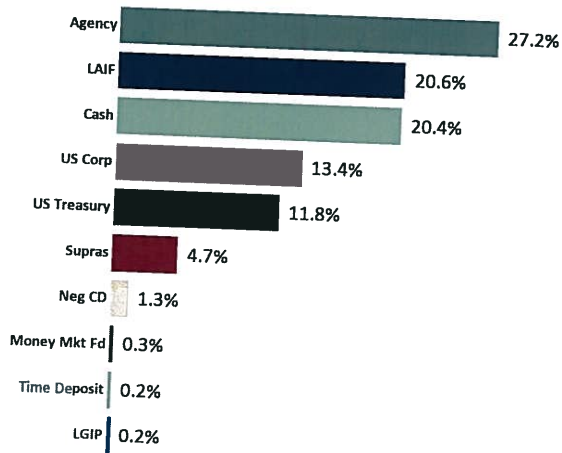
ACCOUNT SUMMARY

	Beg. Values as of 10/31/18	End Values as of 11/30/18
Market Value	191,553,252	228,280,696
Accrued Interest	588,577	603,735
Total Market Value	192,141,829	228,884,430
Income Earned	234,703	241,983
Cont/WD		
Par	194,223,390	230,736,041
Book Value	193,721,155	230,245,213
Cost Value	193,639,434	230,147,158

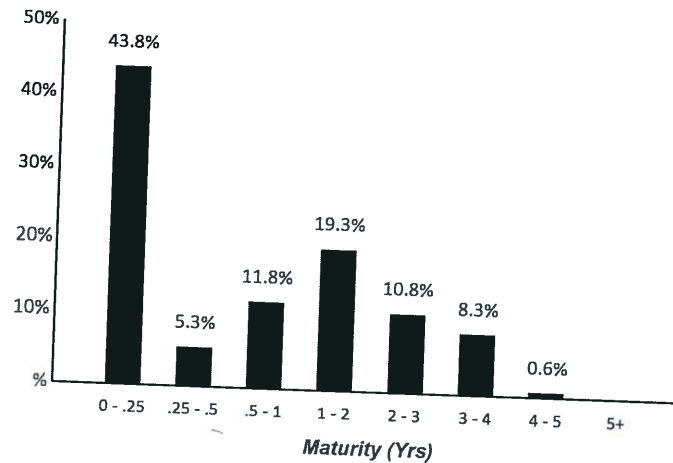
TOP ISSUERS

Local Agency Investment Fund	20.6%
Custodial Checking Account	20.2%
Federal Home Loan Bank	14.6%
Government of United States	11.8%
Federal Home Loan Mortgage Corp	6.5%
Federal National Mortgage Assoc	4.4%
Inter-American Dev Bank	2.1%
Federal Farm Credit Bank	1.7%
Total	81.8%

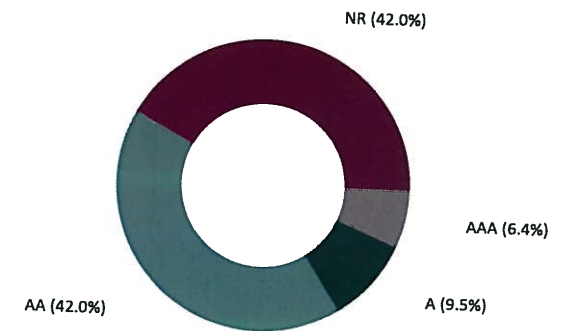
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Statement of Compliance

As of November 30, 2018



County of Mendocino Consolidated

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

Category	Standard	Comment
Municipal Issues	"A" rated category or higher by a NRSRO; 5% per issuer; Include bonds of the County, State of California, any other state, and any local County within the State of California	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% max per issuer	Complies
Supranationals	"AA" rated category or higher by two NRSROs; 30% maximum; 10% per issuer; Unsubordinated obligations issued by IBRD, IFC, IADB	Complies
Banker's Acceptances	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets in excess of \$500 million	Complies
Negotiable Certificates of Deposit	"A" or higher long term ratings by two NRSROs; and/or "A-1" or higher short term ratings by two NRSROs; 30% maximum (includes CDARS); 5% per issuer	Complies
Corporate Medium Term Notes	"A" rated or better by two NRSROs; 30% maximum; 5% per issuer; Issued by corporations organized and operating within U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Mutual Funds and Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered adviser with AUM >\$500 million and experience greater than 5 years; 20% maximum in Mutual Funds; 10% max per Mutual Fund; 20% maximum in Money Market Mutual Funds; 20% max per Money Market Mutual Fund	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	"AA" rated or better by two NRSROs; "A" rated or higher for the issuer's debt by two NRSROs; 20% maximum; 5% per issuer in Asset Backed or Commercial Mortgage security issuer. No issuer limitation on any Mortgage security where the issuer is U.S. Treasury or Federal agency/GSE	Complies
Local Agency Investment Fund (LAIF)/ Local Government Investment Pools	Maximum permitted amount by LAIF	Complies
Repurchase Agreements	No limitation; 1 year maximum maturity; 102% collateralized Inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities; Securities with maturity longer than 5 years (unless approved by the Board of Supervisors); Margin; Reverse Repurchase Agreements, Securities lending; Foreign currency denominated securities;	Complies
Prohibited	Social and Environmental Concerns: Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products, firearms, or weapons not used in our national defense.	Complies
Maximum Callables	20% max of callable securities (does not include "make whole call")	Complies
Maximum Per Issuer	5% max per issuer, unless otherwise specified in the policy	Complies
Maximum maturity	5 years maximum maturity	Complies

Holdings Report

As of November 30, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
313376BR5	FHLB Note 1.75% Due 12/14/2018	1,500,000.00	08/29/2016 0.98%	1,526,085.00 1,500,405.63	99.98 2.17%	1,499,743.50 12,177.08	0.66% (662.13)	Aaa / AA+ AAA	0.04 0.04
3133782M2	FHLB Note 1.5% Due 3/8/2019	2,600,000.00	04/14/2016 0.99%	2,637,752.00 2,603,464.47	99.76 2.39%	2,593,666.40 8,991.67	1.14% (9,798.07)	Aaa / AA+ AAA	0.27 0.27
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	2,600,000.00	04/22/2016 1.09%	2,602,496.00 2,600,310.56	99.50 2.46%	2,587,117.00 3,737.50	1.13% (13,193.56)	Aaa / AA+ AAA	0.37 0.37
3130ABF92	FHLB Note 1.375% Due 5/28/2019	1,825,000.00	05/25/2017 1.37%	1,825,036.50 1,825,008.88	99.45 2.51%	1,814,880.38 209.11	0.79% (10,128.50)	Aaa / AA+ AAA	0.49 0.49
3130A8DB6	FHLB Note 1.125% Due 6/21/2019	2,600,000.00	06/07/2016 1.02%	2,608,372.00 2,601,526.30	99.20 2.57%	2,579,314.40 13,000.00	1.13% (22,211.90)	Aaa / AA+ AAA	0.56 0.55
3133EFW52	FHLC Note 1.15% Due 7/1/2019	2,400,000.00	04/05/2016 1.00%	2,411,640.00 2,402,089.48	99.17 2.59%	2,380,058.40 11,500.00	1.04% (22,031.08)	Aaa / AA+ AAA	0.58 0.58
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34%	1,992,880.00 1,998,887.36	99.06 2.67%	1,981,280.00 8,333.33	0.87% (17,607.36)	Aaa / AA+ AAA	0.67 0.66
3135G0N33	FNMA Note 0.875% Due 8/2/2019	1,000,000.00	07/29/2016 0.93%	998,320.00 999,625.64	98.82 2.66%	988,160.00 2,892.36	0.43% (11,465.64)	Aaa / AA+ AAA	0.67 0.66
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38%	659,795.40 659,958.53	98.95 2.74%	653,042.94 1,966.25	0.29% (6,915.59)	Aaa / AA+ NR	0.79 0.77
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44%	1,983,422.00 1,996,871.11	98.76 2.75%	1,975,204.00 4,097.22	0.86% (21,667.11)	Aaa / AA+ AAA	0.84 0.82
3130ACM92	FHLB Note 1.5% Due 10/21/2019	2,525,000.00	10/27/2017 1.68%	2,516,415.00 2,521,142.11	98.89 2.77%	2,496,911.90 4,208.33	1.09% (24,230.21)	Aaa / AA+ AAA	0.89 0.88
3130AA3R7	FHLB Note 1.375% Due 11/15/2019	2,000,000.00	11/17/2016 1.39%	1,999,400.00 1,999,808.24	98.70 2.76%	1,973,900.00 1,222.22	0.86% (25,908.24)	Aaa / AA+ AAA	0.96 0.94
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62%	1,307,294.30 1,301,631.02	99.02 2.76%	1,287,244.40 315.97	0.56% (14,386.62)	Aaa / AA+ AAA	0.99 0.97
313381C94	FHLB Note 1.25% Due 12/13/2019	790,000.00	01/28/2016 1.33%	787,732.70 789,395.49	98.46 2.77%	777,807.93 4,608.33	0.34% (11,587.56)	Aaa / AA+ AAA	1.04 1.01
3135G0T29	FNMA Note 1.5% Due 2/28/2020	2,600,000.00	Various 1.52%	2,598,252.00 2,599,275.26	98.43 2.79%	2,559,250.20 10,075.00	1.12% (40,025.06)	Aaa / AA+ AAA	1.25 1.22
3133EHFL2	FHCB Note 1.55% Due 4/13/2020	1,450,000.00	04/27/2017 1.57%	1,449,014.00 1,449,544.85	98.33 2.80%	1,425,769.05 2,996.67	0.62% (23,775.80)	Aaa / AA+ AAA	1.37 1.34

Holdings Report

As of November 30, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EAEF2	FHLMC Note 1.375% Due 4/20/2020	1,800,000.00	04/19/2017 1.48%	1,794,258.00 1,797,349.04	98.08 2.80%	1,765,359.00 2,818.75	0.77% (31,990.04)	Aaa / AA+ AAA	1.39 1.36
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38%	1,599,579.20 1,599,868.39	98.04 2.79%	1,568,600.00 1,833.33	0.69% (31,268.39)	Aaa / AA+ AAA	1.42 1.39
313383HU8	FHLB Note 1.75% Due 6/12/2020	1,700,000.00	07/28/2017 1.57%	1,708,449.00 1,704,510.98	98.36 2.85%	1,672,069.00 13,965.97	0.74% (32,441.98)	Aaa / AA+ NR	1.53 1.49
3130ACE26	FHLB Note 1.375% Due 9/28/2020	2,000,000.00	09/22/2017 1.65%	1,983,940.00 1,990,252.94	97.40 2.85%	1,947,972.00 4,812.50	0.85% (42,280.94)	Aaa / AA+ NR	1.83 1.78
3137EAEJ4	FHLMC Note 1.625% Due 9/29/2020	2,250,000.00	09/28/2017 1.67%	2,247,097.50 2,248,230.96	97.85 2.84%	2,201,600.25 6,296.88	0.96% (46,630.71)	Aaa / AA+ AAA	1.83 1.78
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	800,000.00	11/27/2017 1.95%	798,368.00 798,921.53	98.11 2.87%	784,904.80 583.33	0.34% (14,016.73)	Aaa / AA+ AAA	1.97 1.91
3130A3UQ5	FHLB Note 1.875% Due 12/11/2020	2,000,000.00	02/12/2018 2.32%	1,975,680.00 1,982,537.67	97.97 2.91%	1,959,326.00 17,708.33	0.86% (23,211.67)	Aaa / AA+ NR	2.03 1.96
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	2,000,000.00	02/23/2016 1.43%	1,994,480.00 1,997,544.65	96.88 2.84%	1,937,530.00 7,868.06	0.85% (60,014.65)	Aaa / AA+ AAA	2.22 2.15
3135G0J20	FNMA Note 1.375% Due 2/26/2021	2,500,000.00	03/17/2016 1.52%	2,482,725.00 2,492,175.55	96.77 2.88%	2,419,140.00 9,071.18	1.06% (73,035.55)	Aaa / AA+ AAA	2.24 2.17
313379RB7	FHLB Note 1.875% Due 6/11/2021	2,400,000.00	08/30/2017 1.65%	2,419,562.40 2,413,084.13	97.39 2.95%	2,337,336.00 21,250.00	1.03% (75,748.13)	Aaa / AA+ AAA	2.53 2.42
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	2,600,000.00	08/09/2016 1.25%	2,584,400.00 2,591,710.06	95.76 2.81%	2,489,663.80 11,131.25	1.09% (102,046.26)	Aaa / AA+ AAA	2.62 2.54
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	2,000,000.00	07/30/2018 2.86%	1,968,440.00 1,971,515.97	98.39 2.92%	1,967,746.00 18,208.33	0.87% (3,769.97)	Aaa / AA+ AAA	3.12 2.95
313378WG2	FHLB Note 2.5% Due 3/11/2022	3,000,000.00	04/09/2018 2.65%	2,983,650.00 2,986,335.01	98.69 2.92%	2,960,712.00 16,666.67	1.30% (25,623.01)	Aaa / AA+ NR	3.28 3.11
3135G0T45	FNMA Note 1.875% Due 4/5/2022	2,900,000.00	06/21/2017 1.87%	2,901,218.00 2,900,850.79	96.75 2.90%	2,805,628.20 8,458.33	1.23% (95,222.59)	Aaa / AA+ AAA	3.35 3.20
313379Q69	FHLB Note 2.125% Due 6/10/2022	2,215,000.00	06/06/2018 2.81%	2,157,500.82 2,164,452.57	97.25 2.95%	2,154,176.10 22,357.66	0.95% (10,276.47)	Aaa / AA+ AAA	3.53 3.33
313381BR5	FHLB Note 1.875% Due 12/9/2022	1,500,000.00	09/20/2018 3.01%	1,432,965.00 1,436,055.57	95.91 2.96%	1,438,612.50 13,437.50	0.63% 2,556.93	Aaa / AA+ AAA	4.03 3.80



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Total Agency		63,115,000.00	1.62%	62,936,219.82 62,924,340.74	2.76%	61,983,726.15 266,799.11	27.20% (940,614.59)	Aaa / AA+ AAA	1.65 1.59
CASH									
90CASH\$00	Cash Custodial Cash Account	620,689.05	Various 0.00%	620,689.05 620,689.05	1.00 0.00%	620,689.05 0.00	0.27% 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	46,130,606.16	Various 0.00%	46,130,606.16 46,130,606.16	1.00 0.00%	46,130,606.16 0.00	20.15% 0.00	NR / NR NR	0.00 0.00
Total Cash		46,751,295.21	N/A	46,751,295.21 46,751,295.21	0.00%	46,751,295.21 0.00	20.43% 0.00	NR / NR NR	0.00 0.00
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	47,000,000.00	Various 2.24%	47,000,000.00 47,000,000.00	1.00 2.24%	47,000,000.00 74,760.49	20.57% 0.00	NR / NR NR	0.00 0.00
Total LAIF		47,000,000.00	2.24%	47,000,000.00 47,000,000.00	2.24%	47,000,000.00 74,760.49	20.57% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	California Asset Mgmt Program CAMP	500,000.00	Various 2.37%	500,000.00 500,000.00	1.00 2.37%	500,000.00 0.00	0.22% 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool		500,000.00	2.37%	500,000.00 500,000.00	2.37%	500,000.00 0.00	0.22% 0.00	NR / AAA NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Trsy/Agcy Cash Management 521	604,746.22	Various 2.11%	604,746.22 604,746.22	1.00 2.11%	604,746.22 0.00	0.26% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		604,746.22	2.11%	604,746.22 604,746.22	2.11%	604,746.22 0.00	0.26% 0.00	Aaa / AAA NR	0.00 0.00
NEGOTIABLE CD									
89113XX33	Toronto Dominion NY Yankee CD 2.68% Due 5/24/2019	850,000.00	05/23/2018 2.68%	850,000.00 850,000.00	100.00 2.68%	850,000.00 12,086.06	0.38% 0.00	P-1 / A-1+ F-1+	0.48 0.47



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
NEGOTIABLE CD									
89114MNQ6	Toronto Dominion Bank Yankee CD 3.09% Due 12/2/2019	2,000,000.00	11/29/2018 3.09%	2,000,000.00 2,000,000.00	100.00 3.09%	2,000,000.00 171.67	0.87% 0.00	P-1 / A-1+ F-1+	1.01 0.99
Total Negotiable CD		2,850,000.00	2.97%	2,850,000.00 2,850,000.00	2.97%	2,850,000.00 12,257.73	1.25% 0.00	Aaa / AAA AAA	0.85 0.83
SUPRANATIONAL									
459058DW0	Intl. Bank Recon & Development Note 1.875% Due 10/7/2019	1,750,000.00	01/31/2017 1.60%	1,762,670.00 1,754,016.05	99.20 2.83%	1,736,064.75 4,921.88	0.76% (17,951.30)	Aaa / AAA AAA	0.85 0.84
4581X0CX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,375,000.00	04/05/2017 1.70%	1,371,741.25 1,373,471.92	98.26 2.86%	1,351,064.00 1,179.25	0.59% (22,407.92)	Aaa / AAA AAA	1.45 1.42
459058GA5	Intl. Bank Recon & Development Note 1.625% Due 9/4/2020	2,000,000.00	08/22/2017 1.63%	1,999,580.00 1,999,754.94	97.81 2.91%	1,956,272.00 7,854.17	0.86% (43,482.94)	Aaa / AAA AAA	1.76 1.71
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	720,000.00	01/18/2018 2.35%	717,883.20 718,481.93	98.64 2.91%	710,207.28 5,670.00	0.31% (8,274.65)	Aaa / AAA NR	2.16 2.07
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	1,600,000.00	11/29/2017 2.12%	1,544,832.00 1,560,006.32	95.43 2.94%	1,526,878.40 6,550.00	0.67% (33,127.92)	Aaa / AAA NR	2.64 2.56
4581X0CN6	Inter-American Dev Bank Note 1.75% Due 4/14/2022	1,500,000.00	04/24/2018 2.92%	1,434,810.00 1,444,662.73	96.06 2.99%	1,440,877.50 3,427.08	0.63% (3,785.23)	Aaa / AAA AAA	3.37 3.23
4581X0CZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	2,000,000.00	05/04/2018 2.93%	1,904,540.00 1,916,967.81	95.47 3.02%	1,909,428.00 7,486.11	0.84% (7,539.81)	NR / NR AAA	3.79 3.61
Total Supranational		10,945,000.00	2.16%	10,736,056.45 10,767,361.70	2.92%	10,630,791.93 37,088.49	4.66% (136,569.77)	Aaa / AAA AAA	2.31 2.22
TIME DEPOSIT									
90MEND\$07	Savings Bank of Mendocino Coun Time Deposit 0.35% Due 3/3/2019	250,000.00	03/03/2018 0.35%	250,000.00 250,000.00	100.00 0.35%	250,000.00 67.12	0.11% 0.00	NR / NR NR	0.25 0.25

Holdings Report

As of November 30, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
TIME DEPOSIT									
90MEND\$08	Community First Credit Union Time Deposit 0.598% Due 3/20/2019	250,000.00	03/20/2018 0.60%	250,000.00 250,000.00	100.00 0.60%	250,000.00 45.05	0.11% 0.00	NR / NR NR	0.30 0.30
Total Time Deposit		500,000.00	0.47%	500,000.00 500,000.00	0.47%	500,000.00 112.17	0.22% 0.00	NR / NR NR	0.28 0.28
US CORPORATE									
69371RN28	Paccar Financial Corp Note 1.3% Due 5/10/2019	1,725,000.00	05/10/2016 1.31%	1,724,637.75 1,724,946.92	99.32 2.85%	1,713,249.30 1,308.13	0.75% (11,697.62)	A1 / A+ NR	0.44 0.44
084670BL1	Berkshire Hathaway Note 2.1% Due 8/14/2019	1,500,000.00	03/16/2017 1.72%	1,513,185.00 1,503,853.15	99.47 2.86%	1,492,057.50 9,362.50	0.66% (11,795.65)	Aa2 / AA A+	0.70 0.69
17275RBG6	Cisco Systems Note 1.4% Due 9/20/2019	1,800,000.00	03/28/2017 1.73%	1,785,780.00 1,795,385.98	98.78 2.94%	1,778,056.20 4,970.00	0.78% (17,329.78)	A1 / AA- NR	0.81 0.79
24422ETJ8	John Deere Capital Corp Note 1.25% Due 10/9/2019	1,700,000.00	09/27/2016 1.43%	1,691,160.00 1,697,501.74	98.43 3.12%	1,673,270.90 3,069.44	0.73% (24,230.84)	A2 / A A	0.86 0.84
037833AX8	Apple Inc Note 1.55% Due 2/7/2020	1,850,000.00	Various 1.54%	1,852,225.00 1,850,163.06	98.41 2.92%	1,820,540.60 8,921.11	0.80% (29,622.46)	Aa1 / AA+ NR	1.19 1.16
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	1,700,000.00	11/01/2016 1.57%	1,709,894.00 1,703,642.12	98.31 3.18%	1,671,334.60 8,759.72	0.73% (32,307.52)	Aa3 / A+ A+	1.21 1.18
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	1,700,000.00	10/06/2016 1.67%	1,734,408.00 1,714,014.20	98.36 3.40%	1,672,188.00 1,168.75	0.73% (41,826.20)	A2 / A- NR	1.47 1.43
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	200,000.00	06/12/2017 1.77%	200,150.00 200,076.24	98.05 3.13%	196,095.00 1,760.00	0.09% (3,981.24)	A2 / A A	1.52 1.46
458140AQ3	Intel Corp Note 2.45% Due 7/29/2020	1,750,000.00	01/24/2017 2.00%	1,776,775.00 1,762,686.20	99.06 3.03%	1,733,586.75 14,529.86	0.76% (29,099.45)	A1 / A+ A+	1.66 1.60
857477AS2	State Street Bank Note 2.55% Due 8/18/2020	1,590,000.00	12/11/2017 2.19%	1,604,993.70 1,599,587.39	98.58 3.40%	1,567,493.55 11,600.37	0.69% (32,093.84)	A1 / A AA-	1.72 1.65
02665WAZ4	American Honda Finance Note 2.45% Due 9/24/2020	1,800,000.00	02/14/2017 2.25%	1,812,492.00 1,806,298.25	98.56 3.27%	1,774,085.40 8,207.50	0.78% (32,212.85)	A2 / A+ NR	1.82 1.75

Holdings Report

As of November 30, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01%	1,999,240.00 1,999,701.85	98.24 2.95%	1,964,846.00 3,111.11	0.86% (34,855.85)	Aaa / AAA AA+	1.93 1.87
44932HAG8	IBM Credit Corp Note 2.65% Due 2/5/2021	1,500,000.00	02/12/2018 2.72%	1,496,880.00 1,497,712.38	98.38 3.43%	1,475,725.50 12,808.33	0.65% (21,986.88)	A1 / A A	2.19 2.08
06406FAB9	Bank of NY Mellon Corp Callable Note Cont 4/3/2021 2.05% Due 5/3/2021	1,700,000.00	12/13/2016 2.50%	1,668,771.00 1,682,735.19	96.55 3.55%	1,641,378.90 2,710.56	0.72% (41,356.29)	A1 / A AA-	2.42 2.33
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	1,775,000.00	Various 3.05%	1,784,554.00 1,782,904.06	99.88 3.30%	1,772,875.33 1,602.43	0.78% (10,028.73)	A2 / A A	2.47 2.36
68389XBK0	Oracle Corp Callable Note Cont 8/01/21 1.9% Due 9/15/2021	1,800,000.00	10/25/2017 2.20%	1,779,786.00 1,785,484.10	96.13 3.36%	1,730,412.00 7,220.00	0.76% (55,072.10)	A1 / AA- A	2.79 2.68
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	890,000.00	01/19/2017 2.66%	888,469.20 889,035.91	97.57 3.45%	868,342.74 8,241.77	0.38% (20,693.17)	A1 / A+ AA-	3.15 2.96
74005PBA1	Praxair Callable Note Cont 11/15/2021 2.45% Due 2/15/2022	1,750,000.00	03/09/2018 2.96%	1,717,222.50 1,723,229.80	97.13 3.40%	1,699,780.25 12,624.31	0.75% (23,449.55)	A2 / A NR	3.21 3.03
91159HHC7	US Bancorp Callable Note Cont 2/15/2022 3% Due 3/15/2022	1,000,000.00	04/12/2018 3.05%	997,970.00 998,295.31	98.55 3.47%	985,539.00 6,333.33	0.43% (12,756.31)	A1 / A+ AA-	3.29 3.09
911312BC9	UPS Callable Note Cont 4/16/2022 2.35% Due 5/16/2022	1,240,000.00	04/10/2018 2.99%	1,209,632.40 1,214,365.28	96.69 3.37%	1,198,905.16 1,214.17	0.52% (15,460.12)	A1 / A+ NR	3.46 3.28
Total US Corporate		30,970,000.00	2.13%	30,948,225.55 30,931,619.13	3.20%	30,429,762.68 129,523.39	13.35% (501,856.45)	A1 / A+ A+	1.85 1.77
US TREASURY									
912828N22	US Treasury Note 1.25% Due 12/15/2018	1,750,000.00	10/27/2016 0.95%	1,761,080.08 1,750,199.38	99.97 2.01%	1,749,448.75 10,100.75	0.77% (750.63)	Aaa / AA+ AAA	0.04 0.04
912828N63	US Treasury Note 1.125% Due 1/15/2019	2,000,000.00	05/27/2016 0.98%	2,007,506.70 2,000,352.24	99.87 2.19%	1,997,332.00 8,498.64	0.88% (3,020.24)	Aaa / AA+ AAA	0.13 0.12
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21%	1,993,444.20 1,999,205.22	99.31 2.53%	1,986,172.00 61.81	0.87% (13,033.22)	Aaa / AA+ AAA	0.50 0.49
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20%	1,986,251.82 1,997,792.91	99.09 2.58%	1,981,796.00 8,369.56	0.87% (15,996.91)	Aaa / AA+ AAA	0.58 0.57

Holdings Report

As of November 30, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56%	1,957,194.20 1,989,276.45	98.28 2.75%	1,965,624.00 54.95	0.86% (23,652.45)	Aaa / AA+ AAA	1.00 0.98
912828UL2	US Treasury Note 1.375% Due 1/31/2020	1,250,000.00	02/13/2018 2.15%	1,231,396.48 1,238,931.43	98.41 2.76%	1,230,176.25 5,744.74	0.54% (8,755.18)	Aaa / AA+ AAA	1.17 1.14
9128284C1	US Treasury Note 2.25% Due 3/31/2020	3,000,000.00	04/24/2018 2.49%	2,986,757.81 2,990,884.27	99.29 2.80%	2,978,556.00 11,497.25	1.31% (12,328.27)	Aaa / AA+ AAA	1.33 1.30
912828VA5	US Treasury Note 1.125% Due 4/30/2020	2,600,000.00	Various 1.44%	2,572,789.96 2,588,891.45	97.70 2.79%	2,540,179.20 2,518.76	1.11% (48,712.25)	Aaa / AA+ AAA	1.42 1.39
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79%	2,452,449.78 2,481,665.07	97.44 2.82%	2,436,035.00 5,855.08	1.07% (45,630.07)	Aaa / AA+ AAA	1.84 1.79
912828L99	US Treasury Note 1.375% Due 10/31/2020	2,600,000.00	04/14/2016 1.20%	2,619,508.71 2,608,226.56	97.30 2.83%	2,529,922.20 3,061.46	1.11% (78,304.36)	Aaa / AA+ AAA	1.92 1.87
912828P87	US Treasury Note 1.125% Due 2/28/2021	2,400,000.00	Various 1.45%	2,368,765.85 2,383,144.94	96.33 2.82%	2,311,968.00 6,861.88	1.01% (71,176.94)	Aaa / AA+ AAA	2.25 2.19
912828D72	US Treasury Note 2% Due 8/31/2021	2,400,000.00	12/28/2016 2.01%	2,398,508.04 2,399,121.96	97.81 2.83%	2,347,500.00 12,198.90	1.03% (51,621.96)	Aaa / AA+ AAA	2.75 2.64
912828U81	US Treasury Note 2% Due 12/31/2021	1,000,000.00	01/30/2018 2.40%	984,960.94 988,158.05	97.57 2.83%	975,664.00 8,369.57	0.43% (12,494.05)	Aaa / AA+ AAA	3.09 2.94
Total US Treasury		27,500,000.00	1.59%	27,320,614.57 27,415,849.93	2.67%	27,030,373.40 83,193.35	11.85% (385,476.53)	Aaa / AA+ AAA	1.39 1.35
TOTAL PORTFOLIO		230,736,041.43	1.53%	230,147,157.82 230,245,212.93	2.14%	228,280,695.59 603,734.73	100.00% (1,964,517.34)	Aa1 / AA+ AAA	0.98 0.94
TOTAL MARKET VALUE PLUS ACCRUED						228,884,430.32			

Portfolio Summary

As of December 31, 2018



PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.83
Average Coupon	1.75%
Average Purchase YTM	1.82%
Average Market YTM	2.24%
Average S&P/Moody Rating	AA+/Aa1
Average Final Maturity	0.86 yrs
Average Life	0.85 yrs

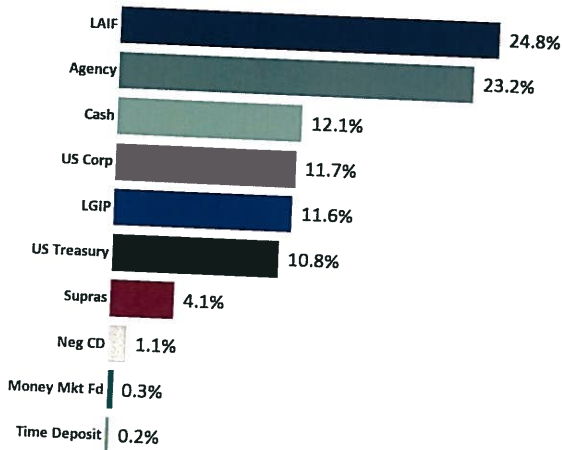
ACCOUNT SUMMARY

	Beg. Values as of 11/30/18	End Values as of 12/31/18
Market Value	228,280,696	261,875,924
Accrued Interest	603,735	750,945
Total Market Value	228,884,430	262,626,869
Income Earned	241,983	297,657
Cont/WD		
Par	230,736,041	263,694,819
Book Value	230,245,213	263,149,601
Cost Value	230,147,158	263,001,621

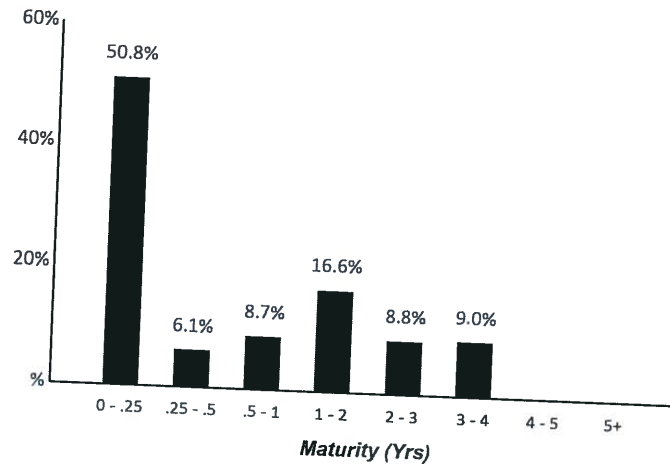
TOP ISSUERS

Local Agency Investment Fund	24.8%
Federal Home Loan Bank	12.2%
Custodial Checking Account	12.0%
CAMP	11.6%
Government of United States	10.8%
Federal Home Loan Mortgage Corp	5.7%
Federal National Mortgage Assoc	3.9%
Inter-American Dev Bank	1.8%
Total	82.9%

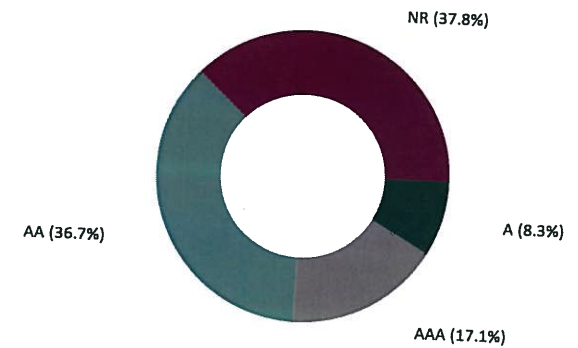
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Statement of Compliance

As of December 31, 2018



County of Mendocino Consolidated

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

Category	Standard	Comment
Municipal Issues	"A" rated category or higher by a NRSRO; 5% per issuer; Include bonds of the County, State of California, any other state, and any local County within the State of California	Complies
Treasury Issues	No limitation	Complies
Agency Issues	25% max per issuer	Complies
Supranationals	"AA" rated category or higher by two NRSROs; 30% maximum; 10% per issuer; Unsubordinated obligations issued by IBRD, IFC, IADB	Complies
Banker's Acceptances	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 180 days max maturity	Complies
Commercial Paper	"A-1" or higher short term ratings by two NRSROs; and "A" rated or higher long term debt by two NRSROs; 40% maximum; 5% per issuer; 270 days max maturity; Issuer is a corporation organized and operating in the U.S. with assets in excess of \$500 million	Complies
Negotiable Certificates of Deposit	"A" or higher long term ratings by two NRSROs; and/or "A-1" or higher short term ratings by two NRSROs; 30% maximum (includes CDARS); 5% per issuer	Complies
Corporate Medium Term Notes	"A" rated or better by two NRSROs; 30% maximum; 5% per issuer; Issued by corporations organized and operating within U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Mutual Funds and Money Market Mutual Funds	Highest rating or "AAA" rated by two NRSROs; or SEC registered adviser with AUM >\$500 million and experience greater than 5 years; 20% maximum in Mutual Funds; 10% max per Mutual Fund; 20% maximum in Money Market Mutual Funds; 20% max per Money Market Mutual Fund	Complies
FDIC insured Time Deposits/ Certificates of Deposit	Amount per institution limited to the max covered under FDIC; 20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Collateralized Time Deposits/ Certificates of Deposit	20% maximum (combination of FDIC insured and collateralized TDs/ CDs); 5% per issuer	Complies
Asset Backed Securities (ABS) and Mortgage Pass Throughs (MPTs)	"AA" rated or better by two NRSROs; "A" rated or higher for the issuer's debt by two NRSROs; 20% maximum; 5% per issuer in Asset Backed or Commercial Mortgage security issuer. No issuer limitation on any Mortgage security where the issuer is U.S. Treasury or Federal agency/GSE	Complies
Local Agency Investment Fund (LAIF)/ Local Government Investment Pools	Maximum permitted amount by LAIF	Complies
Repurchase Agreements	No limitation; 1 year maximum maturity; 102% collateralized	Complies
Prohibited	Inverse floaters; ranges notes; interest-only strips from mortgaged backed securities; zero interest accrual securities; Securities with maturity longer than 5 years (unless approved by the Board of Supervisors); Margin; Reverse Repurchase Agreements, Securities lending; Foreign currency denominated securities;	Complies
Maximum Callables	Social and Environmental Concerns: Investments are discouraged in entities that receive a significant portion of their revenues from the manufacturer of tobacco products. firearms. or weapons not used in our national defense.	
Maximum Per Issuer	20% max of callable securities (does not include "make whole call")	Complies
Maximum maturity	5% max per issuer, unless otherwise specified in the policy	Complies
	5 years maximum maturity	Complies

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3133782M2	FHLB Note 1.5% Due 3/8/2019	2,600,000.00	04/14/2016 0.99%	2,637,752.00 2,602,357.27	99.82 2.44%	2,595,431.80 12,241.67	0.99% (6,925.47)	Aaa / AA+ AAA	0.18 0.19
3137EADZ9	FHLMC Note 1.125% Due 4/15/2019	2,600,000.00	04/22/2016 1.09%	2,602,496.00 2,600,239.25	99.63 2.42%	2,590,307.20 6,175.00	0.99% (9,932.05)	Aaa / AA+ AAA	0.29 0.29
3130ABF92	FHLB Note 1.375% Due 5/28/2019	1,825,000.00	05/25/2017 1.37%	1,825,036.50 1,825,007.33	99.51 2.58%	1,816,101.30 2,300.26	0.69% (8,906.03)	Aaa / AA+ AAA	0.41 0.40
3130A8DB6	FHLB Note 1.125% Due 6/21/2019	2,600,000.00	06/07/2016 1.02%	2,608,372.00 2,601,292.07	99.31 2.60%	2,582,138.00 812.50	0.98% (19,154.07)	Aaa / AA+ AAA	0.47 0.47
3133EFW52	FFCB Note 1.15% Due 7/1/2019	2,400,000.00	04/05/2016 1.00%	2,411,640.00 2,401,783.95	99.32 2.54%	2,383,560.00 13,800.00	0.91% (18,223.95)	Aaa / AA+ AAA	0.50 0.49
3137EADK2	FHLMC Note 1.25% Due 8/1/2019	2,000,000.00	04/28/2015 1.34%	1,992,880.00 1,999,029.30	99.17 2.70%	1,983,356.00 10,416.67	0.76% (15,673.30)	Aaa / AA+ AAA	0.58 0.57
3135G0N33	FNMA Note 0.875% Due 8/2/2019	1,000,000.00	07/29/2016 0.93%	998,320.00 999,673.21	98.99 2.62%	989,901.00 3,621.53	0.38% (9,772.21)	Aaa / AA+ AAA	0.59 0.58
313380FB8	FHLB Note 1.375% Due 9/13/2019	660,000.00	10/30/2015 1.38%	659,795.40 659,963.02	99.10 2.68%	654,067.26 2,722.50	0.25% (5,895.76)	Aaa / AA+ NR	0.70 0.69
3137EADM8	FHLMC Note 1.25% Due 10/2/2019	2,000,000.00	04/29/2015 1.44%	1,983,422.00 1,997,189.13	98.97 2.64%	1,979,334.00 6,180.56	0.76% (17,855.13)	Aaa / AA+ AAA	0.75 0.74
3130ACM92	FHLB Note 1.5% Due 10/21/2019	2,525,000.00	10/27/2017 1.68%	2,516,415.00 2,521,511.23	99.07 2.68%	2,501,479.63 7,364.58	0.96% (20,031.60)	Aaa / AA+ AAA	0.81 0.79
3130AA3R7	FHLB Note 1.375% Due 11/15/2019	2,000,000.00	11/17/2016 1.39%	1,999,400.00 1,999,825.27	98.92 2.64%	1,978,348.00 3,513.89	0.75% (21,477.27)	Aaa / AA+ AAA	0.87 0.86
3135G0ZY2	FNMA Note 1.75% Due 11/26/2019	1,300,000.00	06/30/2015 1.62%	1,307,294.30 1,301,490.57	99.19 2.66%	1,289,529.80 2,211.81	0.49% (11,960.77)	Aaa / AA+ AAA	0.90 0.89
313381C94	FHLB Note 1.25% Due 12/13/2019	790,000.00	01/28/2016 1.33%	787,732.70 789,445.20	98.71 2.63%	779,825.59 493.75	0.30% (9,619.61)	Aaa / AA+ AAA	0.95 0.93
3135G0T29	FNMA Note 1.5% Due 2/28/2020	2,600,000.00	Various 1.52%	2,598,252.00 2,599,324.75	98.86 2.50%	2,570,406.80 13,325.00	0.98% (28,917.95)	Aaa / AA+ AAA	1.16 1.14
3133EHFL2	FFCB Note 1.55% Due 4/13/2020	1,450,000.00	04/27/2017 1.57%	1,449,014.00 1,449,573.13	98.68 2.60%	1,430,887.55 4,869.58	0.55% (18,685.58)	Aaa / AA+ AAA	1.28 1.26
3137EAEF2	FHLMC Note 1.375% Due 4/20/2020	1,800,000.00	04/19/2017 1.48%	1,794,258.00 1,797,511.45	98.49 2.56%	1,772,751.60 4,881.25	0.68% (24,759.85)	Aaa / AA+ AAA	1.30 1.28

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EADR7	FHLMC Note 1.375% Due 5/1/2020	1,600,000.00	10/21/2015 1.38%	1,599,579.20 1,599,876.28	98.46 2.56%	1,575,291.20 3,666.67	0.60% (24,585.08)	Aaa / AA+ AAA	1.33 1.31
313383HU8	FHLB Note 1.75% Due 6/12/2020	1,700,000.00	07/28/2017 1.57%	1,708,449.00 1,704,260.81	98.85 2.57%	1,680,388.80 1,570.14	0.64% (23,872.01)	Aaa / AA+ NR	1.45 1.42
3130ACE26	FHLB Note 1.375% Due 9/28/2020	2,000,000.00	09/22/2017 1.65%	1,983,940.00 1,990,705.95	97.98 2.57%	1,959,560.00 7,104.17	0.75% (31,145.95)	Aaa / AA+ NR	1.75 1.70
3137EAEJ4	FHLMC Note 1.625% Due 9/29/2020	2,250,000.00	09/28/2017 1.67%	2,247,097.50 2,248,313.05	98.43 2.55%	2,214,776.25 9,343.75	0.85% (33,536.80)	Aaa / AA+ AAA	1.75 1.70
3137EAEK1	FHLMC Note 1.875% Due 11/17/2020	800,000.00	11/27/2017 1.95%	798,368.00 798,968.15	98.75 2.56%	790,038.40 1,833.33	0.30% (8,929.75)	Aaa / AA+ AAA	1.88 1.83
3130A3UQ5	FHLB Note 1.875% Due 12/11/2020	2,000,000.00	02/12/2018 2.32%	1,975,680.00 1,983,268.22	98.68 2.57%	1,973,686.00 2,083.33	0.75% (9,582.22)	Aaa / AA+ NR	1.95 1.89
3130A7CV5	FHLB Note 1.375% Due 2/18/2021	2,000,000.00	02/23/2016 1.43%	1,994,480.00 1,997,638.62	97.68 2.50%	1,953,514.00 10,159.72	0.75% (44,124.62)	Aaa / AA+ AAA	2.14 2.07
3135G0J20	FNMA Note 1.375% Due 2/26/2021	2,500,000.00	03/17/2016 1.52%	2,482,725.00 2,492,472.08	97.56 2.54%	2,439,085.00 11,935.76	0.93% (53,387.08)	Aaa / AA+ AAA	2.16 2.09
313379RB7	FHLB Note 1.875% Due 6/11/2021	2,400,000.00	08/30/2017 1.65%	2,419,562.40 2,412,644.68	98.14 2.67%	2,355,357.60 2,500.00	0.90% (57,287.08)	Aaa / AA+ AAA	2.45 2.37
3130A8QS5	FHLB Note 1.125% Due 7/14/2021	2,600,000.00	08/09/2016 1.25%	2,584,400.00 2,591,978.88	96.58 2.53%	2,510,986.40 13,568.75	0.96% (80,992.48)	Aaa / AA+ AAA	2.54 2.46
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	2,000,000.00	07/30/2018 2.86%	1,968,440.00 1,972,291.22	99.60 2.51%	1,992,036.00 22,166.67	0.77% 19,744.78	Aaa / AA+ AAA	3.04 2.88
313378WG2	FHLB Note 2.5% Due 3/11/2022	3,000,000.00	04/09/2018 2.65%	2,983,650.00 2,986,689.20	99.80 2.57%	2,993,904.00 22,916.67	1.15% 7,214.80	Aaa / AA+ NR	3.19 3.03
3135G0T45	FNMA Note 1.875% Due 4/5/2022	2,900,000.00	06/21/2017 1.87%	2,901,218.00 2,900,829.19	97.99 2.52%	2,841,637.50 12,989.58	1.09% (59,191.69)	Aaa / AA+ AAA	3.26 3.12
313379Q69	FHLB Note 2.125% Due 6/10/2022	2,215,000.00	06/06/2018 2.81%	2,157,500.82 2,165,670.10	98.31 2.64%	2,177,480.12 2,745.68	0.83% 11,810.02	Aaa / AA+ AAA	3.44 3.29
313381BR5	FHLB Note 1.875% Due 12/9/2022	1,500,000.00	09/20/2018 3.01%	1,432,965.00 1,437,404.98	96.93 2.70%	1,453,986.00 1,718.75	0.55% 16,581.02	Aaa / AA+ AAA	3.94 3.76
Total Agency		61,615,000.00	1.64%	61,410,134.82 61,428,227.54	2.57%	60,809,152.80 221,233.52	23.24% (619,074.74)	Aaa / AA+ AAA	1.61 1.55

Holdings Report
As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CASH									
90CASH\$00	Cash Custodial Cash Account	166,121.46	Various 0.00%	166,121.46 166,121.46	1.00 0.00%	166,121.46 0.00	0.06% 0.00	NR / NR NR	0.00 0.00
90CHECK\$1	Checking Deposit Bank Account	31,549,600.74	Various 0.00%	31,549,600.74 31,549,600.74	1.00 0.00%	31,549,600.74 0.00	12.01% 0.00	NR / NR NR	0.00 0.00
Total Cash		31,715,722.20	N/A	31,715,722.20 31,715,722.20	0.00%	31,715,722.20 0.00	12.08% 0.00	NR / NR NR	0.00 0.00
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	65,000,000.00	Various 2.31%	65,000,000.00 65,000,000.00	1.00 2.31%	65,000,000.00 167,414.47	24.81% 0.00	NR / NR NR	0.00 0.00
Total LAIF		65,000,000.00	2.31%	65,000,000.00 65,000,000.00	2.31%	65,000,000.00 167,414.47	24.81% 0.00	NR / NR NR	0.00 0.00
LOCAL GOV INVESTMENT POOL									
90CAMP\$00	California Asset Mgmt Program CAMP	30,500,000.00	Various 2.55%	30,500,000.00 30,500,000.00	1.00 2.55%	30,500,000.00 0.00	11.61% 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool		30,500,000.00	2.55%	30,500,000.00 30,500,000.00	2.55%	30,500,000.00 0.00	11.61% 0.00	NR / AAA NR	0.00 0.00
MONEY MARKET FUND FI									
261908107	Dreyfus Trsy/Agcy Cash Management 521	849,096.37	Various 2.32%	849,096.37 849,096.37	1.00 2.32%	849,096.37 0.00	0.32% 0.00	Aaa / AAA NR	0.00 0.00
Total Money Market Fund FI		849,096.37	2.32%	849,096.37 849,096.37	2.32%	849,096.37 0.00	0.32% 0.00	Aaa / AAA NR	0.00 0.00
NEGOTIABLE CD									
89113XX33	Toronto Dominion NY Yankee CD 2.68% Due 5/24/2019	850,000.00	05/23/2018 2.68%	850,000.00 850,000.00	100.00 2.68%	850,000.00 14,047.67	0.33% 0.00	P-1 / A-1+ F-1+	0.39 0.39

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
NEGOTIABLE CD									
89114MNQ6	Toronto Dominion Bank Yankee CD 3.09% Due 12/2/2019	2,000,000.00	11/29/2018 3.09%	2,000,000.00 2,000,000.00	100.00 3.09%	2,000,000.00 5,493.33	0.76% 0.00	P-1 / A-1+ F-1+	0.92 0.91
Total Negotiable CD		2,850,000.00	2.97%	2,850,000.00 2,850,000.00	2.97%	2,850,000.00 19,541.00	1.09% 0.00	Aaa / AAA AAA	0.76 0.75
SUPRANATIONAL									
459058DWO	Intl. Bank Recon & Development Note 1.875% Due 10/7/2019	1,750,000.00	01/31/2017 1.60%	1,762,670.00 1,753,614.45	99.34 2.75%	1,738,404.50 7,656.25	0.66% (15,209.95)	Aaa / AAA AAA	0.77 0.75
4581XOCX4	Inter-American Dev Bank Note 1.625% Due 5/12/2020	1,375,000.00	04/05/2017 1.70%	1,371,741.25 1,373,561.64	98.72 2.59%	1,357,368.38 3,041.23	0.52% (16,193.26)	Aaa / AAA AAA	1.36 1.33
459058GA5	Intl. Bank Recon & Development Note 1.625% Due 9/4/2020	2,000,000.00	08/22/2017 1.63%	1,999,580.00 1,999,766.75	98.41 2.60%	1,968,116.00 10,562.50	0.75% (31,650.75)	Aaa / AAA AAA	1.68 1.63
45950KCM0	International Finance Corp Note 2.25% Due 1/25/2021	720,000.00	01/18/2018 2.35%	717,883.20 718,541.80	99.34 2.58%	715,274.64 7,020.00	0.28% (3,267.16)	Aaa / AAA NR	2.07 1.99
45950KCJ7	International Finance Corp Note 1.125% Due 7/20/2021	1,600,000.00	11/29/2017 2.12%	1,544,832.00 1,561,295.10	96.43 2.58%	1,542,864.00 8,050.00	0.59% (18,431.10)	Aaa / AAA NR	2.55 2.48
4581XOCN6	Inter-American Dev Bank Note 1.75% Due 4/14/2022	1,500,000.00	04/24/2018 2.92%	1,434,810.00 1,446,057.41	97.26 2.62%	1,458,957.00 5,614.58	0.56% 12,899.59	Aaa / AAA AAA	3.29 3.15
4581XOCZ9	Inter-American Dev Bank Note 1.75% Due 9/14/2022	2,000,000.00	05/04/2018 2.93%	1,904,540.00 1,918,828.98	96.81 2.66%	1,936,268.00 10,402.78	0.74% 17,439.02	NR / NR AAA	3.71 3.53
Total Supranational		10,945,000.00	2.16%	10,736,056.45 10,771,666.13	2.63%	10,717,252.52 52,347.34	4.10% (54,413.61)	Aaa / AAA AAA	2.23 2.15
TIME DEPOSIT									
90MEND\$07	Savings Bank of Mendocino Coun Time Deposit 0.35% Due 3/3/2019	250,000.00	03/03/2018 0.35%	250,000.00 250,000.00	100.00 0.35%	250,000.00 69.52	0.10% 0.00	NR / NR NR	0.17 0.17

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
TIME DEPOSIT									
90MEND\$08	Community First Credit Union Time Deposit 0.598% Due 3/20/2019	250,000.00	03/20/2018 0.60%	250,000.00 250,000.00	100.00 0.60%	250,000.00 49.15	0.10% 0.00	NR / NR NR	0.22 0.22
Total Time Deposit		500,000.00	0.47%	500,000.00 500,000.00	0.47%	500,000.00 118.67	0.19% 0.00	NR / NR NR	0.19 0.19
US CORPORATE									
69371RN28	Paccar Financial Corp Note 1.3% Due 5/10/2019	1,725,000.00	05/10/2016 1.31%	1,724,637.75 1,724,957.21	99.38 3.05%	1,714,265.33 3,176.88	0.65% (10,691.88)	A1 / A+ NR	0.36 0.35
084670BL1	Berkshire Hathaway Note 2.1% Due 8/14/2019	1,500,000.00	03/16/2017 1.72%	1,513,185.00 1,503,386.56	99.52 2.89%	1,492,758.00 11,987.50	0.57% (10,628.56)	Aa2 / AA A+	0.62 0.61
17275RBG6	Cisco Systems Note 1.4% Due 9/20/2019	1,800,000.00	03/28/2017 1.73%	1,785,780.00 1,795,874.15	99.10 2.67%	1,783,852.20 7,070.00	0.68% (12,021.95)	A1 / AA- NR	0.72 0.71
24422ETJ8	John Deere Capital Corp Note 1.25% Due 10/9/2019	1,700,000.00	09/27/2016 1.43%	1,691,160.00 1,697,749.96	98.62 3.07%	1,676,492.40 4,840.28	0.64% (21,257.56)	A2 / A A	0.77 0.76
037833AX8	Apple Inc Note 1.55% Due 2/7/2020	1,850,000.00	Various 1.54%	1,852,225.00 1,850,151.39	98.79 2.67%	1,827,600.20 11,310.70	0.70% (22,551.19)	Aa1 / AA+ NR	1.10 1.08
22160KAG0	Costco Wholesale Corp Note 1.75% Due 2/15/2020	1,700,000.00	11/01/2016 1.57%	1,709,894.00 1,703,386.09	98.96 2.69%	1,682,362.50 11,238.89	0.64% (21,023.59)	Aa3 / A+ A+	1.13 1.09
747525AD5	Qualcomm Inc Note 2.25% Due 5/20/2020	1,700,000.00	10/06/2016 1.67%	1,734,408.00 1,713,203.68	98.61 3.28%	1,676,370.00 4,356.25	0.64% (36,833.68)	A2 / A- NR	1.39 1.35
437076BQ4	Home Depot Note 1.8% Due 6/5/2020	200,000.00	06/12/2017 1.77%	200,150.00 200,071.96	98.57 2.83%	197,138.20 260.00	0.08% (2,933.76)	A2 / A A	1.43 1.39
458140AQ3	Intel Corp Note 2.45% Due 7/29/2020	1,750,000.00	01/24/2017 2.00%	1,776,775.00 1,762,037.24	99.60 2.71%	1,742,987.75 18,102.78	0.67% (19,049.49)	A1 / A+ A+	1.58 1.52
857477AS2	State Street Bank Note 2.55% Due 8/18/2020	1,590,000.00	12/11/2017 2.19%	1,604,993.70 1,599,112.62	99.16 3.08%	1,576,650.36 14,979.12	0.61% (22,462.26)	A1 / A AA-	1.63 1.57
02665WAZ4	American Honda Finance Note 2.45% Due 9/24/2020	1,800,000.00	02/14/2017 2.25%	1,812,492.00 1,806,003.76	98.80 3.17%	1,778,414.40 11,882.50	0.68% (27,589.36)	A2 / A+ NR	1.73 1.67

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US CORPORATE									
594918BG8	Microsoft Callable Note Cont. 10/03/20 2% Due 11/3/2020	2,000,000.00	12/03/2015 2.01%	1,999,240.00 1,999,715.00	98.89 2.62%	1,977,728.00 6,444.44	0.76% (21,987.00)	Aaa / AAA AA+	1.84 1.79
44932HAG8	IBM Credit Corp Note 2.65% Due 2/5/2021	1,500,000.00	02/12/2018 2.72%	1,496,880.00 1,497,801.36	98.88 3.21%	1,483,129.50 16,120.83	0.57% (14,671.86)	A1 / A A	2.10 2.00
06406FAB9	Bank of NY Mellon Corp Callable Note Cont 4/3/2021 2.05% Due 5/3/2021	1,700,000.00	12/13/2016 2.50%	1,668,771.00 1,683,340.63	97.60 3.12%	1,659,242.50 5,614.72	0.63% (24,098.13)	A1 / A AA-	2.34 2.25
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	1,775,000.00	Various 3.05%	1,784,554.00 1,782,623.07	100.49 3.03%	1,783,662.00 6,409.73	0.68% 1,038.93	A2 / A A	2.39 2.20
68389XBK0	Oracle Corp Callable Note Cont 8/01/21 1.9% Due 9/15/2021	1,800,000.00	10/25/2017 2.20%	1,779,786.00 1,785,925.70	97.02 3.05%	1,746,372.60 10,070.00	0.67% (39,553.10)	A1 / AA- A	2.71 2.59
91159HHP8	US Bancorp Callable Cont 12/23/2021 2.625% Due 1/24/2022	890,000.00	01/19/2017 2.66%	888,469.20 889,061.90	98.48 3.15%	876,476.45 10,188.65	0.34% (12,585.45)	A1 / A+ AA-	3.07 2.88
74005PBA1	Praxair Callable Note Cont 11/15/2021 2.45% Due 2/15/2022	1,750,000.00	03/09/2018 2.96%	1,717,222.50 1,723,937.89	98.10 3.09%	1,716,720.25 16,197.22	0.66% (7,217.64)	A2 / A NR	3.13 2.95
91159HHC7	US Bancorp Callable Note Cont 2/15/2022 3% Due 3/15/2022	1,000,000.00	04/12/2018 3.05%	997,970.00 998,339.35	99.37 3.21%	993,730.00 8,833.33	0.38% (4,609.35)	A1 / A+ AA-	3.21 3.01
911312BC9	UPS Callable Note Cont 4/16/2022 2.35% Due 5/16/2022	1,240,000.00	04/10/2018 2.99%	1,209,632.40 1,214,994.97	97.57 3.11%	1,209,814.68 3,642.50	0.46% (5,180.29)	A1 / A+ NR	3.38 3.20
Total US Corporate		30,970,000.00	2.13%	30,948,225.55 30,931,674.49	2.97%	30,595,767.32 182,726.32	11.72% (335,907.17)	A1 / A+ A+	1.77 1.69
US TREASURY									
912828N63	US Treasury Note 1.125% Due 1/15/2019	2,000,000.00	05/27/2016 0.98%	2,007,506.70 2,000,109.59	99.96 2.13%	1,999,176.00 10,394.02	0.77% (933.59)	Aaa / AA+ AAA	0.04 0.04
912828SX9	US Treasury Note 1.125% Due 5/31/2019	2,000,000.00	04/28/2015 1.21%	1,993,444.20 1,999,341.35	99.44 2.49%	1,988,750.00 1,978.02	0.76% (10,591.35)	Aaa / AA+ AAA	0.41 0.41
912828TC4	US Treasury Note 1% Due 6/30/2019	2,000,000.00	Various 1.20%	1,986,251.82 1,998,117.18	99.25 2.52%	1,985,000.00 55.25	0.76% (13,117.18)	Aaa / AA+ AAA	0.50 0.49
912828UB4	US Treasury Note 1% Due 11/30/2019	2,000,000.00	12/04/2015 1.56%	1,957,194.20 1,990,189.72	98.53 2.64%	1,970,546.00 1,758.24	0.75% (19,643.72)	Aaa / AA+ AAA	0.92 0.90

Holdings Report

As of December 31, 2018



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828UL2	US Treasury Note 1.375% Due 1/31/2020	1,250,000.00	02/13/2018 2.15%	1,231,396.48	98.69	1,233,642.50	0.47%	Aaa / AA+	1.08
9128284C1	US Treasury Note 2.25% Due 3/31/2020	3,000,000.00	04/24/2018 2.49%	1,239,736.88	2.61%	7,192.60	(6,094.38)	AAA	1.06
912828VA5	US Treasury Note 1.125% Due 4/30/2020	2,600,000.00	Various 1.44%	2,986,757.81	99.59	2,987,694.00	1.14%	Aaa / AA+	1.25
912828L65	US Treasury Note 1.375% Due 9/30/2020	2,500,000.00	12/30/2015 1.79%	2,991,465.73	2.58%	17,245.88	(3,771.73)	AAA	1.21
912828L99	US Treasury Note 1.375% Due 10/31/2020	2,600,000.00	04/14/2016 1.20%	2,572,789.96	98.12	2,551,047.20	0.97%	Aaa / AA+	1.33
912828P87	US Treasury Note 1.125% Due 2/28/2021	2,400,000.00	Various 1.45%	2,589,558.82	2.57%	4,956.26	(38,511.62)	AAA	1.31
912828D72	US Treasury Note 2% Due 8/31/2021	2,400,000.00	12/28/2016 2.01%	2,482,514.67	2.53%	2,450,880.00	0.94%	Aaa / AA+	1.75
912828U81	US Treasury Note 2% Due 12/31/2021	1,000,000.00	01/30/2018 2.40%	2,619,508.71	97.97	8,782.62	(31,634.67)	AAA	1.71
912828P4	US Treasury Note 1.875% Due 7/31/2022	3,000,000.00	12/28/2018 2.53%	2,607,862.25	2.52%	2,547,188.80	0.97%	Aaa / AA+	1.84
				2,368,765.85	97.11	6,122.93	(60,673.45)	AAA	1.79
				2,383,782.14	2.50%	2,330,719.20	0.89%	Aaa / AA+	2.16
				2,398,508.04	98.76	9,174.03	(53,062.94)	AAA	2.11
				2,399,149.08	2.48%	2,370,187.20	0.91%	Aaa / AA+	2.67
				984,960.94	98.63	16,309.39	(28,961.88)	AAA	2.56
				988,484.08	2.48%	986,328.00	0.38%	Aaa / AA+	3.00
				2,932,851.56	97.93	55.25	(2,156.08)	AAA	2.89
				2,932,902.90	2.48%	2,937,774.00	1.13%	Aaa / AA+	3.58
						23,539.40	4,871.10	AAA	3.41
Total US Treasury		28,750,000.00	1.73%	28,492,386.05		28,338,932.90	10.83%	Aaa / AA+	1.62
				28,603,214.39	2.50%	107,563.89	(264,281.49)	AAA	1.57
TOTAL PORTFOLIO				263,001,621.44		261,875,924.11	100.00%	Aa1 / AA+	0.86
TOTAL MARKET VALUE PLUS ACCRUED		263,694,818.57	1.82%	263,149,601.12	2.24%	750,945.21	(1,273,677.01)	AAA	0.83
						262,626,869.32			

CIF APPLICATION FOR RENEWAL OF MULTI-SCHOOL MEMBERSHIP
(CIF Form 303 Renewal)

Schools: Return Completed Application to your CIF Section Office.
Applications are Due **NO LATER THAN MAY 31, 2019.**
(in the CIF Section Office)

CIF WILL INVOICE YOUR SCHOOL THE FOLLOWING AMOUNT FOR MULTI-SCHOOL FEES

* 470 x \$0.83 = 390.10

Total # of students Total Dues
(CIF member school & multi-school students)

CIF Section: North Coast Section
Date of Application: 2/4/19

- Please complete signatures on all lines below.
- Renewal applications must be filed annually by May 31 of the current school year. **YOU WILL BE INVOICED BY THE STATE CIF FOR YOUR PER STUDENT DUES INCLUDING THE MULTI-SCHOOL ENROLLMENT.**
- An application for renewal that is received after May 31 but prior to September 1 of the current school year will be assessed a late fee of \$200 in addition to the dues owed as outlined above. The late fee of \$200 must accompany the application.
- NO RENEWAL applications will be accepted after September 1 of the current school year.

RENEWAL APPLICATION

Willits High School 9-12
(CIF Member School requesting multi-school teams status) (Grade levels involved)

299 N. Main St Willits 95490
(Street Address) (City) (Zip)

Marian Thine
(Principal designated to have administrative responsibility)

List school(s) or campus(es), location(s), and grade level(s) to be unified with the above listed CIF school for sports team purposes:

School Name: San Hedrin 9-12
Address: 120 N. Main St. Willits CA 95490
Principal's Name: Jeff Ritchly

Please specify, even though you are a continuation high school, whether your board of education considers the school an alternative school.
List reason(s) for request: _____
List sport(s) by team to be included (Identify as student, boys, or girls): _____

CBEDS enrollments (required): CIF member school: 9-12: 415 +
School/programs(s) to be unified: 9-12: 55 = 470
Total students (transfer total to * at top of page for invoicing)

The following signatures indicate that State CIF Rule 303 has been read and certifies that all the required conditions have been met for this multi-school status request (see attached CIF Bylaw 303):

Marian Thine Willits High School 2/4/19 Principal, CIF Member School
(Signed) (School) (Date)

Jeffery A. Ritchly Sanhedrin H.S. 2/4/19 Principal, Non Member School Involved
(Signed) (School) (Date) (Attach additional pages as necessary)

(Signed) (Date) (CIF Section) Commissioner, _____

Permission to field multi-campus or unified sports teams as indicated in this application is granted for the 2019-2020 school year.

State CIF Executive Director _____ Date _____

**WILLITS UNIFIED SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE**

TO: Board of Trustees
FROM: Mark Westerburg, Superintendent
DATE: March 13, 2019
RE: Board Policy Revision- BP/AR 0420 - School Plans/Site Councils

Priority:

Communication

Objective:

To conduct a second/final read of the revised policy

Background:

(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 716)** which renames the single plan for student achievement as the school plan for student achievement (SPSA), authorizes the use of uniform complaint procedures for complaints alleging noncompliance with requirements related to the establishment of school site councils or the development of the SPSA, and authorizes the use of the SPSA to satisfy the requirement for a school improvement plan when a school is identified for targeted or comprehensive support. Regulation updated to reflect AB 716 which eliminates the authority to use a school advisory committee other than a school site council to develop the SPSA, allows certain small schools to share a school site council, requires a needs assessment to identify school goals, and, if applicable, requires consultation with the school's English learner advisory committee on review of the SPSA.

Funding/Source:

None

Recommendation:

Administration recommends the board conduct a second/final read of the revised policy

School Plans/Site Councils

~~Cautionary Notice: AB 97 (Ch. 47, Statutes of 2013) repealed Education Code 42605, which provided temporary flexibility for specified "Tier 3" categorical programs, and instead redirects the funding for those categorical programs into the Local Control Funding Formula (LCFF) (Education Code 42238.01-42251). The supplemental and concentration grant portions of the LCFF may be used for any schoolwide or districtwide educational purpose in accordance with state regulations to be adopted by January 31, 2014, with a goal of increasing or improving services for English learners, foster youth, and students eligible for free and reduced-price meals. Certain requirements related to Tier 3 categorical program(s) in the following policy or regulation are no longer applicable.~~

~~When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.~~

The Governing Board believes that comprehensive planning is necessary at each school in order to focus school improvement efforts on student academic achievement and facilitate the effective use of available resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0415 – Equity)

(cf. 0450 – Comprehensive Safety Plan)

(cf. 0460 – Local Control and Accountability Plan)

Each district school that participates in one or more federal and/or state categorical programs funded through the State's consolidated application process pursuant to Education Code 64000 shall establish a school site council in accordance with Education Code 65000-65001. The school site council shall develop, approve, and annually review and update a school plan for student achievement (SPSA) which consolidates the plans required for those categorical programs into a single plan, unless otherwise prohibited by law. (Education Code 64001)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1431 - Waivers)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6190 - Evaluation of the Instructional Program)

Single Plan for Student Achievement

~~The Superintendent or designee shall ensure that a single plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs. (Education Code 41507, 41572, 52055.755, 64001)~~

~~(cf. 0420.1 - School Based Program Coordination)~~

~~(cf. 0450 - Comprehensive Safety Plan)~~

~~(cf. 0520.2 - Title I Program Improvement Schools)~~

~~(cf. 0520.4 - Quality Education Investment Schools)~~

~~(cf. 3513.3 - Tobacco Free Schools)~~

~~(cf. 4131 - Staff Development)~~

~~(cf. 4139 - Peer Assistance and Review)~~

~~(cf. 5147 - Dropout Prevention)~~

~~(cf. 5148.1 - Child Care Services for Parenting Students)~~

~~(cf. 6142.91 - Reading/Language Arts Instruction)~~

~~(cf. 6163.1 - Library Media Centers)~~

~~(cf. 6164.2 - Counseling/Guidance Services)~~

~~(cf. 6171 - Title I Programs)~~

~~(cf. 6174 - Education for English Language Learners)~~

~~(cf. 6190 - Evaluation of the Instructional Program)~~

~~Whenever feasible, any other school plan may be incorporated into the single plan for student achievement.~~

The Superintendent or designee shall review each school's SPSA to ensure that it meets the content requirements for all applicable programs, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and its students. The Superintendent or designee shall also ensure consistency between the specific actions included in the district's local control and accountability plan and the strategies identified in each school's SPSA.

The Board shall ~~review and approve each school's single plan for student achievement~~ at a regularly scheduled Board meeting, review and approve each school's SPSA whenever there are any. The Board also shall ~~review and approve any subsequent revisions that include material revisions changes~~ affecting the academic programs for students participating in these categorical programs addressed in the SPSA. The Board shall ~~certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans required as a condition of receiving federal funding.~~ (Education Code 64001)

If the Board does not approve a school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council. The school site council shall then revise and resubmit the SPSA to the Board for its approval. (Education Code 64001)

The Superintendent or designee shall ensure that school administrators and school site council members receive training on the roles and responsibilities of the school site council.

The SOSA may serve as the school improvement plan required when a school is identified for targeted or comprehensive support pursuant to 20 USC 6303. (Education Code 64001)

(cf. 0500 – Accountability)

Any complaint alleging noncompliance with requirements related to the establishment of school site council or the development of the SPSA may be filed with the district in accordance with the district's uniform complaint procedures pursuant to 5 CCR 4600-4670 and BP/AR 1312.3 – Uniform Complaint Procedures. (Education Code 64001)

School Site Block Grants

~~Upon receipt of state funding for school site block grants, the Board shall allocate the funds to district schools on an equal per pupil basis. (AB 1802, Sec. 43, Statutes of 2006)~~

~~The school's use of the funds allocated through this block grant shall be proposed by the school site council or, if the school does not have a school site council, by a schoolwide advisory group or school support group. (AB 1802, Sec. 43, Statutes of 2006)~~

Legal Reference:

EDUCATION CODE

52-53 Designation of schools

~~8240-8244~~ General child care and development programs

~~8750-8754~~ Conservation education

~~18100-18203~~ School libraries

~~32228-32228.5~~ School safety and violence prevention

33133 Information guide for school site councils

35147 Open meeting laws exceptions

~~41500-41573 Categorical education block grants~~

~~44500-44508 Peer Assistance and Review Program~~

~~44520-44534 New Careers Program~~

~~48400-48403 Compulsory continuation education~~

~~48430-48438 Continuation education~~

~~48660-48667 Community day schools~~

~~51745-51749.3 Independent study~~

~~51760-51769.5 Work experience education~~

~~51870-51874 Educational technology~~

~~52053-52055.55 Immediate Intervention/Underperforming Schools Program~~

~~52055.700-52055.770 Quality Education Investment Act~~

~~52060-52077 Local control and accountability plan~~

~~52176 Advisory committees~~

~~52200-52212 Gifted and Talented Education Program~~

~~52300-52346 Regional occupational centers~~

~~52500-52617 Adult education, including:~~

~~52610-52616.24 Adult education finances~~

~~52800-52887 School Based Program Coordination Act~~

~~52890 Qualifications and duties of outreach consultants~~

~~54000-54028 Educationally Disadvantaged Youth Programs~~

~~54100-54145 Miller Unruh Basic Reading Act~~

~~54425 Advisory committees (compensatory education)~~

~~54650-54659 Education Improvement Incentive Program~~

~~54740-54749.5 California School Age Families Education Program~~

~~56000-56867 Special education~~

~~64000 Categorical programs included in consolidated application~~

~~64001 Single school plan for student achievement, consolidated application programs~~

~~65000-65001 School site councils~~

~~REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS~~

~~52012 Establishment of school site council~~

~~52014-52015 School plans~~

~~HEALTH AND SAFETY CODE~~

~~104420 Tobacco use prevention~~

~~MILITARY AND VETERANS CODE~~

~~500-520.1 California Cadet Corps~~

~~AB 1802-UNCODIFIED 2006 STATUTE~~

~~43 School site block grants~~

~~CODE OF REGULATIONS, TITLE 5~~

~~3930-3937 Compliance plans~~

~~4600-4670 Uniform complaint procedures~~

~~11308 English learner advisory committees~~

~~UNITED STATES CODE, TITLE 20~~

~~6303 School improvement~~

~~6311 State plan~~

~~6314 Schoolwide programs: schoolwide program plan~~

~~6312-6319 Title I programs; plans~~

~~6421-6472 Programs for neglected, delinquent, and at-risk children and youth~~

6601-6651 Teacher and Principal Training and Recruitment program

6801-7014 Limited English proficient and immigrant students

7101-7122 Student Support and Academic Enrichment Grants

7101-7165 ~~Safe and Drug Free Schools and Communities~~

7341-7355c Rural Education Initiative

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

A Guide ~~and Template~~ for Developing the Single Plan for Student Achievement: A Resource Handbook for the School Site Councils, February 2014~~April 2006~~

WEST ED PUBLICATIONS

California Healthy Kids Survey

California School Climate Survey

WEB SITES

California Department of Education, ~~Single Plan for Student Achievement:~~ <http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>

~~Center for Comprehensive School Reform and Improvement:~~ <http://www.centerforesri.org>

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

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

Policy WILLITS UNIFIED SCHOOL DISTRICT

adopted: August 7, 2013 Willits, California

revised

School Plans/Site Councils

The Governing Board believes that comprehensive planning is necessary at each school in order to focus school improvement efforts on student academic achievement and facilitate the effective use of available resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0415 – Equity)

(cf. 0450 – Comprehensive Safety Plan)

(cf. 0460 – Local Control and Accountability Plan)

Each district school that participates in one or more federal and/or state categorical programs funded through the State's consolidated application process pursuant to Education Code 64000 shall establish a school site council in accordance with Education Code 65000-65001. The school site council shall develop, approve, and annually review and update a school plan for student achievement (SPSA) which consolidates the plans required for those categorical programs into a single plan, unless otherwise prohibited by law. (Education Code 64001)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1431 - Waivers)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6190 - Evaluation of the Instructional Program)

The Superintendent or designee shall review each school's SPSA to ensure that it meets the content requirements for all applicable programs, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and its students. The Superintendent or designee shall also ensure consistency between the specific actions included in the district's local control and accountability plan and the strategies identified in each school's SPSA.

The Board shall, at a regularly scheduled Board meeting, review and approve each school's SPSA whenever there are any material revisions affecting the academic programs for students participating in the categorical programs addressed in the SPSA. (Education Code 64001)

If the Board does not approve a school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council. The school site council shall then revise and resubmit the SPSA to the Board for its approval. (Education Code 64001)

The Superintendent or designee shall ensure that school administrators and school site council members receive training on the roles and responsibilities of the school site council.

The SOSA may serve as the school improvement plan required when a school is identified for targeted or comprehensive support pursuant to 20 USC 6303. (Education Code 64001)

(cf. 0500 – Accountability)

Any complaint alleging noncompliance with requirements related to the establishment of school site council or the development of the SPSA may be filed with the district in accordance with the district's uniform complaint procedures pursuant to 5 CCR 4600-4670 and BP/AR 1312.3 – Uniform Complaint Procedures. (Education Code 64001)

Legal Reference:

EDUCATION CODE

52-53 Designation of schools

33133 Information guide for school site councils

35147 Open meeting laws exceptions

52060-52077 Local control and accountability plan

52176 Advisory committees

56000-56867 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

65000-65001 School site councils

CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

4600-4670 Uniform complaint procedures

11308 English learner advisory committees

UNITED STATES CODE, TITLE 20

6303 School improvement

6311 State plan

6314 Schoolwide programs: schoolwide program plan

6421-6472 Programs for neglected, delinquent, and at-risk children and youth

6601-6651 Teacher and Principal Training and Recruitment program

6801-7014 Limited English proficient and immigrant students

7101-7122 Student Support and Academic Enrichment Grants

7341-7355c Rural Education Initiative

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

A Guide for Developing the Single Plan for Student Achievement: A Resource for the School Site Council, February 2014

WEST ED PUBLICATIONS

California Healthy Kids Survey

California School Climate Survey

WEB SITES

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

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

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

Policy WILLITS UNIFIED SCHOOL DISTRICT

adopted: August 7, 2013 Willits, California

revised

School Plans/Site Councils

~~Cautionary Notice: AB 97 (Ch. 47, Statutes of 2013) repealed Education Code 42605, which provided temporary flexibility for specified "Tier 3" categorical programs, and instead redirects the funding for those categorical programs into the Local Control Funding Formula (LCFF) (Education Code 42238.01-42251). The supplemental and concentration grant portions of the LCFF may be used for any schoolwide or districtwide educational purpose in accordance with state regulations to be adopted by January 31, 2014, with a goal of increasing or improving services for English learners, foster youth, and students eligible for free and reduced-price meals. Certain requirements related to Tier 3 categorical program(s) in the following policy or regulation are no longer applicable.~~

School Site Councils

~~When required for participation in any categorical program, each district school shall establish a school site council or advisory committee. (Education Code 41507, 41572, 52852, 64001)~~

~~The school site council shall be composed of the following: (Education Code 41507, 41572, 52852)~~

Each school that operates a program requiring the development of a school plan for student achievement (SPSA) pursuant to Education Code 64001 shall have a school site council composed of the following: (Education Code 65000)

1. The principal or designee
2. Classroom tTeachers at the school, selected by the classroom school's teachers at the school
3. Other school personnel who are not teachers, selected chosen by the school's other personnel at the school who are not teachers
4. Parents/guardians of students attending the school and/or other members of the community, selected chosen by other such parents/guardians, or community members chosen by the parents/guardians of students attending the school as representatives
5. If a the school is a secondary schools, students attending the school selected by other secondary students chosen by other such students

(cf. 0450 – Comprehensive Safety Plan)

Half of the school site council membership shall consist of school staff in the categories listed in items #1-3 above, the majority of whom shall be classroom teachers. For an elementary school site councils, the remaining half shall be parents/guardians and/or community members. or parent/guardian representatives. For a secondary school site councils, the remaining half shall be equal numbers of parents/guardians, (or parent/guardian representatives) community members, -and/or students. (Education Code 6500041507, 41572, 52852)

A district employee may serve as a parent/guardian representative on the site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 6500052852)

The bylaws of each school site council shall include the method of selecting members and officers, terms of office, responsibilities of council members, time commitment, and a policy of nondiscrimination and equity.

(cf. 0415 – Equity)

School site councils may function on behalf of other committees in accordance with law. (Education Code ~~52176, 52870, 54425~~; 5 CCR ~~3932~~)

School site councils shall operate in accordance with procedural meeting requirements established in Education Code 35147.

(cf. 1220 - Citizen Advisory Committees)

School~~Single~~ Plan for Student Achievement

In order for a school to participate in any state or federal categorical program specified in Education Code ~~41506, 41571, 52055.700~~, or 64000, the school site council shall approve, annually review, and update a single plan for student achievement. If the school does not have a school site council, a schoolwide advisory group or school support group conforming to the composition requirements of the school site council listed above shall fulfill these responsibilities. (Education Code ~~41507, 41572, 52055.755, 64001~~)

The school site council shall develop and annually review and update an SPSA that addresses all federal and/or state categorical programs in which the school participates pursuant to Education Code 64000 (Education Code 64001)

(cf. 1431 – Waivers)

(cf. 6020 – Parent Involvement)

(cf. 6171 – Title 1 Programs)

The SPSA shall be developed with the review, certification, and advice of the school English learner advisory committee, if required. (Education Code 64001)

(cf. 6174 - Education for English Language Learners)

Other school and district committees, including, but not limited to, a parent advisory committee established to review and comment on the district's local control and accountability plan (LCAP), advisory committee established for special education programs, and Western Association of Schools and Colleges leadership teams, may also be consulted on the content of the plan.

(cf. 0460 – Local Control and Accountability Plan)

(cf. 6190 – Evaluation of the Instructional Program)

Before developing the content of the SPSA, the school site council shall conduct a comprehensive needs assessment pursuant to 20 USD 6314, including an analysis of verifiable state data consistent with the

state priorities specified Education Code 52060 and the indicators in the state accountability system. The school may consider any other data developed by the district to measure student outcomes. (Education Code 64001)

~~(cf. 0500 – Accountability)~~

~~(cf. 6162.5 – Student Assessment)~~

~~(cf. 6162.51 – State Academic Achievement Tests)~~

~~(cf. 0420.1 – School Based Program Coordination)~~

~~(cf. 0450 – Comprehensive Safety Plan)~~

~~(cf. 0520.2 – Title I Program Improvement Schools)~~

~~(cf. 0520.4 – Quality Education Investment Schools)~~

~~(cf. 3513.3 – Tobacco Free Schools)~~

~~(cf. 4131 – Staff Development)~~

~~(cf. 4139 – Peer Assistance and Review)~~

~~(cf. 5147 – Dropout Prevention)~~

~~(cf. 5148.1 – Child Care Services for Parenting Students)~~

~~(cf. 6142.91 – Reading/Language Arts Instruction)~~

~~(cf. 6163.1 – Library Media Centers)~~

~~(cf. 6164.2 – Counseling/Guidance Services)~~

~~(cf. 6171 – Title I Programs)~~

~~(cf. 6174 – Education for English Language Learners)~~

~~The single plan for student achievement shall be aligned with school goals for improving student achievement and shall be based on an analysis of verifiable state data, including the Academic Performance Index (API) and the California English Language Development Test (CELDT), and any other data voluntarily developed by the district to measure student achievement. (Education Code 64001)~~

~~The SPSA plan shall, at a minimum include all of the following: (Education Code 64001)~~

~~1. Goals to improve student outcomes, including goals that address the needs of student groups as identified through the needs assessment.Address how funds provided to the school through categorical programs will be used to improve the academic performance of all students to the level of the performance goals established by the API~~

2. ~~Identify the school's means of evaluating progress toward accomplishing those goals~~ Evidence based strategies, actions, or services

3. ~~Identify how state and federal law governing these programs will be implemented~~ Proposed expenditures based on the projected resource allocation from the district to address the finding of the needs assessment, including identifying resource school-level budgeting, if applicable

In addition to meeting the requirements common to all applicable school plans, the ~~SPSA single plan~~ shall address ~~any the~~ content required by law for each individual categorical program in which the school participates.

The school site council shall approve the proposed SPSA at a meeting for which public notice has been posted. Whenever there are material revisions to the SPSA which affect the academic programs for students participating in applicable programs, the SPSA shall be submitted to the Governing Board for review and approval at a regularly scheduled Board meeting. (Education Code 65147, 64001)

The school site council shall regularly monitor the implementation and effectiveness of the SPSA and modify any activities that prove ineffective. At least once per year, the principal or designee shall evaluate results of improvement efforts and report to the Board, school site council, and other interested parties regarding progress toward school goals.

The school site council may amend the SPSA at any time through the same process required for the annual update of the plan.

~~Plans developed for the state's Immediate Intervention/Underperforming Schools Program pursuant to Education Code 52054 or the federal Title I schoolwide programs pursuant to 20 USC 6314 shall satisfy the requirement for the single plan. (Education Code 64001)~~

~~(cf. 6171—Title I Programs)~~

~~In developing or revising the single plan, the school site council shall:~~

~~1. Measure the effectiveness of current improvement strategies at the school~~

~~The school site council shall analyze student performance based on state and local data, identify significant low performance among all student groups, and analyze instructional programs to determine program areas that need to be addressed in order to raise performance of student groups not meeting academic standards.~~

~~(cf. 6011—Academic Standards)~~

~~2. Seek input from other school advisory committees as appropriate~~

~~3. Reaffirm or revise school goals to serve as a basis for school improvement activities and expenditures~~

~~4. Revise improvement strategies and expenditures~~

~~The school site council shall specify actions to be taken, dates by which actions are to be started and completed, expenditures needed to implement the action, the funding source, anticipated annual~~

~~performance growth for each student group, and the means that will be used to evaluate progress toward each goal.~~

~~5. Approve and recommend the plan to the Board of Trustees~~

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: August 7, 2013 Willits, California.

Revised:

School Plans/Site Councils

Each school that operates a program requiring the development of a school plan for student achievement (SPSA) pursuant to Education Code 64001 shall have a school site council composed of the following: (Education Code 65000)

1. The principal or designee
2. Classroom teachers at the school, selected by the classroom teachers at the school
3. Other school personnel who are not teachers, selected by the other personnel at the school who are not teachers
4. Parents/guardians of students attending the school and/or other members of the community, selected by the parents/guardians of students attending the school
5. If the school is a secondary school, students attending the school selected by other secondary students

(cf. 0450 – Comprehensive Safety Plan)

Half of the school site council membership shall consist of school staff in the categories listed in items #1-3 above, the majority of whom shall be classroom teachers. For an elementary school site council, the remaining half shall be parents/guardians and/or community members. For a secondary school site council, the remaining half shall be parents/guardians, community members, and/or students. (Education Code 65000)

A district employee may serve as a parent/guardian representative on the site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 65000)

The bylaws of each school site council shall include the method of selecting members and officers, terms of office, responsibilities of council members, time commitment, and a policy of nondiscrimination and equity.

(cf. 0415 – Equity)

School site councils shall operate in accordance with procedural meeting requirements established in Education Code 35147.

(cf. 1220 - Citizen Advisory Committees)

School Plan for Student Achievement

The school site council shall develop and annually review and update an SPSA that addresses all federal and/or state categorical programs in which the school participates pursuant to Education Code 64000 (Education Code 64001)

(cf. 1431 – Waivers)

(cf. 6020 – Parent Involvement)

(cf. 6171 -- Title I Programs)

The SPSA shall be developed with the review, certification, and advice of the school English learner advisory committee, if required. (Education Code 64001)

(cf. 6174 - Education for English Language Learners)

Other school and district committees, including, but not limited to, a parent advisory committee established to review and comment on the district's local control and accountability plan (LCAP), advisory committee established for special education programs, and Western Association of Schools and Colleges leadership teams, may also be consulted on the content of the plan.

(cf. 0460 -- Local Control and Accountability Plan)

(cf. 6190 – Evaluation of the Instructional Program)

Before developing the content of the SPSA, the school site council shall conduct a comprehensive needs assessment pursuant to 20 USD 6314, including an analysis of verifiable state data consistent with the state priorities specified Education Code 52060 and the indicators in the state accountability system. The school may consider any other data developed by the district to measure student outcomes. (Education Code 64001)

(cf. 0500 – Accountability)

(cf. 6162.5 -- Student Assessment)

(cf. 6162.51 -- State Academic Achievement Tests)

The SPSA shall include all of the following: (Education Code 64001)

1. Goals to improve student outcomes, including goals that address the needs of student groups as identified through the needs assessment
2. Evidence based strategies, actions, or services
3. Proposed expenditures based on the projected resource allocation from the district to address the finding of the needs assessment, including identifying resource school-level budgeting, if applicable

In addition to meeting the requirements common to all applicable school plans, the SPSA shall address any content required by law for each individual categorical program in which the school participates.

The school site council shall approve the proposed SPSA at a meeting for which public notice has been posted. Whenever there are material revisions to the SPSA which affect the academic programs for students participating in applicable programs, the SPSA shall be submitted to the Governing Board for review and approval at a regularly scheduled Board meeting. (Education Code 65147, 64001)

The school site council shall regularly monitor the implementation and effectiveness of the SPSA and modify any activities that prove ineffective. At least once per year, the principal or designee shall evaluate results of improvement efforts and report to the Board, school site council, and other interested parties regarding progress toward school goals.

The school site council may amend the SPSA at any time through the same process required for the annual update of the plan.

for school improvement activities and expenditures

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: August 7, 2013 Willits, California.

Revised:

WILLET'S UNIFIED SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE

TO: Board of Trustees
FROM: Mark Westerburg, Superintendent
DATE: March 13, 2019
RE: Board Policy Revision- BP/AR 0450 - Comprehensive Safety Plan

Priority:
Communication

Objective:
To conduct a second/final read of the revised policy

Background:
(BP/AR revised)
Policy updated to reflect **NEW LAW (AB 1747)** which requires the California Department of Education (CDE) to post a compliance checklist for developing the comprehensive safety plan and best practices related to reviewing and approving the plan, and requires districts to share their approved comprehensive safety plans with local law enforcement, the fire department, and other first responder entities. Regulation updated to reflect AB 1747, which adds requirements to consult with the fire department and other first responders in developing safety plans and to develop procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions.

Funding/Source:
None

Recommendation:
Administration recommends the board conduct a second/final read of the revised policy

Comprehensive Safety Plan

The **Governing Board of Trustees** recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3515 - Campus Security)

(cf. 3515.2 - Disruptions)

(cf. 3515.3 - District Police/Security Department)

(cf. 3515.7 - Firearms on School Grounds)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5131.4 - Student Disturbances)

(cf. 5131.41 – Use of Seclusion and Restraint)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5136 - Gangs)

(cf. 5137 - Positive School Climate)

(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. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code 32281, 32286)

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

~~The Board shall review the~~ comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

(cf. 0500 - Accountability)

(cf. 9320 - Meetings and Notices)

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that addresses ~~includes~~ tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with ~~a~~ representative(s) of ~~an~~ employee bargaining unit(s), if ~~they he/she~~ chooses to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

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

(cf. 9011 - Disclosure of Confidential/Privileged Information)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

~~Public~~ Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

The Superintendent of designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

~~35294.10-35294.15 School Safety and Violence Prevention Act~~

41020 Annual Audits

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student act constituting grounds for suspension or expulsion

67381 Violent crime

GOVERNMENT CODE

54957 Closed session meetings for threats to security

PENAL CODE

422.55 Definition of hate crime

626.8 Disruptions

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11987-11987.7 School Community Violence Prevention Program requirements

11992-11993 Definition, persistently dangerous schools

UNITED STATES CODE, TITLE 20

7111-7122 Student Support and Academic Enrichment Grants

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

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

Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010

~~Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender Nonconforming Students, Policy Brief, February 2014~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

FEDERAL BUREAU OF INVESTIGATION PUBLICATIONS

Uniform Crime Reporting Handbook, 2004

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004

WEB SITES

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

California Department of Education, Safe Schools: <http://www.cde.ca.gov/lr/ss>

California Governor's Office of Emergency Services: <http://www.caloes.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov/ViolencePrevention>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

National School Safety Center: <http://www.schoolsafety.us>

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

U.S. Secret Service, National Threat Assessment Center: <http://www.secretservice.gov/protection/ntac>

POLICY WILLITS UNIFIED SCHOOL DISTRICT

adopted: January 4, 2017 Willits, California

revised

Comprehensive Safety Plan

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

- (cf. 0410 - Nondiscrimination in District Programs and Activities)
- (cf. 1312.3 - Uniform Complaint Procedures)
- (cf. 3515 - Campus Security)
- (cf. 3515.2 - Disruptions)
- (cf. 3515.3 - District Police/Security Department)
- (cf. 3515.7 - Firearms on School Grounds)
- (cf. 5131 - Conduct)
- (cf. 5131.2 - Bullying)
- (cf. 5131.4 - Student Disturbances)
- (cf. 5131.41 – Use of Seclusion and Restraint)
- (cf. 5131.7 - Weapons and Dangerous Instruments)
- (cf. 5136 - Gangs)
- (cf. 5137 - Positive School Climate)
- (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. 5145.3 - Nondiscrimination/Harassment)
- (cf. 5145.7 - Sexual Harassment)
- (cf. 5145.9 - Hate-Motivated Behavior)

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code [32281](#), [32286](#))

(cf. [0420](#) - School Plans/Site Councils)

(cf. [1220](#) - Citizen Advisory Committees)

The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code [32286](#), [32288](#))

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

(cf. [0500](#) - Accountability)

(cf. [9320](#) - Meetings and Notices)

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code [32281](#). (Education Code [32288](#))

Tactical Response Plan

Notwithstanding the process described above, any portion of a comprehensive safety plan that addresses tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code [32281](#). In developing such strategies, district administrators shall consult with law enforcement officials and with representative(s) of employee bargaining unit(s), if they choose to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code [32281](#))

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

(cf. [9011](#) - Disclosure of Confidential/Privileged Information)

(cf. [9321](#) - Closed Session Purposes and Agendas)

(cf. [9321.1](#) - Closed Session Actions and Reports)

Access to Safety Plan(s)

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

(cf. 1340 - Access to District Records)

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

41020 Annual Audits

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student act constituting grounds for suspension or expulsion

67381 Violent crime

GOVERNMENT CODE

54957 Closed session meetings for threats to security

PENAL CODE

422.55 Definition of hate crime

626.8 Disruptions

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11987-11987.7 School Community Violence Prevention Program requirements

11992-11993 Definition, persistently dangerous schools

UNITED STATES CODE, TITLE 20

7111-7122 Student Support and Academic Enrichment Grants

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

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

Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

FEDERAL BUREAU OF INVESTIGATION PUBLICATIONS

Uniform Crime Reporting Handbook, 2004

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004

WEB SITES

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

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>

California Governor's Office of Emergency Services: <http://www.caloes.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov/ViolencePrevention>

Federal Bureau of Investigation: <http://www.fbi.gov>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

National School Safety Center: <http://www.schoolsafety.us>

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

U.S. Secret Service, National Threat Assessment Center: <http://www.secretservice.gov/protection/ntac>

Policy WILLITS UNIFIED SCHOOL DISTRICT

adopted: January 4, 2017 Willits, California

revised

Comprehensive Safety Plan

Development and Review of Comprehensive School Safety Plan

The school site council shall consult with local law enforcement, the local fire department, and other first responders in the writing and development of the comprehensive school safety plan. When practical, the school site council also shall consult with other school site councils and safety committees. (Education Code [32281](#), [32282](#))

(cf. [0420](#) - School Plans/Site Councils)

The school site council may delegate the responsibility for developing a comprehensive safety plan to a school safety planning committee composed of the following members: (Education Code [32281](#))

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired

(cf. [1220](#) - Citizen Advisory Committees)

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

Before adopting the comprehensive safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the plan. (Education Code [32288](#))

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code [32288](#))

1. The local mayor
2. A representative of the local school employee organization
3. A representative of each parent organization at the school, including the parent teacher association and parent teacher clubs

(cf. [1230](#) - School-Connected Organizations)

4. A representative of each teacher organization at the school

(cf. [4140/4240/4340](#) - Bargaining Units)

5. A representative of the school's student body government
6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code [32288](#))

1. Representatives of local religious organizations
2. Local civic leaders
3. Local business organizations

(cf. [1700](#) - Relations Between Private Industry and the Schools)

Content of the Safety Plan

Each comprehensive safety plan shall include an assessment of the current status of any crime committed on campus and at school-related functions. (Education Code [32282](#))

The assessment may include, but not be limited to, reports of crime, suspension and expulsion rates, and surveys of students, parents/guardians, and staff regarding their perceptions of school safety.

(cf. [0500](#) - Accountability)

(cf. [0510](#) - School Accountability Report Card)

The plan also shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, including all of the following: (Education Code [32282](#))

1. Child abuse reporting procedures consistent with Penal Code [11164-11174.3](#)

(cf. [5141.4](#) - Child Abuse Prevention and Reporting)

2. Routine and emergency disaster procedures including, but not limited to:

- a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act

(cf. [6159](#) - Individualized Education Program)

- b. An earthquake emergency procedure system in accordance with Education Code [32282](#)

(cf. [3516](#) - Emergencies and Disaster Preparedness Plan)

(cf. [3516.3](#) - Earthquake Emergency Procedure System)

c. A procedure to allow public agencies, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. [1330](#) - Use of School Facilities)

(cf. [3516.1](#) - Fire Drills and Fires)

(cf. [3516.2](#) - Bomb Threats)

(cf. [3516.5](#) - Emergency Schedules)

(cf. [3543](#) - Transportation Safety and Emergencies)

3. Policies pursuant to Education Code [48915](#)(d) for students who commit an act listed in Education Code [48915](#)(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

(cf. [5131.7](#) - Weapons and Dangerous Instruments)

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

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

4. Procedures to notify teachers of dangerous students pursuant to Education Code [49079](#)

(cf. [4158/4258/4358](#) - Employee Security)

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code [200-262.4](#)

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

(cf. [1312.3](#) - Uniform Complaint Procedures)

(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)

(cf. [5131.2](#) - Bullying)

(cf. [5145.3](#) - Nondiscrimination/Harassment)

(cf. [5145.7](#) - Sexual Harassment)

(cf. [5145.9](#) - Hate-Motivated Behavior)

6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code [35183](#), the provisions of that dress code and the definition of "gang-related apparel"

(cf. [5132](#) - Dress and Grooming)

7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school

(cf. [5142](#) - Safety)

8. A safe and orderly school environment conducive to learning

(cf. [5137](#) - Positive School Climate)

9. The rules and procedures on school discipline adopted pursuant to Education Code [35291](#) and [35291.5](#)

(cf. [5144](#) - Discipline)

10. Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions.

Among the strategies for providing a safe environment, the comprehensive school-safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution

(cf. [5138](#) - Conflict Resolution/Peer Mediation)

(cf. [6141.2](#) - Recognition of Religious Beliefs and Customs)

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations

(cf. [5113](#) - Absences and Excuses)

(cf. [5113.1](#) - Chronic Absence and Truancy)

(cf. [5131](#) - Conduct)

3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, social and emotional learning, media analysis skills, conflict resolution, community service learning, and education related to the prevention of dating violence

(cf. [6142.3](#) - Civic Education)

(cf. [6142.4](#) - Service Learning/Community Service Classes)

(cf. [6142.8](#) - Comprehensive Health Education)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus

(cf. [1240](#) - Volunteer Assistance)

(cf. [5020](#) - Parent Rights and Responsibilities)

(cf. [6020](#) - Parent Involvement)

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students

(cf. [5131.6](#) - Alcohol and Other Drugs)

(cf. [5131.61](#) - Drug Testing)

(cf. [5131.62](#) - Tobacco)

(cf. [5131.63](#) - Steroids)

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction

~~(cf. [1020](#) - Youth Services)~~

7. District policy related to possession of firearms and ammunition on school grounds

(cf. [3515.7](#) - Firearms on School Grounds)

8. Measures to prevent or minimize the influence of gangs on campus

(cf. [5136](#) - Gangs)

9. Procedures for receiving verification from law enforcement when a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

(cf. [5116.1](#) - Intradistrict Open Enrollment)

10. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for closing campuses to outsiders, installing surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus

(cf. [1250](#) - Visitors/Outsiders)

(cf. [3515](#) - Campus Security)

(cf. [3515.3](#) - District Police/Security Department)

(cf. [3530](#) - Risk Management/Insurance)

(cf. [5112.5](#) - Open/Closed Campus)

(cf. [5131.5](#) - Vandalism and Graffiti)

11. Guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses. Guidelines may include, but are not limited to, the following:

a. Strategies to create and maintain a positive school climate, promote school safety, and increase student achievement

b. Strategies to prioritize mental health and intervention services, restorative and transformative justice programs, and positive behavior interventions and support

c. Protocols to address the mental health care of students who have witnessed a violent act at any time, including, but not limited to, while on school grounds, while coming or going from school, during a lunch period whether on or off campus, or during or while going to or coming from a school-sponsored activity

12. Strategies for suicide prevention and intervention

(cf. [5141.52](#) - Suicide Prevention)

13. Procedures to implement when a person interferes with or disrupts a school activity, remains on campus after having been asked to leave, or creates a disruption with the intent to threaten the immediate physical safety of students or staff

(cf. [3515.2](#) - Disruptions)

14. Crisis prevention and intervention strategies, which may include the following:

a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

(cf. [3515.5](#) - Sex Offender Notification)

(cf. [5131.4](#) - Student Disturbances)

(cf. [5131.41](#) – Use of Seclusion and Restraints)

b. Threat assessment strategies to determine the credibility and seriousness of a threat and provide appropriate interventions for the potential offender(s)

c. Assignment of staff members responsible for each identified task and procedure

d. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan

e. Coordination of communication to schools, Governing Board of Trustees members, parents/guardians, and the media

(cf. [1112](#) - Media Relations)

(cf. [9010](#) - Public Statements)

f. Development of a method for the reporting of violent incidents

g. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

15. Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

(cf. [4131](#) - Staff Development)

(cf. [4231](#) - Staff Development)

(cf. [4331](#) - Staff Development)

16. Environmental safety strategies, including, but not limited to, procedures for preventing and mitigating exposure to toxic pesticides, lead, asbestos, vehicle emissions, and other hazardous substances and contaminants

(cf. [3510](#) - Green School Operations)

(cf. [3513.3](#) - Tobacco-Free Schools)

(cf. [3514](#) - Environmental Safety)

(cf. [3514.1](#) - Hazardous Substances)

(cf. [3514.2](#) - Integrated Pest Management)

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: January 4, 2017 Willits, California

revised:

Comprehensive Safety Plan

Development and Review of Comprehensive School Safety Plan

The school site council shall consult with local law enforcement, the local fire department, and other first responders in the writing and development of the comprehensive school safety plan. When practical, the school site council also shall consult with other school site councils and safety committees. (Education Code 32281, 32282)

(cf. 0420 - School Plans/Site Councils)

The school site council may delegate the responsibility for developing a comprehensive safety plan to a school safety planning committee composed of the following members: (Education Code 32281)

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired

(cf. 1220 - Citizen Advisory Committees)

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

Before adopting the comprehensive safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the plan. (Education Code 32288)

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code 32288)

1. The local mayor
2. A representative of the local school employee organization
3. A representative of each parent organization at the school, including the parent teacher association and parent teacher clubs

(cf. 1230 - School-Connected Organizations)

4. A representative of each teacher organization at the school

(cf. 4140/4240/4340 - Bargaining Units)

5. A representative of the school's student body government
6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code 32288)

1. Representatives of local religious organizations
2. Local civic leaders
3. Local business organizations

(cf. 1700 - Relations Between Private Industry and the Schools)

Content of the Safety Plan

Each comprehensive safety plan shall include an assessment of the current status of any crime committed on campus and at school-related functions. (Education Code 32282)

The assessment may include, but not be limited to, reports of crime, suspension and expulsion rates, and surveys of students, parents/guardians, and staff regarding their perceptions of school safety.

(cf. 0500 - Accountability)

(cf. 0510 - School Accountability Report Card)

The plan also shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, including all of the following: (Education Code 32282)

1. Child abuse reporting procedures consistent with Penal Code 11164-11174.3

(cf. 5141.4 - Child Abuse Prevention and Reporting)

2. Routine and emergency disaster procedures including, but not limited to:

- a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act

(cf. 6159 - Individualized Education Program)

- b. An earthquake emergency procedure system in accordance with Education Code 32282

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.3 - Earthquake Emergency Procedure System)

c. A procedure to allow public agencies, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 1330 - Use of School Facilities)

(cf. 3516.1 - Fire Drills and Fires)

(cf. 3516.2 - Bomb Threats)

(cf. 3516.5 - Emergency Schedules)

(cf. 3543 - Transportation Safety and Emergencies)

3. Policies pursuant to Education Code 48915(d) for students who commit an act listed in Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

(cf. 5131.7 - Weapons and Dangerous Instruments)

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

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

4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - Employee Security)

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code 200-262.4

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

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code 35183, the provisions of that dress code and the definition of "gang-related apparel"

(cf. 5132 - Dress and Grooming)

7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school

(cf. 5142 - Safety)

8. A safe and orderly school environment conducive to learning

(cf. 5137 - Positive School Climate)

9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - Discipline)

10. Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions.

Among the strategies for providing a safe environment, the comprehensive safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5131 - Conduct)

3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, social and emotional learning, media analysis skills, conflict resolution, community service learning, and education related to the prevention of dating violence

(cf. 6142.3 - Civic Education)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.8 - Comprehensive Health Education)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.61 - Drug Testing)

(cf. 5131.62 - Tobacco)

(cf. 5131.63 - Steroids)

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction

7. District policy related to possession of firearms and ammunition on school grounds

(cf. 3515.7 - Firearms on School Grounds)

8. Measures to prevent or minimize the influence of gangs on campus

(cf. 5136 - Gangs)

9. Procedures for receiving verification from law enforcement when a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

(cf. 5116.1 - Intradistrict Open Enrollment)

10. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for closing campuses to outsiders, installing surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus

(cf. 1250 - Visitors/Outsiders)

(cf. 3515 - Campus Security)

(cf. 3515.3 - District Police/Security Department)

(cf. 3530 - Risk Management/Insurance)

(cf. 5112.5 - Open/Closed Campus)

(cf. 5131.5 - Vandalism and Graffiti)

11. Guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses. Guidelines may include, but are not limited to, the following:

- a. Strategies to create and maintain a positive school climate, promote school safety, and increase student achievement
- b. Strategies to prioritize mental health and intervention services, restorative and transformative justice programs, and positive behavior interventions and support
- c. Protocols to address the mental health care of students who have witnessed a violent act at any time, including, but not limited to, while on school grounds, while coming or going from school, during a lunch period whether on or off campus, or during or while going to or coming from a school-sponsored activity

12. Strategies for suicide prevention and intervention

(cf. 5141.52 - Suicide Prevention)

13. Procedures to implement when a person interferes with or disrupts a school activity, remains on campus after having been asked to leave, or creates a disruption with the intent to threaten the immediate physical safety of students or staff

(cf. 3515.2 - Disruptions)

14. Crisis prevention and intervention strategies, which may include the following:

- a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

(cf. 3515.5 - Sex Offender Notification)

(cf. 5131.4 - Student Disturbances)

(cf. 5131.41 – Use of Seclusion and Restraints)

- b. Threat assessment strategies to determine the credibility and seriousness of a threat and provide appropriate interventions for the potential offender(s)
- c. Assignment of staff members responsible for each identified task and procedure
- d. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan
- e. Coordination of communication to schools, Governing Board members, parents/guardians, and the media

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

f. Development of a method for the reporting of violent incidents

g. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

15. Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

16. Environmental safety strategies, including, but not limited to, procedures for preventing and mitigating exposure to toxic pesticides, lead, asbestos, vehicle emissions, and other hazardous substances and contaminants

(cf. 3510 - Green School Operations)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. 3514.2 - Integrated Pest Management)

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: January 4, 2017 Willits, California

revised:

**WILLITS UNIFIED SCHOOL DISTRICT
SUPERINTENDENT'S OFFICE**

TO: Board of Trustees
FROM: Mark Westerburg, Superintendent
DATE: March 13, 2019
RE: Board Policy Revision- BP/AR 0460 - Local Control and Accountability Plan

Priority:

Communication

Objective:

To conduct a second/final read of the revised policy

Background:

(BP/AR revised)

Policy and regulation updated to reflect **NEW LAW (AB 2878)** which expands the state priority on parent involvement that must be addressed in the local control and accountability plan (LCAP) to include family engagement. Policy also reflects **NEW LAW (AB 1808)** which requires consultation on plan development with special education local plan administrator(s) and, by July 1, 2019, requires districts to develop a local control funding formula budget overview for parents/guardians in conjunction with the LCAP. Policy reflects **NEW LAW (AB 1840)** which requires the State Board of Education to expand the LCAP template by January 31, 2020 to include specified information. Section on "Technical Assistance/Intervention" updated to reflect AB 1808 which establishes a single statewide system of support for districts and schools, and AB 1840 which provides that a district receiving an emergency apportionment will be deemed to have been referred to the California Collaborative for Educational Excellence. Regulation updated to reflect AB 1840 which requires data in the LCAP to be reported in a manner consistent with the California School Dashboard and requires districts to post their LCAP prominently on the homepage of their web site. Section on "Annual Updates" deleted since the annual updates follow the same process and adhere to the same template as the initial LCAP.

Funding/Source:

None

Recommendation:

Administration recommends the board conduct a second/final read of the revised policy

Local Control And Accountability Plan

The Governing Board ~~of Trustees~~ desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and ~~to~~ facilitate continuous improvement of district practices.

(cf. [0000](#) - Vision)

(cf. [0200](#) - Goals for the School District)

(cf. [0415](#) – Equity)

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code [52060](#) and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code [52060](#), [52064](#); 5 CCR [15494-15497](#))

(cf. [3100](#) - Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code [42238.01](#) for purposes of the local control funding formula. (Education Code [42238.02](#))

(cf. [3553](#) - Free and Reduced Price Meals)

(cf. [6173.1](#) - Education for Foster Youth)

(cf. [6174](#) - Education for English Learners)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students, ~~or as otherwise defined by the Superintendent of Public Instruction (SPI).~~ (Education Code [52052](#))

(cf. [6164.4](#) - Identification and Evaluation of Individuals for Special Education)

(cf. [6173](#) - Education for Homeless Children)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code [64001](#) to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code [52062](#))

(cf. [0420](#) - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

(cf. [0400](#) - Comprehensive Plans)

(cf. [0440](#) - District Technology Plan)

(cf. [0450](#) - Comprehensive Safety Plan)

(cf. [5030](#) - Student Wellness)

(cf. [6171](#) - Title I Programs)

(cf. [7110](#) - Facilities Master Plan)

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code [52075](#))

(cf. [1312.3](#) - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code [52060](#); 5 CCR [15495](#))

(cf. [1220](#) - Citizen Advisory Committees)

(cf. [4140/4240/4340](#) - Bargaining Units)

(cf. [6020](#) - Parent Involvement)

Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code [52063](#); 5 CCR [15495](#))

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code [52063](#); 5 CCR [15495](#))

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code [52062](#))

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code [48985](#). (Education Code [52062](#))

(cf. [5145.6](#) - Parental Notifications)

As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code [305-306](#))

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

(cf. [0430](#)- Comprehensive Local Plan for Special Education)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code [42127](#) and AR 3100 - Budget. (Education Code [42127](#), [52062](#))

(cf. [9320](#) - Meetings and Notices)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing.

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code [52062](#) and the revisions are adopted in a public meeting. (Education Code [52062](#))

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, ~~the district budget, and the budget overview for parents/guardians,~~ the Board shall file the LCAP, ~~the budget, and the budge overview~~ with the County Superintendent of Schools. (Education Code [42127](#), [52064.1](#), [52070](#))

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code [52070](#))

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by ~~the Superintendent him/her~~ and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. [0500](#) - Accountability)

Technical Assistance/Intervention

~~At its discretion~~~~When it is in the best interest of the district,~~ the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code [52071](#))

1. Assistance in ~~the identifying~~~~ieation~~ of district strengths and weaknesses in regard to state priorities, ~~which includes the~~and review of ~~performance data on the state and local indicators included in the Dashboard and other relevant local data,~~ and in identifying effective, evidence-based programs or practices that address any areas of weaknessapply to the district's goals
2. Assistance from an academic, programmatic, or fiscal expert, or team of academie experts, ~~or another district in the county~~ in identifying and implementing effective programs and practices that are designed to improve performance in any identified areas of weakness. The district may engage other service providers, including, but not limited to, other school districts, county offices of education, or charter schools, to provide such assistance. ~~the outcomes for student subgroups~~

~~3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074~~

~~In the event that the County Superintendent requires the district to receive technical assistance based on one or more numerically significant student subgroups meeting the criteria established pursuant to Education Code 52064.552071, the Board shall work with review all recommendations received from the County Superintendent, or another service provider at district expense, advisor and shall provide the County Superintendent timely documentation of the district's completion of the activities listed in items #1-2 above or substantially similar activities. consider revisions to the LCAP as appropriate in accordance with the process specified in(-Education Code52071) -52062.~~

~~If referred to the California Collaborative for Education Excellence by either the County Superintendent or the Superintendent of Public Instruction (SPI), the district shall implement the recommendations of that agency in order to accomplish the goals set forth in the district's LCAP. (Education Code 52071, 52074)~~

~~If the SPI identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:~~

- ~~1. Revision of the district's LCAP~~
- ~~2. Revision of the district's budget in accordance with changes in the LCAP~~
- ~~3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement~~

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

33430-33436 Learning Communities for School Success Program; grants for LCAP implementation

41020 Audits

41320-41322 Emergency apportionments

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Numerically significant student subgroups

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning pilot program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

~~60811.3 Assessment of language development~~

64001 Single plan for student achievement

99300-99301 Early Assessment Program

WELFARE AND INSTITUTIONS CODE

300 Dependent child of the court

CODE OF REGULATIONS, TITLE 5

15494-15497 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

The California School Dashboard and Small Districts, October 2018

Promising Practices for Developing and Implementing LCAPs, Governance Brief, November 2016

LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev. October 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

California School Dashboard

LCFF Frequently Asked Questions

Local Control and Accountability Plan and Annual Update (LCAP) Template

Family Engagement Framework: A Tool for California School Districts, 2014

California Career Technical Education Model Curriculum Standards, 2013

California Common Core State Standards: English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. 2013

California Common Core State Standards: Mathematics, rev. 2013

California English Language Development Standards, 2012

WEB SITES

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

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

California School Dashboard: <http://www.caschooldashboard.org>

Policy WILLITS UNIFIED SCHOOL DISTRICT

adopted: February 7, 2018 Willits, California

revised:

Local Control And Accountability Plan

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0415 – Equity)

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

(cf. 3100 - Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Learners)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students. (Education Code 52052)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

(cf. 5145.6 - Parental Notifications)

As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

(cf. 0430- Comprehensive Local Plan for Special Education)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 9320 - Meetings and Notices)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing.

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the district budget, and the budget overview for parents/guardians, the Board shall file the LCAP, the budget, and the budget overview with the County Superintendent of Schools. (Education Code 42127, 52064.1, 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

At its discretion, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in identifying district strengths and weaknesses in regard to state priorities, which includes the review of performance data on the state and local indicators included in the Dashboard and other relevant local data, and in identifying effective, evidence-based programs or practices that address any areas of weakness
2. Assistance from an academic, programmatic, or fiscal expert, or team of experts, in identifying and implementing effective programs and practices that are designed to improve performance in any identified areas of weakness. The district may engage other service providers, including, but not limited to, other school districts, county offices of education, or charter schools, to provide such assistance.

In the event that the County Superintendent requires the district to receive technical assistance based on one or more numerically significant student subgroups meeting the criteria established pursuant to Education Code 52064.5, the Board shall work with the County Superintendent, or another service provider at district expense, and shall provide the County Superintendent timely documentation of the district's completion of the activities listed in items #1-2 above or substantially similar activities. (Education Code 52071)

If referred to the California Collaborative for Education Excellence by either the County Superintendent or the Superintendent of Public Instruction (SPI), the district shall implement the recommendations of that agency in order to accomplish the goals set forth in the district's LCAP. (Education Code 52071, 52074)

If the SPI identifies the district as needing intervention, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

33430-33436 Learning Communities for School Success Program; grants for LCAP implementation

41020 Audits

41320-41322 Emergency apportionments

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Numerically significant student subgroups

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning pilot program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

64001 Single plan for student achievement

99300-99301 Early Assessment Program

WELFARE AND INSTITUTIONS CODE

300 Dependent child of the court

CODE OF REGULATIONS, TITLE 5

15494-15497 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

The California School Dashboard and Small Districts, October 2018

Promising Practices for Developing and Implementing LCAPs, Governance Brief, November 2016

LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev. October 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

California School Dashboard

LCFF Frequently Asked Questions

Local Control and Accountability Plan and Annual Update (LCAP) Template

Family Engagement Framework: A Tool for California School Districts, 2014

California Career Technical Education Model Curriculum Standards, 2013

California Common Core State Standards: English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. 2013

California Common Core State Standards: Mathematics, rev. 2013

California English Language Development Standards, 2012

WEB SITES

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

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

California School Dashboard: <http://www.caschooldashboard.org>

Policy WILLITS UNIFIED SCHOOL DISTRICT

adopted: February 7, 2018 Willits, California

revised:

Local Control And Accountability Plan

Goals and Actions Addressing State and Local Priorities

The district's local control and accountability plan (LCAP) and annual updates shall include, for the district and each district school: (Education Code [52060](#))

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code [52052](#), including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:

a. The degree to which district teachers are appropriately assigned in accordance with Education Code [44258.9](#) and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code [60119](#); and school facilities are maintained in good repair as specified in Education Code [17002](#)

(cf. [1312.4](#) - Williams Uniform Complaint Procedures)

(cf. [3517](#) - Facilities Inspection)

(cf. [4112.2](#) - Certification)

(cf. [4113](#) - Assignment)

(cf. [6161.1](#) - Selection and Evaluation of Instructional Materials)

b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. [6011](#) - Academic Standards)

(cf. [6174](#) - Education for English Learners)

c. Parent/guardian involvement and family engagement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code [42238.02](#) and Board policy, and students with disabilities

(cf. [3553](#) - Free and Reduced Price Meals)

(cf. [6020](#) - Parent Involvement)

(cf. [6173.1](#) - Education for Foster Youth)

d. Student achievement, as measured by all of the following as applicable:

(1) Statewide assessments of student achievement

(2) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that ~~satisfy specified requirements and~~ align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code [52302](#), [52372.5](#), or 54692

(3) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency

(4) The English learner reclassification rate

(5) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher

(6) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code [99300-99301](#)

(cf. [0500](#) - Accountability)

(cf. [6141.5](#) - Advanced Placement)

(cf. [6162.5](#) - Student Assessment)

(cf. [6162.51](#) - State Academic Achievement Tests)

(cf. [6178](#) - Career Technical Education)

e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. [5113.1](#) - Chronic Absence and Truancy)

(cf. [5147](#) - Dropout Prevention)

(cf. [6146.1](#) - High School Graduation Requirements)

f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

(cf. [5137](#) - Positive School Climate)

(cf. [5144](#) - Discipline)

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

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

g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code [51210](#) and [51220](#), as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code [42238.02](#) and [42238.03](#)

(cf. [6143](#) - Courses of Study)

(cf. [6159](#) - Individualized Education Program)

h. Student outcomes, if available, in the subject areas described in Education Code [51210](#) and [51220](#), as applicable

2. Any goals identified for any local priorities established by the Board.

(cf. [0200](#) - Goals for the School District)

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code [52052](#) or any other reviews. (Education Code [52060](#))

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code [52060](#))

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on ~~the California School Dashboard, a school accountability report card.~~
(Education Code [52060](#))

~~(cf. [0510](#) - School Accountability Report Card)~~

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR [15494-15496](#))

When the district expends supplemental and/or concentration grant funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR [15496](#))

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis

2. Describe how services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas

3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

Annual Updates

~~On or before July 1 of each year, the LCAP shall be updated using the template adopted by the SBE and shall include all of the following: (Education Code 52061)~~

~~1. A review of any changes in the applicability of the goals described in the existing LCAP pursuant to the section "Goals and Actions Addressing State and Local Priorities" above~~

~~2. A review of the progress toward the goals included in the existing LCAP, an assessment of the effectiveness of the specific actions described in the existing LCAP toward achieving the goals, and a description of changes to the specific actions the district will make as a result of the review and assessment~~

~~3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above~~

~~4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient~~

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP, and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52065)

(cf. 1113 - District and School Web Sites)

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: February 7, 2018 Willits, California

revised:

Local Control And Accountability Plan

Goals and Actions Addressing State and Local Priorities

The district's local control and accountability plan (LCAP) and annual updates shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:

a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Learners)

c. Parent/guardian involvement and family engagement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy, and students with disabilities

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6020 - Parent Involvement)

(cf. 6173.1 - Education for Foster Youth)

d. Student achievement, as measured by all of the following as applicable:

(1) Statewide assessments of student achievement

(2) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692

(3) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency

(4) The English learner reclassification rate

(5) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher

(6) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)

(cf. 6141.5 - Advanced Placement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6178 - Career Technical Education)

e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 6146.1 - High School Graduation Requirements)

f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

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

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

g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

2. Any goals identified for any local priorities established by the Board.

(cf. 0200 - Goals for the School District)

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on the California School Dashboard. . (Education Code 52060)

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration grant funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis

2. Describe how services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas

3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP, and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52065)

(cf. 1113 - District and School Web Sites)

Regulation WILLITS UNIFIED SCHOOL DISTRICT

approved: February 7, 2018 Willits, California

revised:

March 13, 2019

RECOMMENDATION OF THE DISTRICT SUPERINTENDENT
CONCERNING REDUCTION OF CERTIFICATED SERVICES
FOR THE 2019-2020 SCHOOL YEAR

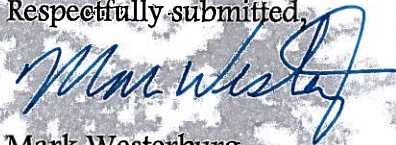
Dear Governing Board:

I, Mark Westerburg, District Superintendent, WILLITS UNIFIED SCHOOL DISTRICT, hereby recommend to this Board that as of the end of the 2018-2019 school year, the following particular kinds of services now being provided by the District be reduced or discontinued as follows:

1. Eliminate the equivalent of 1.0 FTE, Middle School Science Instructional Services

Based upon the reduction or discontinuance of the particular kinds of services set forth above, it will be necessary to decrease the number of certificated employees in the District by the equivalent of one (1.0) full-time positions for the ensuing 2019-2020 school year. It is further my recommendation that you authorize and direct me, or my designee, to initiate and pursue those procedures necessary not to reemploy the equivalent of one (1.0) full-time equivalent certificated employees of this District pursuant to Education Code sections 44949 and 44955 because of such reduction or discontinuance of services.

Respectfully submitted,



Mark Westerburg
District Superintendent

**BEFORE THE GOVERNING BOARD OF THE
WILLITS UNIFIED SCHOOL DISTRICT
MENDOCINO COUNTY, CALIFORNIA**

In the Matter of the Reduction or)
Discontinuance of Certain)
Particular Kinds of Services for)
the 2019-2020 School Year)

RESOLUTION NO. 2018/19-14

WHEREAS the Board hereby finds that it is in the best interest of the WILLITS UNIFIED SCHOOL DISTRICT that, as of the end of the 2018-2019 school year, certain particular kinds of services now being provided by the District be reduced or discontinued as follows:

1. Eliminate the equivalent of 1.0 FTE, Middle School Science Instructional Services

WHEREAS, in the opinion of the Governing Board of this District it is necessary by reason of the aforementioned reduction and discontinuance of services to decrease the number of certificated employees by the equivalent of one (1.0) full-time equivalent employees for the 2019-2020 school year;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Willits Unified SCHOOL DISTRICT that, as of the end of the 2018-2019 school year the foregoing particular kinds of services now being provided by said District be and hereby are reduced to the extent hereinabove set forth.

BE IT FURTHER RESOLVED that the District Superintendent or Superintendent's designee, be and hereby is authorized and directed to initiate and pursue procedures necessary not to reemploy the equivalent of one (1.0) full time equivalent certificated employees of this District pursuant to Education Code sections 44949 and 44955 because of said reduction and discontinuance of services.

The foregoing Resolution was adopted by the Governing Board of the WILLITS UNIFIED SCHOOL DISTRICT on the 13 day of March, 2019, by the following vote:

AYES:
NOES:
ABSENT:

President, Governing Board

I, _____, Clerk of the Governing Board of the WILLITS UNIFIED SCHOOL DISTRICT do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its meeting held on March 13, 2019.

Clerk, Governing Board

Charter for the Renewal of
La Vida Charter School



La Vida Means Life

A California Public Charter School

Submitted to
Willits Unified School District
For the Term July 1, 2019 through June 30, 2024