



SUNNYSIDE UNION SCHOOL DISTRICT

21644 Avenue 196 - Strathmore, California 93267 - (P) 559-568-1741 - www.sunnysideunion.com

BOARD OF EDUCATION

AGENDA

For the Regular Board Meeting of Tuesday, November 12, 2019, at 6:00 p.m., in the **Multi-Purpose Room**, at Sunnyside Elementary School, 21644 Avenue 196, Strathmore, California.

I. CALL TO ORDER

A. Attendees

BOARD OF EDUCATION

	Present	Absent	Late
Schuyler Glover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> : _____
Andy Manning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> : _____
Humberto Quezada	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> : _____
Kimberly Braziel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> : _____
Humberto Cárdenas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> : _____

II. ADA ACCOMMODATION REQUIREMENT

- A. Persons who are in need of a disability-related modification or accommodation to participate in the board meeting must request in writing to the District Office of the Superintendent-Principal, 21644 Avenue 196, Strathmore, California, 559-568-1741 x. 203. A request or accommodation should specify the nature of the modification or accommodation requested, including any necessary auxiliary aids or services required and the name and telephone number of the person making the request. The written request should be done as soon as possible and no later than two days before the meeting. The agenda, agenda packet and any written documents distributed to the board during a public meeting will be made available in appropriate alternative formats upon request by a person with a disability as required by the Americans with Disabilities Act.
- B. Written documents concerning agenda items are available for public inspection during normal business hours within 72 hours of a regular board meeting at the Sunnyside Union School District Office, 21644 Avenue 196 in Strathmore, California.

III. ADJOURN TO CLOSED SESSION (Read Items Below)

- A. Discuss the recommendation for ratification of employment for the following positions:
 - a. Yard Duty and Cafeteria Supervisor 2 Part Time Positions
 - b. Math Intervention Specialist 1 Part Time Position
- B. It is the intention of the Board to meet in closed session to consider student expulsion, suspension or disciplinary action/or other action involving pupil records (Education Code §35146, 48912(b), 48918(c)).
 - a. # 1001012
- C. Public Employee Discipline/Dismissal/Release (Government Code 54597)

IV. ADJOURN TO CLOSED SESSION at: _____ PM

Board of Trustee: Kimberly Braziel | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada

Administration: Steve Tsuboi, Superintendent-Principal | Jody Gunderman, Vice Principal-Categorical Manager

Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary





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V. RECONVENE TO OPEN SESSION _____ PM

VI. GENERAL BUSINESS

- A. Pledge of Allegiance (Student Presented Video)
- B. Welcome (visitors please sign-in on visitor's sheet)
- C. Report of Action Taken in Closed Session (if any)
- D. Approve the Agenda of the November 12, 2019 Regular Board Meeting

MOTION BY: _____ **SECOND BY:** _____ **VOTES:** _____

VII. PUBLIC COMMENTS

Members of the public may address the board on any items within the board's jurisdiction, but which are not on the agenda (Public input for agenda items are accepted, at the time the matter is considered. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The total time limit for input on each item is 15 minutes).

VIII. ACKNOWLEDGEMENTS AND REPORTS

A. ACKNOWLEDGMENTS

- a. Student of the Month for October
- b. Acknowledge the Following Businesses
 - i. Lowes Porterville Store
 - ii. Ramirez Construction
 - iii. Vollmer Excavation
- c. Acknowledgement of the following employees for the participation in the Lowes Community Project Work Day.
 - i. Diana Mata
 - ii. Mario Placentia
 - iii. Miguel Guajardo

B. STAFF REPORTS

- a. Employee Groups (Certificated, Classified, Confidential)
- b. Academic Coach
- c. Save the Children
- d. Vice Principal – Categorical Manager
- e. Superintendent-Principal

IX. ROUTINE MATTERS – ACTION REQUIRED

A. CONSENT CALENDAR

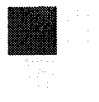
General Business

- a. Approve payroll for October 2019
- b. Approve Pay Vouchers/Purchase Orders for September 26th and October 3rd, 10th, and the 17th of 2019
- c. Approve October 8, 2019, Governing Board Meeting Minutes

Board of Trustee: Kimberly Brazier | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada

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- d. Approve October 29, 2019, Special Board Meeting Minutes
- e. Discuss and Approve the Election of Members on the Official Ballot – 2019 County Committee on School District Organization and Notice of Annual Meeting
- f. Discuss and approve the Regular Board Meeting for the month of December 2019

Personnel

- a. Approve the resignation of Eva Harmon, Cafeteria Helper
- b. Approve the hiring of Phillip Rodriguez, Math Intervention Support Specialist

MOTION BY: _____ SECOND BY: _____ VOTES: _____

X. PUBLIC HEARING

XI. NEW BUSINESS

ACTION ITEMS

- A. Approve Setting the Date of the Notification of the Annual Organizational Meeting.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- B. Approve Budget Revision for 2019-2020 SY.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- C. Approve Resolution 358 In the Matter of the 2019-2020 Child Development Contract/Amendment 01.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- D. Approve Resolution 359 In the Matter of Adopting Development Fees on Residential and Commercial and Industrial Development to Fund the Construction or Reconstruction of School Facilities.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- E. Approve Resolution 360 In the Matter of Authorizing Inter-fund Loan for Cash Flow Purposes.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- F. Discussion and consideration for Approval School Facilities Five Year Master Plan by Schoolwork's, Inc. in the amount of \$7,000.00.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- G. Approve the donation of the Patio Project from Lowes Community Grant for the value of \$2,500.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- H. Approve the donation of Decomposed Granite from Vollmer's Excavation (truck and trailer) and use of equipment for the Lowes Community Grant Project.

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- I. Approve Board Policy 0460 Local Control and Accountability Plan

MOTION BY: _____ SECOND BY: _____ VOTES: _____

- J. Approve Administrative Regulation 0460 Local Control and Accountability Plan

MOTION BY: _____ SECOND BY: _____ VOTES: _____

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K. Approve Administrative Regulation 3543 Transportation Safety and Emergencies

MOTION BY: _____ SECOND BY: _____ VOTES: _____

L. Approve Board Policy 5113 Absences and Excuses

MOTION BY: _____ SECOND BY: _____ VOTES: _____

M. Approve Administrative Regulation 5113 Absences and Excuses

MOTION BY: _____ SECOND BY: _____ VOTES: _____

N. Approve Administrative Regulation 5131.41 Use of Seclusion and Restraint

MOTION BY: _____ SECOND BY: _____ VOTES: _____

XII. INFORMATION AND DISCUSSION

A. LOCAL CONTROL AND ACCOUNTABILITY PLAN & BUDGET AND FEDERAL ADDENDUM UPDATES

- a. Update on Local Control Accountability Plan for 2019-2020.
- b. Review of Time Line and Requirements in the Development of the 2020-2021 Local Control Accountability Plan.
- c. Governing Board Input on the 2020-2021 Local Control Accountability Plan
- d. Report on School Site Council Membership and Goals for 2019-2020

B. MAINTENANCE, OPERATIONS AND TRANSPORTATION

- a. Transportation
 - i. Update on 45-Day Inspections Conducted November 4 – November 6, 2019
 - ii. Update on Afternoon Bus Transportation
- b. Operations
 - i. Update and Discussion on County Road Department changes to front of school
 - ii. Discussion on possible redesign of staff parking lot and closure to front entrance of school
 - iii. Discussion on Governing Board Goals regarding facility upgrades
 - iv. Further discussion on participation in the Sandy Hook consortium with the Tulare County Office of Education
- c. Maintenance
 - i. Continued discussion on ADA Compliant Projects
 - ii. Update on upcoming Gutter Project
 - iii. School Safety Plan Update and Review

C. INSTRUCTIONAL SERVICES

- a. Academic Coach Report
 - i. Professional Development
 - ii. Benchmark Testing Results
 - iii. Classroom Highlights

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iv. Invisible Learning Meter

D. STUDENT ACTIVITIES

- a. After School Enrichment Opportunities
- b. Athletic Report Update
- c. Grandparent's Day Agenda
- d. Save the Children – Reading for the Record

E. BOARD

- a. **Discuss and review board policies (Second Reading)**
 - i. Board Policy 5141.52 Suicide Prevention
 - ii. Administrative Regulation 5141.52 Suicide Prevention
 - iii. Board Policy 5144 Student Discipline
 - iv. Administrative Regulation 5144 Student Discipline
 - v. Board Policy 6175 Migrant Education Program
 - vi. Administrative Regulation 6175 Migrant Education Program
- b. Information regarding Small School District's Association (SSDA) Board Policies

F. BOARD POLICIES FOR REVIEW

- a. **The following policies will be presented to the board (First Reading)**
 - i. Board Policy 1100 Communication With The Public
 - ii. Board Policy 6173.2 Education Of Children Of Military Families
 - iii. Administrative Regulation 6173.2 Education Of Children Of Military Families
 - iv. Administrative Regulation 6183 Home And Hospital Instruction
 - v. Exhibit 6183 Home And Hospital Instruction
 - vi. Board Bylaws 9322 Agenda/Meeting Materials
 - vii. Board Bylaws 9324 Minutes And Recordings

XIII. NEXT SCHEDULED BOARD MEETING

A. Regular Board Meeting December _____, 2019 (6:00 PM)

XIV. ADJOURNMENT _____ PM

Board of Trustee: Kimberly Braziel | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada

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AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☒ Routine Matters – Consent Calendar
- ☐ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: IX. A. a. Payroll Approval for October 2019

Date: November 12, 2019

Presented By: Candy Alari

Attachments: Yes ☐ No ☒

Summary

The total payroll paid for the month of October, 2019, is \$273,963.23.

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 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: IX. A. b. Approve Pay Vouchers/Purchase Orders for September 26th and October 3rd, 10th, and 17th of 2019.

Date: November 8, 2019

Presented By: Dena Tallerico or Candy Alari

Attachments: Yes ☒ No ☐

Summary

The following pay vouchers cover invoices processed and paid on September 26th and October 3rd, 10th, and 17th of 2019, numbering from 200326 - 200481, totaling \$143,762.31.

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013605	AMERICAN INCORPORATED	PV-200326	9/13/2019		7104032		130-53100-0-00000-37000-56000-0-0000	\$456.44		
							FREEZER REPAIRS			
							010-00000-0-00000-72000-52000-0-0000			
							Total Check Amount:	\$456.44		
013821	BANK OF THE SIERRA	PV-200327	9/13/2019		2924		010-00000-0-00000-24950-43000-0-0000	\$250.00		
	BANK OF THE SIERRA		9/13/2019		2924		SCHOOL SUPPLIES			
	BANK OF THE SIERRA		9/13/2019		2924		010-30100-0-00000-24950-43000-0-0000	\$98.29		
	BANK OF THE SIERRA		9/13/2019		2924		010-00000-0-11100-10000-43000-0-0000	\$77.01		
	BANK OF THE SIERRA		9/13/2019		2924		010-00000-0-00000-72000-43000-0-0000	\$169.45		
	BANK OF THE SIERRA		9/13/2019		2924		010-00000-0-00000-81000-43000-0-0000	\$221.67		
	BANK OF THE SIERRA		9/13/2019		2924		010-07200-0-11100-10000-43000-0-0101	\$198.18		
	BANK OF THE SIERRA		9/13/2019		2924		010-63000-0-11100-10000-42000-0-0000	\$560.04		
	BANK OF THE SIERRA		9/13/2019		2924		010-00000-0-11100-10000-43000-0-0000	\$571.00		
	BANK OF THE SIERRA		9/13/2019		2924		010-00000-0-00000-81000-44000-0-0000	\$1,021.50		
	BANK OF THE SIERRA		9/13/2019		2924		010-11000-0-11100-10000-43000-0-0000	\$161.32		
	BANK OF THE SIERRA		9/13/2019		2924		010-07200-0-11100-10000-43000-0-0601	\$148.26		
							Total Check Amount:	\$3,476.72		
013976	CALIFORNIA STATE UNIV. FRESNO	PV-200374	9/6/2019		43339		010-00000-0-11100-10000-58000-0-0000	\$1,984.89		
							FALL 2019 INTERN			
							Total Check Amount:	\$1,984.89		
013974	CRAIG SLINGER	PV-200329	9/12/2019		1750		010-81500-0-00000-81100-56000-0-0000	\$4,284.50		
							CURTAIN FOR AUDITORIUM			
							Total Check Amount:	\$4,284.50		
013574	FLYERS ENERGY, LLC	PV-200331	9/15/2019		CFS-2053304		010-07230-0-00000-36000-43000-0-0000	\$626.11		
	FLYERS ENERGY, LLC		9/15/2019		CFS-2053304		BUS AND COMPANY CAR FUEL			
							010-00000-0-00000-81000-43000-0-0000	\$115.40		
							Total Check Amount:	\$741.51		
012895	FRUIT GROWERS SUPPLY CO.	PV-200330	9/13/2019		92086077		010-00000-0-00000-81000-43000-0-0000	\$32.88		
							MAINTENANCE SUPPLIES			
							Total Check Amount:	\$32.88		

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Check	Account Code	Amount	Flag	EFT
013823	HENDRICK, JEFF	PV-200332	9/19/2019		640155/640162		130-53100-0-00000-37000-47000-0-0000	\$906.06		
	HENDRICK, JEFF	PV-200333	9/12/2019		640141/640147		DAIRY PRODUCTS 130-53100-0-00000-37000-47000-0-0000	\$906.06		
							Total Check Amount:	\$1,812.12		
013409	KNIGHT GUARD ALARM	PV-200334	10/1/2019		47437/47438		010-00000-0-00000-81000-58000-0-0000	\$210.89		
							FIRE AND BURGLAR MONITORING			
							Total Check Amount:	\$210.89		
013972	LABOR LAW POSTER SERVICE	PV-200335	9/20/2019		A13138066624		010-00000-0-00000-72000-43000-0-0000	\$89.50		
							RENEWAL POSTER			
							Total Check Amount:	\$89.50		
013710	LAWSON, GINGER	PV-200336	7/12/2019		GL-JUL19		010-11000-0-11100-10000-43000-0-0000	\$91.45		
	LAWSON, GINGER	PV-200337	8/24/2019		GL-AUG19		CLASSROOM SUPPLIES 010-07200-0-11100-10000-42000-0-0203	\$91.05		
							Total Check Amount:	\$182.50		
013975	LOUIS CHAVEZ	PV-200328	9/23/2019		LC-SEP19		010-11000-0-11100-10000-43000-0-0000	\$52.43		
							CLASSROOM SUPPLIES			
							Total Check Amount:	\$52.43		
013685	MATA, DIANA	PV-200339	9/15/2019		DM-SEP19		010-90271-0-81000-59000-43000-0-1822	\$352.49		
							VROOM SUPPLIES			
							Total Check Amount:	\$352.49		
013377	MEDICAL BILLING TECHNOLOGIES	PV-200340	9/16/2019		AR-30336		010-00008-0-00000-27000-58000-0-0000	\$53.35		
							MEDICAL BILLING SERVICES			
							Total Check Amount:	\$53.35		
013808	Merzolan, Neil	PV-200341	9/2/2019		200031 NM-SEP19		010-11000-0-11100-10000-43000-0-0000	\$5.21		
							CLASSROOM SUPPLIES			
							Total Check Amount:	\$5.21		

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012992	MIRANDA, RICHARD	PV-200342	8/22/2019		RM-AUG19		010-00000-0-11100-10000-43000-0-0000	\$38.94		
							FOOTBALL SUPPLIES			
							Total Check Amount:	\$38.94		
013490	MONTTOYA, CHRISTINA	PV-200343	9/24/2019		CM-SEP19		130-53100-0-00000-37000-47000-0-0000	\$5.09		
	MONTTOYA, CHRISTINA		9/24/2019		CM-SEP19		CAFETERIA FOOD AND PARENT INVOLVEMENT	\$47.37		
							010-07200-0-00000-24950-43000-0-0502			
							Total Check Amount:	\$52.46		
013792	O'REILLY AUTO PARTS	PV-200344	9/18/2019		4796-342747		010-07230-0-00000-36000-43000-0-0000	\$8.00		
							BUS SUPPLIES			
							Total Check Amount:	\$8.00		
012703	PEACOCKS SELLA-VAK	PV-200345	9/18/2019		023047		010-00000-0-00000-81000-43000-0-0000	\$39.06		
							OPERATIONS SUPPLIES			
							Total Check Amount:	\$39.06		
012891	PEARSON EDUCATION, INC	PV-200346	9/3/2019		4025941140		010-63000-0-11100-10000-42000-0-0000	\$488.05		
							TEXTBOOKS			
							Total Check Amount:	\$488.05		
013820	PSW	PV-200347	9/12/2019		104507		010-30100-0-11100-10000-58000-0-0000	\$45.49		
							COPY SERVICE			
							Total Check Amount:	\$45.49		
013507	SCHOLASTIC	PV-200350	9/5/2019	200017	19947633		010-07200-0-11100-10000-42000-0-0203	\$212.95		
	SCHOLASTIC	PV-200351	9/19/2019		2340802731		BOOKS FOR CLASSROOM			
							010-00000-0-11100-10000-42000-0-0000	\$126.50		
							CLASSROOM BOOKS			
							Total Check Amount:	\$339.45		
012163	SCHOLASTIC INC.	PV-200349	9/20/2019		261479901		010-07200-0-11100-10000-42000-0-0203	\$1,992.30		
							ROOM 16 BOOKS			
							Total Check Amount:	\$1,992.30		

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012838	SCHOLASTIC MAGAZINES	PV-200352	9/10/2019		M6845819		010-63000-0-11100-10000-43000-0-0000 SCHOLASTIC MAGAZINES	\$164.45		
							Total Check Amount:	\$164.45		
013973	SEQUOIA SYMPHONY ORCHESTRA	PV-200353	9/19/2019		FIELD TRIP		010-07200-0-11100-10000-58000-0-0102 60TH ANNUAL YOUNG PEOPLES CONCERT	\$390.00		
							Total Check Amount:	\$390.00		
013418	SIM ARCHITECTS	PV-200354	8/31/2019		12778		010-00000-0-00000-71500-58000-0-0000 PROJECT 1907.00 SHADE STRUCTURE	\$537.50		
							Total Check Amount:	\$537.50		
013392	SOUTHWEST SCHOOL & OFFICE	PV-200355	9/5/2019		PINV0621698		010-11000-0-11100-10000-43000-0-0000 CLASSROOM SUPPLIES	\$48.25		
	SOUTHWEST SCHOOL & OFFICE	PV-200356	9/12/2019		PINV0625480		010-00000-0-11100-10000-58000-0-0000 FREIGHT CHARGES	\$20.00		
	SOUTHWEST SCHOOL & OFFICE	PV-200357	9/9/2019		PINV0623064		010-00000-0-00000-81000-43000-0-0000 OPERATIONS SUPPLIES	\$591.76		
	SOUTHWEST SCHOOL & OFFICE	PV-200358	9/16/2019		PINV0627513		010-00000-0-00000-72000-43000-0-0000 OFFICE SUPPLIES	\$43.60		
	SOUTHWEST SCHOOL & OFFICE	PV-200359	9/16/2019		PINV0627219		010-00000-0-00000-81000-43000-0-0000 OPERATIONS SUPPLIES	\$218.04		
	SOUTHWEST SCHOOL & OFFICE	PV-200360	9/16/2019		PINV0627434		010-11000-0-11100-10000-43000-0-0000 CLASSROOM SUPPLIES	\$41.68		
	SOUTHWEST SCHOOL & OFFICE	PV-200361	9/9/2019		PINV0623102		010-11000-0-11100-10000-43000-0-0000	\$4.17		
	SOUTHWEST SCHOOL & OFFICE	PV-200362	9/5/2019		PINV0621744		010-11000-0-11100-10000-43000-0-0000	\$114.26		
	SOUTHWEST SCHOOL & OFFICE	PV-200363	9/5/2019		PINV0621771		010-11000-0-11100-10000-43000-0-0000	\$5.70		
	SOUTHWEST SCHOOL & OFFICE	PV-200364	9/11/2019		PINV0624755		010-11000-0-11100-10000-43000-0-0000	\$23.11		
							Total Check Amount:	\$1,110.57		
012474	SYSCO FOOD SERVICES OF MODESTO	PV-200365	9/12/2019		284150320		130-53100-0-00000-37000-47000-0-0000 CAFETERIA FOOD AND SUPPLIES	\$825.96		
	SYSCO FOOD SERVICES OF MODESTO		9/12/2019		284150320		130-53100-0-00000-37000-43000-0-0000	\$80.11		
							Total Check Amount:	\$906.07		

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
013911	Taylor Brothers, Inc DBA Res C	PV-200348	9/19/2019		1761341		010-00000-0-00000-81000-58000-0-0000	\$71.18		
	Taylor Brothers, Inc DBA Res C		9/19/2019		1761341		130-53100-0-00000-37000-58000-0-0000	\$3.82		
								\$75.00		
013399	THE LIBRARY STORE	PV-200338	9/10/2019	200040	420298		010-07200-0-11100-10000-43000-0-0203	\$990.26		
								\$990.26		
013910	Tane	PV-200366	9/6/2019		310221537		010-81500-0-00000-81100-56000-0-0000	\$1,294.27		
								\$1,294.27		
013111	TULARE CO. OFFICE OF EDUCATION	PV-200367	9/5/2019		200285		010-07200-0-11100-10000-52000-0-0201	\$650.00		
								\$650.00		
012967	TULARE CO. RMA SOLID WASTE	PV-200368	8/31/2019		241427		010-00000-0-00000-81000-55000-0-0000	\$13.26		
								\$13.26		
013955	VALLEY EXPETEC	PV-200369	10/1/2019		W002472		010-00000-0-00000-72000-58000-0-0000	\$378.00		
								\$378.00		
013221	VALLEY FOOD SERVICE	PV-200370	9/20/2019		372658/372656		130-53100-0-00000-37000-43000-0-0000	\$182.85		
	VALLEY FOOD SERVICE		9/20/2019		372658/372656		130-53100-0-00000-37000-47000-0-0000	\$1,177.33		
	VALLEY FOOD SERVICE	PV-200371	9/13/2019		372339/372338		130-53100-0-00000-37000-43000-0-0000	\$168.00		
	VALLEY FOOD SERVICE		9/13/2019		372339/372338		130-53100-0-00000-37000-47000-0-0000	\$471.13		
								\$1,999.31		
011686	WHITES MUSIC CENTER	PV-200372	9/12/2019		542833/542867		010-07200-0-11100-10000-43000-0-0406	\$113.78		
	WHITES MUSIC CENTER		9/12/2019		542833/542867		010-07200-0-11100-10000-56000-0-0406	\$1,126.60		
								\$1,126.60		

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Batch No 303

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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013652	ZOOM IMAGING SOLUTIONS, INC	PV-200373	9/16/2019		2142620					
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010-11000-0-11100-10000-43000-0-0000

\$8.09

PRINTER SUPPLIES

Total Check Amount:

\$8.09

Total Check Amount:

\$1,240.38

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Flag	EFT
						Check	Account Code			

Total District Payment Amount: \$26,496.34

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Batch No 303

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Total Accounts Payable:	Amount	Audit Flag	EFT
						Check	Account Code				

Batch No 303

\$26,496.34

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 26,496.34 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Authorizing Signature *Steve Davis* Date 9/23/19

Fund Summary		Total
010		\$21,313.49
130		\$5,182.85
Total		\$26,496.34

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Batch No 304

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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012549	A T & T	PV-200377	9/24/2019		0306025811001		010-00000-0-00000-72000-59000-0-0000	\$19.34		
	A T & T		9/24/2019		0306025811001		PHONE CHARGES 010-00000-0-00000-27000-59000-0-0000	\$45.14		
Total Check Amount:								\$64.48		

013718	A T & T MOBILITY - ROC	PV-200379	9/16/2019		287257890202		010-07230-0-00000-36000-59000-0-0000 BUS BARN ALARM	\$26.77		
Total Check Amount:								\$26.77		

013407	AERIES SOFTWARE	PV-200378	9/15/2019	200003	RW-12485		010-00000-0-00000-27000-52000-0-0000 WEBINAR	\$100.00		
Total Check Amount:								\$100.00		

013775	CROUZET IRRIGATION SUPPLY, INC	PV-200380	8/23/2019		INV0155409		010-00000-0-00000-81000-43000-0-0000 MAINTENANCE SUPPLIES	\$19.83		
Total Check Amount:								\$19.83		

013901	DOUGLAS RAY HOSFELDT	PV-200398	9/26/2019		23780		010-81500-0-00000-81100-43000-0-0000 GATE SUPPLIES	\$50.24		
Total Check Amount:								\$50.24		

013977	Duran & Sons Trucking & Servic	PV-200381	9/26/2019		209529		010-07230-0-00000-36000-56000-0-0000 BUS REPAIRS	\$1,513.43		D
Total Check Amount:								\$1,513.43		

011762	E.M. THARP INC.	PV-200376	10/1/2019		P891008		010-07230-0-00000-36000-43000-0-0000 BUS PARTS	\$17.57		
Total Check Amount:								\$17.57		

013574	FLYERS ENERGY, LLC	PV-200412	9/30/2019		CFS-2063921		010-00000-0-00000-81000-43000-0-0000 BUS AND COMPANY CAR FUEL	\$167.11		
	FLYERS ENERGY, LLC		9/30/2019		CFS-2063921		010-07230-0-00000-36000-43000-0-0000	\$1,072.22		
Total Check Amount:								\$1,239.33		

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Batch No 304

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Audit	Amount	Flag	EFT
013797	FRESNO MOBILE RADIO INC.	PV-200408	9/30/2019		41-84955		010-07230-0-00000-36000-59000-0-0000 BUS RADIO SERVICE		\$152.00		
									Total Check Amount:		
									\$152.00		
013795	FRONTIER COMMUNICATIONS	PV-200382	9/19/2019		5595682277		010-00000-0-00000-81000-59000-0-0000 PHONE CHARGES		\$63.30		
									Total Check Amount:		
									\$63.30		
013791	GUARDADO, MIGUEL	PV-200409	10/3/2019		MG-OCT19		010-90271-0-81000-59000-43000-0-1822 VROOM SUPPLIES		\$344.31		
									Total Check Amount:		
									\$344.31		
013823	HENDRICK, JEFF	PV-200404	9/26/2019		640176/640168		130-53100-0-00000-37000-47000-0-0000 DAIRY PRODUCTS		\$864.72		
									Total Check Amount:		
									\$864.72		
013904	KEY EVIDENCE LOCK & SAFE	PV-200383	9/27/2019		126535		010-07200-0-11100-10000-43000-0-0601 SECURITY		\$285.15		
									Total Check Amount:		
									\$285.15		
013960	KIMBALL, CARLOS	PV-200414	10/1/2019		200035 CK-OCT19		010-11000-0-11100-10000-43000-0-0000 CLASSROOM SUPPLIES		\$23.88		
									Total Check Amount:		
									\$23.88		
013829	LEARNING A - Z	PV-200384	9/24/2019		200044 2167701		010-30100-0-11100-10000-58000-0-0000 READING A - Z LICENSE		\$1,979.10		
									Total Check Amount:		
									\$1,979.10		
013685	MATA, DIANA	PV-200387	9/24/2019		DM-SEP19		010-90271-0-81000-59000-43000-0-1822 VROOM SUPPLIES		\$176.18		
									Total Check Amount:		
									\$176.18		
	MATA, DIANA	PV-200416	9/12/2019		DM-SEP19		010-90271-0-81000-59000-43000-0-0000 ESSS AND VROOM SUPPLIES		\$48.40		
									Total Check Amount:		
									\$48.40		
	MATA, DIANA	9/12/2019			DM-SEP19		010-90271-0-81000-59000-43000-0-1822		\$54.57		
									Total Check Amount:		
									\$54.57		
									Total Check Amount:		
									\$279.15		

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013808	Merzolan, Neil	PV-200388	9/19/2019	200031	NM-SEP19		010-11000-0-11100-10000-43000-0-0000	\$80.08		
	Merzolan, Neil	PV-200406	10/2/2019		NM-OCT19		CLASSROOM SUPPLIES 010-07200-0-11100-10000-43000-0-0406	\$64.99		
							GARDEN SUPPLIES			
							Total Check Amount:	\$145.07		
013742	MID VALLEY DISPOSAL	PV-200389	9/30/2019				010-00000-0-00000-81000-55000-0-0000	\$186.38		
							UTILITIES			
							Total Check Amount:	\$186.38		
013711	MISSION LINEN SUPPLY	PV-200405	9/25/2019				* 130-53100-0-00000-37000-58000-0-0000	\$240.36		
	MISSION LINEN SUPPLY		9/25/2019				CAFETERIA AND OPERATIONS LINEN SERVICE * 010-00000-0-00000-81000-58000-0-0000	\$112.44		
							Total Check Amount:	\$352.80		
013711	MISSION LINEN SUPPLY	PV-200390	9/25/2019				* 120-61050-0-00010-10000-58000-0-0000	\$130.84		
							PRESCHOOL LINEN SERVICE			
							Total Check Amount:	\$130.84		
012673	OFFICE DEPOT CREDIT PLAN	PV-200391	9/13/2019				010-00000-0-00000-72000-43000-0-0000	\$74.47		
							OFFICE SUPPLIES			
							Total Check Amount:	\$74.47		
013353	Porterville Lock & Safe	PV-200411	10/1/2019				130-53100-0-00000-37000-43000-0-0000	\$4.35		
							DUPLICATE KEYS			
							Total Check Amount:	\$4.35		
013575	ROCKFORD SCHOOL DISTRICT	PV-200385	10/1/2019				010-00000-0-11100-10000-34010-0-0000	\$600.17		
							HEALTH INSURANCE - SNIDER HENDRICKSON			
							Total Check Amount:	\$600.17		
013665	SHRED-IT USA LLC	PV-200410	9/30/2019				010-00000-0-00000-72000-58000-0-0000	\$110.78		
							SHREDDING SERVICE			
							Total Check Amount:	\$110.78		

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
012831	SISC III	PV-200407	10/1/2019		72181		010-00000-0-00000-71100-34010-0-0000	\$10,087.96		
	SISC III		10/1/2019		72181		HEALTH INSURANCE			
	SISC III		10/1/2019		72181		010-00000-0-00000-00000-95028-0-0000	\$4,368.70	G	
							010-00000-0-00000-00000-95024-0-0000	\$52,584.44	G	
							Total Check Amount:	\$67,041.10		
012867	SMART & FINAL STORES CORP.	PV-200413	10/1/2019		387572		130-53100-0-00000-37000-43000-0-0000	\$20.08		
	SMART & FINAL STORES CORP.		10/1/2019		387572		CAFETERIA FOOD AND SUPPLIES	\$58.42		
							Total Check Amount:	\$78.50		
005383	SOUTHERN CALIF EDISON CO	PV-200400	9/27/2019		2014706030		130-53100-0-00000-81000-55000-0-0000	\$475.54		
	SOUTHERN CALIF EDISON CO		9/27/2019		2014706030		UTILITIES	\$8,848.91		
							Total Check Amount:	\$9,324.45		
013392	SOUTHWEST SCHOOL & OFFICE	PV-200392	9/24/2019		200002 PINV0632022		010-00000-0-00000-81000-43000-0-0000	\$440.14		
	SOUTHWEST SCHOOL & OFFICE		9/24/2019		200002 PINV0632163		OPERATIONS SUPPLIES	\$89.82		
	SOUTHWEST SCHOOL & OFFICE		9/24/2019		PINV0632047		CLASSROOM SUPPLIES	\$14.16		
	SOUTHWEST SCHOOL & OFFICE		9/24/2019		200002 PINV0632216		SCHOOL SUPPLIES	\$311.12		
							Total Check Amount:	\$855.24		
012637	STRATHMORE PUBLIC	PV-200415	9/30/2019		10017P-00		010-00000-0-00000-81000-55000-0-0000	\$209.10		
	STRATHMORE PUBLIC		9/30/2019		10017P-00		UTILITIES	\$11.23		
							Total Check Amount:	\$220.33		
012474	SYSO FOOD SERVICES OF MODESTO	PV-200401	9/26/2019		809889		130-53100-0-00000-37000-43000-0-0000	\$164.82		
	SYSO FOOD SERVICES OF MODESTO		9/26/2019		809889		CAFETERIA FOOD AND SUPPLIES	\$1,418.02		

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
005388	THE GAS COMPANY	PV-200402	9/27/2019		17621639008		130-53100-0-00000-81000-55000-0-0000	\$4.97		
	THE GAS COMPANY		9/27/2019		17621639008	UTILITIES	010-00000-0-00000-81000-55000-0-0000	\$92.56		
								Total Check Amount:		\$1,582.84
013726	TREDWAY, JOSHUA	PV-200375	9/27/2019		JT-SEP19		010-07200-0-11100-10000-43000-0-0108	\$19.99		
						SUPPLIES FOR PD		Total Check Amount:		\$19.99
013111	TULARE CO. OFFICE OF EDUCATION	PV-200396	9/19/2019		200397		010-07200-0-11100-10000-43000-0-0108	\$216.00		
						BOOKMARKS		Total Check Amount:		\$216.00
013221	VALLEY FOOD SERVICE	PV-200403	9/27/2019		372987/372986		130-53100-0-00000-37000-47000-0-0000	\$870.84		
	VALLEY FOOD SERVICE		9/27/2019		372987/372986	CAFETERIA FOOD AND SUPPLIES	130-53100-0-00000-37000-43000-0-0000	\$184.35		
								Total Check Amount:		\$1,055.19
013722	VAST NETWORKS	PV-200397	10/1/2019		18527		010-00000-0-00000-72000-59000-0-0000	\$52.50		
	VAST NETWORKS		10/1/2019		18527	INTERNET CONNECTION	010-00000-0-00000-27000-59000-0-0000	\$122.50		
								Total Check Amount:		\$175.00
006227	WEISENBERGERS ACE HARDWARE	PV-200386	9/30/2019		58867		120-61050-0-00010-10000-43000-0-0000	\$9.47		
	WEISENBERGERS ACE HARDWARE		9/30/2019		58867	MAINTENANCE SUPPLIES	010-00000-0-00000-81000-43000-0-0000	\$43.84		
								Total Check Amount:		\$53.31
013652	ZOOM IMAGING SOLUTIONS, INC	PV-200399	9/25/2019		2146374		010-11000-0-11100-10000-58000-0-0000	\$630.47		
	ZOOM IMAGING SOLUTIONS, INC		9/25/2019		2146374	MAINTENANCE CONTRACT AND SUPPLIES	010-11000-0-11100-10000-43000-0-0000	\$24.27		

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Batch No 304

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Flag	Audit EFT
						Check	Account Code			

Total Check Amount: \$654.74

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Batch No 304

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Audit Flag	EFT
						Check	Account Code			

Total District Payment Amount:

\$90,002.34

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Batch No 304

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Total Accounts Payable:	Amount	Audit Flag	EFT
						Check	Account Code				

Batch No 304

Total Accounts Payable:

\$90,002.34

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 90,002.34 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).

Authorizing Signature  Date 10/3/19

Fund Summary		Total
010		\$85,544.33
120		\$140.31
130		\$4,317.70
Total		\$90,002.34

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Batch No 305

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Audit	Amount	Flag	EFT
013630	AAA TRUCK SERVICE INC.	PV-200418	10/2/2019		44696		010-07230-0-00000-36000-56000-0-0000		\$200.44		
						BUS REPAIRS					
									\$200.44		
012407	AMERICAN FIDELITY ASSURANCE CO	PV-200417	10/1/2019		22635 4537428		010-00000-0-00000-00000-95024-0-0000		\$385.90	G	
						DISABILITY INSURANCE - CLASSIFIED					
									\$385.90		
013875	BRLAN ROBERTS	PV-200427	10/4/2019		BR-OCT19		010-90271-0-81000-59000-43000-0-1822		\$51.96		
						VROOM SUPPLIES					
									\$51.96		
012088	CULLIGAN	PV-200419	9/30/2019		66977		010-00000-0-00000-81000-43000-0-0000		\$105.00		
						BW PURIFIED - 5 GAL					
									\$105.00		
013795	FRONTIER COMMUNICATIONS	PV-200420	10/1/2019		55956817410615765		010-00000-0-00000-81000-59000-0-0000		\$339.34		
						PHONE CHARGES					
									\$339.34		
013463	GUNDERMAN, JODY	PV-200422	10/1/2019		JG-OCT19		010-11000-0-11100-10000-43000-0-0000		\$30.68		
						STUDENT OF THE MONTH SUPPLIES					
									\$30.68		
013823	HENDRICK, JEFF	PV-200423	10/3/2019		640191/640183		130-53100-0-00000-37000-47000-0-0000		\$801.96		
						DAIRY PRODUCTS					
									\$801.96		
013376	HOME DEPOT CREDIT SERVICES	PV-200424	10/8/2019		5361		010-07200-0-00000-24950-43000-0-0503		\$293.50		
						PARENT INVOLVEMENT SUPPLIES					
									\$293.50		
013979	JESSICA GONZALEZ	PV-200421	10/1/2019		JG-OCT19		010-11000-0-11100-10000-43000-0-0000		\$58.99		
						SUPPLIES FOR SPECIAL NEEDS STUDENTS					
									\$293.50		

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Batch No 305

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate		Amount	Flag	EFT
						Check	Account Code			

Total Check Amount: \$58.99

013129 MOBILE ED PRODUCTIONS INC. PV-200439 7/31/2019 128375 010-07200-0-00000-24950-58000-0-0502 \$447.50

MOBILE ED PRODUCTIONS INC. 7/31/2019 128375 010-30100-0-00000-24950-58000-0-0000 \$447.50

Total Check Amount: \$895.00

013792 O'REILLY AUTO PARTS PV-200425 10/8/2019 4796-345832 010-00000-0-00000-81000-43000-0-0000 \$67.44

PARTS FOR THE EXCURSION

Total Check Amount: \$67.44

013978 PHILLIP RODRIGUEZ PV-200428 10/2/2019 PR-OCT19 010-11000-0-11100-10000-43000-0-0000 \$61.50

CLASSROOM SUPPLIES

Total Check Amount: \$61.50

012047 PITNEY BOWES PV-200426 9/29/2019 3103447290 010-00000-0-00000-72000-56000-0-0000 \$191.22

LEASING CHARGES

Total Check Amount: \$191.22

013392 SOUTHWEST SCHOOL & OFFICE PV-200429 10/1/2019 200002 PINV0635700 010-11000-0-11100-10000-43000-0-0000 \$22.47

CLASSROOM SUPPLIES

010-11000-0-11100-10000-43000-0-0000 \$101.50

Total Check Amount: \$123.97

012474 SYSCO FOOD SERVICES OF PV-200431 9/30/2019 809889 130-53100-0-00000-37000-47000-0-0000 \$71.95

MODESTO

CAFETERIA FOOD AND SUPPLIES

130-53100-0-00000-37000-43000-0-0000 \$51.90

Total Check Amount: \$123.85

013835 Tallentico, Dena PV-200433 10/3/2019 DT-OCT19 010-90271-0-81000-59000-43000-0-1822 \$43.04

SUPPLIES FOR VROOM CIRCUS

Total Check Amount: \$43.04

013917 Tractor Supply Co PV-200432 9/29/2019 6035301205123944 010-00000-0-00000-81000-43000-0-0000 \$65.51

MAINTENANCE SUPPLIES

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Vendor No		Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
							Total Check Amount:		\$65.51		
013726	TREDWAY, JOSHUA	PV-200434	10/7/2019		JT-OCT19			010-07200-0-11100-10000-43000-0-0202	\$35.15		
							PROFESSIONAL DEVELOPMENT SUPPLIES				
							Total Check Amount:		\$35.15		
013221	VALLEY FOOD SERVICE	PV-200435	10/4/2019			373343/373342		130-53100-0-00000-37000-43000-0-0000	\$170.00		
							CAFETERIA FOOD AND SUPPLIES				
							130-53100-0-00000-37000-47000-0-0000		\$1,483.12		
							Total Check Amount:		\$1,653.12		
007477	VERIZON CALIFORNIA	PV-200436	9/28/2019			9839047382		010-00000-0-00000-72000-59000-0-0000	\$128.10		
							PHONE CHARGES				
							010-00000-0-00000-27000-59000-0-0000		\$298.92		
							Total Check Amount:		\$427.02		
013356	Woodwind & Brasswind	PV-200437	10/5/2019			ARINV50415188		010-07200-0-11100-10000-43000-0-0406	\$371.74		
							BAND SUPPLIES				
							Total Check Amount:		\$371.74		
013652	ZOOM IMAGING SOLUTIONS, INC	PV-200438	9/30/2019			2148217		010-11000-0-11100-10000-43000-0-0000	\$12.38		
							COPIER SUPPLIES				
							Total Check Amount:		\$12.38		

Accounts Payable Final Prelist - 10/10/2019 11:45:39AM

*** FINAL ***

Batch No 305

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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Total District Payment Amount: \$6,338.71

Accounts Payable Final Prelist - 10/10/2019 11:45:39AM

*** FINAL ***

Batch No 305

Audit


Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
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Batch No 305

Total Accounts Payable:

\$6,338.71

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 6,338.71 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).


 Authorizing Signature _____ Date 10/9/19

Fund Summary	Total
010	\$3,759.78
130	\$2,578.93
Total	\$6,338.71

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Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013371	A.C.S.A.	PV-200444	10/1/2019		94699		010-00000-0-00000-71500-53000-0-0000	\$108.52		
	A.C.S.A.		10/1/2019		94699		010-00000-0-00000-72000-53000-0-0000	\$72.99		
								Total Check Amount:		
								\$181.51		
013407	AERIES SOFTWARE	PV-200443	10/9/2019		RN-7126		010-00000-0-00000-72000-58000-0-0000	\$6,100.00		
								Total Check Amount:		
								\$6,100.00		
013822	Alari, Candy	PV-200445	10/10/2019		CA-OCT19		010-00000-0-00000-73000-52000-0-0000	\$103.24		
								Total Check Amount:		
								\$103.24		
013980	DARRELL W. BLASINGAME	PV-200441	10/11/2019		14281		010-81500-0-00000-81100-56000-0-0000	\$180.00		
								Total Check Amount:		
								\$180.00		
013901	DOUGLAS RAY HOSFELD	PV-200477	8/6/2019		23394/23704		010-81500-0-00000-81100-43000-0-0000	\$485.95		
								Total Check Amount:		
								\$485.95		
011762	E.M. THARP INC.	PV-200447	10/9/2019		P891777		010-07230-0-00000-36000-43000-0-0000	\$484.24		
								Total Check Amount:		
								\$484.24		
012481	EMPLOYMENT DEVELOPMENT DEPT	PV-200446	10/31/2019		94238409		010-00000-0-00000-00000-95025-0-0000	\$307.98		G
								Total Check Amount:		
								\$307.98		
013959	FERNANDEZ, MAYRA	PV-200442	10/7/2019	200028	MF-OCT19		010-11000-0-11100-10000-43000-0-0000	\$101.21		
								Total Check Amount:		
								\$101.21		
013574	FLYERS ENERGY, LLC	PV-200448	10/15/2019		CFS-2082917		010-07230-0-00000-36000-43000-0-0000	\$1,127.37		
								Total Check Amount:		
								\$1,127.37		

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*** FINAL ***
Batch No 307

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Audit	Amount	Flag	EFT
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013849	GOLDEN EAGLE CHARTER INC	PV-200449	10/11/2019		16631		010-07200-0-11100-10000-58000-0-0405		\$450.00		
	GOLDEN EAGLE CHARTER INC	PV-200450	8/31/2019		15929		TK - 2ND FIELD TRIP - CALM 010-30100-0-00000-24950-58000-0-0000		\$3,300.00	L	
Total Check Amount:									\$1,127.37		

013463	GUNDERMAN, JODY	PV-200476	10/15/2019		JG-OCT19		010-07200-0-11100-10000-43000-0-0202		\$45.70		
Total Check Amount:									\$3,750.00		

013823	HENDRICK, JEFF	PV-200451	10/10/2019		640206/640199		130-53100-0-00000-37000-47000-0-0000		\$45.70		
Total Check Amount:									\$928.98		

013522	LOWES	PV-200452	10/2/2019		98005439769		010-81500-0-00000-81100-43000-0-0000		\$413.69		
	LOWES		10/2/2019		98005439769		010-07200-0-11100-10000-43000-0-0406		\$77.43		
	LOWES		10/2/2019		98005439769		010-07200-0-00000-24950-43000-0-0503		\$210.18		
Total Check Amount:									\$701.30		

013685	MATA, DIANA	PV-200454	9/17/2019		DM-SEP19		010-90271-0-81000-59000-43000-0-1822		\$65.19		
	MATA, DIANA	PV-200455	10/3/2019		DM-OCT19		010-90271-0-81000-59000-43000-0-1822		\$296.10		
Total Check Amount:									\$361.29		

013490	MONTROYA, CHRISTINA	PV-200453	10/10/2019		CM-OCT19		130-53100-0-00000-37000-47000-0-0000		\$3.99		
	MONTROYA, CHRISTINA		10/10/2019		CM-OCT19		010-07200-0-00000-24950-43000-0-0502		\$140.99		
Total Check Amount:									\$144.98		

013792	O'REILLY AUTO PARTS	PV-200456	10/9/2019		2881-478295		010-07230-0-00000-36000-43000-0-0000		\$25.11		
Total Check Amount:									\$25.11		

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Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013776	RAMOS, GLORIA	PV-200459	10/3/2019	200009	2100083555		010-07200-0-11100-10000-42000-0-0203	\$200.95		
							CLASSROOM LIBRARY			
							Total Check Amount:	\$200.95		
013464	SCHOOL NURSE SUPPLY, INC.	PV-200460	10/10/2019	200045	0761461-IN		010-00000-0-00000-31400-43000-0-0000	\$39.21		
							NURSE SUPPLIES			
							Total Check Amount:	\$39.21		
013392	SOUTHWEST SCHOOL & OFFICE	PV-200461	10/3/2019	200002	PINVO636894		010-11000-0-11100-10000-43000-0-0000	\$25.95		
							CLASSROOM SUPPLIES			
							010-11000-0-11100-10000-43000-0-0000	\$165.78		
							010-11000-0-11100-10000-43000-0-0000	\$38.63		
							010-00000-0-00000-81000-43000-0-0000	\$101.93		
							OPERATIONS SUPPLIES			
							010-00000-0-00000-72000-43000-0-0000	\$9.91		
							OFFICE SUPPLIES			
							010-11000-0-11100-10000-43000-0-0000	\$23.23		
							CLASSROOM SUPPLIES			
							010-11000-0-11100-10000-43000-0-0000	\$18.51		
							010-00000-0-00000-72000-43000-0-0000	\$20.24		
							OFFICE SUPPLIES			
							010-00000-0-00000-81000-43000-0-0000	\$507.89		
							OPERATIONS SUPPLIES			
							Total Check Amount:	\$912.07		
012474	SYSOCO FOOD SERVICES OF MODESTO	PV-200466	10/10/2019		809889		130-53100-0-00000-37000-43000-0-0000	\$157.07		
							CAFETERIA FOOD AND SUPPLIES			
							130-53100-0-00000-37000-47000-0-0000	\$2,079.00		
							120-61050-0-00010-10000-43000-0-0000	\$92.70		
							010-07200-0-00000-24950-43000-0-0503	\$224.72		
							Total Check Amount:	\$2,553.49		
013835	Tallerico, Dena	PV-200467	10/14/2019		DT-OCT19		010-00000-0-00000-81000-43000-0-0000	\$50.00		
							GAS FOR THE EXCURSION			

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Batch No 307

Audit

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Flag	EFT
013911	Taylor Brothers, Inc DBA Res C	PV-200457	10/15/2019		1769915		010-00000-0-00000-81000-58000-0-0000	\$71.18		
	Taylor Brothers, Inc DBA Res C		10/15/2019		1769915	SPRAY SERVICE	130-53100-0-00000-37000-58000-0-0000	\$3.82		
						Total Check Amount:		\$50.00		
013469	TORRES-MARQUEZ, JEANNETTE	PV-200468	10/14/2019		JT-OCT19	MILEAGE	010-00000-0-00000-72000-52000-0-0000	\$10.44		
						Total Check Amount:		\$10.44		
013654	TOSHIBA FINANCIAL SERVICES	PV-200469	10/2/2019		396419772	CONTRACT PAYMENT	010-11000-0-11100-10000-56000-0-0000	\$1,081.84		
						Total Check Amount:		\$1,081.84		
013726	TREDWAY, JOSHUA	PV-200470	10/14/2019		JT-OCT19	PROFESSIONAL DEVELOPMENT SUPPLIES	010-07200-0-11100-10000-43000-0-0202	\$48.80		
						Total Check Amount:		\$48.80		
012967	TULARE CO. RMA SOLID WASTE	PV-200471	9/30/2019		241427	GENERAL REFUSE	010-00000-0-00000-81000-55000-0-0000	\$13.26		
						Total Check Amount:		\$13.26		
013955	VALLEY EXPETEC	PV-200474	11/1/2019		W002727	BDR AGREEMENT	010-00000-0-00000-72000-58000-0-0000	\$378.00		
						Total Check Amount:		\$378.00		
013221	VALLEY FOOD SERVICE	PV-200472	10/11/2019		373707	CAFETERIA FOOD AND SUPPLIES	130-53100-0-00000-37000-47000-0-0000	\$433.54		
	VALLEY FOOD SERVICE		10/11/2019		373707		130-53100-0-00000-37000-43000-0-0000	\$74.28		
						Total Check Amount:		\$507.82		
013652	ZOOM IMAGING SOLUTIONS, INC	PV-200473	10/4/2019		2149959	COPIER SUPPLIES	010-11000-0-11100-10000-43000-0-0000	\$8.09		
	ZOOM IMAGING SOLUTIONS, INC	PV-200475	10/10/2019		2151656		010-11000-0-11100-10000-43000-0-0000	\$17.09		

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Batch No 307

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Audit Flag	Amount
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Total Check Amount:

\$25.18

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Batch No 307

Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
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Total District Payment Amount:

\$20,924.92

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Batch No 307

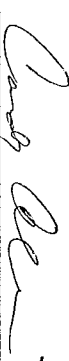
Vendor No	Vendor Name	Reference Number	Invoice Date	PO #	Invoice No	Separate Check	Account Code	Amount	Audit Flag	EFT
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Batch No 307

Total Accounts Payable:

\$20,924.92

The School District hereby orders that payment be made to each of the above vendors in the amounts indicated on the preceding Accounts Payable Final totaling 20,924.92 and the County Office of Education transfer the amounts from the indicated funds of the district to the Check Clearing Fund in order that checks may be drawn from a single revolving fund (Education Code 42631 & 42634).


Authorizing Signature Date 10/17/19

Fund Summary		Total
010		\$17,151.54
120		\$92.70
130		\$3,680.68
Total		\$20,924.92



SUNNYSIDE UNION SCHOOL DISTRICT

21644 Avenue 196 - Strathmore, California 93267 - (P) 559-568-1741 - www.sunnysideunion.com

AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☒ Routine Matters – Consent Calendar
- ☐ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: IX. A. c. Approve Minutes from October 8, 2019, Regular Governing Board Meeting

Date: November 12, 2019

Presented By: Jeannette Torres-Marquez

Attachments: Yes ☒ No ☐

Summary

The attached board meeting minutes are from the board meeting held on October 8, 2019. The notes on the minutes are from the information gathered during the board meeting.

Board of Trustee: Kimberly Braziel | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada
Administration: Steve Tsuboi, Superintendent-Principal | Jody Gunderman, Vice Principal-Categorical Manager
Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary

Sunnyside Union Elementary School
Governing Board Minutes
October 8, 2019
6:00 pm – Multi-Purpose Room

- I. CALL TO ORDER AT 6:00 PM
 - A. Attendees
Board of Education Present: Schuyler Glover, Andy Manning, Humberto Quezada
- II. ADA ACCOMMODATIONS REQUIREMENT
 - A. All Accommodation Meet
 - B. All Accommodation Meet
- III. ADJOURN TO CLOSED SESSION
 - A. Discuss the recommendation for ratification of classified employment for the following positions:
 - a. Part-Time Yard Duty Supervisor (3.25 Hours)
 - b. Pre-School Instructional Aide (5.75 Hours)
 - B. Public Employee Discipline/Dismissal/Release (Government Code 54597)
- IV. ADJOURN TO CLOSED SESSION AT 6:01 PM
- V. RECONVENE TO OPEN SESSION AT 6:08 PM
- VI. GENERAL BUSINESS
 - A. Pledge of Allegiance (Student Presented Video) – None
 - B. Mission Statement: Presented by No Mission Statement this month. None
 - C. Welcome – Miguel Guajardo, Diana Mata, Angie Shimer, Doug Shimer, Grace Shimer, and eight students and their family
 - D. Report of Action Taken is Closed Session (if any) – No Action Taken
 - E. Approve the Agenda of the October 8, 2019, Regular Board Meeting

Motion By: Andy Manning
Second By: Humberto Quezada
Votes: 3-0
- VII. PUBLIC COMMENTS – None
- VIII. ACKNOWLEDGMENTS AND REPORTS
 - A. Acknowledgments
 - a. Varsity Volleyball Team – Tulare Rural School Champions – Mr. Tsuboi congratulated Mr. Miranda and the volleyball team for a great season with only one loss and winning the Rural School Area Tournament. The girls were excited with the win to the point of having tears!
 - b. Varsity Football Team – Tulare Rural School 3rd Place – Mr. Tsuboi congratulated Mr. Merzoian and the football team for a great season and winning 3rd place in the Rural School Area Tournament. The team had a lot of close wins and were happy with the wins against Sundale.
 - c. Video of Mr. Anderson Schmidt – Chinese Cultural Center/TCOE Middle School Educator of the year. Mr. Tsuboi updated the board on the event for Mr. Schmidt and showed a video with the interview that was presented during the event. The evening was a nice job that was well done for Mr. Schmidt who had great representation and support.
 - d. Student of the Month for September; Mrs. Gunderman acknowledged and presented the following students with a certificate for being students of the month; Marysol Luna, Paula Carmona Cruz, Luba Rivas Carranza, Abril Gomez, Cayden Sousa, Grace Shimer, Aria Herrera, Mabel Shahan Dealy, Areli Arellano. She also acknowledged the student who were not present; Kaylee Moreno, Anna Vickers, Angel Lopez, Aimee Luna,

Klahrissa Ibarra, Kindrah Barrientos, Aeneas Ambriz. These students were also acknowledged in the cafeteria where they received a pizza and cupcake party last week during lunch.

B. Staff Reports

- a. Employee Groups (Certificated, Classified, Confidential) – None
- b. Academic Coach – Mr. Tsuboi presented the board with a video for Mr. Tredway who was unable to attend the board meeting.
- c. Save the Children – Mrs. Mata presented
- d. Student Activities and Athletic – Mr. Tsuboi briefly update the board on the Cross County events that will be held in October. We have about twenty-five to thirty kids participating in these events. We will be hosting two more events which should be a success.
- e. Vice Principal – Categorical Manager – Mrs. Gunderman briefly updated the board on how in the thirteen years that she has been with Sunnyside she has had to deal with many different agencies that she never had to deal with to assist some of the bazar student issues. She also commented on her trying to get over her being sick.
- f. Superintendent-Principal – Mr. Tsuboi updated the board on a few of the items on his agenda that was provided in the packet. He commented on the 88% of parent participation during the parent conference which is a big improvement from the past. The 88% included six parents of 6th graders who were at SCICON. He also talked about the two incidents with a possible shooting threat at an SMS school in the area. Although at no point was Sunnyside a threat we were still notified by the Tulare County Sheriff's Department because of the school initials that were being threatened. Mrs. Gomez's Folkloric Dance group performed at the Strathmore Town and Country Club which turned out to be an extremely eventful performance. The club members and audience were pleased with the tale of the twenty-five students.

IX. ROUTINE MATTERS – ACTION REQUIRED

A. Consent Calendar

General Business

- a. Approve payroll for September 2019, in the amount of \$293,410.95.
- b. Approve Pay Vouchers/Purchase Orders for August 29th and September 5th and 12th of 2019, numbering from 200187 – 200324, totaling \$154,512.18.
- c. Approve September 10, 2019, Governing Board Meeting Minutes; The minutes where approve with the changes to page 2 Consent Calendar (motion by and second by) and page 4 Board Policies for Review (changing numeral to roman numeral). Mrs. Torres-Marquez brought in the updated minutes.
- d. Discuss and approve a Special Board Meeting for the month of October 2019. The board approved the scheduling of a special board meeting for October 29, 2019.

Personnel

- i. Approve ratification of employment for Miguel Garay, Yard Duty Supervisor.
- ii. Approve promotion of employment for Berenise Alcantar-Corona, Instructional Aide
- iii. Approve ratification of employment for Mario Placencia, Custodian

Motion By: Humberto Quezada

Second By: Andy Manning

Votes: 3-0

X. PUBLIC NOTICE

- A. Declare a Public Viewing for Public Comment/Input on the adoption of Heinemann TCRWP Reading Units of Study and Writing Units of Study for Language Arts as the Core Curriculum in Kindergarten – Eighth Grade.

XI. NEW BUSINESS – ACTION ITEMS

- A. Approve Resolution 356 in the Matter of Establishing an Estimated Appropriation Limit for the 2019-2020 Fiscal Year and an Actual Appropriations Limit for the 2018-2019 Fiscal Year. The resolution was reapproved to correct the figures on the first resolution.

Motion By: Andy Manning

Second By: Humberto Quezada

Votes: 3-0

- B. Approve Quality Rating and Improvement System Block Grant Agreement.

Motion By: Andy Manning

Second By: Humberto Quezada
Votes: 5-0

- C. Approve Resolution 357 In the Matter of Approving Heinemann TCRWP Reading Units of Study and Writing Units of Study for Language Arts as the Core Curriculum in Kindergarten – Eighth Grade.

Motion By: Andy Manning
Second By: Humberto Quezada
Votes: 3-0

XII. INFORMATION AND DISCUSSION

A. LOCAL CONTROL AND ACCOUNTABILITY PLAN & BUDGET AND FEDERAL ADDENDUM UPDATES

- a. Update on LCAP for fiscal year 2019-2020
- b. Update on Review and Approval of Budget, Fiscal Year 2019-2020
- c. Local Indicators Update and Report

B. MAINTENANCE, OPERATIONS AND TRANSPORTATION

- a. Annual Fire Marshal Report Mr. Tsuboi and Mr. Guajardo updated the board on the report, commenting that there was nothing too big regarding the school campus. There were a few boxes that needed moving, but nothing regarding the classrooms. The Fire Marshal also had to update his key in the Lock Box, but other than that everything was good to go.
- b. Sandy Hook Promise Discussion Mr. Tsuboi briefly updated the board on how Mr. Hire the Superintendent of Tulare County is trying to put together something to get the school involved with 24/7 365 day calling, which would involve four or five people as sight people. The downfall would be that someone would have to be available during these calls and would probably have to be compensated. We'll have to see how this will work for our school.
- c. Monthly 45 Day Inspection Report Mr. Tsuboi and Mr. Guajardo briefly updated the board on the inspection of the buses. So far, everything is up to date. However, bus five needed repairs and is now up and running. Bus one will soon be needing new tires but that is still a little bit down the road.
- d. Discussion on developing annual goals for MOT Mr. Tsuboi briefly informed the board that they might want to start thinking of suggestions for the school. He also suggested that the board think about AB48 for Small School by supporting the bond.
- e. Update on Road Department Ideas for Traffic on Avenue 196 Mr. Tsuboi updated the board on how the County Road Department came by to mark the lines on the road in front of the school. Although they were here a majority of the day to see the drop-off and picking up they end up not marking the road. I would have to guess that they were just as confused as we are with this issue. I will continue to look into this issue before something happens.

C. INSTRUCTIONAL SERVICES & STUDENT ACTIVITIES

- a. Update on Small Schools Conference to be held October 14, 2019 at the Jim Vidak Conference Center, Tulare County Office of Education Mr. Tsuboi briefly updated the board on the 200 small school staff members who are registered for the event, and how we are looking to have an eventful day with much information to help teachers in the classroom with student learning.
- b. Physical Education Assessment Report Mr. Tsuboi let the board know that the report is not in yet. Perhaps it will be for the next meeting.
- c. William's Report and Update Mr. Tsuboi briefly informed the board that the report was good and clean.
- d. Update on Student Enrollment and Average Daily Attendance
- e. Update on Gain/Loss for Interdistrict Agreements Mr. Tsuboi explained to the board that we would have the figures for this report at the next board meeting.
- f. Information on Benchmark Testing & Classroom Highlights Mr. Tsuboi briefly updated the board on the ELD/ELA and how well it is going. Science is more hands-on, which is helping the students get more involved with learning. The staff growth is growing even when they don't all agree; they agree to work it out together. He also mentioned that the student scanning is minimizing to about six to eight scans a day.

D. PARENTAL INVOLVEMENT AND ENGAGEMENT REPORT

- a. Site Council Results Mr. Tsuboi let the board know that the first meeting will be Thursday if anyone was interested in attending.
- b. Fall Carnival – October 31, 2019Board

E. BOARD

- a. Discuss and review board policies (Second Reading)
 - i. Board Policy 0460 Local Control and Accountability Plan
 - ii. Administrative Regulation 0460 Local Control and Accountability Plan
 - iii. Administrative Regulation 3543 Transportation Safety and Emergencies
 - iv. Board Policy 5113 Absences and Excuses
 - v. Administrative Regulation 5113 Absences and Excuses
 - vi. Administrative Regulation 5131.41 Use of Seclusion and Restraint
- b. Information regarding Small School District's Association (SSDA) Board Policies – **Mr. Tsuboi updated the board on the SSDA Board Policies. He explained that the service is free and service small school districts.**

F. BOARD POLICIES FOR REVIEW

- a. The following policies will be presented to the board (First Reading)
 - i. Board Policy 5141.52 Suicide Prevention
 - ii. Administrative Regulation 5141.52 Suicide Prevention
 - iii. Board Policy 5144 Student Discipline
 - iv. Administrative Regulation 5144 Student Discipline
 - v. Board Policy 6175 Migrant Education Program
 - vi. Administrative Regulation 6175 Migrant Education Program

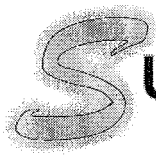
XIII. NEXT SCHEDULED BOARD MEETING

- A. Regular Board Meeting: November 12, 2019 (6:00 PM)

XIV. ADJOURNMENT AT 7:57 PM

Respectfully Submitted,

Humberto Quezada, Clerk



SUNNYSIDE UNION SCHOOL DISTRICT

21644 Avenue 196 - Strathmore, California 93267 - (P) 559-568-1741 - www.sunnysideunion.com

AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☒ Routine Matters – Consent Calendar
- ☐ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: IX. A. d. Approve Minutes from October 29, 2019, Special Governing Board Meeting

Date: November 12, 2019

Presented By: Jeannette Torres-Marquez

Attachments: Yes ☒ No ☐

Summary

The attached board meeting minutes are from the special board meeting held on October 29, 2019. The notes on the minutes are from the information gathered during the board meeting.

Board of Trustee: Kimberly Brazier | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada
Administration: Steve Tsuboi, Superintendent-Principal | Jody Gunderman, Vice Principal-Categorical Manager
Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary



Sunnyside Union Elementary School
Special Governing Board Minutes
October 29, 2019
5:00 pm – Multi-Purpose Room

- I. CALL TO ORDER AT 5:00 PM
 - A. Attendees
Board of Education Present: Schuyler Glover, Andy Manning, Humberto Quezada, Kimberly Braziel, Humberto Cárdenas
- II. ADA ACCOMMODATIONS REQUIREMENT
 - A. All Accommodation Meet
 - B. All Accommodation Meet
- III. GENERAL BUSINESS
 - A. Pledge of Allegiance – Schuyler Glover
 - B. Welcome – Melissa Gonzalez
 - C. Approve the Agenda of the October 29, 2019, Special Board Meeting
Motion By: Andy Manning
Second By: Humberto Quezada
Votes: 5-0
- IV. PUBLIC COMMENTS – Melissa Gonzalez, parent, wanted the board to consider and look at the Medical Exemption policy for her two preschoolers at the next meeting. She outlined why she was requesting, has talked to Tulare County Health, and believes that it is at the schools discretion.

The board stated to have her on the November 12, 2019, agenda. Mr. Tsuboi directed her to fill out an agenda request with the District Office. Mr. Tsuboi stated that he would have more information for them at the next meeting.

Mrs. Gonzalez thanked the board.
- I. INFORMATION AND DISCUSSION
 - A. LOCAL CONTROL AND ACCOUNTABILITY PLAN & BUDGET AND FEDERAL ADDENDUM UPDATES
 - a. Discuss and review the Annual Informational Local Indicators - Mrs. Gunderman presented all of the Local Indicator items. She read the narrative for all of the indicators. Mr. Quezada asked for more information regarding math intervention and how that would work. No other comments were made.
 - B. BOARD INFORMATION
 - a. Information regarding the Election of Members to the County Committee on School District Organization and Notice of Annual Meeting to be approved at the November 12, 2019, board meeting.
- II. ADJOURN TO CLOSED SESSION
 - A. Public Employee Discipline/Dismissal/Release (Government Code 54597)
- III. ADJOURN TO CLOSED SESSION AT 5:36 PM
- IV. RECONVENE TO OPEN SESSION AT 5:39 PM
 - A. Report of Action Taken is Closed Session (if any) – No Action Taken
- V. NEXT SCHEDULED BOARD MEETING
 - A. Regular Board Meeting: November 12, 2019 (6:00 PM)
- VI. ADJOURNMENT AT 5:40 PM

Respectfully Submitted,

Humberto Quezada, Clerk



SUNNYSIDE UNION SCHOOL DISTRICT

21644 Avenue 196 - Strathmore, California 93267 - (P) 559-568-1741 - www.sunnysideunion.com

AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☒ Routine Matters – Consent Calendar
- ☐ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: IX. A. e. Election of Members on the Official Ballot – 2019 County Committee on School District Organization and Notice of Annual Meeting

Date: November 12, 2019

Presented By: Steve Tsuboi

Attachments: Yes ☒ No ☐

Summary

The Election of Members to the County Committee on School District Organization is a yearly voting ballot from Tulare County Office of Education to vote for a Member for Supervisorial District 1, Member for Supervisorial District 2, and Member for Supervisorial District 3 that needs to be voted on by the elected Board Representative.

Board of Trustee: Kimberly Braziel | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada
Administration: Steve Tsuboi, Superintendent-Principal | Jody Gunderman, Vice Principal-Categorical Manager
Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary



OFFICIAL BALLOT – 2019
COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

	Vote for 1 (One) Member for Supervisorial District 1
<input type="checkbox"/>	Vahnn Blue
<input type="checkbox"/>	<i>Write-In:</i>

	Vote for 1 (One) Member for Supervisorial District 2
<input type="checkbox"/>	Melissa Janes
<input type="checkbox"/>	<i>Write-In:</i>

	Vote for 1 (One) Member for Supervisorial District 3
<input type="checkbox"/>	Robert Aguilar
<input type="checkbox"/>	<i>Write-In:</i>

Please note the qualifications to serve as a member of the County Committee:

Any registered voter residing in the appropriate county supervisorial district may serve as a county committee member. Members of school district governing boards may serve concurrently as a school district trustee and county committee member. **NO** county superintendent of schools, employee of the office of a county superintendent of schools, employee of a school district, or employee of a community college district shall be a member of the county committee.

Completed by:

<hr/>	<hr/>
<i>Signature</i>	<i>Print Name</i>

Representative for:

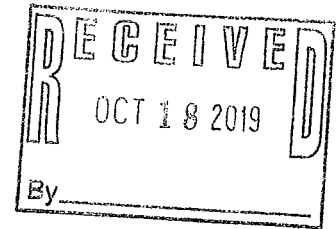
<hr/>	<hr/>
Sunnyside Union	School District

Please return your completed ballot no later than November 14, 2019 to:

Shelly DiCenzo, Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia, CA 93278-5091
Email: shellyd@tcoe.org

Tulare County Office of Education

Committed to Students, Support & Service



October 11, 2019

TO: District Governing Board Representatives/Nomination Committee

FROM: Tim A. Hire, Tulare County Superintendent of Schools *TH*

SUBJECT: Election of Members to the County Committee on School District
Organization and Notice of Annual Meeting

You are receiving this memo and ballot because you were selected by your district governing board to be a representative on the nomination committee to vote in the 2019 election of County Committee members (see attached form). As a representative, you are asked to vote on filling three seats on the County Committee on School District Organization this year. Your official ballot is enclosed. Please return your completed ballot on or before November 14, 2019.

Pursuant to Education Code §4005, the county superintendent of schools is required to call an annual meeting of representatives on the nomination committee and give notice of the meeting to the representatives. The annual meeting is held at the Fall Institute each year.

Notice of Annual Meeting

Held at the Fall Institute

November 14, 2019 at 5 p.m.

Tulare County Office of Education
6200 S. Mooney Blvd., Visalia

You are not required to attend the annual meeting, however, be sure the completed ballot is returned on or before November 14, 2019.

The County Committee on School District Organization is comprised of 11 members, two from each county supervisorial district and one member at-large. Each year during the annual organizational meeting, governing boards select a representative to serve on the nomination committee to elect members to the County Committee.

The County Committee has a major role in the review and approval of proposals for school district unifications, changes to school district boundaries, transfers of territory from one school district to another and the change to by-trustee area elections within Tulare County school districts and community college districts. For more information about the County Committee, visit the TCOE website at: www.tcoe.org/TCCSDO.shtm

Please feel free to contact me or Shelly DiCenzo at 559-733-6312 or shellyd@tcoe.org if you have any questions.

Thank you.

Enclosure

Tim A. Hire
County
Superintendent
of Schools

P.O. Box 5091
Visalia, California
93278-5091

(559) 733-6300
tcoe.org

Administration
(559) 733-6301
fax (559) 627-5219

Business Services
(559) 733-6474
fax (559) 737-4378

Human Resources
(559) 733-6306
fax (559) 627-4670

Instructional Services
(559) 302-3633
fax (559) 739-0310

Special Services
(559) 730-2910
fax (559) 730-2511

Main Locations

**Administration
Building & Conference
Center**
6200 S. Mooney Blvd.
Visalia

Doe Avenue Complex
7000 Doe Ave.
Visalia

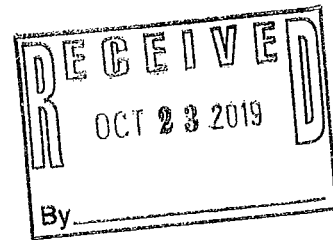
**Liberty Center/
Planetarium &
Science Center**
11535 Ave. 264
Visalia

Eva Harmon

20460 Rd 228

Lindsay, Ca 93247

10/23/19



Steve Tsuboi

Superintendent-Principal

Sunnyside School District

21644 Avenue 196

Strathmore, Ca 93267

Dear Steve Tsuboi,

Please accept this as my official notice of resignation. I thank you for the opportunity to work for you school district, but my last day will be November 4th, 2019.

Sincerely,

A handwritten signature in cursive script that reads "Eva Harmon". The signature is written in black ink and is positioned below the word "Sincerely,".

Eva Harmon

Cafeteria Helper

NOTIFICATION OF ANNUAL ORGANIZATIONAL MEETING

To: (1) Tulare County Superintendent of Schools, Attention: Shelly DiCenzo
(2) Governing Board Members and Members-Elect of this District

Subject: **NOTIFICATION OF DATE AND TIME OF THE ANNUAL ORGANIZATIONAL MEETING** [Education Code §35143]

At a regular meeting of the governing board held on November ____, 2019,
this board determined that the annual organizational meeting will take place as follows:

Annual Organizational Meeting of the _____ School District

Date: December ____, 2019

Time: _____ ☐ a.m. ☐ p.m.

Location *(Include location/site name, room # and complete address below)*

AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☐ Routine Matters – Consent Calendar
- ☐ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☐ Board
- ☐ Local Control Accountability Plan
- ☒ Action Items

Agenda Item: XI. B. Approve the Budget Revision for the 2019-2020 SY

Date: November 12, 2019

Presented By: Candy Alari

Attachments: Yes ☒ No ☐

Summary:

49 Sunnyside Union Elementary School I
Fiscal Year: 2020
Bdg Revision Final

Budget Revision Report

BGR030 11/5/2019
sunnyside 2:37:14PM

Control Number: 110552634

Account Classification		Approved / Revised	Change Amount	Proposed Budget
Fund:	0100 General Fund			
Revenues				
Other State Revenues				
	010-76900-0-00000-00000-85900-0-0000	\$274,863.00	(\$147,539.00)	\$127,324.00
	Total:	\$274,863.00	(\$147,539.00)	\$127,324.00
Other Local Revenues				
	010-90271-0-00000-00000-86770-0-0000	\$69,759.00	\$16,999.00	\$86,758.00
	Total:	\$69,759.00	\$16,999.00	\$86,758.00
Total Revenues		\$344,622.00	(\$130,540.00)	\$214,082.00
Expenditures				
Certificated Salaries				
	010-07200-0-11100-10000-11000-0-0603	\$0.00	\$873.00	\$873.00
	010-30100-0-11100-10000-21000-0-0000	\$0.00	\$162.00	\$162.00
	010-07200-0-11100-10000-11002-0-0603			
	Total:	\$0.00	\$1,035.00	\$1,035.00
Classified Salaries				
	010-07200-0-11100-10000-21000-0-0603	\$2,987.00	(\$1,234.00)	\$1,753.00
	010-30100-0-11100-10000-21000-0-0000	\$150,455.00	\$18,016.00	\$168,471.00
	010-90271-0-81000-59000-29000-0-0000	\$47,659.00	\$9,482.00	\$57,141.00
	Total:	\$201,101.00	\$26,264.00	\$227,365.00
Employee Benefits				
	010-07200-0-11100-10000-31010-0-0603	\$0.00	\$150.00	\$150.00
	010-07200-0-11100-10000-33013-0-0603	\$0.00	\$13.00	\$13.00
	010-07200-0-11100-10000-35010-0-0603	\$0.00	\$1.00	\$1.00
	010-07200-0-11100-10000-36010-0-0603	\$0.00	\$18.00	\$18.00
	010-07200-0-11100-10000-37010-0-0603	\$0.00	\$17.00	\$17.00
	010-30100-0-11100-10000-32020-0-0000	\$30,995.00	\$2,229.00	\$33,224.00
	010-30100-0-11100-10000-33022-0-0000	\$9,284.00	\$1,161.00	\$10,445.00
	010-30100-0-11100-10000-33023-0-0000	\$2,171.00	\$272.00	\$2,443.00
	010-30100-0-11100-10000-35020-0-0000	\$75.00	\$10.00	\$85.00

Budget Revision Report

Control Number: 110552634

Account Classification	Approved / Revised	Change Amount	Proposed Budget
010-30100-0-11100-10000-36020-0-0000	\$4,492.00	(\$1,104.00)	\$3,388.00
010-30100-0-11100-10000-37020-0-0000	\$2,995.00	\$314.00	\$3,309.00
010-76900-0-00000-21500-31010-0-0000	\$3,427.00	(\$1,441.00)	\$1,986.00
010-76900-0-00000-27000-31010-0-0000	\$8,763.00	(\$3,685.00)	\$5,078.00
010-76900-0-00000-27000-32020-0-0000	\$7,958.00	(\$7,958.00)	\$0.00
010-76900-0-00000-31100-32020-0-0000	\$451.00	(\$451.00)	\$0.00
010-76900-0-00000-31400-32020-0-0000	\$2,167.00	(\$2,167.00)	\$0.00
010-76900-0-00000-36000-32020-0-0000	\$5,520.00	(\$5,520.00)	\$0.00
010-76900-0-00000-71500-31010-0-0000	\$18,438.00	(\$7,754.00)	\$10,684.00
010-76900-0-00000-72000-32020-0-0000	\$4,163.00	(\$4,163.00)	\$0.00
010-76900-0-00000-73000-31020-0-0000	\$11,254.00	(\$4,733.00)	\$6,521.00
010-76900-0-00000-81000-32020-0-0000	\$2,781.00	(\$2,781.00)	\$0.00
010-76900-0-00000-81100-32020-0-0000	\$8,184.00	(\$8,184.00)	\$0.00
010-76900-0-11100-10000-32010-0-0000	\$177,033.00	(\$74,452.00)	\$102,581.00
010-76900-0-11100-10000-32020-0-0000	\$5,893.00	(\$5,893.00)	\$0.00
010-76900-0-11100-10000-32020-0-0000	\$15,101.00	(\$15,101.00)	\$0.00
010-76900-0-11100-42000-31010-0-0000	\$818.00	(\$344.00)	\$474.00
010-76900-0-81000-59000-32020-0-0000	\$2,912.00	(\$2,912.00)	\$0.00
010-90271-0-81000-59000-32020-0-0000	\$9,158.00	\$2,111.00	\$11,269.00
010-90271-0-81000-59000-33022-0-0000	\$2,877.00	\$666.00	\$3,543.00
010-90271-0-81000-59000-33023-0-0000	\$670.00	\$159.00	\$829.00
010-90271-0-81000-59000-35020-0-0000	\$23.00	\$6.00	\$29.00
010-90271-0-81000-59000-36020-0-0000	\$933.00	\$216.00	\$1,149.00
010-90271-0-81000-59000-37020-0-0000	\$924.00	\$199.00	\$1,123.00
Total:	\$339,460.00	(\$141,101.00)	\$198,359.00

Books and Supplies

010-07200-0-00000-81000-44000-0-0601	\$6,000.00	\$500.00	\$6,500.00
010-07200-0-00000-81100-43000-0-0601	\$3,000.00	(\$200.00)	\$2,800.00
010-07200-0-11100-10000-43000-0-0101	\$3,000.00	(\$1,700.00)	\$1,300.00
010-07200-0-11100-10000-44000-0-0101	\$8,286.00	\$1,214.00	\$9,500.00
010-07200-0-11100-10000-44000-0-0406	\$11,243.00	(\$2,000.00)	\$9,243.00
010-30100-0-00000-24950-43000-0-0000	\$5,000.00	(\$4,000.00)	\$1,000.00
010-30100-0-11100-10000-43000-0-0000	\$5,000.00	(\$4,000.00)	\$1,000.00
010-30100-0-11100-10000-44000-0-0000	\$26,865.00	(\$24,865.00)	\$2,000.00

Budget Revision Report

Control Number: 110552634

Account Classification	Approved / Revised	Change Amount	Proposed Budget
010-90271-0-81000-59000-43000-0-0000	\$2,438.00	(\$838.00)	\$1,600.00
010-90271-0-81000-59000-43000-0-1822	\$0.00	\$3,964.00	\$3,964.00
Total:	\$70,832.00	(\$31,925.00)	\$38,907.00
Services, Other Operating Expenses			
010-00000-0-00000-72000-58000-0-0000	\$32,000.00	\$13,000.00	\$45,000.00
010-00008-0-11100-31400-58000-0-0000	\$0.00	\$4,000.00	\$4,000.00
010-07200-0-00000-81000-58000-0-0601	\$5,000.00	(\$300.00)	\$4,700.00
010-07200-0-11100-10000-56000-0-0406	\$0.00	\$2,000.00	\$2,000.00
010-07200-0-11100-10000-58000-0-0102	\$0.00	\$1,000.00	\$1,000.00
010-07200-0-11100-24200-58000-0-0101	\$714.00	\$486.00	\$1,200.00
010-07200-0-11100-40000-58000-0-0102	\$3,000.00	(\$1,000.00)	\$2,000.00
010-07230-0-00000-36000-57500-0-0000	(\$12,000.00)	(\$1,000.00)	(\$13,000.00)
010-30100-0-00000-24950-58000-0-0000	\$5,000.00	\$1,000.00	\$6,000.00
010-30100-0-11100-10000-58000-0-0000	\$5,000.00	\$3,000.00	\$8,000.00
010-90271-0-81000-59000-52000-0-1822	\$0.00	\$1,034.00	\$1,034.00
Total:	\$38,714.00	\$23,220.00	\$61,934.00
Direct Support/Indirect Costs			
010-00000-0-00000-72100-73500-0-0000	(\$17,776.00)	(\$9,224.00)	(\$27,000.00)
Total:	(\$17,776.00)	(\$9,224.00)	(\$27,000.00)
Total Expenditures	\$632,331.00	(\$131,731.00)	\$500,600.00
Budgeted Unappropriated Fund Balance before this adjustment:		\$1,210,130.70	
Total Adjustment to Unappropriated Fund Balance:		\$1,191.00	
Budgeted Unappropriated Fund Balance after this adjustment:		\$1,211,321.70	

49 Sunnyside Union Elementary School I
Fiscal Year: 2020
Bdg Revision Final

Budget Revision Report

BGR030 11/5/2019
sunnyside 2:37:14PM

Control Number: 110552634

Account Classification		Approved / Revised		Change Amount	Proposed Budget
Fund:	1200 Child Development Fund				
Revenues					
Other State Revenues					
	120-61270-0-00000-00000-85900-0-0000	\$0.00	\$7,260.00		\$7,260.00
	120-76900-0-00000-00000-85900-0-0000	\$8,679.00	(\$7,341.00)		\$1,338.00
Total:		\$8,679.00	(\$81.00)		\$8,598.00
Total Revenues		\$8,679.00	(\$81.00)		\$8,598.00
Expenditures					
Employee Benefits					
	120-61050-0-00000-27000-34020-0-0000	\$0.00	\$109.00		\$109.00
	120-76900-0-00000-27000-31010-0-0000	\$2,309.00	(\$971.00)		\$1,338.00
	120-76900-0-00000-27000-32020-0-0000	\$1,382.00	(\$1,382.00)		\$0.00
	120-76900-0-00010-10000-32020-0-0000	\$4,988.00	(\$4,988.00)		\$0.00
Total:		\$8,679.00	(\$7,232.00)		\$1,447.00
Books and Supplies					
	120-61050-0-00010-10000-43000-0-0000	\$5,517.00	(\$2,000.00)		\$3,517.00
	120-61050-0-00010-10000-44000-0-0000	\$5,000.00	(\$1,000.00)		\$4,000.00
	120-61270-0-00010-10000-43000-0-0000	\$0.00	\$1,000.00		\$1,000.00
	120-61270-0-00010-10000-44000-0-0000	\$0.00	\$6,151.00		\$6,151.00
Total:		\$10,517.00	\$4,151.00		\$14,668.00
Services, Other Operating Expenses					
	120-61050-0-00010-10000-57500-0-0000	\$12,000.00	\$1,000.00		\$13,000.00
Total:		\$12,000.00	\$1,000.00		\$13,000.00
Direct Support/Indirect Costs					
	120-61050-0-00000-72100-73500-0-0000	\$12,000.00	\$2,000.00		\$14,000.00
Total:		\$12,000.00	\$2,000.00		\$14,000.00
Total Expenditures		\$43,196.00	(\$81.00)		\$43,115.00

Budget Revision Report

Control Number: 110552634

Account Classification	Approved / Revised	Change Amount	Proposed Budget
Budgeted Unappropriated Fund Balance before this adjustment:		\$2,879.78	
Total Adjustment to Unappropriated Fund Balance:		\$0.00	
Budgeted Unappropriated Fund Balance after this adjustment:		\$2,879.78	

49 Sunnyside Union Elementary School I
 Fiscal Year: 2020
 Bdg Revision Final

Budget Revision Report

BGR030 11/5/2019
 sunnyside 2:37:14PM

Control Number: 110552634

Account Classification		Approved / Revised	Change Amount	Proposed Budget
Fund:	1300 Cafeteria Special Revenue Fund			
Revenues				
Federal Revenues				
	130-53100-0-00000-00000-82200-0-0000	\$283,000.00	\$7,000.00	\$290,000.00
Total:		\$283,000.00	\$7,000.00	\$290,000.00
Other State Revenues				
	130-00000-0-00000-00000-85900-0-0000	\$7,114.00	(\$7,114.00)	\$0.00
	130-53100-0-00000-00000-85200-0-0000	\$21,500.00	\$1,000.00	\$22,500.00
	130-76900-0-00000-00000-85900-0-0000	\$7,114.00	(\$7,114.00)	\$0.00
Total:		\$35,728.00	(\$13,228.00)	\$22,500.00
Total Revenues		\$318,728.00	(\$6,228.00)	\$312,500.00
Expenditures				
Employee Benefits				
	130-76900-0-00000-37000-32020-0-0000	\$7,114.00	(\$7,114.00)	\$0.00
Total:		\$7,114.00	(\$7,114.00)	\$0.00
Books and Supplies				
	130-53100-0-00000-37000-44000-0-0000	\$0.00	\$1,500.00	\$1,500.00
Total:		\$0.00	\$1,500.00	\$1,500.00
Services, Other Operating Expenses				
	130-53100-0-00000-37000-56000-0-0000	\$3,000.00	\$2,500.00	\$5,500.00
Total:		\$3,000.00	\$2,500.00	\$5,500.00
Capital Outlay				
	130-53100-0-00000-37000-64000-0-0000	\$5,000.00	(\$5,000.00)	\$0.00
Total:		\$5,000.00	(\$5,000.00)	\$0.00
Direct Support/Indirect Costs				
	130-53100-0-00000-72100-73500-0-0000	\$5,776.00	\$7,224.00	\$13,000.00
Total:		\$5,776.00	\$7,224.00	\$13,000.00

49 Sunnyside Union Elementary School I
Fiscal Year: 2020
Bdg Revision Final

Budget Revision Report

BGR030 11/5/2019
sunnyside 2:37:14PM

Control Number: 110552634

Account Classification		Approved / Revised	Change Amount	Proposed Budget
Total	Expenditures	\$20,890.00	(\$890.00)	\$20,000.00
Budgeted Unappropriated Fund Balance before this adjustment:			\$62,597.76	
Total Adjustment to Unappropriated Fund Balance:			(\$5,338.00)	
Budgeted Unappropriated Fund Balance after this adjustment:			\$57,259.76	

Budget Revision Report

Control Number: 110552634

Account Classification

Approved / Revised

Change Amount

Proposed Budget

At a meeting of the school board on _____, the
board approved the above budget account lines change to those
amounts indicated in the proposed budget column.

Authorized by: _____

(County Office Use Only)
Updated at County Office on ____/____/____ by _____

RESOLUTION No. 358

This resolution is adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2019-2020.

RESOLUTION

BE IT RESOLVED that the Governing Board of Sunnyside Union School District
Tulare County, California

authorizes entering into local agreement number 2 and
that the person/s who is/are listed below, is/are authorized to sign the transaction for the
Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Jody Gunderman</u>	<u>State Preschool Director</u>	<u></u>
<u>Steve Tsuboi</u>	<u>Superintendent-Principal</u>	<u></u>
<u></u>	<u></u>	<u></u>

PASSED AND ADOPTED THIS 12 day of November 2019, by the

Governing Board of

of Tulare County, in the State of California.

I, Humberto Quezada, Clerk of the Governing Board of
Sunnyside Union Elementary School District, of Tulare County, in the
State of California, certify that the foregoing is a full, true and correct copy of a resolution
adopted by the said Board at a November 12, 2019 meeting thereof held at a
regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

F.Y. 19 - 20**Amendment 01****LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

Budget Act/Rate Change

DATE: July 01, 2019CONTRACT NUMBER: CSPP-9656PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAMPROJECT NUMBER: 54-7218-00-9**CONTRACTOR'S NAME:** SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT

This agreement with the State of California dated July 01, 2019 designated as number CSPP-9656 shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$209,957.00 and inserting \$216,798.00 in place thereof.

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$48.28 and inserting \$49.85 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be 4,349.0. (No Change)

Minimum Days of Operation (MDO) Requirement shall be 180. (No Change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Jaymi Brown,		PRINTED NAME AND TITLE OF PERSON SIGNING Steve Tsuboi, Superintendent-Principal			
TITLE Contract Manager		ADDRESS 21644 Avenue 196, Strathmore CA 93267			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 6,841	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 209,957	(OPTIONAL USE) 0656 23038-7218				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 216,798	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2019	FISCAL YEAR 2019-2020	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.		B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER		DATE			

CCC 04/2017

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Sunnyside Union Elementary School District		<i>Federal ID Number</i> 77-0565330
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Steve Tsuboi, Superintendent-Principal		
<i>Date Executed</i> November 12, 2019	<i>Executed in the County of</i> Tulare County	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1; and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's

Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract in the amount of \$100,000 or more on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. **CALIFORNIA CIVIL RIGHTS LAWS:** For contracts \$100,000 or more, executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. **EMPLOYER DISCRIMINATORY POLICIES:** For contracts \$100,000 or more, executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. <i>Proposer/Bidder Firm Name (Printed)</i> Sunnyside Union Elementary School District		<i>Federal ID Number</i> 77-0565330
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Steve Tsuboi, Superintendent-Principal		
<i>Date Executed</i> November 12, 2019	<i>Executed in the County and State of</i> Tulare County	

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

In the Matter of Adopting Development)	
Fees on Residential and Commercial and)	RESOLUTION
Industrial Development to Fund the)	
Construction or Reconstruction of School)	NO. 359
Facilities)	

WHEREAS, Education Code section 17620 et seq. and Government Code section 65995, authorize the governing board of any school district to levy a fee, charge, dedication, or other form of requirement (hereinafter “fee” or “fees”), in the maximum amounts specified therein, against residential, commercial and industrial development projects occurring within the boundaries of the district (hereinafter “development”), for the purpose of funding the construction or reconstruction of school facilities; and

WHEREAS, this Board has previously resolved to levy fees on development projects pursuant to this authority; and

WHEREAS, Government Code section 65995 provides that the maximum fees which may be levied on development projects shall be increased in 2000 and every two years thereafter according to the adjustment for inflation set forth in the statewide cost index for Class B construction as determined by the State Allocation Board “SAB” and to become effective at its January meeting; and

WHEREAS, the SAB at its January 24, 2018 meeting, set the maximum fee to \$3.79 per square foot for residential development and to \$0.61 per square foot for commercial/industrial development; and

WHEREAS, the new Fees are an increase of what is currently being collected by Sunnyside Union School District. A copy of the Study is attached hereto, marked Exhibit "A," and incorporated herein by this reference; and

WHEREAS, in the judgment of this Board it is necessary and appropriate, and in the best interests of the District and its students, to levy fees for the purpose of funding the construction or reconstruction of school facilities necessary to serve the students generated by new development occurring within the District;

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND by this Board as follows:

1. The foregoing recitals are true and correct.
2. This Board approves and adopts the Study and recommendation of the District Superintendent, or designee, to levy fees in the maximum amounts authorized on new residential, commercial and industrial development that occurs within the District, and based upon the Study and recommendations, and upon all other written and oral information presented to this Board concerning this matter, makes the following findings:

A. The purpose of the fees is to finance the construction and reconstruction of school facilities in order to provide adequate school facilities for the students of the District who will be generated by new residential and commercial/industrial development taking place in the District;

B. The construction or reconstruction of school facilities is necessary to create updated, adequate, appropriate classroom space and academic support facilities for the following reasons:

(1) New residential and commercial and industrial development is projected to occur within the District within the next five years which will generate additional school-aged children;

(2) Additional students projected from new development will impact and increase the need of the District to create updated, adequate, appropriate classroom space and academic support facilities.

(3) Existing school facilities in the District are in need of, or will be in need of, reconstruction or modernization. New development will generate students who will attend District schools and be housed in existing facilities. These students cannot be housed without upgrading existing school facilities, ultimately making reconstruction or modernization of such facilities necessary;

(4) Both existing students and new students generated by future development occurring within the district will need to be housed and served in existing school facilities, as well as new and additional school facilities necessary to serve the projected student population.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

(5) As commercial and industrial development occurs, new jobs are created. Many of the people hired for these jobs move into the community, thereby increasing the need for residential development which generates additional students adding to the impact on the school facilities of the District. The maximum fee that can be levied against residential development is insufficient to cover the full cost of the new or reconstructed school facilities needed by the district to house students generated from new residential development, and therefore justifies a separate fee against commercial and industrial development in the maximum amount allowed by law.

C. Without the addition of new school facilities and/or the reconstruction and modernization of existing facilities, the District will be unable to adequately house and serve additional students generated by new development which will impair or adversely impact the normal functioning of educational programs and services of the District;

D. The District has no, or limited revenue sources available for funding the construction or reconstruction of school facilities attributable to new development;

E. The fees adopted herein bear a reasonable relationship to the need for, and the estimated cost of, the construction or reconstruction of school facilities attributable to the type of new development on which the fees will be imposed;

F. The cost of providing for the construction and/or reconstruction of school facilities attributable to the type of new development occurring in the District will exceed the revenues reasonably anticipated from fees;

G. Existing students will benefit from the use of developer fees for new school facilities. Conversely, students generated from new development will occupy existing school facilities and will benefit from the use of fees to reconstruct or modernize those facilities. Therefore, it is appropriate to use developer fees for existing facilities to the extent of the estimated use of such facilities by students generated by new development.

3. Based on the foregoing, this Board hereby determines:

A. To levy a fee on any new or on other residential development, as described in Education Code § 17620(a), occurring within the District, in the maximum amount currently authorized by law of \$3.79 per square foot of assessable space as such space is defined in Government Code § 65995(b)(1).

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

B. To levy a fee on categories of new commercial or industrial development, as described in Education Code § 17620(a), occurring within the boundaries of the District, in the maximum amount currently authorized by law of \$0.61 per square foot of chargeable covered and enclosed space as such space is defined in Government Code § 65995(b)(2), except for Rental Self-Storage projects in which a fee of **\$0.24** per square foot is justified.

4. The fee provisions of this Resolution are not exclusive, and this Board specifically reserves authority to undertake other or additional methods to finance school facilities in partial or complete substitution for, or in conjunction with, the fee provisions set forth therein, as authorized by law. This Board reserves the authority, in its discretion, to substitute the dedication of land or other form of requirement in lieu of fees to be levied pursuant to this Resolution.

5. The District intends to utilize fees for new construction of school facilities, reconstruction or modernization of existing facilities, purchase, lease or lease-purchase of portable or relocatable classrooms and related facilities as interim school facilities to house students pending the construction of permanent facilities, or the purchase, lease or lease-purchase of land for school facilities. This includes all associated costs to plan and execute school facilities projects including, but not limited to, architectural and engineering costs, testing and inspection costs, permits and plan checking, and other administrative costs related to the provision of school facilities. Construction, reconstruction or modernization of school facilities includes, but is not limited to, classrooms and equipment and furnishings for classrooms, and all other reasonable and customary auxiliary, accessory, adjunct, or other supportive facilities for classrooms such as restrooms, gymnasiums, administrative offices, cafeterias, libraries, multi-purpose rooms, maintenance and storage rooms, walkways, overhangs, parking lots, landscaping, and all other similar facilities. Finally, fees may be used for studies and reports necessary to make the findings and determinations required by law for the collection of fees which may include the school facilities needs analysis described in Government Code section 65995.6, for reimbursement of administrative costs to collect fees, and for such other purposes consistent with the purpose and intent of this Resolution, or authorized by law, or deemed necessary or appropriate by this governing board.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

6. The Superintendent, or designee, is authorized to certify compliance of a particular development project with the fee or other requirement levied by this Board, or to certify where appropriate that a project is fully or partially exempt from fees in appropriate circumstances. Any certification of compliance for a particular residential construction project is expressly conditioned upon the continued satisfaction by that project of the requirements for that certification and failure to meet those requirements in the future may result in the revocation of such certification and enforcement of the appropriate fee requirement for the project.

7. Pursuant to Education Code § 17621(c), this board determines that the fee levied on residential development is not subject to the restrictions set forth in subdivision (a) of Government Code § 66007 and, pursuant to Education Code § 17620(b), shall be collected at the time of issuance of the building or similar permit required for a particular development project.

8. Pursuant to Government Code section 66001(d), the Superintendent or the District's designee shall review the Fund established pursuant to this Resolution for the fifth fiscal year following the first deposit of fees in the Fund, and every five years thereafter, and with respect to any portion of a fee remaining unspent five or more years after deposit, the Superintendent or the District's designee shall report to this Board which shall either make the findings required by section 66001(d) for said unspent fees, or direct the refund of such fees in the manner provided in 66001(e) and (f).

9. Pursuant to Government Code section 66001(e), the Superintendent or designee, shall advise this board whenever it appears sufficient fees have been collected to complete financing on incomplete public improvements that have been identified in the Study. This board shall then make a determination whether or not sufficient fees have been collected for a particular project, and when a determination is made by this board that sufficient fees have been collected, this Board shall identify, within 180 days of the determination, an approximate date by which the construction of the public improvement will be commenced, or shall refund the fees as provided in said section, unless the provisions of section 66001(f) are deemed to apply.

10. The fees adopted herein are effective sixty (60) days after the approval of this Resolution unless the School Board states this is an urgency due to the significant needs and impacts of the impending new housing developments and there is a 4/5ths majority vote, to cause that the imposition of fees shall take effect thirty (30) days after the date of this Resolution.

**BEFORE THE GOVERNING BOARD OF TRUSTEES OF THE
SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

11. The Superintendent or the District's designee is hereby authorized and directed to do the following:

A. As required by Government Code § 66006(a), to establish a separate capital facilities fund (herein "Fund") into which the fees received by the District shall be deposited and shall not be commingled with other revenues and funds of the District. The fees, and any interest earned thereon, shall be expended only for the purpose of funding the construction or reconstruction of school facilities or such other purposes as are permitted by law and authorized by this Board.

B. If applicable, negotiate agreements with other school district(s) with common territorial boundaries ensuring that the total fees collected by each school district does not exceed the maximum fees allowed by law for residential and commercial and industrial development and providing for an equitable division of the fees with such other school district(s). As required by Education Code section § 17623(a), copies of such agreement(s) shall be transmitted to the State Allocation Board, and shall also be sent to any county or city planning agency which is calculating or collecting fees on behalf of the District.

C. Take such further action as is necessary or appropriate to carry out the purpose and intent of this Resolution.

I, Humberto Quezada, Secretary to the Board of Trustees of the Sunnyside Union School District, do hereby certify that the foregoing Resolution was proposed by Board member _____, seconded by Board member _____, and was duly passed and adopted, by vote of said Board, at an official and public meeting thereof held on November 12, 2019, as follows:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: November 12, 2019

Secretary, Board of Trustees

**RESOLUTION OF THE GOVERNING BOARD OF
SUNNYSIDE UNION SCHOOL DISTRICT**

In the Matter of Authorizing Inter-fund Loan for)
Cash Flow Purposes) RESOLUTION NUMBER 360

WHEREAS, the Sunnyside Union school district administers various funds; and,

WHEREAS, the school district occasionally has cash shortages in it's segregated funds at the county treasury; and,

WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Sunnyside Union school district authorizes the District Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2019-2020 school year.

THE FOREGOING RESOLUTION WAS ADOPTED upon the motion of _____, seconded by _____, at a regular meeting of the Governing Board on the 12th day of November, 2019 by the following vote.

Ayes:

Noes:

Abstentions:

Absent:

Secretary/Clerk of said District Board

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 two subsequent 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 (LCFF). (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 school 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)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

(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)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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 parents/guardians of unduplicated students 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)

(cf. 5145.6 - Parental Notifications)

As part of the parent/guardian 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. (Education Code 52062)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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 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 Educational 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: (Education Code 52072)

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*

Legal Reference Continues: (see next page)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Legal Reference:

52052 Numerically significant student subgroups
52059.5 Statewide system of support
52060-52077 Local control and accountability plan
52302 Regional occupational centers and programs
52372.5 Linked learning 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 School 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>

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Policy

Adopted: November 12, 2019

SUNNYSIDE UNION SCHOOL DISTRICT

Strathmore, California

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)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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 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)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

(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 review 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)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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 such 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 prominently post the LCAP, 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 52064.1, 52065)

(cf. 1113 - District and School Web Sites)

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Business and Noninstructional Operations

AR 3543(a)

Transportation Safety and Emergencies

Cautionary Notice: Government Code 17581.5 relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2018 (SB 840, Ch. 29, Statutes of 2018) extends the suspension of these requirements through the 2018-19 fiscal year. As a result, certain provisions of the following administrative regulation related to transportation safety plans and safety instruction for students may be suspended.

Each day, prior to driving a school bus, each school bus driver shall inspect the bus to ensure that it is in safe operating condition and equipped as required by law and that all equipment is in good working order. At the completion of each day's work, the driver shall prepare and sign a written report of the condition of the equipment specified in 13 CCR 1215. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the bus. If no defect or deficiency is discovered or reported, the driver shall so indicate on the report. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the bus. (13 CCR 1215)

(cf. 3540 - Transportation)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 3542 - School Bus Drivers)

Passenger Restraint Systems

The Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)

1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver, and was manufactured on or after July 1, 2005
2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or for carrying 20 or fewer passengers and the driver if the bus has a manufacturer's vehicle weight rating of 10,000 pounds or less, and was manufactured on or after July 1, 2004

The Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)

Transportation Safety and Emergencies (continued)

Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

(cf. 5131.1 - Bus Conduct)

(cf. 5144 - Discipline)

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher, located in the driver's compartment, which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Child Safety Alert System

In accordance with Vehicle Code 28160, each school bus or student activity bus shall be equipped with an operational child safety alert system at the interior rear of the bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting.

A student activity bus that does not have a child safety alert system may be used only if all of the following apply: (Vehicle Code 28160)

1. The student activity bus is not used exclusively to transport students.
2. When the student activity bus is used to transport students, the students are accompanied by at least one adult chaperone selected by a school official. If an adult chaperone is not a school employee, the chaperone shall meet the requirements for a school volunteer.

(cf. 1240 - Volunteer Assistance)

3. One adult chaperone has a list of every student and adult chaperone, including a school employee, who is on the student activity bus at the time of departure.
4. The driver has reviewed all safety and emergency procedures before the initial departure, and the driver and adult chaperone have signed a form, with the time and date, acknowledging that the safety plan and procedures were reviewed.

Transportation Safety and Emergencies (continued)

5. Immediately before departure from any location, the adult chaperone shall account for each student on the list of students, verify the number of students to the driver, and sign a form indicating that all students are present or accounted for.
6. After students have exited a student activity bus, and before driving away, the driver shall check all areas of the bus, including, but not limited to, overhead compartments and bathrooms, to ensure that the bus is vacant.
7. The driver shall sign a form with the time and date verifying that all required procedures have been followed.
8. The information required to be recorded pursuant to items #4, 5, and 7 may be recorded on a single form and shall be retained by the district for a minimum of two years.

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. In any such permitted situation, the driver shall only use a wireless telephone or device that is specifically designed and configured to allow voice-operated and hands-free operation or a function that requires only a single swipe or tap of the driver's finger provided the device is mounted on the windshield, dashboard, or center console of the bus. (Vehicle Code 23123.5, 23125)

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety. (Education Code 39834)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips may discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry.

Transportation Safety and Emergencies (continued)

The driver or another school official may order any person to disembark if that person enters a bus without prior authorization. (Education Code 39842; 13 CCR 1256.5)

(cf. 3515.2 - Disruptions)

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of students. The plan shall address all of the following: (Education Code 39831.3)

1. Determination of whether students in grades prekindergarten through 8 require an escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112
2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops
3. Boarding and exiting a school bus at a school or other trip destination
4. Procedures to ensure that a student is not left unattended on a school bus, student activity bus, or, if applicable, youth bus
5. Procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol (CHP). (Education Code 39831.3)

Parental Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through 6 who have not previously been transported in a district school bus or student activity bus. This information shall be provided upon registration and shall contain: (Education Code 39831.5)

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions
4. A description of the school bus danger zone

Transportation Safety and Emergencies (continued)

5. Instructions for safely walking to and from school bus stops

(cf. 5145.6 - Parental Notifications)

Student Instruction

Students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety as follows: (Education Code 39831.5; 5 CCR 14102)

1. Each year, all students who receive home-to-school transportation in a school bus shall be provided appropriate instruction in safe riding practices and emergency evacuation drills.
2. At least once each school year, all students in grades prekindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:
 - a. Proper loading and unloading procedures, including escorting by the driver
 - b. How to safely cross the street, highway, or private road
 - c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use
 - d. Proper passenger conduct
 - e. Bus evacuation procedures
 - f. Location of emergency equipment

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

- a. District name
- b. School name and location

Transportation Safety and Emergencies (continued)

- c. Date of instruction
- d. Names of supervising adults
- e. Number of students participating
- f. Grade levels of students
- g. Subjects covered in instruction
- h. Amount of time taken for instruction
- i. Bus driver's name
- j. Bus number
- k. Additional remarks

This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the CHP.

(cf. 3580 - District Records)

3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.

Bus Accidents

In the event of a school bus accident, the driver shall immediately notify the CHP and the Superintendent or designee. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR 1219)

The Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Superintendent or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

Transportation Safety and Emergencies (continued)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

Legal Reference:

EDUCATION CODE

39830-39843 *Transportation, school buses*

39860 *Contract for transportation; requirement that student not be left unattended*

51202 *Instruction in personal and public health and safety*

PENAL CODE

241.3 *Assault against school bus driver*

243.3 *Battery against school bus driver*

VEHICLE CODE

415 *Definition of motor vehicle*

545-546 *Definition of school bus and student activity bus*

22112 *Loading and unloading passengers*

23123.5 *Use of wireless telephone or communications device while driving; exceptions*

23125 *Use of wireless telephone prohibited while driving school bus*

27316-27316.5 *Passenger restraint systems*

28160 *Child safety alert system*

34500 *California Highway Patrol responsibility to regulate safe operation of school buses*

34501.5 *California Highway Patrol responsibility to adopt rules re: safe operation of school buses*

34501.6 *School buses; reduced visibility*

34508 *California Highway Patrol responsibility to adopt rules re: equipment and bus operations*

CODE OF REGULATIONS, TITLE 5

14100-14105 *School buses and student activity buses*

CODE OF REGULATIONS, TITLE 13

1200-1294 *Motor carrier safety*

2480 *Airborne toxic control measure; limitation on bus idling*

CODE OF REGULATIONS, TITLE 19

574-575.3 *Inspection and maintenance of fire extinguishers*

CODE OF FEDERAL REGULATIONS, TITLE 49

571.1-571.500 *Motor vehicle standards, including school buses*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Passenger Restraints Frequently Asked Questions

WEB SITES

Management Resources Continued: (see next page)

Transportation Safety and Emergencies (continued)

Management Resources: (continued)

American School Bus Council: <http://www.americanschoolbuscouncil.org>

California Association of School Business Officials: <http://www.casbo.org>

California Association of School Transportation Officials: <http://www.castoways.org>

California Department of Education, Office of School Transportation: <http://www.cde.ca.gov/ls/tn>

California Highway Patrol: <http://www.chp.ca.gov>

National Transportation Safety Board: <http://www.nts.gov>

*U.S. Department of Transportation, National Highway Traffic Safety Administration:
<http://www.nhtsa.dot.gov>*

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Regulation

SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT

Approved: November 12, 2019

Strathmore, California

Students

BP 5113(a)

Absences and Excuses

The Governing Board believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws and may use appropriate legal means to correct problems of chronic absence or truancy.

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6154 - Homework/Makeup Work)

Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, Board policy, and administrative regulation. (Education Code 48205)

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulation. (Education Code 46014)

Inasmuch as school attendance and class participation are integral to students' learning experiences, parents/guardians and students shall be encouraged to schedule medical and other appointments during non-school hours.

Students shall not be absent from school without their parents/guardians' knowledge or consent, except in cases of medical emergency or, as authorized pursuant to Education Code 46010.1, for a confidential medical appointment.

The Board shall, by resolution entered into its minutes, approve reasonable methods that may be used to verify student absences due to illness or quarantine. (5 CCR 421)

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

37201 School month

37223 Weekend classes

41601 Reports of average daily attendance

42238-42250.1 Apportionments

Legal Reference Continues: (see next page)

Absences and Excuses (continued)

Legal Reference: (continued)

46000 *Records (attendance)*

46010-46014 *Absences*

46100-46119 *Attendance in kindergarten and elementary schools*

46140-46147 *Attendance in junior high and high schools*

48200-48208 *Children ages 6-18 (compulsory full-time attendance)*

48210-48216 *Exclusions from attendance*

48225.5 *Work permit; excused absence; entertainment or allied industries*

48240-48246 *Supervisors of attendance*

48260-48273 *Truants*

48292 *Filing complaint against parent*

48320-48324 *School attendance review boards*

48340-48341 *Improvement of student attendance*

48980 *Parental notifications*

49067 *Unexcused absences as cause of failing grade*

49701 *Provisions of the interstate compact on educational opportunities for military children*

ELECTIONS CODE

12302 *Student participation on precinct boards*

FAMILY CODE

6920-6929 *Consent by minor for medical treatment*

VEHICLE CODE

13202.7 *Driving privileges; minors; suspension or delay for habitual truancy*

WELFARE AND INSTITUTIONS CODE

601-601.4 *Habitually truant minors*

11253.5 *Compulsory school attendance*

CODE OF REGULATIONS, TITLE 5

306 *Explanation of absence*

420-421 *Record of verification of absence due to illness and other causes*

ATTORNEY GENERAL OPINIONS

87 *Ops.Cal.Atty.Gen. 168 (2004)*

66 *Ops.Cal.Atty.Gen. 244 (1983)*

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CSBA PUBLICATIONS

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

WEB SITES

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

(11/99 11/11) 3/17

Policy

Adopted: November 12, 2019

SUNNYSIDE UNION SCHOOL DISTRICT

Strathmore, California

Students

AR 5113(a)

Absences and Excuses

Excused Absences

Subject to any applicable limitation, condition, or other requirement specified in law, a student's absence shall be excused for any of the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)

(cf. 5112.2 - Exclusions from Attendance)

3. Medical, dental, optometrical, or chiropractic appointment (Education Code 48205)
4. Attendance at funeral services for a member of the student's immediate family (Education Code 48205)

Such absence shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)

5. Jury duty in the manner provided by law (Education Code 48205)
6. Illness or medical appointment of a child to whom the student is the custodial parent (Education Code 48205)

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

7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)

- a. Appearance in court
- b. Attendance at a funeral service
- c. Observance of a religious holiday or ceremony
- d. Attendance at religious retreats for no more than four hours per semester
- e. Attendance at an employment conference
- f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization

Absences and Excuses (continued)

8. Service as a member of a precinct board for an election pursuant to Elections Code 12302 (Education Code 48205)

(cf. 6142.3 - Civic Education)

9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code 48205)

Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)

(cf. 6173.2 - Education of Children of Military Families)

10. Attendance at a naturalization ceremony to become a United States citizen (Education Code 48205)

11. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school (Education Code 46014)

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

Absence for student participation in religious exercises or instruction shall not be considered an absence for the purpose of computing average daily attendance if the student attends at least the minimum school day as specified in AR 6112 - School Day, and is not excused from school for this purpose on more than four days per school month. (Education Code 46014)

(cf. 6112 - School Day)

12. Work in the entertainment or allied industry (Education Code 48225.5)

Such absence shall be excused provided that the student holds a work permit authorizing such work and is absent for a period of not more than five consecutive days and up to five absences per school year. (Education Code 48225.5)

13. Participation with a nonprofit performing arts organization in a performance for a public school audience (Education Code 48225.5)

A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)

Absences and Excuses (continued)

14. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances (Education Code 48205, 48260)

For the purpose of the absences described above, immediate family means the student's parent/guardian, brother or sister, grandparent, or any other relative living in the student's household. (Education Code 48205)

Method of Verification

Student absence to care for a child for whom the student is the custodial parent shall not require a physician's note. (Education Code 48205)

For other absences, the student shall, upon returning to school following the absence, present a satisfactory explanation verifying the reason for the absence. Absences shall be verified by the student's parent/guardian, other person having charge or control of the student, or the student if age 18 or older. (Education Code 46012; 5 CCR 306)

When an absence is planned, the principal or designee shall be notified prior to the date of the absence when possible.

The following methods may be used to verify student absences:

1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative
 - c. Name of verifying employee
 - d. Date(s) of absence
 - e. Reason for absence

(cf. 5113.11 - Attendance Supervision)

3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated.

Absences and Excuses (continued)

The employee shall document the verification and include the information specified in item #2 above.

4. Physician's verification.

a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may request a note from the medical office to confirm the time of the appointment.

b. If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences.

(cf. 5113.1 - Chronic Absence and Truancy)

Parental Notifications

At the beginning of each school year, the Superintendent or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination (Education Code 46014, 48980)

2. Notify students in grades 7-8 and the parents/guardians of all students enrolled in the district that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian (Education Code 46010.1)

3. Notify parents/guardians that a student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Such notice shall include the full text of Education Code 48205. (Education Code 48980)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5145.6 - Parental Notifications)

(cf. 6154 - Homework/Makeup Work)

(11/11 3/17) 12/18

Regulation

Approved: November 12, 2019

SUNNYSIDE UNION ELEMENTARY SCHOOL DISTRICT
Strathmore, California

Students

AR 5131.41(a)

USE OF SECLUSION AND RESTRAINT

District staff shall enforce standards of appropriate student conduct in order to provide a safe and secure environment for students and staff on campus, but are prohibited from using seclusion and behavioral restraint to control student behavior except to the limited extent authorized by law.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

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

Definitions

Behavioral restraint includes mechanical restraint or physical restraint used as an intervention when a student presents an immediate danger to self or to others. Behavioral restraint does not include postural restraints or devices used to improve a student's mobility and independent functioning rather than to restrict movement. (Education Code 49005.1)

Mechanical restraint means the use of a device or equipment to restrict a student's freedom of movement. Mechanical restraint does not include the use of devices as prescribed by an appropriate medical or related services professional, including, but not limited to, adaptive devices or mechanical supports used to achieve proper body position, balance, or alignment; vehicle safety restraints during the transport of a student; restraints for medical immobilization; or orthopedically prescribed devices which permit a student to participate in activities without risk of harm. Mechanical restraint also does not include the use of devices by peace officers or security personnel for detention or for public safety purposes. (Education Code 49005.1)

(cf. 3515.3 - District Police/Security Department)

Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move the torso, arms, legs, or head freely. Physical restraint does not include a physical escort in which a staff member temporarily touches or holds the student's hand, wrist, arm, shoulder, or back for the purpose of inducing a student who is acting out to walk to a safe location. Physical restraint also does not include the use of force by peace officers or security personnel for detention or for public safety purposes. (Education Code 49005.1)

Prone restraint means the application of a behavioral restraint on a student in a facedown position. (Education Code 49005.1)

Seclusion means the involuntary confinement of a student alone in a room or an area from which the student is physically prevented from leaving. Seclusion does not include a timeout involving the monitored separation of the student in an unlocked setting, which is implemented for the purpose of calming the student. (Education Code 49005.1)

USE OF SECLUSION AND RESTRAINT (continued)**Prohibitions**

Seclusion and behavioral restraint of students shall not be used in any form as a means of coercion, discipline, convenience, or retaliation. (Education Code 49005.8)

(cf. 5144 - Discipline)

In addition, staff shall not take any of the following actions: (Education Code 49005.2, 49005.8)

1. Administer a drug that is not a standard treatment for a student's medical or psychiatric condition in order to control the student's behavior or restrict the student's freedom of movement
2. Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use as a locked room
3. Use a physical restraint technique that obstructs a student's respiratory airway or impairs a student's breathing or respiratory capacity, including a technique in which a staff member places pressure on the student's back or places his/her body weight against the student's torso or back
4. Use a behavioral restraint technique that restricts breathing, including, but not limited to, the use of a pillow, blanket, carpet, mat, or other item to cover a student's face
5. Place a student in a facedown position with the student's hands held or restrained behind the student's back
6. Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the student or others

Limited Use of Seclusion or Restraint

Staff shall avoid the use of seclusion and behavioral restraint of students whenever possible. Seclusion or behavioral restraint may be used only to control student behavior that poses a clear and present danger of serious physical harm to the student or others, which cannot be prevented by a response that is less restrictive. (Education Code 49005.4, 49005.6, 49005.8)

(cf. 5131.4 - Student Disturbances)

(cf. 5131.7 - Weapons and Dangerous Instruments)

If a student is put in seclusion, the student shall be under constant, direct observation of a staff member.

USE OF SECLUSION AND RESTRAINT (continued)

Such observation may be through a window or another barrier through which the staff member is able to make direct eye contact with the student, but shall not be made through indirect means such as a security camera or closed-circuit television. (Education Code 49005.8)

If a student is restrained, staff shall afford the student the least restrictive alternative and the maximum freedom of movement, and shall use the least number of restraint points, while ensuring the physical safety of the student and others. (Education Code 49005.8)

If a prone restraint technique is used on a student, a staff member shall observe the student for any signs of physical distress throughout the use of the restraint. Whenever possible, the staff member monitoring the student shall not be involved in restraining the student. (Education Code 49005.8)

Reports

The Superintendent or designee shall annually collect data on the number of times that seclusion, mechanical restraint, and physical restraint were used on students and the number of students subjected to such techniques. The data shall be disaggregated by race/ethnicity and gender, and reported for students with a Section 504 plan, students with an individualized education program, and all other students. This report shall be submitted to the California Department of Education no later than three months after the end of each school year, and shall be available as a public record pursuant to Government Code 6250-6270. (Education Code 49006)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

*Legal Reference:**EDUCATION CODE*

49001 Prohibition against corporal punishment

49005-49006.4 Seclusion and restraint

56520-56525 Behavioral interventions, students with disabilities, especially:

56521.1 Emergency interventions when behavior poses threat to student or others

56521.2 Prohibited interventions

GOVERNMENT CODE

6250-6270 California Public Records Act

Legal Reference Continued: (see next page)

USE OF SECLUSION AND RESTRAINT (continued)

Legal Reference: (continued)

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

Management Resources:

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Restraint and Seclusion: Resource Document, May 2012

WEB SITES

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

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

AGENDA ITEM SUMMARY SHEET

Agenda Heading

- ☐ Closed Session
- ☐ Acknowledgement and Reports
- ☐ Routine Matters – Consent Calendar
- ☒ Information and Discussion
 - ☐ Business
 - ☐ Maintenance, Operations, and Transportation
 - ☐ Instruction
 - ☒ Board
- ☐ Local Control Accountability Plan
- ☐ Action Items

Agenda Item: XII. E. a. i. through vi. Board Policies for Review (Second Reading)

Date: November 12, 2019

Presented By: Steve Tsuboi

Attachments: Yes ☒ No ☐

Summary

Please bring the policy listed below so that we can discuss and review the changes before approving at the next board meeting in December of 2019.

Board Policy 5141.52 Suicide Prevention
Administrative Regulation 5141.52 Suicide Prevention
Board Policy 5144 Student Discipline
Administrative Regulation 5144 Student Discipline
Board Policy 6175 Migrant Education Program
Administrative Regulation 6175 Migrant Education Program



SUNNYSIDE UNION SCHOOL DISTRICT

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AGENDA ITEM SUMMARY SHEET

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- ☐ Closed Session
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- ☐ Action Items

Agenda Item: XII. F. a. i. through vii. Board Policies for Review (First Reading)

Date: November 12, 2019

Presented By: Steve Tsuboi

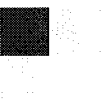
Attachments: Yes ☒ No ☐

Summary

The policies listed below will need to be reviewed before the second reading in December of 2019 so that we can approve them at the January of 2020, board meeting.

Board Policy 1100 Communication With The Public
Board Policy 6173.2 Education Of Children Of Military Families
Administrative Regulation 6173.2 Education Of Children Of Military Families
Administrative Regulation 6183 Home And Hospital Instruction
Exhibit 6183 Home And Hospital Instruction
Board Bylaws 9322 Agenda/Meeting Materials
Board Bylaws 9324 Minutes And Recordings

Board of Trustee: Kimberly Brazier | Humberto Cardenas | Schuyler Glover | Andy Manning | Humberto Quezada
Administration: Steve Tsuboi, Superintendent-Principal | Jody Gunderman, Vice Principal-Categorical Manager
Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary



Communication With The Public

Note: The following optional policy may be revised to reflect district practice.

The Governing Board recognizes the district's responsibility to keep the public informed regarding the goals, programs, achievements, and needs of the schools and district and to be responsive to the concerns and interests of the community. The Superintendent or designee shall establish strategies for effective two-way communications between the district and the public and shall consult with the Board regarding the role of Board members as advocates for the district's students, programs, and policies.

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 9000 - Role of the Board)

Note: Protocols for media relations, including the identification of Governing Board and staff spokespersons designated to meet with the media on behalf of the district, are addressed in BP 1112 - Media Relations. The district may choose to establish additional protocols for communications with other segments of the public.

The Superintendent or designee shall provide the Board and staff with communications protocols and procedures to assist the district in presenting a consistent, unified message on district issues. Such protocols and procedures may include, but are not limited to, identification of the spokesperson(s) authorized to speak to the media on behalf of the district, strategies for coordinating communications efforts and activities, and legal requirements pertaining to confidentiality as well as the public's right to access records.

(cf. 1112 - Media Relations)

(cf. 1340 - Access to District Records)

(cf. 2111 - Superintendent Governance Standards)

(cf. 3580 - District Records)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

(cf. 9005 - Governance Standards)

(cf. 9010 - Public Statements)

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

The Superintendent or designee shall utilize a variety of methods to provide information to the public with access to information. Such methods may include, but are not limited to, district and school newsletters, web sites, social media, electronic communications, mailings, notices sent home with students, recorded telephone messages for parent/guardian information, community forums and public events, news releases, meetings with education reporters and editorial boards,

presentations at parent organization meetings, and meetings with representatives of local governments, community organizations, and businesses.

- (cf. 0510 - School Accountability Report Card)
- (cf. 1113 - District and School Web Sites)
- (cf. 1114 - District-Sponsored Social Media)
- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
- (cf. 1700 - Relations Between Private Industry and the Schools)

Note: Pursuant to Education Code 48985, when 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parents/guardians of those students must also be written in that primary language. In addition, the Americans with Disabilities Act (28 CFR 35.130 and 35.160) requires districts to provide services and aids to ensure that a disabled individual is not excluded from participation or denied a benefit, service, or program on the basis of a disability. See BP 0410 - Nondiscrimination in District Programs and Activities.

In developing communications strategies, the Superintendent or designee shall take into account the needs of all members of the public, including individuals with disabilities and those whose primary language is not English.

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

The Superintendent or designee may provide staff members with professional development to assist them in effectively responding to requests for information or assistance by parents/guardians or members of the public.

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

The Superintendent or designee shall provide multiple avenues and opportunities for members of the public to give input on district and school issues and operations. Community members are encouraged to become involved in school activities, participate on district and school committees, provide input at Board meetings, submit suggestions to district staff, and use the district's complaint procedures as appropriate.

- (cf. 0460 - Local Control and Accountability Plan)
- (cf. 1220 - Citizen Advisory Committees)
- (cf. 1230 - School-Connected Organizations)
- (cf. 1240 - Volunteer Assistance)
- (cf. 1250 - Visitors/Outsiders)
- (cf. 1260 - Educational Foundation)
- (cf. 1312.1 - Complaints Concerning District Employees)
- (cf. 1312.2 - Complaints Concerning Instructional Materials)
- (cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3555 - Nutrition Program Compliance)
(cf. 6020 - Parent Involvement)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

Mass Mailings at Public Expense

Note: Education Code 7054 and 2 CCR 18901.1 prohibit the use of public funds for a mass mailing that (1) expressly advocates the election or defeat of a candidate or the qualification, passage, or defeat of a ballot measure or (2) if taken in context, unambiguously urges an election result. Violation of these provisions could result in an enforcement action by the Fair Political Practices Commission. See BP 1160 - Political Processes for language regarding the use of district funds for activities related to ballot measures, candidates, or lobbying.

Newsletters or mass mailings regarding ballot measures, candidates, legislative activities, or any other campaign activities shall be sent and distributed in accordance with law and Board policy.

(cf. 1160 - Political Processes)

Note: Government Code 82041.5, 89001, and 89002 prohibit the use of public funds for a mass mailing which features a Board member or includes the name, signature, or photograph of a Board member, except as specifically allowed by law. "Mass mailing" is defined as over 200 substantially similar pieces of mail sent in a single calendar month or course of an election. A "mass mailing" does not include form letters or mail sent in response to an unsolicited request, letter, or other inquiry, or permissible informational materials otherwise authorized by Government Code 89002. Because these laws are very complex, districts should consult with legal counsel if there is a question about the appropriateness of a planned mailing.

A mass mailing is prohibited if all of the following criteria are met: (Government Code 89001-89002)

1. The mailing involves sending a tangible item, such as a videotape, record, button, or written document, which is delivered by any means to recipients at their residence, place of employment or business, or post office box.
2. The item features a Board member or includes the name, office, photograph, or other reference to a Board member and is prepared or sent in cooperation, consultation, coordination, or concert with the Board member.
3. The costs of distribution, or any costs of design, production, and printing exceeding \$50, are paid with district funds.
4. More than 200 substantially similar items, as defined in Government Code 89002, are sent in a single calendar month.

The above prohibition does not apply to the types of mass mailings specified in Government Code 89002(b), including, but not limited to: (Government Code 89002)

1. An item in which the Board member's name appears only in a roster containing the names of all Board members or in the letterhead or logotype of the stationery, forms, and envelopes of the district, a district committee, or the Board member
2. An announcement including only a single mention of the Board member's name which concerns a public meeting related to the Board member's duties or any official district event(s) for which the district is providing the use of its facilities, staff, or other financial support
3. A business card that contains only one mention of the Board member's name and no photograph of the Board member

However, any of the excepted mailings listed in items #1-3 above that meets the criteria for prohibited mass mailings shall not be sent within 60 days preceding an election in which a Board member to whom the mailing relates will appear on the ballot as a candidate. (Government Code 89003)

Comprehensive Communications Plan

Note: The following optional section may be revised to reflect district practice. A comprehensive district communications plan may include strategies for internal and external communications on issues that are important to the district and community. The plan also may incorporate specific communications strategies required by other Board policies and administrative regulations. For example, see AR 0450 - Comprehensive Safety Plan, BP 1112 - Media Relations, AR 3516 - Emergencies and Disaster Preparedness Plan, and BP/AR 6020 - Parent Involvement.

The Superintendent or designee shall develop a written communications plan which establishes priorities for proactive community outreach to build support for district programs and issues. The plan shall identify specific communications goals aligned with the district's vision and goals for student learning. For each communications goal, the plan shall identify key messages, individuals or groups that can help the district achieve its goal, strategies tailored to each target audience, timelines, persons responsible for each activity, and budget implications.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

As appropriate for each issue, target audiences may include parents/guardians, the media, local governmental agencies, businesses, community organizations and civic groups, postsecondary institutions, health care professionals, child care providers, community leaders, state or federal legislators or agencies, and/or other segments of the public.

The plan shall incorporate strategies for effective communications during a crisis or other emergency situation that may arise.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee shall periodically evaluate the implementation and effectiveness of the district's communications plan and recommend to the Board whether the goals and key issues identified in the plan need to be revised to meet changing circumstances or priorities.

Legal Reference:

EDUCATION CODE

7054 Use of district property or funds re: ballot measures and candidates

35145.5 Board meetings, public participation

35172 Promotional activities

38130-38138 Civic Center Act

48980-48985 Parental notifications

GOVERNMENT CODE

54957.5 Meeting agendas and materials

82041.5 Mass mailing

89001-89003 Newsletter or mass mailing

CODE OF REGULATIONS, TITLE 2

18901.1 Campaign-related mailings sent at public expense

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

Management Resources:

WEB SITES

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

California School Public Relations Association: <http://www.calspra.org>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

(3/08 3/11) 10/18

Education Of Children Of Military Families

Note: The following optional policy may be revised to reflect district practice.

The Governing Board recognizes that children of military families face challenges to their academic success caused by the frequent moves or deployments of their parents/guardians in fulfillment of military service. The district shall provide such students with academic resources, services, and opportunities for extracurricular and enrichment activities that are available to all district students.

(cf. 5125 - Student Records)
(cf. 6011 - Academic Standards)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6179 - Supplemental Instruction)

Note: Pursuant to Education Code 49700-49704, the Interstate Compact on Educational Opportunity for Military Children is applicable to California school districts. Education Code 49700-49701 establish uniform means of assisting children of military families, as defined in the accompanying administrative regulation, by reducing or eliminating the barriers to their educational success caused by the frequent moves and deployments of their parents/guardians. Among other things, Education Code 49701 requires that districts be flexible in applying certain local rules to such students in order to facilitate their enrollment, placement, advancement, eligibility for extracurricular activities, and on-time graduation.

The Superintendent or designee may waive district policies or rules when necessary to facilitate the enrollment, placement, advancement, eligibility for extracurricular activities, or on-time graduation of children of military families, in accordance with the Interstate Compact on Educational Opportunity for Military Children as ratified in Education Code 49700-49704.

(cf. 5117 - Interdistrict Attendance)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.3 - Reciprocity of Academic Credit)

Note: The following optional paragraph reflects a recommendation in the California Department of Education's (CDE) Final Report to the Legislature on the Interstate Compact on Educational Opportunity for Military Children.

The Superintendent or designee shall provide information and/or training to administrators, other appropriate district staff, and military families regarding the provisions of the Interstate Compact and the educational rights of children of military families.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 5020 - Parent Rights and Responsibilities)

Note: The following optional paragraph may be revised to reflect district practice. Each branch of the military appoints school liaison officers or comparable positions to serve as the primary point of contact for school-related matters. Their duties include coordinating with local school systems and assisting military families with school issues.

The Superintendent or designee shall collaborate with parents/guardians, school liaison officers from military installations, and/or other agencies within and outside the state to facilitate the transition of children of military families into and out of the district.

(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 6020 - Parent Involvement)

Note: The following paragraph may be revised to reflect district practice. Pursuant to 20 USC 6311, as amended by the Every Student Succeeds Act (P.L. 114-95), states and districts are required to issue an annual report card which must include state achievement results for students who have parents/guardians who are members of the Armed Forces on active duty or full-time National Guard duty. The CDE has updated the California Longitudinal Pupil Achievement Data System to indicate such students. These students will be assigned a national identification number that will facilitate monitoring of their academic progress as they move across military bases and from state to state.

The Superintendent or designee shall annually report to the Board and the public on the educational outcomes of children of military families. Such reports may include, but are not limited to, school attendance, student achievement test results, promotion and retention rates by grade levels, and graduation rates.

(cf. 0500 - Accountability)
(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

35160.5 District policy rules and regulations; requirements; matters subject to regulation
35179 Interscholastic athletics; associations or consortia
35181 Students' responsibilities
35351 Assignment of students to particular schools
46600-46611 Interdistrict attendance agreements

48050-48054 Nonresidents
48200-48208 Persons included (compulsory education law)
48300-48316 Student attendance alternatives, school district of choice program
49700-49704 Education of children of military families
51225.2 Course credits
51225.3 Requirements for graduation
51240-51246 Exemptions from requirements
51250-51251 School-age military dependents
66204 Certification of high school courses as meeting university admissions criteria
CODE OF REGULATIONS, TITLE 5
4600-4670 Uniform complaint procedures
UNITED STATES CODE, TITLE 10
101 Definitions
1209 Transfer to inactive status list instead of separation
1211 Members on temporary disability retired list: return to active duty; promotion
UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities Education Act
6311 State plan
UNITED STATES CODE, TITLE 29
794 Section 504 of the federal Rehabilitation Act

Management Resources:

CALIFORNIA CHILD WELFARE COUNCIL

Partial Credit Model Policy and Practice Recommendations

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Final Report to the Legislature on the Interstate Compact on Educational Opportunity for
Military Children, April 2014

WEB SITES

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

California Child Welfare Council: <http://www.chhs.ca.gov/Pages/CACChildWelfareCouncil.aspx>

California Department of Education, Educational Options Office:

<http://www.cde.ca.gov/ls/pf/mc>

Military Interstate Children's Compact Commission: <http://www.mic3.net>

Instruction

AR 6173.2

Education Of Children Of Military Families

Note: The following administrative regulation is optional. Pursuant to Education Code 49701, districts are required to be flexible in applying their local rules to children of military families in order to facilitate their enrollment, placement, advancement, eligibility for extracurricular activities, and on-time graduation.

Note: In addition, Education Code 51251 authorizes the Governing Board to establish a course credit transfer policy, provided that, under the policy, students would still be substantially meeting district graduation requirements. Pursuant to Education Code 51251, the district may provide early entry transfer, pretranscript evaluation, student support services, and other similar assistance to any school-aged child of a military service member who is on active duty, or within one year of discharge, or when the student's transfer to a new school is a direct result of the military transfer or discharge of a parent/guardian.

Definitions

Children of military families are school-aged children in the household of: (Education Code 49701)

1. Members who are in full-time duty status in the active uniformed service of the United States, including any member of the National Guard and Reserve on active duty order pursuant to 10 USC 1209 or 1211
2. Members or veterans of the uniformed services who are severely injured and medically discharged or retired, for one year after their medical discharge or retirement
3. Members of the uniformed services who have died while on active duty or as a result of injuries sustained on active duty, for one year after their death

Enrollment and Residency

The Superintendent or designee shall facilitate the enrollment of children of military families and ensure that they are not placed at a disadvantage due to difficulty in the transfer of their records from previous school districts and/or variations in entrance or age requirements. (Education Code 49701)

A child of a military family shall be deemed to meet district residency requirements if the parent/guardian, while on active military duty pursuant to an official military order, is transferred or is pending transfer to a military installation within the state. The Superintendent or designee

shall accept electronic submission of such a student's application for enrollment, including enrollment in a specific school or program within the district, and for course registration. (Education Code 48204.3)

(cf. 5111.1 - District Residency)

When a child of a military family is transferring into the district, the Superintendent or designee shall enroll the student based on unofficial education records, if official records are not yet available. Upon enrollment, the Superintendent or designee shall immediately request the student's official records from the student's previous district. The Superintendent or designee shall allow the student 30 days from the date of enrollment to obtain all required immunizations. (Education Code 49701)

(cf. 5111 - Admission)

(cf. 5125 - Student Records)

(cf. 5141- Health Care and Emergencies)

(cf. 5141.31- Immunizations)

Note: Education Code 48204.6, as added by AB 2949 (Ch. 327, Statutes of 2018), requires districts to allow a child of a military family to continue attending the school of origin (i.e., the school in which the student is enrolled at the time that a change in residence occurs), as specified below.

A child of a military family shall be allowed to continue attending the school of origin, regardless of any change of residence of the family during that school year, for the duration of the student's status as a child of a military family. (Education Code 48204.6)

Note: The following paragraph may be revised to reflect the grade levels offered by the district and feeder patterns with other districts. Unified school districts and high school districts may delete item #2 below.

To provide a child of a military family the benefit of matriculating with peers in accordance with the established feeder patterns of the district, the following shall apply: (Education Code 48204.6)

1. If the student is transitioning between grade levels, the student shall be allowed to continue in the school district of origin in the same school attendance areas.
2. If the student is transitioning to a middle or high school and the school designated for matriculation is in another district, the student shall be allowed to continue to the school designated for matriculation in that school district.

The principal or designee of the new school shall ensure that the student is immediately enrolled even if the student has outstanding fees, fines, textbooks, or other items or moneys due to the school last attended or is unable to produce clothing or records normally required for enrollment, such as previous academic records, medical records, including, but not limited to, records or

other proof of immunization history pursuant to Health and Safety Code 120325-120480, proof of residency, other documentation, or school uniforms. (Education Code 48204.6)

Note: Items #1-2 may be revised to reflect the grade levels offered by the district.

If the student's status changes during a school year due to the end of military service of the student's parent/guardian, the following shall apply: (Education Code 48204.6)

1. If the student is in grades K-8, the student shall be allowed to continue attending the school of origin through the duration of that academic school year.
2. If the student is in high school, the student shall be allowed to continue attending the school of origin through graduation.

Note: Pursuant to Education Code 48307, a district must not deny a student whose parent/guardian is on active military duty from transferring out of the district to any other district. In addition, Education Code 46600 provides that a district must not prohibit the transfer of such a student out of the district to any other district that approves the transfer, regardless of whether or not an interdistrict transfer agreement exists or a permit is issued. Also see BP 5117 - Interdistrict Attendance.

A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district, if the school district of proposed enrollment approves the application for transfer. (Education Code 46600, 48307)

(cf. 5117 - Interdistrict Attendance)

When a child of a military family is transferring out of the district, the Superintendent or designee shall provide the student's parents/guardians with a complete set of the student's records or, if the official student record cannot be released, an unofficial or "hand-carried" record. Upon request from the new district, the Superintendent or designee shall provide a copy of the student's record to the new district within 10 days. (Education Code 49701)

Transportation

Note: Education Code 48204.6, as added by AB 2949, does not require the district to provide transportation to allow a child of a military family to attend the school of origin, as specified above, unless otherwise required by federal law.

The Superintendent or designee may, but is not required to, provide transportation to enable a child of a military family to attend the school of origin or to matriculate to a feeder school as described above, except when indicated in the individualized education program (IEP) of a student with a disability or otherwise required by federal law. (Education Code 48204.6)

Placement

Note: The following optional paragraph may be revised to reflect district practice. Pursuant to Education Code 51251, the district may provide pretranscript evaluations, as described below, in order to address the needs of children of military families.

Whenever a student's parent/guardian is serving on active duty or has been discharged from military service within the last year and the student transfers to a new school as the direct result of the military transfer or discharge, the Superintendent or designee may, prior to the receipt of official transcript(s) or the arrival of the student, review the student's coursework to date, including any unofficial transcript(s), to determine the appropriate placement of the student in classes. The evaluation shall also include communication with school counselors and teachers at the former school by videoconferencing, email, and/or telephone calls. (Education Code 51251)

The Superintendent or designee shall initially honor the placement of any child of a military family in educational courses and programs based on the student's enrollment and/or assessment in the previous school. The Superintendent or designee may, to the extent permitted by Board policy, waive course or program prerequisites, preconditions, and/or application deadlines when making decisions regarding placement of children of military families and their eligibility for extracurricular academic, athletic, and social activities. (Education Code 49701)

(cf. 6141.5 - Advanced Placement)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6174 - Education for English Learners)

Note: Pursuant to Education Code 49701, the district is required to provide a child of a military family who has been identified as a student with a disability eligible for services under the Individuals with Disabilities Education Act (20 USC 1400-1482) or Section 504 of the federal Rehabilitation Act (29 USC 794) with services based on the student's current individualized education program or Section 504 plan, as appropriate. See BP/AR 6159 - Individualized Education Program and BP/AR 6164.6 - Identification and Education Under Section 504.

When a child of a military family transferring into the district has been identified as an individual with a disability pursuant to 20 USC 1400-1482, the Superintendent or designee shall provide comparable services based on the student's current IEP. In addition, when the child of a military family transferring into the district is eligible for services under Section 504 of the federal Rehabilitation Act, the Superintendent or designee shall make reasonable accommodations and modifications to address the needs of the student subject to the student's existing Section 504 plan. The district may authorize subsequent evaluations of the student to ensure appropriate placement. (Education Code 49701)

(cf. 6159 - Individualized Education Program)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

Transfer of Coursework and Credits

Note: The following section is for use by districts maintaining high schools.

When a child of a military family transfers into a district school, the district shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a nonpublic, nonsectarian school or agency, or a juvenile court school and shall not require the student to retake the course. (Education Code 51225.2)

(cf. 6146.3 - Reciprocity of Academic Credit)

(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

If the student did not complete the entire course, the student shall be issued partial credit for the coursework completed and shall be required to take only the portion of the course not completed at the previous school. However, the district may require the student to retake the portion of the course completed if, in consultation with the student's parent/guardian, the district finds that the student is reasonably able to complete the requirements in time to graduate from high school.

Whenever partial credit is issued, the student shall be enrolled in the same or equivalent course, if applicable, so that the student may continue and complete the entire course. (Education Code 51225.2)

Note: Although Education Code 51225.2 requires districts to award partial credits to children of military families who transfer between schools, there is no uniform system for calculating and awarding partial credits. The following optional paragraph reflects a recommendation for how to award partial credit by the California Child Welfare Council's Partial Credit Model Policy and Practice Recommendations and should be revised to reflect district practice.

Partial credits shall be awarded on the basis of 0.5 credits for every seven class periods attended per subject. If the school is on a block schedule, each block schedule class period attended shall be equal to two regular class periods per subject.

In no event shall the district prevent a child of a military family from taking or retaking a course to meet the eligibility requirements for admission to the California State University or the University of California. (Education Code 51225.2)

(cf. 6143 - Courses of Study)

Absences

Note: The California Department of Education's (CDE) Final Report to the Legislature on the Interstate Compact on Educational Opportunity for Military Children, available on its web site, contains a sample letter that may be provided to parents/guardians to report deployment-related absences.

When a student's parent/guardian is an active duty member and is called to duty for, is on leave

from, or is immediately returned from deployment to a combat zone or to combat support posting, the Superintendent or designee may grant additional excused absences to the student to visit with the parent/guardian. (Education Code 49701)

(cf. 5113 - Absences and Excuses)

Graduation Requirements

To obtain a high school diploma, a child of a military family shall complete all courses required by Education Code 51225.3 and shall generally fulfill any additional graduation requirements prescribed by the Governing Board.

(cf. 6146.1 - High School Graduation Requirements)

However, when a child of a military family who has completed the second year of high school transfers into the district from another school district or transfers between high schools within the district, the student shall be exempted from all district-adopted coursework and other district-established graduation requirements that are in addition to the statewide coursework requirements specified in Education Code 51225.2, unless the district makes a finding that the student is reasonably able to complete the additional requirements in time to graduate from high school by the end of the fourth year of high school. Within 30 calendar days of the student's transfer, the Superintendent or designee shall notify the student and parent/guardian of the availability of the exemption and whether the student qualifies for it. If the Superintendent or designee fails to provide this notification, the student shall be eligible for the exemption once notified, even if the notification occurs after the student no longer meets the definition of a child of a military family pursuant to Education Code 49701. (Education Code 51225.1)

To determine whether a child of a military family is in the third or fourth year of high school, the district shall use either the number of credits earned as of the date of the transfer or the length of school enrollment, whichever qualifies the student for the exemption. (Education Code 51225.1)

The Superintendent or designee shall notify any child of a military family who is granted an exemption and the student's parent/guardian how any requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.1)

The district shall not require or request a child of a military family to transfer schools in order to qualify for an exemption, and no child of a military family or parent/guardian shall be permitted to request a transfer solely to qualify for an exemption. (Education Code 51225.1)

If a child of a military family is exempted from local graduation requirements, the exemption shall continue to apply after the student no longer meets the definition of a child of a military family while enrolled in school or upon transfer to another school or school district. (Education Code 51225.1)

If the Superintendent or designee determines that a child of a military family is reasonably able to complete district graduation requirements within a fifth year of high school, the Superintendent or designee shall: (Education Code 51225.1)

1. Inform the student and, if under 18 years of age, the student's parent/guardian of the option available to the student to remain in school for a fifth year to complete the district's graduation requirements and how that will affect the student's ability to gain admission to a postsecondary educational institution
2. Provide information to the student about transfer opportunities available through the California Community Colleges
3. Upon agreement with the student, or with the parent/guardian if the student is under 18 years of age, permit the student to stay in school for a fifth year to complete the district's graduation requirements

Notification and Complaints

Note: Education Code 51225.1 and 51225.2 provide that complaints of noncompliance with specified requirements related to the educational rights of children of military families may be filed in accordance with the uniform complaint procedures specified in 5 CCR 4600-4670. As with other complaints covered under the uniform complaint procedures, a complainant may appeal the district's decision to CDE and, if the district or CDE finds any merit in the complaint, the district must provide a remedy to the affected student. See BP/AR 1312.3 - Uniform Complaint Procedures.

Information regarding the educational rights of children of military families, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures notification distributed to students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 51225.1, 51225.2)

Any complaint alleging that the district has not complied with requirements regarding the education of children of military families, as specified in Education Code 51225.1 or 51225.2, may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

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Home And Hospital Instruction

A student with a temporary disability which makes school attendance impossible or inadvisable shall be entitled to receive individual instruction at home or in a hospital or other residential health facility, excluding state hospitals. (Education Code 48206.3)

(cf. 5112.2 - Exclusions from Attendance)

Temporary disability means a physical, mental, or emotional disability incurred while a student is enrolled in regular day classes or an alternative education program, and after which the student can reasonably be expected to return to regular day classes or the alternative education program in which the student is enrolled. Temporary disability does not include a disability that would qualify a student for special education pursuant to Education Code 56026. (Education Code 48206.3)

(cf. 5141.22 - Infectious Diseases)

(cf. 6158 - Independent Study)

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

Note: Education Code 48206.3, as amended by AB 2109 (Ch. 167, Statutes of 2018), requires the district to notify parents/guardians of the availability of individual instruction for students with a temporary disability and to include in that notification information regarding student eligibility for, and the duration of, individual instruction.

At the beginning of the school year, the Superintendent or designee shall notify parents/guardians of district students regarding: (Education Code 48206.3, 48208, 48980)

1. The availability of individual instruction for any student with a temporary disability, including information regarding student eligibility for, and the duration of, individual instruction
2. The rights and responsibilities of parents/guardians of any student with a temporary disability pursuant to Education Code 48207 and 48208

(cf. 5145.6 - Parental Notifications)

Note: Pursuant to Education Code 48208, it is the primary responsibility of parents/guardians to notify the district when their child is in a qualifying hospital. The following paragraph expands this requirement to include notification when a temporarily disabled student needs instruction at home.

Parents/guardians shall notify the principal or designee when their child is temporarily disabled

and needs individual instruction at home or in a hospital or other residential health facility.

Determination of Student Eligibility

Note: Education Code 48208 specifies that the district must make a determination regarding a student's eligibility for individual instruction within five working days of receiving notification of the student's presence in a qualifying hospital. Although the law does not establish a time period for determining a student's eligibility for individual instruction at home, the following paragraph uses the five-day time period for determining eligibility for home instruction and may be revised to reflect district practice.

Not later than five working days after receiving notification from a parent/guardian that a student has a temporary disability, the Superintendent or designee shall determine whether the student will be able to receive individual instruction at home or in a hospital or residential health facility. (Education Code 48208)

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

The Superintendent or designee may require verification through any reasonable means that the student is temporarily disabled and needs individual instruction.

Provision of Individual Instruction

Note: Education Code 48208 requires that individual instruction in a hospital or residential health facility begin no later than five working days after determining a student's eligibility. As added by AB 2109, Education Code 48207.5 establishes the same time limit for providing instruction in a student's home.

Individual instruction at a student's home or in a hospital or other residential health facility shall begin no later than five working days after the Superintendent or designee makes the determination that the student is eligible to receive individual instruction. (Education Code 48207.5, 48208)

The district shall be responsible for providing individual instruction to any temporarily disabled student who is in a hospital or other residential health facility located within district boundaries, whether or not the student is enrolled in the district. If the student is enrolled in another district, the Superintendent or designee may enter into an agreement to have the student's district of residence provide the individual instruction. The Superintendent or designee may also enter into an agreement to provide individual instruction to a district student who is in a hospital or other residential health facility located within the boundaries of another district. (Education Code 48208)

(cf. 5111.1 - District Residency)

Whenever the district provides individual instruction to a non-district student who is in a hospital or other residential health facility located within district boundaries, the Superintendent or

designee shall, within five working days of the beginning of the individual instruction, provide written notification to the student's district of residence that, effective on the date on which individual instruction began, the district of residence may not count the student for purposes of computing that district's average daily attendance. (Education Code 48208)

Note: Pursuant to Education Code 48207.3, as added by AB 2109, students receiving individual instruction in a hospital or residential health facility for a partial week remain eligible to attend school on days when they are not at the hospital. Pursuant to Education Code 48207, as amended by AB 2109, for apportionment purposes each district may count the student's attendance for only those days it provides instruction to the student.

A student receiving individual instruction in a hospital or residential health facility for a partial week shall be entitled to attend school or receive individual instruction at home on days in which the student is not receiving individual instruction in the hospital or other residential health facility, if the student is well enough to do so. (Education Code 48207.3)

Home or hospital instruction shall be provided only by teachers with valid California teaching credentials who consent to the assignment. (Education Code 44865)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

Note: The following optional paragraph may be revised to reflect district practice. State law does not prescribe the content of home and hospital instruction, but the California Department of Education's web site states that the goal of the program is to maintain the student's former level of performance while recovering.

Insofar as possible, the teacher providing home or hospital instruction shall consult with the student's current classroom teacher(s) so as to provide a continuity of instruction that enables the student to stay abreast with the regular school program.

Note: Education Code 48240, as amended by AB 2109, adds the following responsibility of the district's supervisor of attendance.

The district's attendance supervisor shall ensure that the absences of any temporarily disabled student receiving individual instruction at home or in a hospital or other residential health facility are excused until the student is able to return to the regular school program. (Education Code 48240)

(cf. 5113 - Absences and Excuses)

(cf. 5113.11 - Attendance Supervision)

Return to School

A student receiving individual instruction who is well enough to return to school shall be allowed to return to the school that the student attended immediately before receiving individual

instruction, if the return occurs during the school year in which the individual instruction was initiated. (Education Code 48207.3)

Legal Reference:

EDUCATION CODE

44865 Qualifications for home teachers

45031 Home teachers

48200 Minimum school day

48206.3-48208 Students with temporary disabilities; individual instruction

48240 Supervisors of attendance

48980 Parental notifications

51800-51802 Employment of home teachers

56026 Individual with exceptional needs

CODE OF REGULATIONS, TITLE 5

421 Method of verification

423 Prolonged illness

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Exhibit 6183

Home & Hospital Referral

COMPLETED PACKET IS TO BE RETURNED TO THE STUDENT'S HOME SCHOOL FOR COMMITTEE TO REVIEW ELIGIBILITY.

Section 1 – To be completed by REFERRING SCHOOL

Name of Student _____ Date of Birth _____ Grade _____

Start Date _____ End Date _____ Full Day _____ Partial Day _____

Special services the student receives: 504 Plan _____ Special Education _____ GATE _____ Other _____

If the student is on an active IEP or 504, a **transition meeting must be scheduled and held before the student transfers.**

Is the student on a SARB contract? Yes _____ No _____ Referral to: SARB _____ D.A. _____

Section II – PARENT/GUARDIAN FORM to be completed by the parent/guardian.

Full Name of Father/Guardian _____ Work Phone _____

Full Name of Mother/Guardian _____ Work Phone _____

Telephone numbers – Home _____ Cell _____

Address _____ City/Zip Code _____

Email Address _____

Release of Information

I understand that the Home & Hospital Review Committee may request a review of the information provided on these forms by local health personnel. I give my permission for the treating medical personnel, Sunnyside Union School nurse, and Sunnyside Union School psychologist to have access to pertinent information regarding this request.

Signature of Parent _____ Date _____

If the student is to be out of school for 20 days or fewer, parents may opt to have a Short-Term Independent Study contract through the student's home school instead of Home & Hospital service.

EDUCATION CODE INFORMATION

The purpose of home and hospital instruction is to help students maintain continuity of instruction during a period of **temporary disability**. "Temporary disability" means a physical, mental, or emotional disability incurred while a student is enrolled in regular day classes or alternative education program and **after which a student can reasonably be expected to return to regular day classes or an alternative educational program without special interventions.** (CA Education Code Sections 48206.3)

EC Section 48206.3 specifies each hour of individualized instruction counts as one day of attendance.

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Candy Alari, Business Manager | Jeannette Torres-Marquez, Administrative Secretary

Home & Hospital Referral

Section III – PHYSICIAN STATEMENT – To be completed by the physician.

The purpose of home and hospital instruction is to help students maintain continuity of instruction during a period of **temporary disability**. "**Temporary disability**" means a physical, mental, or emotional disability incurred while a student is enrolled in regular day classes or alternative education program and **after which a student can reasonably be expected to return to regular day classes or an alternative educational program without special interventions.**" (CA Education Code Sections 48206.3)

Name of Student _____ Birthdate _____
Home School Sunnyside Union School Grade _____

Additional Physician Information: Please note that this information must be reviewed; therefore, Sunnyside Union School District nurses and psychologists might be in contact to acquire additional information as needed (see medical release on page one).

1. Specific reason(s) why student is unable to attend school at this time _____

2. Is this condition *temporary* _____ OR *chronic* _____?
3. Is the condition contagious? YES _____ NO _____
4. Is the student/patient expected to be out of school for a period of 2 weeks or more (10 school days or more)? YES _____ NO _____
5. What is the estimated date the student/patient is expected to return to campus? _____
6. Is the student/patient able to meet with a teacher one-on-one at the school setting? YES _____
NO _____

If YES, is the student also able to take academic examinations at the school setting for a period of up to four-five hours (including breaks as needed)? YES _____ NO _____

7. In which P.E. program will the student/patient participate:
Regular _____ Adaptive _____ Waiver P.E. _____
8. Is the student able to attend school for _____ 1 hour _____ 2 hours per day?

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Home & Hospital Referral

Please note that this form must be signed by an M.D.

Physician's name _____

Physician's signature _____ Date _____

Office/Specially _____

Address _____

City _____ Zip _____

Phone Number (_____) _____ Fax Number (_____) _____

Will you be treating and/or following the progress of the patient? YES _____ NO _____

*If another physician will be treating and/or following the progress of this patient, please give his/her contact information:

Physician's Name _____

Address _____ City _____ Zip _____

Phone Number (_____) _____ Fax Number (_____) _____



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Home & Hospital Referral

Section IV – HOME/HOSPITAL REVIEW COMMITTEE FORM

Name of Student _____

Date Application Received _____ Approved _____ Denied _____ Incomplete _____

If approved, date of services will be from _____ until review date _____

If eligibility for services has been denied, reason for denial _____

Date of Request _____ Person Contacted _____

Phone Number (_____) _____ Cell Number (_____) _____

Signatures of Committee Members

Vice Principal _____ Date _____

Teacher _____ Date _____

Superintendent-Principal _____ Date _____

Additional Personnel

Special Education Teacher _____ Date _____

Psychologist _____ Date _____

School Nurse _____ Date _____

OT/PT _____ Date _____

Additional Comments _____

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Home & Hospital Referral

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Creating Opportunities: Changing Lives

Home & Hospital Referral

Section V – DOCTOR'S EARLY RELEASE FROM HOME AND HOSPITAL INSTRUCTION

This form must be **completed and signed by the physician** and given to the parent **before** the student will be readmitted to class.

Please readmit _____ to his/her regular school or classroom setting, effective _____.

My recommendations for this student are:

Regular School Program _____

Shortened School Day _____

Restricted activities? YES _____ NO ____ If YES, please explain _____

Other _____

The recommendations stated above will be followed until further communication from the physician has been received.

Physician's Signature _____ Date _____

Physician's Name (please print) _____

Address _____

City _____ Zip _____

Phone Number (_____) _____ Fax Number (_____) _____

Board Bylaws

BB 9322

Agenda/Meeting Materials

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

Note: Government Code 54954.2 requires Governing Board meeting agendas to briefly describe each item to be discussed, including closed session items, and states that a brief general description of an item generally need not exceed 20 words. For information regarding the different types of meetings and meeting location requirements, see BB 9320 - Meetings and Notices. For agenda requirements regarding closed session agenda items, see BB 9321 - Closed Session Purposes and Agendas.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

***Note: Pursuant to Government Code 54957.5, the agenda for a regular meeting must include the address of the location where the public can inspect any materials that are related to an open session item and are distributed to the Board less than 72 hours before that meeting. See

section below entitled "Agenda Dissemination to Members of the Public."***

Each agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of documents related to an open session item that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

Note: Government Code 54954.2 requires that the agenda include information regarding how, when, and to whom a request for a disability-related accommodation or modification may be made. See BB 9320 - Meetings and Notices. The following paragraph should be modified to reflect district practice as to when and to whom such a request should be made.

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting. (Government Code 54954.2)

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting.

(cf. 9121 - President)

(cf. 9122 - Secretary)

Note: Education Code 35145.5 mandates that the Board adopt reasonable regulations to ensure that members of the public can place matters directly related to district business on Board meeting agendas. The following paragraph, including the timeline, should be revised to reflect district practice. Districts are free to establish their own timeline for placing an item on the agenda, taking into account staff time and resources, as long as the established timeline is a reasonable one. In *Caldwell v. Roseville Joint Union High School District*, a federal district court upheld a district bylaw requiring members of the public to submit a written request in order to place items on a meeting agenda. The plaintiff had alleged that his First Amendment rights were violated when the district did not place his item on the agenda in response to his oral request because the district disagreed with his religious beliefs. However, the court held that the district's bylaw requiring that requests first be made in writing was content-neutral and thus a reasonable restriction.

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

Note: In *Mooney v. Garcia*, a California appeals court reaffirmed the board's discretion in determining whether an agenda item is related to school district matters.

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation.

Note: The following paragraph is optional and may be revised to reflect district practice.

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall also decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote or an information item that does not require immediate action.

Note: The following optional paragraph is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. It is important for such boards to limit the use of the consent agenda to noncontroversial matters and to establish rules that help ensure that any use of the consent agenda does not reduce transparency in the board's conduct of district business or result in violation of the open meeting laws. In addition, boards should be aware that, by law, certain items may not be placed on the consent agenda. For example, pursuant to Government Code 54960.2, a board's decision to approve or rescind its unconditional commitment to refrain from taking certain actions in violation of the Brown Act must be made as a separate item and not on the consent agenda. See BB 9323.2 - Actions by the Board.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies

and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3320 - Claims and Actions Against the District)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

Agenda Dissemination to Board Members

Note: The following section is optional and should be modified to reflect district practice. Pursuant to Government Code 6252.7, when the Board, in the conduct of its duties, is authorized by law to access any writing of the district, including agenda and supporting documents, the district is prohibited from discriminating between or among Board members as to when and which records will be made available.

Note: CSBA's Agenda Online, an electronic board meeting agenda service for use by districts, county offices of education, and the public allows development of and access to Board meeting agendas, supporting documents, and minutes from any computer that has Internet access. Further information can be found on CSBA's web site.

At least 72 hours before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, and others; and other available documents pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

(cf. 9012 - Board Member Electronic Communications)

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

***Note: Pursuant to Government Code 54954.2, the agenda for a regular meeting of the Board

must be posted at least 72 hours prior to the meeting on the district's web site, if it has one, and at a location that is freely accessible to the public. The Attorney General has determined in 78 Ops.Cal.Atty.Gen. 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular meeting. In the same opinion, the Attorney General found that the term "freely accessible" requires that the agenda be posted in a location where it can be read by the public at any time, including evening hours, during the 72 hours immediately preceding the meeting. Also see BB 9320 - Meetings and Notices.***

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

Note: Government Code 54954.2 requires that the agenda for any meeting occurring on or after January 1, 2019, be posted on the homepage of the district web site, if it has one, in accordance with law. Districts that use an integrated agenda management platform, such as CSBA's Agenda Online, may provide a link to access agendas posted on the platform. Pursuant to Government Code 54954.2, the link must not be solely accessible through a contextual menu, and the agenda must be posted in a format which is retrievable, downloadable, indexable, electronically searchable by commonly used Internet search applications, and without any restriction that would impede the reuse or redistribution of the agenda.

Note: The Attorney General has opined (99 Ops. Cal. Atty. Gen. 11 (2016)) that the Brown Act regular meeting online agenda posting provision contained within Government Code 54954.2 is not necessarily violated when a local agency's web site experiences technical difficulties that cause the agenda to become inaccessible to the public for a portion of the 72 hours that precede the scheduled meeting. If the local agency has otherwise substantially complied with the Brown Act agenda posting requirements, the legislative body may lawfully hold its regular meeting as scheduled.

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)
(cf. 1340 - Access to District Records)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the

Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Note: The following optional paragraph is for use by districts that charge a fee for mailing the agenda or agenda packet. Government Code 54954.1 authorizes districts to charge a fee for mailing the agenda or agenda packet as long as the fee does not exceed the cost of providing the service. Pursuant to Government Code 54957.5, a surcharge may not be imposed for providing the agenda and other public record documents in alternative formats to persons with disabilities.

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Note: Pursuant to Government Code 54954.1, upon request, the agenda and supporting documentation must be made available in appropriate alternative formats to persons with a disability, as required under the Americans with Disabilities Act (42 USC 12132). Examples of alternative formats, also referred to as "auxiliary aids and services," are listed in 28 CFR 36.303 and include accessible electronic and information technology, audio recordings, or Braille materials.

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions
54956.5 Emergency meetings
54957.5 Availability of public records
54960.2 Challenging board actions; cease and desist
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.160 Effective communications
36.303 Auxiliary aids and services
COURT DECISIONS
Mooney v. Garcia, (2012) 207 Cal.App.4th 229
Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318
ATTORNEY GENERAL OPINIONS
99 Ops. Cal. Atty. Gen. 11 (2016)
78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

WEB SITES

CSBA, Agenda Online: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

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Minutes And Recordings

Note: The following optional bylaw should be modified to reflect district practice.

The Governing Board recognizes that maintaining accurate minutes of Board meetings helps foster public trust in Board governance and provides a record of Board actions for use by district staff and the public.

(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9323 - Meeting Conduct)

The secretary of the Board shall keep minutes and record all official Board actions. The Board's minutes shall be public records and shall be made available to the public upon request.
(Education Code 35145, 35163)

(cf. 1340 - Access to District Records)
(cf. 9122 - Secretary)
(cf. 9323.2 - Actions by the Board)

The minutes of Board meetings shall include, but not be limited to:

Note: Pursuant to Government Code 54952 and Education Code 35164, a "meeting" occurs when a majority of the Board is present and a Board action requires a majority vote of the Board. Thus, the minutes should reflect any occasion on which a member is not present for the entire meeting in order to document that a majority of the Board remained in attendance throughout the meeting.

1. A notation of which Board members are present, in person or by teleconference, and whether a member is not present for part of the meeting due to late arrival and/or early departure

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)
(cf. 9320 - Meetings and Notices)

2. A brief summary of the Board's discussion on each agenda topic, rather than a verbatim record of each Board member's specific points of view during the discussion

3. A summary of the public comments made on agendized items and unagendized topics

4. The specific language of each motion and the names of the Board members who made and seconded the motion

Note: Item #5 is for use by districts that maintain high schools and have one or more student Board members. Pursuant to Education Code 35012, student Board members are allowed to cast preferential votes on open session items before the official vote of the Board. Preferential votes are recorded in the minutes but not counted as a vote for the purpose of taking Board action. See BB 9150 - Student Board Members.

5. Preferential votes cast by student Board member(s) (Education Code 35012)

(cf. 9150 - Student Board Members)

6. Any action taken by the Board, and the vote or abstention on that action of each Board member present (Education Code 35145; Government Code 54953)

Note: Pursuant to Education Code 49073.2, as added by SB 1036 (Ch. 788, Statutes of 2018), the district is prohibited from including in its minutes a student's directory information, as defined in Education Code 49061, or a parent/guardian's personal information, as defined in Education Code 49073.2, when the student or parent/guardian requests that such information be excluded. For further information about the types of information that are categorized as directory information, see AR 5125.1 - Release of Directory Information.

Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

(cf. 5125.1 - Release of Directory Information)

Note: The following paragraph is optional and may be revised to reflect district practice.

The Board agenda shall include a statement of the option and process for students and parents/guardians to request that such information be excluded from the minutes.

The Superintendent or designee shall distribute a copy of the "unapproved" minutes of the previous meeting(s) with the agenda for the next regular meeting. The Board shall approve the minutes as circulated or with necessary amendments.

Note: The following optional paragraph is for use by districts which have their approved minutes signed by a Board officer or designee and should be modified to reflect the appropriate position.

Upon approval by the Board, the minutes shall be signed by _____.

***Note: Pursuant to 5 CCR 16023, minutes and official actions of the Board must be classified and retained in accordance with 5 CCR 16022. See BP/AR 3580 - District

Records.***

Note: CSBA's Agenda Online, an electronic board meeting agenda service, allows for the development, storage, and access to Board meeting agendas, supporting documents, and minutes from any computer with Internet access. Further information can be found on CSBA's web site.

Official Board minutes and recordings shall be stored in a secure location and shall be retained in accordance with law.

(cf. 3580 - District Records)

Note: Although Government Code 54957.2 permits keeping of minutes for closed sessions, districts should consult with legal counsel before making it a practice to do so. Should a court determine that a district has violated the Brown Act, Government Code 54960 allows the court to compel the Board to record its closed sessions. See BB 9323.2 - Actions by the Board.

Any minutes or recordings kept for Board meetings held in closed session shall be kept separately from the minutes or recordings of regular and special meetings. Minutes or recordings of closed sessions are not public records. (Government Code 54957.2)

(cf. 9321.1 - Closed Session Actions and Reports)

Recording or Broadcasting of Meetings

Note: The following optional section addresses the recording or broadcasting of meetings by the district.

Note: Pursuant to Government Code 54953.5 and 54953.6, any person attending an open meeting may record or broadcast the meeting, unless the Board makes a reasonable finding that the recording or broadcast cannot continue without noise, illumination, or obstruction of view which would persistently disrupt the meeting. See BB 9323 - Meeting Conduct for language regarding recording by the public.

The district may tape, film, stream, or broadcast any open Board meeting. At the beginning of the meeting, the Board president shall announce that a recording or broadcasting is being made at the direction of the Board and that the recording or broadcast may capture images and sounds of those attending the meeting. As practicable, the recorder or camera shall be placed in plain view of meeting participants.

Any district recording may be erased or destroyed 30 days after the meeting. Recordings made at the direction of the Board during a meeting are public records and, upon request, shall be made available for inspection by members of the public on district equipment without charge. (Government Code 54953.5)

Legal Reference:

EDUCATION CODE

- 35012 Number of members; terms; student board members
- 35145 Public meetings
- 35163 Official actions, minutes and journals
- 35164 Vote requirements
- 49061 Student records; definitions
- 49073.2 Privacy of student and parent/guardian personal information

GOVERNMENT CODE

- 54952.2 Meeting defined
- 54953 Meetings
- 54953.5 Audio or video recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54957.2 Closed sessions; clerk; minute book
- 54960 Violations and remedies

PENAL CODE

- 632 Unlawful to intentionally record a confidential communication without consent

CODE OF REGULATIONS, TITLE 5

- 16020-16027 Classification and retention of records

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2014

WEB SITES

CSBA, Agenda Online: <http://www.agendaonline.com>

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