

Tipton Elementary School District

AGENDA

REGULAR BOARD MEETING

Tuesday, December 17, 2019

6:00 p.m. District Conference Room

Rescheduled pursuant to Board action

1. **Call to order- Flag Salute**
In compliance with the Americans with Disabilities Act and the Brown Act, if you need special assistance to participate in the meeting, including the receipt of the agenda and documents in the agenda package in an alternate format, please contact the Tipton Elementary School District office at (559) 752-4213. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting (28CFR35.102-35, 104 ADA Title II), and allow for the preparation of documents in appropriate alternate format

2. **Public Input:**
In order to ensure that Members of the public are provided a meaningful opportunity to address the board on agenda items that are within the Board's jurisdiction, agenda items may be addressed either at the public input portion of the agenda, or at the time the matter is taken up by board. The Board presentations are limited to 3 minutes per person and 15 minutes per topic.
 - 2.1 Community Relations/Citizen Comments
 - 2.2 Reports by Employee Units CTA/CSEA

3. **Annual Organizational Meeting: Action items:**
 - 3.1 Nominate and Elect President of the Tipton Board of Education
 - 3.2 Nominate and Elect Clerk of the Tipton Board of Education
 - 3.3 Appoint Secretary of the Board
 - 3.4 Authorized Signatures to Sign Orders – Superintendent, Principal and Business Manager
 - 3.5 Board Representative to Vote on 2020 Election of County Committee

4. **CONSENT CALENDAR: Action items:**
 - 4.1 Minutes of Board Meeting, December 10, 2019

5. **ADMINISTRATIVE: Action items:**
 - 5.1 Quarterly Board Policy Updates
 - 5.2 Agreement with TCOE for Internship Partnership
 - 5.3 Review and Report the Annual and Five Year Collected and Expended Developer Fees for the Fiscal Year ending June 30, 2019
 - 5.4 Agreement with TCOE for Family Service Worker Services

5.5 Agreement with TCOE for Health/School Nursing Services

5.6 Agreement with TCOE for Licensed Vocational Nurse Services

6. Adjournment

The Board upon discussion and a vote of agreement may make any item an action item.

Notice: If documents are distributed to Board Members concerning an agenda item within 72 hours of a regular board meeting, at the same time the documents will be made available for public inspection at the District Office located at 370 N. Evans Road, Tipton CA. 93272, telephone 752-4213.

Agenda posted December 12, 2019

3. Annual Organizational Meeting: Action items:

- 3.4** Authorized Signatures to Sign Orders –
Superintendent, Principal and Business Manager

**AUTHORIZED SIGNATURES
FOR CALENDAR YEAR 2020**




TIPTON ELEMENTARY SCHOOL DISTRICT

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Business Services

In accordance with Education Code 42633, the governing board of the above school district hereby files with the county superintendent of schools the verified signature of each person authorized to sign orders in its name.

At a special/regular meeting of the governing board of the above-captioned school district, held on the 17 day of December, 2019, the following person(s), or a majority of them, each and every one of whom is an OFFICER or EMPLOYEE of the school district and whose signature appears opposite his/her name below, was/were authorized to sign orders in the name of said governing board.

THIS AUTHORIZATION SUPERSEDES ALL PREVIOUS AUTHORIZATIONS.

Type or Print Name Here:	Signature Here:
1. <u>Stacey Bettencourt</u>	<u></u>
2. <u>Cherie Solian</u>	<u></u>
3. <u>Maryann Henry</u>	<u></u>
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

BY ORDER OF THE GOVERNING BOARD OF THE
TIPTON ELEMENTARY SCHOOL DISTRICT

Date: 12/17/19

By _____
Clerk/Secretary of the Board

3. Annual Organizational Meeting: Action items:

3.5 Board Representative to Vote on 2020 Election of
County Committee

**BOARD REPRESENTATIVE TO VOTE IN 2020
ELECTION OF COUNTY COMMITTEE MEMBERS**

TIPTON ELEMENTARY SCHOOL DISTRICT

To: Tulare County Superintendent of Schools
Attention: Shelly DiCenzo, Administrative Services

Pursuant to Education Code 35023, at its annual organizational meeting, this governing board has selected the following board member:

as its representative to participate in the 2020 election of members to the County Committee on School District Organization.

It is understood that the responsibility of the above representative is to take part in the 2020 election of county committee members which takes place at the annual Tulare County School Boards Association dinner/Fall Institute (usually held in November after election day).

Date: December 17, 2019

By _____
Clerk/Secretary of the Board

4. CONSENT CALENDAR: Action items:

4.1 Minutes of Board Meeting, December 10, 2019

Tipton Elementary School District Minutes

REGULAR BOARD MEETING

Tuesday, December 10, 2019

7:00 p.m. District Conference Room

1. Call to order- Flag Salute

Board President, Greg Rice, called the meeting to order at 7:00 pm and led the flag salute. Board Members present: Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice. Shelley Heeger came at 7:03 p.m. Guests: Maryann Henry

2. Public Input:

2.1 Community Relations/Citizen Comments

2.2 Reports by Employee Units CTA/CSEA

Mrs. Stacey Bettencourt read a thank you card on behalf of the students in the AG elective class.

3. CONSENT CALENDAR: Action items:

3.1 Minutes of Board Meeting, November 5, 2019

3.2 Conference, Field Trip, Fund Raiser and Facilities Requests

Motion to approve the consent calendar was made by Fernando Cunha and second by Iva Sousa.

Vote Yea 4/ No 0/ Abstain 0/ Absent 1

Yea - Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – Shelley Heeger

4. ADMINISTRATIVE: Action items:

4.1 Board Meeting Dates for 2020

Motion to approve Board Meeting Dates for 2020 was made by Fernando Cunha and second by John Cardoza.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.2 Resolution #2019-2020-09 Approving Participation in the Classified School Employee Summer Assistance Program Year 2

Motion to approve Resolution #2019-2020-09 Approving Participation in the Classified School Employee Summer Assistance Program Year 2 was made by John Cardoza and second by Fernando Cunha.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.3 Approve Rescheduling of the Time of the December 17, 2019 Regular Board Meeting from 7:00 p.m. to 6:00 p.m.

Motion to approve Rescheduling of the Time of the December 17, 2019 Regular Board Meeting from 7:00 p.m. to 6:00 p.m. was made by Iva Sousa and second by John Cardoza.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.4 Internet Service Agreement

Motion to approve Internet Service Agreement was made by John Cardoza and second by Fernando Cunha.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.5 Agreement for Internet Equipment

Motion to approve Agreement for Internet Equipment was made by Fernando Cunha and second by Iva Sousa.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.6 Nutrition Education Memorandum of Understanding

Motion to approve Nutrition Education Memorandum of Understanding was made by John Cardoza and second by Shelley Heeger.

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

4.7 E-Rate Agreement with AMS.NET, INC for Project 0292-19C.1 Network Electronics for Tipton Elementary School District

Motion to approve E-Rate Agreement with AMS.NET, INC for Project 0292-19C.1 Network Electronics for Tipton Elementary School District was made by Iva Sousa and second by Fernando Cunha.

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

5. FINANCE: Action items:

5.1 Vendor Payments

Motion to approve Vendor Payments was made by Fernando Cunha and second by Shelley Heeger.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

5.2 Budget Revisions

Motion to approve Budget Revisions was made by Iva Sousa and second by Fernando Cunha.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

5.3 First Interim Report

Motion to approve First Interim Report was made by Iva Sousa and second by Fernando Cunha.

Vote Yea 5/ No 0/ Abstain 0/ Absent 0

Yea - Shelley Heeger, Iva Sousa, Fernando Cunha, John Cardoza and Greg Rice

No – 0

Abstain – 0

Absent – 0

6. INFORMATION: (Verbal Reports & presentations)

6.1 MOT--FOOD SERVICE—PROJECTS

Mrs. Stacey Bettencourt shared with the Board that the holiday luncheon would be on Thursday, December 12, 2019. She also shared that there would be holiday performances on Wednesday, December 18, 2019. She shared that Kindergarten - 5th grade, Cheer and Hula would be performing for parents. Mrs. Bettencourt updated the Board on the school garden.

7. Any Other Business:

7.1 Quarterly Board Policy Updates – Informational

7.2 Mental Wellness Triage Grant - Informational

8. Adjourn to Closed Session: 7:37 pm

9. **Reconvene to open session 8:02 pm**

10. **Report out from Closed Session**

8.1 Education Code section 35146
Student transfers, inter District request, etc

No action

8.2 Government Code section 54957 Public Employee Discipline/Dismissal/Release

No action

11. **Adjournment 8:04 pm**

Minutes approved December 17, 2019

Greg Rice, President

Iva Sousa, Clerk

Stacey Bettencourt, Secretary

5. ADMINISTRATIVE: Action items:

5.1 Quarterly Board Policy Updates

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)

(cf. 0420 - School Plans/Site Councils)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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)

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

(cf. 5145.6 - Parental Notifications)

As part of the parent/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

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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)

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.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

(cf. 0500 - Accountability)

The Superintendent or designee shall seek and/or accept technical assistance or other intervention that may be required pursuant to Education Code 52071 or 52072 or 20 USC 6311 when a school or a numerically significant student subgroup is not making sufficient progress toward the goals in the LCAP.

(cf. 0520 - Intervention for Underperforming Schools)
(cf. 0520.1 - Comprehensive and Targeted Support and Improvement)

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
47604.33 Submission of reports by charter schools
47606.5 Charter schools, local control and accountability plan
48985 Parental notices in languages other than English
51210 Course of study for grades 1-6
51220 Course of study for grades 7-12
52052 Numerically significant student subgroups
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

4600-4670 Uniform complaint procedures
15494-15497 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6311 State plan
6312 Local educational agency plan
6826 Title III funds, local plans

Management Resources: (see next page)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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 DEPARTMENT OF EDUCATION PUBLICATIONS

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>

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Goals and Actions Addressing State and Local Priorities

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

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

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

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

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

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

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Learners)

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

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6020 - Parent Involvement)

(cf. 6173.1 - Education for Foster Youth)

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

- (1) Statewide assessments of student achievement

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

- (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; have successfully completed career technical education (CTE) 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; and have successfully completed both college entrance courses and CTE sequences or programs
- (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)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

- 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)

INTERVENTION FOR UNDERPERFORMING SCHOOLS

The Governing Board desires that all district schools provide a high-quality educational program that maximizes the achievement of each district student. The district shall provide assistance to schools to support the continuous improvement of student performance within the priorities identified in the district's local control and accountability plan (LCAP) and to enhance the achievement of low-performing student subgroups.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

At its discretion, the Board may submit a request to the County Superintendent of Schools for technical assistance regarding the following: (Education Code 52071)

1. Identifying the district's strengths and weaknesses in regard to state priorities addressed in the LCAP, including collaboration between the district and County Superintendent to review performance data on the state and local indicators included in the California School Dashboard and other relevant local data and to identify effective, evidence-based programs or practices that address any areas of weakness
2. Securing assistance from an academic, programmatic, or fiscal expert, or team of experts, to identify and implement effective programs and practices that are designed to improve performance in any areas of weakness identified by the district

In the event that the County Superintendent requires the district to receive technical assistance based on a determination that one or more numerically significant student subgroups in a district school meet the performance criteria established pursuant Education Code 52064.5, the Board shall work with the County Superintendent 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)

With the approval of the County Superintendent, the district may, at its own expense, engage another service provider, including, but not limited to, another school district, the county office of education, or a charter school, to act as a partner to the district in filling the district's need for technical assistance. (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

INTERVENTION FOR UNDERPERFORMING SCHOOLS

2. Revision of the district's budget, in conjunction with changes in the LCAP, that would allow the district to improve the outcomes for all student subgroups in regard to state and local priorities
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

In addition, any school identified by the California Department of Education for comprehensive support and improvement, targeted support and improvement, or additional targeted support and improvement shall develop and implement a school plan in accordance with 20 USC 6311. Such schools may be required to partner with an external entity, agency, or individual with demonstrated expertise and capacity to identify and implement more rigorous interventions.

(cf. 0420 - School Plans/Site Councils)

(cf. 0520.1 - Comprehensive and Targeted Support and Improvement)

Legal Reference:

EDUCATION CODE

52052 Numerically significant student subgroups

52059.5 Statewide system of support

52060-52077 Local control and accountability plan

60640-60649 California Assessment of Student Performance and Progress

64001 School plan for student achievement

UNITED STATES CODE, TITLE 20

6311-6322 Improving basic programs for disadvantaged students, especially:

6311 State plans

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Dashboard

CSI/TSI/ATSI Frequently Asked Questions

California ESSA Consolidated State Plan, 2017

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Non-Regulatory Guidance: Using Evidence to Strengthen Education Investments, 2016

WEB SITES

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

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

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

COMPREHENSIVE AND TARGETED SUPPORT AND IMPROVEMENT

The Governing Board is committed to enabling all district students to meet state academic achievement standards. The district shall provide support and assistance to increase student achievement in all district schools, especially any school that has been identified by the California Department of Education (CDE) as in need of comprehensive support and improvement (CSI), targeted support and improvement (TSI), or additional targeted support and improvement (ATSI).

(cf. 0500 - Accountability)

(cf. 0520 - Intervention for Underperforming Schools)

(cf. 6011 - Academic Standards)

(cf. 6171 - Title I Programs)

When any school is identified for CSI, TSI, or ATSI, the Superintendent or designee shall notify the school community, including the principal, teachers, and parent/guardians of students of the school, of the identification and, if applicable, shall inform the school of the student subgroup(s) which are consistently underperforming at the school.

School Plan

Upon receiving notification from CDE that a district school has been identified as eligible for CSI, TSI, or ATSI, the district shall, in partnership with principals, other school leaders, teachers, and parents/guardians, develop and implement a plan to improve student outcomes at the school. The plan shall: (20 USC 6311)

1. Be based on all state indicators in the California School Dashboard, including student performance against state-determined long-term goals, except that any school subject to the state's Dashboard Alternative School Status that has fewer than 100 students may focus on the state indicators that are more applicable to the nature of its program
2. Be based on a school-level needs assessment
3. Include evidence-based interventions
4. If the school is identified for CSI or ATSI, identify resource inequities, which may include a review of district and school-level budgets, to be addressed through implementation of the plan

(cf. 0400 - Comprehensive Plans)

The school plan for student achievement developed pursuant to Education Code 64001 may serve as the school improvement plan required for CSI, TSI, or ATSI, provided that the plan meets the requirements of 20 USC 6311. (Education Code 64001)

(cf. 0420 - School Plans/Site Councils)

The school improvement plan shall be submitted to the Board for approval. (20 USC 6311)

COMPREHENSIVE AND TARGETED SUPPORT AND IMPROVEMENT
(continued)

If any district school is identified for CSI, the district's local control and accountability plan shall include descriptions of how the district provides support to CSI school(s) in developing the CSI plan and how the district will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

(cf. 0460 - Local Control and Accountability Plan)

Monitoring and Intervention

The Board and the Superintendent or designee shall regularly review the performance of each school identified for CSI, TSI, or ATSI.

After two years of implementing the school plan, if any such school has been unsuccessful in improving student outcomes to a level that exceeds initial eligibility criteria, the district shall identify the problem and take additional action as necessary.

If a school identified for CSI fails to improve student outcomes within four years to a level that exceeds the CSI eligibility criteria, it shall be subject to more rigorous interventions that include, but are not limited to, partnering with an external entity, agency, or individual with demonstrated expertise and capacity to:

1. Conduct a new needs assessment that focuses on systemic factors and conduct a root cause analysis that identifies gaps between current conditions and desired conditions in student performance and progress
2. Use the results of the analysis along with stakeholder feedback to develop a new improvement plan that includes:
 - a. A prioritized set of evidence-based interventions and strategies
 - b. A program evaluation component with support to conduct ongoing performance and progress monitoring

Legal Reference: (see next page)

COMPREHENSIVE AND TARGETED SUPPORT AND IMPROVEMENT
(continued)

Legal Reference:

EDUCATION CODE

52052 Numerically significant student subgroups

52059.5 Statewide system of support

52060-52077 Local control and accountability plan

64001 School plan for student achievement

UNITED STATES CODE, TITLE 20

6311-6322 Improving basic programs for disadvantaged students, especially:

6311 State plans

6313 Eligibility of schools and school attendance areas; funding allocation

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Dashboard

CSI/TSI/ATSI Frequently Asked Questions

California ESSA Consolidated State Plan, 2017

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Non-Regulatory Guidance: Using Evidence to Strengthen Education Investments, 2016

WEB SITES

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

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

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

WAIVERS

The Governing Board recognizes that circumstances may arise in the operation of the district that require a waiver from state law or regulation. When it is in the interest of district students, the Board may request that the State Board of Education (SBE) waive any provision of state law or regulation which SBE has authority to waive pursuant to Education Code 33050.

Any waiver request to be submitted to SBE shall first be approved by the Board. The Superintendent or designee shall ensure that each proposed waiver request includes all information necessary for the Board to analyze the need for the waiver and make an informed decision.

If the proposed waiver request affects a program that requires the existence of a school site council, the Superintendent or designee shall obtain the school site council's approval of the request before presenting it to the Board. As appropriate, other councils or advisory committees, including bilingual advisory committees, shall be provided adequate opportunity to review a proposed waiver request, and the request shall include a written summary of any objections to the request by the councils or advisory committees. (Education Code 33051)

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)

In addition, the Superintendent or designee shall consult with the exclusive representative of district employees in the development of the waiver request, and shall include in the request the exclusive representative's position regarding the waiver. (Education Code 33050, 33051)

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

To receive public testimony on each proposal for a waiver request, the Board shall hold a properly noticed public hearing during a Board meeting. (Education Code 33050)

The notice, which shall state the time, date, location, and subject of the public hearing and invite public testimony, may be printed in a newspaper of general circulation and/or posted at each school and three public places in the district.

(cf. 9320 - Meetings and Notices)

WAIVERS (continued)

If the district determines that a waiver is needed for more than one year, the Board shall reapply to SBE. When the Board has requested and received the same general waiver from SBE for two consecutive years, the Board does not subsequently need to reapply annually provided that the information contained on the request remains current, except that the district shall apply annually for the renewal of any waiver regarding teacher credentialing. (Education Code 33051)

Legal Reference:

EDUCATION CODE

33050-33053 General waiver authority
48800 Attendance at community college
51747.3 Charter school independent study funding
56000-56867 Special education programs
65001 School site councils

Management Resources:

WEB SITES

California Department of Education, Waiver Office: <http://www.cde.ca.gov/re/lr/wr>
Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

CAMPUS SECURITY

The Governing Board is committed to providing a school environment that promotes the safety of students, staff, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

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

(cf. 5131.5 - Vandalism and Graffiti)

(cf. 5142 - Safety)

The Superintendent or designee shall develop campus security procedures, which may be included in the district's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

(cf. 0450 - Comprehensive Safety Plan)

Surveillance Systems

In consultation with the district's safety planning committee, other relevant stakeholders, and staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

(cf. 5131.1 - Bus Conduct)

(cf. 5145.12 - Search and Seizure)

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous and targeted locations around school buildings and grounds. These signs shall state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur and that the recordings may be used in disciplinary proceedings and/or referred to local law enforcement, as appropriate.

(cf. 5144 - Discipline)

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

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

CAMPUS SECURITY (continued)

(cf. 4112.6/4212.6/4312.6 - *Personnel Files*)
(cf. 5125 - *Student Records*)
(cf. 5125.1 - *Release of Directory Information*)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 *Leroy F. Greene School Facilities Act, especially:*

17075.50 *Classroom security locks, new construction projects*

17583 *Classroom security locks, modernization projects*

32020 *Access gates*

32211 *Threatened disruption or interference with classes*

32280-32289 *School safety plans*

35160 *Authority of governing boards*

35160.1 *Broad authority of school districts*

38000-38005 *Security departments*

49050-49051 *Searches by school employees*

49060-49079 *Student records*

PENAL CODE

469 *Unauthorized making, duplicating or possession of key to public building*

626-626.11 *Disruption of schools*

CALIFORNIA CODE OF REGULATIONS, TITLE 24

1010.1.9 *Door operations*

1010.1.11 *Lockable doors from the inside*

CALIFORNIA CONSTITUTION

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

UNITED STATES CODE, TITLE 20

1232g *Family Educational Rights and Privacy Act*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.3 *Definition of education records*

COURT DECISIONS

Brannum v. Overton County School Board (2008) 516 F. 3d 489

New Jersey v. T.L.O. (1985) 469 U.S. 325

ATTORNEY GENERAL OPINIONS

83 *Ops. Cal. Atty. Gen.* 257 (2000)

75 *Ops. Cal. Atty. Gen.* 155 (1992)

Management Resources: (see next page)

CAMPUS SECURITY (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

NATIONAL INSTITUTE OF JUSTICE PUBLICATIONS

The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, rev. 2005

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs on Photos and Videos under FERPA

WEB SITES

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

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

National Institute of Justice: <http://www.ojp.usdoj.gov/nij>

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

U.S. Department of Education, Protecting Student Privacy: <https://studentprivacy.ed.gov>

CAMPUS SECURITY

The Superintendent or designee shall develop a campus security plan which contributes to a positive school climate, fosters social and emotional learning and student well-being, and includes strategies to:

1. Secure the campus perimeter and school facilities in order to prevent criminal activity

These strategies include a risk management analysis of each campus' security system, lighting system, and fencing. Procedures to ensure unobstructed views and eliminate blind spots caused by doorways and landscaping shall also be considered. In addition, parking lot design may be studied, including methods to discourage through traffic.

2. Secure buildings and interior spaces from outsiders and discourage trespassing

These strategies may include installing locks, requiring visitor registration, providing staff and student identification tags, and patrolling places used for congregating and loitering.

(cf. 1250 - Visitors/Outsiders)

(cf. 3515.2 - Disruptions)

(cf. 5112.5 - Open/Closed Campus)

3. Discourage vandalism and graffiti

These strategies may include plans to immediately cover graffiti and implement campus beautification.

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism and Graffiti)

(cf. 5137 - Positive School Climate)

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

4. Control access to keys and other school inventory

(cf. 3440 - Inventories)

5. Detect and intervene with school crime

These strategies may include creating a school watch program, increasing adult presence and supervision, establishing an anonymous crime reporting system, analyzing school crime incidents, and collaborating with local law enforcement agencies, including providing for law enforcement presence.

CAMPUS SECURITY (continued)

(cf. 3515.3 - District Police/Security Department)
(cf. 3515.7 - Firearms on School Grounds)
(cf. 3516.2 - Bomb Threats)
(cf. 5116.2 - Involuntary Student Transfers)
(cf. 5131.2 - Bullying)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5141.52 - Suicide Prevention)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 6164.2 - Guidance/Counseling Services)

All staff shall receive training in building and grounds security procedures and emergency response.

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

Locks

All state-funded new construction and modernization projects shall include locks that allow doors to classrooms and any room with an occupancy of five or more persons to be locked from the inside. Student restrooms and doors that lock from the outside at all times are not required to have locks that can be locked from the inside. (Education Code 17075.50, 17583; 24 CCR 1010.1.9, 1010.1.11)

Keys

All keys used in a school shall be the responsibility of the principal or designee. Keys shall be issued only to authorized employees who regularly need a key in order to carry out their job responsibilities.

The principal or designee shall create a key control system with a record of each key assigned and room(s) or building(s) which the key opens.

Keys shall never be loaned to students, parents/guardians, or volunteers, nor shall the master key ever be loaned.

Any person issued a key shall be responsible for its safekeeping. The duplication of school keys is prohibited. If a key is lost, the person responsible shall immediately report the loss to the principal or designee and shall pay for a replacement key.

Regulation
approved:

CSBA MANUAL MAINTENANCE SERVICE
October 2019

PROBATIONARY/PERMANENT STATUS

The Governing Board desires to employ and retain highly qualified certificated personnel to implement the district's educational program. Newly hired certificated personnel shall serve a probationary period during which the Board shall determine their suitability for long-term district employment.

Certificated employees who satisfactorily complete the probationary period shall be granted permanent status.

OPTION 1: (Districts of 250 ADA or more, and districts with less than 250 ADA whose Board has elected to dismiss probationary employees during the school year pursuant to Education Code 44948.2 and 44948.3)

A probationary employee who has been employed by the district in position(s) requiring certification for two complete consecutive school years and is then reelected for the next succeeding school year shall become a permanent employee at the beginning of the third year. (Education Code 44929.21, 44929.23)

During the probationary period, employees shall receive professional development and assistance which may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

(cf. 4131 - Staff Development)

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

(cf. 4115 - Evaluation/Supervision)

Dismissal/Nonreelection of Probationary Employees

During the school year, a probationary employee may be suspended or dismissed only for cause and in accordance with district procedures. (Education Code 44948.3)

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

PROBATIONARY/PERMANENT STATUS (continued)

With proper notice, the Board may, without cause, elect not to reemploy a probationary employee for the subsequent year. (Education Code 44929.21, 44929.23)

(cf. 4117.3 - Personnel Reduction)

The Superintendent or designee shall annually provide the Board with recommendations regarding the reelection or nonreelection of probationary certificated personnel for the ensuing school year.

At any time during a probationary employee's first year of employment in the district, the Board may give written notice to the employee of the Board's decision not to reelect the employee for a second school year. If the Board does not give written notice, the employee shall be deemed reelected for the next succeeding school year.

During the final year of the probationary period, the Board may decide not to reelect the employee for the following year, and shall so notify the employee in writing on or before March 15. If the Board does not give written notice on or before March 15, the employee shall be deemed reelected for the next succeeding school year. (Education Code 44929.21, 44948.5)

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

Such notices shall be delivered through personal service upon the employee, certified mail with return receipt, email, or another method which documents actual receipt of the notice by the employee.

Legal Reference: (see next page)

PROBATIONARY/PERMANENT STATUS (continued)

Legal Reference:

EDUCATION CODE

44466 *Status of university interns*

44850.1 *No tenure in administrative or supervisory position*

44885.5 *Status of district interns*

44908 *Complete year for probationary employees*

44909 *Classification of certificated employees in categorically funded projects*

44910-44913 *Service not computed in eligibility for permanent status*

44915 *Classification of probationary employees*

44917-44921 *Status of substitute or temporary employees*

44929.20 *Continuing contracts (not to exceed four years - ADA under 250)*

44929.21 *Districts of 250 ADA or more*

44929.23 *Districts with less than 250 ADA*

44929.28 *Employment by another district*

44930-44988 *Resignations, dismissals and leaves of absence, especially:*

44948.2 *Election to use provisions of Section 44948.3*

44948.3 *Dismissal of probationary employees*

44948.5 *Nonreelection procedures, districts under 250 ADA*

44949 *Cause, notice and right to hearing required for dismissal of probationary employee*

44955 *Reduction in number of permanent employees*

COURT DECISIONS

Grace v. Beaumont Unified School District (2013) 216 Cal. App. 4th 1325

Stockton Teachers Association CTA/NEA v. Stockton Unified School District (2012) 203 Cal. App. 4th 1552

Sullivan v. Centinela Valley Union High School District (2011) 194 Cal. App. 4th 69

California Teachers Assn. v. Vallejo City Unified School District (2007) 149 Cal. App. 4th 135, 146

Hoschler v. Sacramento City Unified School District (2007) 149 Cal. App. 4th 258

Bakersfield Elementary Teachers Assn. v. Bakersfield City School District (2006) 145 Cal. App. 4th 1260, 1280

Fischer v. Los Angeles Unified School District (1999) 70 Cal.App.4th 87

Bellflower Education Assn. v. Bellflower Unified School District (1991) 228 Cal.App.3d 805

Fontana Teachers Assn. v. Fontana Unified School District (1988) 201 Cal.App.3d 1517

Grimsley v. Board of Trustees (1987) 189 Cal.App.3d 1440

Policy
adopted:
Certificated Personnel

CSBA MANUAL MAINTENANCE SERVICE
October 2019
AR 4116

PROBATIONARY/PERMANENT STATUS

Eligibility for Permanent Status

A probationary employee who, in any one school year, has served for at least 75 percent of the number of days maintained by regular district schools shall be deemed to have served a complete school year. (Education Code 44908)

The following shall not be included for purposes of computing the service required as a prerequisite to classification as a permanent employee:

1. Service as an instructor in classes conducted at regional occupational centers or programs (Education Code 44910)
2. Service under a provisional credential other than a one-year emergency credential (Education Code 44911)
3. Service only as a teacher of basic military drill in high school cadet companies (Education Code 44912)
4. Employment in summer school (Education Code 44913)

Interns

A person employed as a district or university intern shall be classified as a probationary employee. Following completion of the internship, if reelected by the district to serve in a position requiring certification qualifications for the next succeeding school year, the employee shall continue to be classified as a probationary employee during that year. (Education Code 44466, 44885.5)

(cf. 4112.21 - Interns)

An employee who has completed an internship and at least one complete school year in a position requiring certification qualifications within the district shall be granted permanent status when the employee is reelected for the next succeeding school year to a position requiring certification qualifications. (Education Code 44466, 44885.5)

Regulation
approved:

CSBA MANUAL MAINTENANCE SERVICE
October 2019

All Personnel

BP 4119.22(a)

4219.22

DRESS AND GROOMING

4319.22

The Governing Board believes that appropriate dress and grooming by district employees contribute to a productive learning environment and model positive behavior. During school hours and at school activities, employees shall maintain professional standards of dress and grooming that demonstrate their high regard for education, present an image consistent with their job responsibilities and assignment, and do not endanger the health or safety of employees or students. All employees shall be held to the same standards unless their assignment provides for modified dress as approved by their supervisor.

(cf. 0415 - Equity)

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

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)

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

The district shall allow employees to appear and dress in a manner consistent with their gender identity or gender expression. (Government Code 12949)

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

(cf. 4030 - Nondiscrimination in Employment)

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

The district shall not discriminate against employees based on hair texture and protective hairstyles, including, but not limited to, braids, locks, and twists. (Government Code 12926)

The district shall not dismiss an employee, discriminate against an employee in compensation or in terms, conditions, or privileges of employment, or refuse to hire a job applicant on the basis of religious dress or grooming practices. (Government Code 12926, 12940)

This policy shall be presented to employees upon employment, through the employee handbook or other appropriate means, and may be periodically reviewed with all employees as necessary.

Legal Reference: (see next page)

DRESS AND GROOMING (continued)

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

35160.1 Broad authority of school districts

GOVERNMENT CODE

3543.2 Scope of representation

12926 Definitions

12940 Unfair employment practices

12949 Dress standards, consistency with gender identity

COURT DECISIONS

San Mateo City School District v. PERB (1983) 33 Cal. 3d 850

Domico v. Rapides Parish School Board (5th Cir. 1982) 675 F.2d 100

East Hartford Education Assn. v. Board of Education (2d Cir. 1977) 562 F. 2d 838

Finot v. Pasadena Board of Education (1967) 250 Cal.App.2d 189

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Santa Ana Unified School District (1998) 22 PERC P29, 136

Inglewood Unified School District (1985) 10 PERC P17, 000

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

Transgender Rights in the Workplace

WEB SITES

California Department of Fair Employment and Housing: <https://www.dfeh.ca.gov>

Public Employment Relations Board: <http://www.perb.ca.gov>

PROBATIONARY/PERMANENT STATUS

The Governing Board desires to employ and retain highly qualified classified personnel to support the district's educational program and operations. Newly hired classified employees shall serve a probationary period during which the Board shall determine their suitability for long-term district employment.

A probationary employee who has been employed by the district for six months or 130 days of paid service, whichever is longer, shall be classified as a permanent employee of the district. (Education Code 45113, 45301)

Probationary employees shall receive written performance evaluations by their supervisor during the probationary period. These evaluations shall indicate whether the evaluator is satisfied or not satisfied with the employee's ability, performance, and compatibility with the job.

(cf. 4215 - Evaluation/Supervision)

The district may, without cause, dismiss a new employee during the probationary period.

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

Permanent employees promoted to a higher classification shall be considered probationary in their new position until they have satisfactorily completed the probationary period.

A permanent employee who accepts a promotion and fails to complete the probationary period for that promotional position shall be employed in the classification from which the employee was promoted. (Education Code 45113)

This policy shall be made available to classified employees and the public. (Education Code 45113)

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

Legal Reference:

EDUCATION CODE

45113 Rules and regulations for classified service in districts not incorporating the merit system

45240-45320 Merit system

Management Resources:

WEB SITES

California School Employees Association: <http://www.csea.org>

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION

The Governing Board expects all employees to perform their jobs satisfactorily and to exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law or any applicable collective bargaining agreement, Board policy, or administrative regulation.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 4000 - Concepts and Roles)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

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

(cf. 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions)

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4200 - Classified Personnel)

Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented.

(cf. 4030 - Nondiscrimination in Employment)

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

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal.

A probationary classified employee may be dismissed by the Superintendent or designee at any time prior to the expiration of the probationary period.

(cf. 4216 - Probationary/Permanent Status)

Permanent classified employees shall be subject to disciplinary action only for cause as specified in the accompanying administrative regulation. (Education Code 45113)

Procedures for Serious Disciplinary Proceedings

The Superintendent or designee shall develop disciplinary procedures for use when dismissal, suspension, demotion, involuntary reassignment, or other serious disciplinary action is contemplated against an employee. The procedures for such discipline shall include an opportunity for an employee for whom any such disciplinary action is recommended to meet with, or respond in writing to, a designated district official ("Skelly officer") who will determine whether the recommended discipline should proceed further or be modified or withdrawn.

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

After meeting with the employee or considering the employee's written response, if the Skelly officer determines that the recommended discipline should proceed, the Superintendent or designee shall send the employee a notice of the recommended disciplinary action, a statement of charges, and the results of the Skelly hearing. The notice shall include a statement advising the employee of the right to request a Board hearing on the matter.

If the employee fails to request a hearing within the time specified in the notice, the employee is deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately.

If a timely request is submitted, a hearing shall be conducted by the Board. (Education Code 45113, 45312)

The hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The employee shall be notified of the time and place of the hearing.

The hearing shall be held in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957)

(cf. 9321 - Closed Session)

The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel.

The Board may use the services of its legal counsel in ruling upon procedural questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board.

At any time before a matter is submitted to the Board for decision, the Superintendent or designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegations may be made orally at the hearing and shall be noted on the record.

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

Following the hearing or, if the employee has not requested a hearing, after reviewing the Superintendent or designee's recommendation for disciplinary action, the Board shall affirm, modify, or reject the recommended disciplinary action. The decision of the Board shall be in writing and shall contain findings of fact and the disciplinary action approved, if any. The decision of the Board shall be final.

Within 10 working days of the Board's final decision, a copy of the decision shall be delivered to the employee and/or designated representative personally or by registered mail.

In lieu of holding a Board hearing on the sufficiency of the causes for disciplinary action, the Board may delegate its authority to an impartial third-party hearing officer. When the matter is heard by a third-party hearing officer, the Board retains the authority to review the determination and to adopt or reject the recommended decision. (Education Code 45113)

If the matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. In such cases, the ruling of the administrative law judge shall be binding on the district and the employee. (Education Code 45113)

Legal Reference: (see next page)

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

Legal Reference:

EDUCATION CODE

35161 *Delegation of powers and duties*
44009 *Conviction of specified crimes*
44010 *Sex offense*
44011 *"Controlled substance offense" defined*
44031 *Personnel file*
44940 *Leave of absence; employee charged with mandatory or optional leave of absence offense*
44940.5 *Compulsory leave of absence; procedures; extension; compensation; bond or security*
44990-44994 *Testimony of minor witnesses at dismissal or suspension hearings*
45101 *Definitions (including "disciplinary action," "cause")*
45109 *Fixing of duties*
45113 *Rules and regulations for classified service in districts not incorporating the merit system*
45123 *Employment after conviction of sex or narcotics offense*
45124 *Dismissal of sexual psychopath*
45202 *Transfer of accumulated sick leave and other benefits following dismissal*
45240-45320 *Merit system, classified employees*

CODE OF CIVIL PROCEDURE

1286.2 *Grounds for vacating decision of arbitrator*

GOVERNMENT CODE

11500-11529 *Administrative adjudication*
12900-12996 *Fair Employment and Housing Act*
54957 *Brown Act open meeting laws; closed session*

HEALTH AND SAFETY CODE

11054 *Schedule I; substances included*
11055 *Schedule II, substances included*
11056 *Schedule III, substances included*
11357-11361 *Marijuana*
11363 *Peyote*
11364 *Opium*
11370.1 *Possession of controlled substances with a firearm*

PENAL CODE

187 *Murder*
667.5 *Sex offenders*
830.32 *Peace officers employed by district*
1192.7 *Violent or serious felony*
11165.2-11165.6 *Child abuse or neglect, definitions*

VEHICLE CODE

1808.8 *School bus drivers; dismissal for safety-related cause*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

COURT DECISIONS

California School Employees Association v. Bonita Unified School District (2008) No. B200141
California School Employees v. Livingston Union School District (2007) 149 Cal.App 4th 391
CSEA v. Foothill Community College District (1975) 52 Cal.App. 3rd 150, 155-156, 124 Cal. Rptr 830
Skelly v. State Personnel Board (1975) 15 Cal. 3d 194

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION

Causes for Disciplinary Action

A permanent classified employee may be subject to suspension, demotion, involuntary reassignment, or dismissal for one or more of the following causes:

1. Immoral conduct, including, but not limited to, egregious misconduct that is the basis for a sex offense as defined in Education Code 44010, a controlled substance offense as defined in Education Code 44011, or child abuse and neglect as described in Penal Code 11165.2-11165.6

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

(cf. 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

2. Conduct that constitutes a violent or serious felony as defined in Penal Code 667.5(c) or 1192.7(c)

3. Unlawful discrimination, including harassment, against any student or other employee

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

4. Violation of or refusal to obey state or federal law or regulation, Board policy, or district or school procedure

5. Falsification of any information supplied to the district, including, but not limited to, information supplied on application forms, employment records, or any other school district records

6. Unsatisfactory performance

7. Unprofessional conduct

8. Dishonesty

9. Neglect of duty or absence without leave

10. Insubordination

11. Use of alcohol or a controlled substance while on duty or in such close time proximity thereto as to affect the employee's performance

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

(cf. 4020 - Drug and Alcohol-Free Workplace)
(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)
(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)
(cf. 4159/4259/4359 - Employee Assistance Program)

12. Destruction or misuse of district property

(cf. 4040 - Employee Use of Technology)

13. Failure to fulfill any ongoing condition of employment including, but not limited to, maintenance of any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position

(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4212 - Appointment and Conditions of Employment)

14. A physical or mental condition which precludes the employee from the proper performance of duties and responsibilities as determined by competent medical authority, except as otherwise provided by a contract or by law

(cf. 4030 - Nondiscrimination in Employment)
(cf. 4032 - Reasonable Accommodation)

15. Retaliation against any person who, in good faith, reports, discloses, divulges, or otherwise brings to the attention of any appropriate authority any information relative to an actual or suspected violation of state or federal law occurring on or directly related to the job

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

16. Violation of Education Code 45303 or Government Code 1028 (advocacy of communism)

17. Any other misconduct which is of such nature that it causes discredit or injury to the district or the employee's position

An employee shall not be suspended, disciplined, reassigned, transferred, dismissed, or otherwise retaliated against solely for acting to protect a student, or for refusing to infringe on a student's protected conduct, when that student is exercising free speech or press rights pursuant to Education Code 48907 or 48950. (Education Code 48907, 48950)

(cf. 5145.2 - Freedom of Speech/Expression)

No disciplinary action shall be taken for any cause which arose before the employee became permanent, nor for any cause which arose more than two years before the date of the filing of

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

the notice of cause unless this cause was concealed or not disclosed by the employee when it could be reasonably assumed that the employee would have disclosed the facts to the district. (Education Code 45113)

(cf. 4216 - Probationary/Permanent Status)

Initiation and Notification of Charges

The Superintendent or designee shall provide notice to the employee of a recommendation for discipline, which includes the charges and materials upon which the recommendation is based. The notification shall identify an impartial district official ("Skelly officer") with whom the employee may meet at a specified time and place or to whom the employee may provide a written response to the recommendation of discipline. After meeting with the employee or considering any response from the employee, the Skelly officer shall recommend to the Superintendent or designee whether to proceed with the recommendation for discipline.

The Superintendent or designee shall file any final recommendation for a disciplinary action in writing with the Governing Board. A copy of the recommendation shall be served upon the employee either personally or by registered or certified mail, return receipt requested, at the employee's last known address.

The notice shall, in ordinary and concise language, inform the employee of the specific charge(s) or cause(s) for the disciplinary action, the specific acts and omissions upon which the action is based, and, if applicable, the district rule or regulation that the employee has allegedly violated. In addition, the notice shall include the employee's right to a hearing on those charges, the time within which the hearing may be requested which shall be not less than five days after service of the notice to the employee, and a card or paper which the employee may sign and file to deny the charges and request a hearing. (Education Code 45113, 45116)

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

Request for Board Hearing

Within the time specified in the notice of the recommendation of disciplinary action, the employee may request a hearing on the charges by signing and filing the card or paper included with the notice. (Education Code 45113)

Any other written document signed and appropriately filed within the specified time limit by the employee shall constitute a sufficient notice of the request for a hearing. The request shall be delivered to the office of the Superintendent or designee during normal work hours

DISMISSAL/SUSPENSION/DISCIPLINARY ACTION (continued)

of that office. If mailed to the office of the Superintendent or designee, it must be received or postmarked no later than the time limit specified by the district. In cases where an order of suspension without pay has been issued in conjunction with a recommendation of dismissal, any request for a hearing on the dismissal shall also constitute a request to hear the suspension order, and the necessity of the suspension order shall be an issue in the hearing.

Employment Status Pending a Hearing

A classified employee against whom a recommendation of disciplinary action has been issued shall remain on active duty status pending any hearing on the charges, unless the Superintendent or designee determines that the employee's continuance in active duty would present an unreasonable risk of harm to students, staff, or property. The Superintendent or designee may, in writing, order the employee immediately suspended from duty without pay and shall state the reasons that the suspension is deemed necessary. The suspension order shall be served upon the employee either personally or by registered or certified mail, return receipt requested, immediately after issuance.

Compulsory Leave of Absence

Upon being informed by law enforcement that a classified employee has been charged with a "mandatory leave of absence offense," the Superintendent or designee shall immediately place the employee on a leave of absence. A mandatory leave of absence offense includes:

1. Any sex offense as defined in Education Code 44010
2. Violation or attempted violation of Penal Code 187 (murder or attempted murder)
3. Any offense involving the unlawful sale, use, or exchange to minors of controlled substances as listed in Health and Safety Code 11054, 11055, and 11056

The Superintendent or designee may place on an immediate compulsory leave of absence a classified employee who is charged with an "optional leave of absence offense," defined as a controlled substance offense specified in Education Code 44011 and Health and Safety Code 11357-11361, 11363, 11364, and 11370.1 except as it relates to marijuana, mescaline, peyote, or tetrahydrocannabinols.

An employee's compulsory leave for a mandatory or optional leave of absence offense may extend for not more than 10 days after the entry of judgment in the criminal proceedings. However, the compulsory leave may be extended if the Board gives notice, within 10 days after the entry of judgment in the proceedings, that the employee will be dismissed within 30 days from the date of service of the notice unless the employee demands a hearing on the dismissal.

CONDUCT

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

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5131.1 - Bus Conduct)

(cf. 5137 - Positive School Climate)

(cf. 6145.2 - Athletic Competition)

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

Prohibited student conduct includes, but is not limited to:

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

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5142 - Safety)

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

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

3. Conduct that disrupts the orderly classroom or school environment

(cf. 5131.4 - Student Disturbances)

4. Willful defiance of staff's authority

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

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 5131.5 - Vandalism and Graffiti)

CONDUCT (continued)

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

(cf. 5145.2 - Freedom of Speech/Expression)

7. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited substances

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.62 - Tobacco)

(cf. 5131.63 - Steroids)

8. Possession or use of a laser pointer, unless for a valid instructional or other school-related purpose with prior permission of the principal or designee (Penal Code 417.27)

9. Use of a cell phone, smart watch, pager, or other mobile communication device during instructional time or in an unauthorized manner in violation of district policy

(cf. 5131.8 - Mobile Communication Devices)

(cf. 6163.4 - Student Use of Technology)

10. Plagiarism or dishonesty on school work or tests

(cf. 5131.9 - Academic Honesty)

(cf. 6162.54 - Test Integrity/Test Preparation)

(cf. 6162.6 - Use of Copyrighted Materials)

11. Wearing of any attire that violates district or school dress codes, including gang-related apparel

(cf. 5132 - Dress and Grooming)

(cf. 5136 - Gangs)

12. Tardiness or unexcused absence from school

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5113.11 - Attendance Supervision)

(cf. 5113.12 - District School Attendance Review Board)

13. Failure to remain on school premises in accordance with school rules

(cf. 5112.5 - Open/Closed Campus)

CONDUCT (continued)

Employees are expected to enforce standards of conduct and, when they observe or receive a report of a violation of these standards, to appropriately intervene or seek assistance. As necessary, the employee shall refer the matter to a supervisor or the principal or designee.

When a school employee suspects that a search of a student or a student's belongings will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12 - Search and Seizure.

(cf. 5145.12 - Search and Seizure)

When a student uses any prohibited device, or uses a permitted device in an unauthorized manner, a district employee may confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, referral to a student success team or counseling services, or denial of participation in extracurricular or cocurricular activities or other privileges in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

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

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

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

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

(cf. 6020 - Parent Involvement)

(cf. 6145 - Extracurricular and Cocurricular Activities)

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

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

(cf. 6184 - Continuation Education)

(cf. 6185 - Community Day School)

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

Legal Reference: (see next page)

CONDUCT (continued)

Legal Reference:

EDUCATION CODE

200-262.4 *Prohibition of discrimination*

32280-32289 *Comprehensive safety plan*

35181 *Governing board authority to set policy on responsibilities of students*

35291-35291.5 *Rules*

44807 *Duty concerning conduct of students*

48900-48925 *Suspension and expulsion*

51512 *Prohibition against electronic listening or recording device in classroom without permission*

CIVIL CODE

1714.1 *Liability of parents and guardians for willful misconduct of minor*

PENAL CODE

288.2 *Harmful matter with intent to seduce*

313 *Harmful matter*

417.25-417.27 *Laser scope or laser pointer*

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

653.2 *Electronic communication devices, threats to safety*

VEHICLE CODE

23123-23124 *Prohibitions against use of electronic devices while driving*

CODE OF REGULATIONS, TITLE 5

300-307 *Duties of students*

UNITED STATES CODE, TITLE 42

20 USC 1681-1688 *Title IX, 1972 Education Act Amendments*

COURT DECISIONS

J.C. v. Beverly Hills Unified School District (2010) 711 F.Supp.2d 1094

LaVine v. Blaine School District (2001, 9th Cir.) 257 F.3d 981

Emmett v. Kent School District No. 415 (2000) 92 F.Supp. 1088

Bethel School District No. 403 v. Fraser (1986) 478 U.S. 675

New Jersey v. T.L.O. (1985) 469 U.S. 325

Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503

Management Resources:

CSBA PUBLICATIONS

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

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

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Bullying at School, 2003

WEB SITES

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

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

Center for Safe and Responsible Internet Use: <https://www.ewa.org/organization/center-safe-and-responsible-internet-use>

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

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

DRESS AND GROOMING

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to wear clothing that is suitable for the school activities in which they participate. Students shall not wear clothing that presents a health or safety hazard or causes a substantial disruption to the educational program.

(cf. 4119.22/4219.22/4319.22 - Dress and Grooming)

District and school rules pertaining to student attire shall be included in student handbooks, may be posted in school offices and classrooms, and may be periodically reviewed with all students as necessary.

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

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

In addition, the dress code shall not discriminate against students based on hair texture and protective hairstyles, including, but not limited to, braids, locks, and twists. (Education Code 212.1)

The principal or designee is authorized to enforce this policy and shall inform any student who does not reasonably conform to the dress code. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0415 - Equity)
(cf. 5145.2 - Freedom of Speech/Expression)

School administrators, teachers, and other staff shall be notified of appropriate and equitable enforcement of the dress code.

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

When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

(cf. 5144 - Discipline)

DRESS AND GROOMING (continued)

Gang-Related Apparel

The principal, staff, and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a proposed dress code shall be presented to the Board, which shall approve the plan upon determining that it is necessary to protect the health and safety of the school environment. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5136 - Gangs)

When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

Uniforms

The Board may approve a school-initiated dress code requiring students at the school to wear a school uniform whenever the Board determines that such a dress code will promote student achievement, a positive school climate, and/or student safety.

The Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against, or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Education Code 35183)

Legal Reference: (see next page)

DRESS AND GROOMING (continued)

Legal Reference:

EDUCATION CODE

212.1 Nondiscrimination based on race or ethnicity

220 Nondiscrimination

32281 School safety plans

35183 School dress codes; uniforms

35183.5 Sun-protective clothing

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

COURT DECISIONS

Jacobs v. Clark County School District (2008) 26 F. 3d 419

Harper v. Poway Unified School District (2006) 445 App. 3d 166

Marvin H. Jeglin et al v. San Jacinto Unified School District et al (C.D. Cal. 1993)

827 F.Supp. 1459

Arcadia Unified School District v. California Department of Education (1992) 2 Cal. 4th 251

Hazelwood School District v. Kuhlmeier (1988) 108 S. Ct. 562

Hartzell v. Connell (1984) 35 Cal. 3d 899

Tinker v. Des Moines Independent Community School District (1969) 393 U.S. 503

TUBERCULOSIS TESTING

Any student who is reasonably suspected of having active tuberculosis shall be excluded from attendance at a district school until the student provides evidence of a certificate showing that the student is free of communicable tuberculosis. (Health and Safety Code 121485, 121495, 121505)

(cf. 5112.2 - Exclusions from Attendance)

Students shall be screened or tested for tuberculosis under the following circumstances:

1. When required by the local health department as part of the comprehensive health screening required for school entry, parents/guardians shall, within 90 days after their child's entry into first grade, provide certification evidencing that their child has been screened for risk of tuberculosis within the preceding 18 months. Such certification shall be on a form approved by the California Department of Health Care Services. (Health and Safety Code 124040, 124085, 124105)

In lieu of the certificate, parents/guardians may submit a signed waiver indicating that they do not want or are unable to obtain the health screening and evaluation services for their child and, if applicable, the reasons that they are unable to obtain the services. (Health and Safety Code 124085)

(cf. 5141.32 - Health Screening for School Entry)

2. Whenever ordered by the local health officer for the preservation and protection of public health, students seeking admission for the first time to a district school at any grade level shall submit to tuberculosis testing. Students who are subject to the health officer's order shall be admitted to school as follows:
 - a. The Superintendent or designee shall unconditionally admit any student who, prior to admission, submits a certificate signed by any public or private medical provider indicating that the student has completed an approved tuberculosis examination and is free from active tuberculosis. (Health and Safety Code 121485, 121490, 121500; 22 CCR 41305, 41311, 41313)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

The Superintendent or designee shall exempt a student from the requirement to submit a certificate if the student's parent/guardian, or the student if an emancipated minor, provides an affidavit stating that the required examination is contrary to one's personal beliefs. If there is probable cause to believe that

TUBERCULOSIS TESTING (continued)

such a student has active tuberculosis, the student may be excluded from school until the Superintendent or designee is satisfied that the student is not afflicted. (Health and Safety Code 121505)

- b. A student who has not submitted the certificate or personal beliefs affidavit may be admitted on condition that the student receives an approved tuberculin skin test within 10 school days after admission. A student who has had a positive skin test and has not subsequently obtained a chest x-ray may be admitted on condition that the student receives a chest x-ray within 20 school days after admission. Any student who fails to provide the certificate within those time periods shall be prohibited from further attendance until the certificate is provided. (Health and Safety Code 121495; 22 CCR 41315, 41327)
 - c. Whenever the local health officer so orders, a student may be required to complete an additional examination and provide another certificate indicating that the student is free of communicable tuberculosis. (Health and Safety Code 121485)
 - d. At the discretion of the local health officer, the district may admit a student without a certificate if the student is undergoing or has already undergone preventive treatment for tuberculosis infection or treatment for tuberculosis disease. (22 CCR 41319)
3. Whenever the Superintendent or designee suspects that a student who has not been examined for tuberculosis either has the disease or has been exposed, the Superintendent or designee shall immediately report by telephone to the local health officer. When required by the local health officer, the district shall exclude the student from school until the student is certified to be free of communicable tuberculosis. (22 CCR 41329)

The Superintendent or designee shall maintain a record of any student's tuberculosis examination as part of the student's mandatory permanent student record. (22 CCR 41323)

(cf. 5125 - Student Records)

The Superintendent or designee shall annually file a report with the local health department on the results of tuberculosis examinations for all new district students required to complete such examinations in accordance with item #2 above, including, but not necessarily limited to, the number of students unconditionally and conditionally admitted and the number of students exempted on the basis of their personal beliefs. (22 CCR 41325)

TUBERCULOSIS TESTING (continued)

Legal Reference:

EDUCATION CODE

48213 *Prior parent notification of exclusion; exemption*

49451 *Parent's refusal to consent to health examination*

HEALTH AND SAFETY CODE

120230 *Exclusion of persons from school when residence is in isolation or quarantine*

121365 *Duties of local health officer re: tuberculosis control*

121475-121520 *Tuberculosis tests for students*

124025-124110 *Child Health and Disability Prevention Program*

CODE OF REGULATIONS, TITLE 5

202 *Exclusion of students with contagious disease*

432 *Student records*

3030 *Eligibility for special education; tuberculosis that adversely affects educational performance*

CODE OF REGULATIONS, TITLE 22

41301-41329 *Tuberculosis tests for students*

Management Resources:

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES PUBLICATIONS

CHDP School Handbook: School Entry Health Examination Requirements, rev. January 2006

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

California Immunization Handbook: Pre-Kindergarten (Child-Care) and School Immunization Requirements, 10th Edition, July 2019

WEB SITES

American Lung Association: <http://www.lungusa.org>

California Department of Health Care Services: <https://www.dhcs.ca.gov>

California Department of Public Health, Tuberculosis Control:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/TBCB.aspx>

Centers for Disease Control and Prevention, Tuberculosis: <http://www.cdc.gov/tb>

Health Officers Association of California: <http://www.calhealthofficers.org>

Regulation
approved:

CSBA MANUAL MAINTENANCE SERVICE
October 2019

SAFETY

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3320 - Claims and Actions Against the District)
(cf. 3514 - Environmental Safety)
(cf. 3514.1 - Hazardous Substances)
(cf. 3514.2 - Integrated Pest Management)
(cf. 3515 - Campus Security)
(cf. 3515.21 - Unmanned Aircraft Systems (Drones))
(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3530 - Risk Management/Insurance)
(cf. 3542 - School Bus Drivers)
(cf. 3543 - Transportation Safety and Emergencies)
(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 5131 - Conduct)
(cf. 5131.1 - Bus Conduct)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.22 - Infectious Diseases)
(cf. 5142.1 - Identification and Reporting of Missing Children)
(cf. 5143 - Insurance)
(cf. 6145.2 - Athletic Competition)
(cf. 6163.2 - Animals at School)
(cf. 7111 - Evaluating Existing Buildings)

School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

(cf. 5141.7 - Sun Safety)
(cf. 6142.8 - Comprehensive Health Education)

SAFETY (continued)

Student Identification Cards and Safety Information

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5, 217)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number

(cf. 5141.52 - Suicide Prevention)

2. The National Domestic Violence Hotline

(cf. 5141.4 - Child Abuse Prevention and Reporting)

BP 5142(c)

SAFETY

Legal Reference:

EDUCATION CODE

8482-8484.65 *After School Education and Safety Program*

17280-17317 *Building approvals (Field Act)*

17365-17374 *Fitness of school facilities for occupancy*

32001 *Fire alarms and drills*

32020 *School gates; entrances for emergency vehicles*

32030-32034 *Eye safety*

32040 *First aid equipment*

32225-32226 *Two-way communication devices in classrooms*

32240-32245 *Lead-free schools*

32250-32254 *CDE school safety and security resources unit*

32280-32289 *Safety plans*

44807 *Duty of teachers concerning conduct of students*

44808 *Exemption from liability when students are not on school property*

44808.5 *Permission for students to leave school grounds; notice (high school)*

45450-45451 *Crossing guards*

48900 *Hazing*

49300-49307 *School safety patrol*

49330-49335 *Injurious objects*

49341 *Hazardous materials in school science laboratories*

51202 *Instruction in personal and public health and safety*

GOVERNMENT CODE

810-996.6 *California Tort Claims Act*

HEALTH AND SAFETY CODE

115725-115735 *Playground safety*

115775-115800 *Wooden playground equipment*

116046 *Issuance of best practices guidelines for K-12 pool safety*

PENAL CODE

245.6 *Hazing*

PUBLIC RESOURCES CODE

5411 *Purchase of equipment usable by persons with disabilities*

VEHICLE CODE

21100 *Rules and regulations; crossing guards*

21201 *Rules for operation of bicycle on roadway*

21212 Use of helmets
42200 Fines and forfeitures, disposition by cities
42201 Fines and forfeitures, disposition by counties

BP 5142(d)

SAFETY (continued)

Legal Reference: (continued)

CODE OF REGULATIONS, TITLE 5

202 Exclusion of students with a contagious disease
570-576 School safety patrols
5531 Supervision of social activities
5552 Playground supervision
5570 When school shall be open and teachers present
14030 Standards for development of plans for the design and construction of school facilities
14103 Bus driver; authority over pupils

COURT DECISIONS

J.H. v. Los Angeles Unified School District, (2010) 183 Cal.App.4th 123
Lane v. City of Sacramento, (2010) 183 Cal. App. 4th. 1337
Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138
Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990
Knight v. Jewett, (1992) 3 Cal.4th 296, 313
Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508
Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

Management Resources:

AMERICAN SOCIETY FOR TESTING AND MATERIALS

F 1487-05, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, 2017

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Safety Handbook for California Public Schools, 2014

U.S. CONSUMER PRODUCT SAFETY COMMISSION PUBLICATIONS

Public Playground Safety Handbook, 2010

WEB SITES

American Society for Testing and Materials: <http://www.astm.org>
California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/ls/ss>
California Department of Public Health: <http://www.cdph.ca.gov>
Centers for Disease Control and Prevention: <http://www.cdc.gov>
Environmental Protection Agency: <http://www.epa.gov>
U.S. Consumer Product Safety Commission: <http://www.cpsc.gov>
U.S. Department of Education, Safe Schools: <http://www.ed.gov/about/offices/list/osers/osep/gtss.html>

Regulation
approved:

CSBA MANUAL MAINTENANCE SERVICE
October 2019

ARCHITECTURAL AND ENGINEERING SERVICES

The Governing Board desires to provide school facilities that support the educational program and meet all applicable safety and design standards. When required by law, the Board shall employ or contract with a licensed and certified architect and/or structural engineer to design and supervise the construction of district schools and other facilities.

(cf. 7110 - Facilities Master Plan)

The architect and/or structural engineer shall be responsible for preparing all construction plans, specifications, and estimates and for the observation of the work of construction. (Education Code 17302)

To ensure compliance with state design and safety standards, preliminary and final plans for any state-funded school facility project, including Board-approved educational specifications for school design when necessary, shall be submitted to the California Department of Education and the Department of General Services, Division of the State Architect. (Education Code 17267; 5 CCR 14030-14032)

The Superintendent or designee shall devise a competitive process for the selection of architects, structural engineers, and other design professionals that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, the Superintendent or designee shall recommend architectural and engineering firms to the Board for approval. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

(cf. 3311 - Bids)

(cf. 3311.3 - Design-Build Contracts)

Legal Reference: (see next page)

ARCHITECTURAL AND ENGINEERING SERVICES (continued)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 *Leroy F. Greene School Facilities Act, especially:*

17070.50 *Conditions for apportionment*

17250.10-17250.55 *Design-build contracts*

17251 *School construction; duties of the California Department of Education*

17262-17268 *School construction plans*

17280-17316 *Approvals, especially:*

17302 *Persons qualified to prepare plans, specifications and estimates and supervise construction*

17316 *Contract provision regarding school district property*

17371 *Limitation on liability of governing board*

BUSINESS AND PROFESSIONS CODE

5500-5502 *Architecture*

5550-5558 *Architects, licensure*

6700-6706.3 *Engineers*

6750-6766 *Engineers, licensure*

GOVERNMENT CODE

4525-4529.5 *Contracts with private architects, engineering, land surveying, and construction project management firms*

14837 *Definition of small business*

87100 *Public officials; financial interest*

PUBLIC CONTRACT CODE

20111 *School district contracts*

CODE OF REGULATIONS, TITLE 5

14001 *Minimum standards for school facilities*

14030-14036 *Standards, planning, and approval of school facilities*

CODE OF REGULATIONS, TITLE 24

101 *et seq. California Building Standards Code*

CALIFORNIA CONSTITUTION

Article 22 *Architectural and engineering services*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Plan Submission Requirements for Modernization Projects, Form SFPD 4.08

Plan Submission Requirements for New Construction, Form SFPD 4.07

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

School Facility Program Handbook, January 2019

WEB SITES

American Institute of Architects California Council: <https://aiacalifornia.org>

California Department of Education, Facilities: <http://www.cde.ca.gov/lc/fa>

Department of General Services, Division of the State Architect: <https://www.dgs.ca.gov/DSA>

Department of General Services, Office of Public School Construction: <https://www.dgs.ca.gov/OPSC>

ARCHITECTURAL AND ENGINEERING SERVICES

Contractors for any architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be selected, at fair and reasonable prices, on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required. (Government Code 4526)

The Superintendent or designee shall ensure that the selection process for projects receiving state funding: (Government Code 4526)

1. Assures maximum participation by small business firms as defined pursuant to Government Code 14837
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration
3. Prohibits district employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100

(cf. 9270 - Conflict of Interest)

The selection process may also include: (Government Code 4527)

1. Evaluation of current statements of qualifications and performance data on file with the district and evaluation of statements that may be submitted by other firms regarding the proposed project
2. Discussion with at least three firms regarding anticipated concepts and the relative utility of alternative approaches for furnishing the required services
3. Selection, in order of preference, of at least three firms deemed to be the most highly qualified to provide the required services in accordance with established district criteria

The district shall negotiate a contract with the best qualified firm at compensation determined by the district to be fair and reasonable. If the district is unable to negotiate a contract with the most qualified firm, the district shall negotiate a contract with the second most qualified firm and, if unsuccessful, with the third most qualified firm. If the district is unable to negotiate a satisfactory contract with any of the selected firms, the district shall select additional firms in order of their competence and qualification and continue negotiations until an agreement is reached. (Government Code 4528)

The above procedures shall not apply if the Superintendent or designee determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest. (Government Code 4529)

ARCHITECTURAL AND ENGINEERING SERVICES (continued)

(cf. 3311 - Bids)

Contracts shall specify that all plans, including, but not limited to, record drawings, specifications, and estimates prepared by the architect or structural engineer shall become the property of the district. The contract shall also specify terms and conditions for reuse within the district of any plans prepared by the architect or structural engineer. (Education Code 17316)

A contract may be awarded to a single entity for both design and construction of any school facility in excess of \$1,000,000 in accordance with AR 3311.3 - Design-Build Contracts. (Education Code 17250.20)

(cf. 3311.3 - Design-Build Contracts)

MEETING CONDUCT

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

(cf. 9320 - Meetings and Notices)

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

(cf. 9323.2 - Actions by the Board)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

(cf. 9270 - Conflict of Interest)

MEETING CONDUCT (continued)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

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

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5; Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

MEETING CONDUCT (continued)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 15 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
 - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
 - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
 - c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board.

MEETING CONDUCT (continued)

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement as necessary.

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

(cf. 9324 - Board Minutes and Recordings)

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference: (see next page)

MEETING CONDUCT (continued)

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

- 527.8 Workplace Violence Safety Act

GOVERNMENT CODE

- 54953.3 Prohibition against conditions for attending a board meeting
- 54953.5 Audio or video recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 403 Disruption of assembly or meeting

COURT DECISIONS

- City of San Jose v. Garbett (2010) 190 Cal.App.4th 526
- Norse v. City of Santa Cruz (9th Cir. 2010) 629 F3d 966
- McMahon v. Albany Unified School District (2002) 104 Cal.App.4th 1275
- Rubin v. City of Burbank (2002) 101 Cal.App.4th 1194
- Baca v. Moreno Valley Unified School District (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 90 Ops.Cal.Atty.Gen. 47 (2007)
- 76 Ops.Cal.Atty.Gen. 281 (1993)
- 66 Ops.Cal.Atty.Gen. 336 (1983)
- 63 Ops.Cal.Atty.Gen. 215 (1980)
- 61 Ops.Cal.Atty.Gen. 243, 253 (1978)
- 59 Ops.Cal.Atty.Gen. 532 (1976)
- 55 Ops.Cal.Atty.Gen. 26 (1972)

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 Local Legislative Bodies, 2003

WEB SITES

- CSBA: <http://www.csba.org>
- California Attorney General's Office: <https://oag.ca.gov>

Bylaw
adopted:

CSBA MANUAL MAINTENANCE SERVICE
October 2019

5. ADMINISTRATIVE: Action items:

5.2 Agreement with TCOE for Internship Partnership

For TCOE Office Use	
Vendor #	_____
Req. #	_____
PO #	_____
Supt receiving funds	

AGENCY AGREEMENT

This Agency Agreement (“Agreement”) is entered into between the **Tulare County Superintendent of Schools**, (hereinafter, “Superintendent” or “Program Sponsor”) and the **Tipton Elementary School District** (hereinafter, “District” or “Employing Agency”) (collectively, “Parties”).

RECITALS

- A. WHEREAS, teacher intern programs are a partnership between the California Commission on Teacher Credentialing (CTC), approved Program Sponsor and the California Employing Agency that elects to employ an individual on the basis of an intern credential;
- B. WHEREAS, Superintendent is a CTC-approved Program Sponsor and District is an Employing Agency that elects to employ individuals on the basis of an intern credential;
- C. WHEREAS, District acknowledges that there is a shortage of teachers and that current certificated employees will not be displaced when hiring interns, and interns meet the *Every Student Succeeds Act* (ESSA) regulations and definitions, and the interns will be placed in a classroom to teach a subject area compliant with their district intern credentials;
- D. WHEREAS all parties are aware that intern credentials are limited to an EL authorization that satisfies requirements for Specially Designed Academic Instruction Delivered in English (SDAIE) and do not satisfy requirements to teach ELD in a departmentalized setting;
- E. WHEREAS, the supervision and support of interns is the responsibility of both the Program Sponsor and the District;
- F. WHEREAS, Superintendent and District agree to partner together to provide the IMPACT Intern Program for eligible teachers working in the District;
- G. WHEREAS Intern programs are the result of a partnership between the institution who prepare teachers (Program Sponsor) and the employer. Pursuant to Section 80033 of Title 5 of the California Code of Regulations (C.C.R.), every approved intern program must have a signed agreement between the District and the Program Sponsor detailing the support and supervision that will be provided to interns. CCTC states that the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The combination of employer-provided support and mentoring, and program supervision provided to the intern, should be a minimum of 2-4 hours per week. (CCTC, PSC 3C-22)

ACCORDINGLY, IT IS HEREBY AGREED between the parties hereto as follows:

1. **TERM:** This TWO-YEAR agreement shall become effective as of January 1, 2020 and shall expire December 31, 2021.
2. **RESPONSIBILITIES OF THE PARTIES:**
 - a. District shall have the responsibilities as set forth in Exhibit A;
 - b. Superintendent shall have the responsibilities as set forth in Exhibit B.
2. **COST OF SERVICES:** In consideration of the Agreement, District shall pay Superintendent according to the fee structure outlined in Exhibit A, Paragraph 11.
 - a. Please see attached Exhibit A, Paragraph 11.
3. **SCHEDULE OF PAYMENTS:**
 - a. Superintendent shall invoice the District according to the schedule outlined in Exhibit A, Paragraph 11.
4. **INDEMNIFICATION:** Superintendent and District shall hold each other harmless, defend and indemnify their respective agents, officers, and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of Superintendent or District or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of the Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 *et seq.* (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of the Agreement as to any acts or omissions occurring under this Agreement or any extension of the Agreement.
5. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

The Parties, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

DISTRICT

Stacey Bettencourt
Superintendent
Tipton Elementary School District
370 North Evans Rd.
Tipton, CA 93272

By: Stacey Bettencourt

Date: 12/16/19

SUPERINTENDENT

Tim A. Hire
Superintendent of Schools
Tulare County Office of Education
P.O. Box 5091
Visalia, CA 93278-5091

By: _____

Date: _____

TCOE Program Information:

Contact Person: Mary Dolan, 559.302.3640

Budget Number: 010-90228-0-000000-210000-58000-000-00-0000

Please return an original signed copy to:

Tulare County Office of Education

ATTN: NTLD

P.O. Box 5091

Visalia, CA 93278-5091

SCOPE OF SERVICES

RESPONSIBILITIES OF DISTRICT OR EMPLOYING AGENCY:

- 1) The Employing Agency will assign a representative (e.g. Assistant Superintendent or site Principal) to act as a contact person with the TCOE IMPACT District Intern Program.
- 2) At the time of hiring an intern teacher, the Employing Agency will identify a mentor teacher and allocate additional personnel if needed to provide on-site support for the intern.
 - a) The mentor teacher and additional personnel working with the intern shall possess a Clear or Life Credential in the same areas as the intern, have a minimum of three years of successful teacher experience, and have an English Language Authorization.
 - b) The Employing Agency shall determine the terms of employment for the mentor teacher and additional personnel. It is at the discretion of the Employing Agency to determine if the mentor teacher and additional personnel receive compensation, and, if so, compensation is the responsibility of the Employing Agency.
 - c) To meet the CTC and 5 CCR § 80033 requirement of 144 hours of required support and supervision per year, the District will ensure that the intern receives a minimum of 70-80 hours of support (approximately 2-3 hours per week) with the mentor teacher and additional personnel (if appropriate) per year. Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching in the classroom, and problem-solving regarding student issues. The intern and on-site mentor will be responsible for documenting hours of support provided by the Employing Agency.
 - d) For those interns who do not already have an English Language Authorization from a current California credential or passing score on the California Teacher of English Learners ("CTEL") exam, the Employing Agency will ensure that the intern receives an additional 25 hours of the required 45 hours per year related to working with English Learners. (For additional ideas for support, see CTC Professional Services Committee ["PSA"] 13-06 Appendix B.)
 - e) The mentor teacher and additional personnel should be immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for English Learners, including assessing language needs and

progress, and supporting making content instruction accessible for English Learners, e.g. through in-classroom modeling and coaching as needed.

- f) The Employing Agency will ensure there is protected time for the mentor and additional personnel to work with the intern within the school day and school week.
 - g) The onsite mentor will receive a minimum of 10 hours of training per CTC requirement from the Program Sponsor, part of which may be provided by the Employing Agency.
- 3) The Employing Agency will provide access to the intern's site administrator or evaluator for consultation with IMPACT Program personnel.
 - 4) The Employing Agency will advise site administrators regarding inappropriate assignment of interns to extremely challenging / complex teaching assignments
 - 5) The Employing Agency will advise site administrators that IMPACT intern candidates require a timely departure from school campus on the days that they are attending IMPACT classes.
 - 6) The Employing Agency will minimize extra duty assignments for IMPACT intern candidates.
 - 7) The Employing Agency will provide internet access to visiting IMPACT program personnel.
 - 8) The Employing Agency will support and assist the intern with meeting the video-recording requirement for CalTPA Cycle 1 and Cycle 2, including permission slips.
 - 9) If appropriate, the Employing Agency will assist the TCOE IMPACT District Intern Program Accounts Manager to establish monthly payroll deduction for the intern, or encourage hired interns to make other payment arrangements to make sure their program tuition stays current.
 - 10) The Employing Agency will provide evaluation data as requested by the CTC and the TCOE IMPACT District Intern Program, including survey completion, demographic and/or retention information.
 - 11) The Employing Agency will release TCOE Impact District Program intern teachers to participate in 2 half-days of professional development observations as part of in-kind match.
 - 12) The Employing Agency will apply all IMPACT units earned for the advancement of the candidate on the district salary when the preliminary credential is granted as per ED CODE 44327.
 - 13) If necessary, if the intern's site is located outside the local area of TCOE (e.g. more than 45 minutes away), the Employing Agency may be asked to assist in identifying a Practicum Supervisor for the intern.

14) The following fee structure for participating in the program applies: The cost will be \$1,000 per intern per year (regardless of the IMPACT intern’s start date). The Employing Agency will be billed in March for the interns who are in the program at that time. Please contact the NTLD office if the billing cycle needs to be adjusted. (Due to local control funding formula, the TCOE IMPACT District Intern Program no longer receives state funding to support intern programs. Funding has been redirected towards local control funds. Districts can use funds from Title II, Educator Effectiveness for this fee. Additionally, districts can charge interns to support supervision of new teachers as per California ED CODE 44462).

FEE SCHEDULE

	Invoice Date
The cost will be \$1,000.00 per intern per year (regardless of the intern teacher’s start date) for 2018-2019 school year	March 2020 *payment terms are net 30 days from the date of receipt of invoice
The cost will be \$1,000.00 per intern per year (regardless of the intern teacher’s start date) for 2019-2020 school year	March 2021 *payment terms are net 30 days from the date of receipt of invoice
<i>Not to exceed \$1,000.00 per intern, per year for a total cost of \$2,000.00 per intern for the two- year program.</i>	<i>Total Cost</i>

SCOPE OF SERVICES

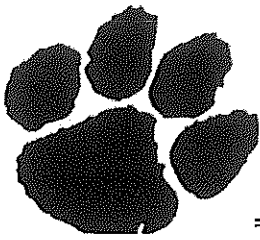
RESPONSIBILITIES OF PROGRAM SPONSOR PROVIDED BY TULARE COUNTY SUPERINTENDENT OF SCHOOLS:

- 1) The Program Sponsor will provide administration, management, and coordination of the TCOE IMPACT District Intern Program as approved by CCTC.
- 2) The Program Sponsor shall provide training to administrators to acquaint them with TCOE IMPACT District Intern Program goals, requirements for participants, and administrator responsibilities.
- 3) The Program Sponsor shall identify a Practicum Supervisor and allocate additional personnel if needed to provide on-site support for the intern.
 - a) The Practicum Supervisor and additional personnel working with the intern shall possess a Clear or Life Credential in the same area as the intern, have a minimum of three years of successful teaching experience, and have an English Language Authorization.
 - b) The Program Sponsor shall provide appropriate orientation and training for the Practicum Supervisor and additional personnel, including, but not limited to, characteristics of coaching, time and frequent of visitations, and process for documenting observations and evaluation of the intern.
 - c) The Program Sponsor will ensure that the intern receives a minimum of 70-80 hours of support from the Practicum Supervisor (approx. 18 visits year one and 12 visits year two). Support may include, but is not limited to, weekly course planning of curriculum and assessments, coaching within the classroom, and problem-solving regarding student issues. The intern and Practicum Supervisor will be responsible for documenting hours received from the Program Sponsor, e.g., administrators, instructors, and additional personnel.
 - d) For those interns who do not already have English Language Authorization from a California credential or passing score on the CTEL exam, the Program Sponsor will ensure that the intern receives an additional 20 hours of in-classroom coaching specific to the needs of English Learners from the Practicum Supervisor and additional personnel.
- 4) The Program Sponsor will maintain records of the TCOE IMPACT interns, provide advisement, and feedback to the participants as to their progress.
- 5) Onsite mentors will receive a minimum of 10 hours of training from the Program Sponsor (and possibly the Employing Agency) per CTC requirement.

- 6) The Program Sponsor will be responsible for establishing effective and on-going communication with Employing Agency and TCOE IMPACT District Intern personnel (e.g. Practicum Supervisor, Evaluator, Intern Coordinator) as appropriate to ensure a successful teaching experience for the intern.
- 7) The Program Sponsor will ensure that the district human resources director and site administrator are informed about the requirement of staying in good academic and financial standing with the program in order to continue with employment.
- 8) The Program Sponsor will be responsible for providing the intern with procedures to document and monitor the CTC required hours of mentoring and support from the employer and the District Intern program.
- 9) The Program Sponsor will provide all CTC-required coursework for the preliminary credential.
- 10) The Program Sponsor will coordinate Leadership Team Forum meetings to provide an ongoing system of program development and evaluation that leads to substantive program improvements in teacher development associated with the CTC requirements.
- 11) The County Superintendent will submit the District Intern credential application and provide assistance and support with credentialing issues.

5. ADMINISTRATIVE: Action items:

5.3 Review and Report the Annual and Five Year Collected and Expended Developer Fees for the Fiscal Year ending June 30, 2018



TIPTON ELEMENTARY SCHOOL

Business Office

Tiger Pride!

Date: December 17, 2019

AGENDA TOPIC: Review and Approve the reporting of the Annual and Five Year Collected and Expended Developer Fees for the Fiscal year ending June 30, 2019.

SUBMITTED BY: Maryann Henry, Business Manager

INFORMATION/BACKGROUND:

Developer Fee transactions are accounted in a separate fund known as the Capital Facilities Fund (Fund 25). The governing board at its regularly scheduled meeting must review the annual accounting within 180 days after the end of each fiscal year, and at least 15 days after the accounting was made available to the public. Our accounting reports were available to the public on 12/02/2019 in the business office.

Government Code 66006 requires that an annual report of income and expenditures from developer fees and the beginning and ending fund balances in the Capital Facilities Fund (25), be made available to the public within 180 days, after the end of each fiscal year.

Government Code 66001 requires a five-year report following the first deposit into the Fund, and every five years thereafter. The District is required to make certain findings every five years regarding the activity in the Capital Facilities fund and more specifically the use of developer fees. This disclosure includes all developer fees collected, the interest earned on those fees, and all other local revenues deposited from 2014-15 through end of fiscal year 2018-19.

Tipton Elementary has combined both reports and will complete both the annual and five-year report on an annual basis. Information must include a description of the type of fees collected, beginning and ending balances of the fund, the amount of fees collected, interest earned, and identification of projects.

Board Members

Greg Rice
President

Iva Sousa
Clerk

John Cardoza
Trustee

Shelley Heeger
Trustee

Fernando Cunha
Trustee

**ANNUAL REPORT OF DEVELOPER FEES
AS REQUIRED BY GOVERNMENT CODE SECTIONS 66001 AND 66006**

School District Name: Tipton Elementary School District
Reporting Period: July 1, 2018 to June 30,2019
Date Report Made Available to the Public: December 2, 2019
Date Report Presented to the Board: December 17, 2019

DESCRIPTION OF THE TYPE AND AMOUNT OF THE FEE

This District has levied school facilities fees pursuant to various resolutions, the most recent of which is dated 5/1/2012. These resolutions were adopted under the authority of Government Code Section 65995 for the purpose of funding the construction or reconstruction of school facilities.

The purpose of the fees imposed and collected on new residential, commercial and industrial development within the District is to fund additional school facilities required to serve the students of the District generated by that new development. There is a proportional, reasonable relationship between the new development upon which the fees are charged and the need for additional school facilities by reason of the fact that additional students will be generated by additional development within the District and the District does not have student capacity in the existing school facilities to accomodate these new students. The School Facilities Needs Assessment and Fee Justification Study dated 3/12/2019 establishes this relationship.

The amount collected by this District is \$3.79 per square foot of assessable space of residential construction; and \$0.61 per square foot of covered and enclosed space of commercial/industrial construction; but subject to the District's determination that a particular project is exempt from all or part of these fees.

Pursuant to Education Code Section 17623 and an agreement with the District(s) sharing territory (Tulare Joint Union High School District), Tipton Elementary receives 66.7% of the maximum fees specified above.

ANNUAL

FUND 2500 DEVELOPER FEE 2018-19 ANNUAL DISCLOSURE REPORT

12/17/2019 Board Meeting

	2018-19
Beginning Fund Balance	\$ 4,530
 <u>REVENUE</u>	
Developer Fees Collected	\$ 14,827
Interest Earned	\$ 214
Other Local Revenue/Contrib	
TOTAL REVENUE	\$ 15,042
 <u>EXPENSES</u>	
Books and Supplies	
Service, Operating Expenses	
Profes'l Consulting Svcs Op Exp	13,380
Legal	-
Postage	
Architect Fees	
Surveys	
Building Costs	4,154
Debt Service	-
TOTAL EXPENSES	\$ 17,534
REVENUE <i>minus</i> EXPENSES	\$ (2,492)
 Ending Fund Balance	 \$ 2,038

Detailed General Ledger

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

Date	Reference	VendorNo	Description	DocumentNo	AccountNo	Amount	Balance
91100			Cash in County Treasury				\$4,591.57
			Balance Forward				
7/30/18	CA-190001		Cash Deposit - #07301800373		251-99620-0-00000-00000-91100-0	\$6,129.02	
9/30/18	TF-191440		1st Quarter Interest 9.30.2018 Rate 1.7454		251-99620-0-00000-00000-91100-0	\$38.61	
10/16/18	TF-191553		Clearing Fund Interest 1st Qtr 2018-19		251-99620-0-00000-00000-91100-0	\$2.49	
10/31/18	TF-191800		REVERSE FY 18 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
12/31/18	TF-192862		Quarterly Interest 2nd Qtr 12.31.18 Rate 1.1		251-99620-0-00000-00000-91100-0	\$53.04	
1/11/19	AP-1/11/2019		Accounts Payable 1/11/2019		251-00000-0-00000-00000-91100-0	\$4,153.97	
1/28/19	TF-193312		Clearing Fund Interest 2nd Qtr		251-99620-0-00000-00000-91100-0	\$3.50	
3/25/19	CA-190010		Cash Deposit - #03251903563		251-99620-0-00000-00000-91100-0	\$5,334.42	
3/31/19	TF-194516		3rd Quarter Interest 3.31.2019 Rate 2.1983		251-99620-0-00000-00000-91100-0	\$39.84	
4/12/19	AP-4/12/2019		Accounts Payable 4/12/2019		251-00000-0-00000-00000-91100-0	\$379.54	
4/24/19	TF-194692		Clearing Fund Interest 3rd Qtr		251-99620-0-00000-00000-91100-0	\$3.18	
6/3/19	CA-190012		Cash Deposit - #06031904515		251-99620-0-00000-00000-91100-0	\$3,286.67	
6/28/19	AP-6/28/2019		Accounts Payable 6/28/2019		251-00000-0-00000-00000-91100-0	\$13,000.00	
6/30/19	TF-196210		Quarterly Interest 4th Qtr 6.30.2019 Rate 2		251-99620-0-00000-00000-91100-0	\$69.62	
6/30/19	TF-196260		Clearing Fund Interest 4th Qtr 18-19		251-99620-0-00000-00000-91100-0	\$4.10	
6/30/19	TF-196314		FY 2019 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
			Total Activity			\$2,569.02	
			Ending Balance				\$2,022.55 **
91110			Fair Value Adjustment to Cash in County Treasury				
			Balance Forward				
10/31/18	TF-191800		REVERSE FY 18 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$61.89	
6/30/19	TF-196314		FY 2019 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$15.17	
			Total Activity			\$77.06	
			Ending Balance				\$15.17 **
91400			Cash Collections Awaiting Deposit				
7/26/18	CR-190001		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$6,129.02	
7/30/18	CA-190001		Cash Deposit - #07301800373		251-99620-0-00000-00000-91400-0	\$6,129.02	

BB. \$4,529.68 } \$61.89-

Detailed General Ledger

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
3/25/19	CA-190010		Cash Deposit - #03251903563		251-99620-0-00000-00000-91400-0	\$5,334.42-		
3/25/19	CR-190010		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$5,334.42		
6/3/19	CA-190012		Cash Deposit - #06031904515		251-99620-0-00000-00000-91400-0	\$3,286.67-		
6/3/19	CR-190012		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$3,286.67		
Total Activity							\$0.00	\$0.00 ***
Ending Balance								
97200 Reserve for Encumbrances								
1/10/19	ENC-1/10/2019		Encumbrances 1/10/2019		251-00000-0-00000-00000-97200-0	\$4,153.97-		
1/11/19	ENC-1/11/2019		Un-Encumbrances 1/11/2019		251-00000-0-00000-00000-97200-0	\$4,153.97		
4/11/19	ENC-4/11/2019		Encumbrances 4/11/2019		251-00000-0-00000-00000-97200-0	\$379.54-		
4/12/19	ENC-4/12/2019		Un-Encumbrances 4/12/2019		251-00000-0-00000-00000-97200-0	\$379.54		
6/27/19	ENC-6/27/2019		Encumbrances 6/27/2019		251-00000-0-00000-00000-97200-0	\$13,000.00-		
6/28/19	ENC-6/28/2019		Un-Encumbrances 6/28/2019		251-00000-0-00000-00000-97200-0	\$13,000.00		
Total Activity							\$0.00	\$0.00 ***
Ending Balance								
97900 Undesignated/Unappropriated								
2/5/19	BGR-12946594		Budget Revision - Feb 5 2019 12:00AM		251-00000-0-00000-00000-97900-0	\$4,153.97		
4/2/19	BGR-32739045		Budget Revision - Apr 2 2019 12:00AM		251-00000-0-00000-00000-97900-0	\$2,288.55-		
5/7/19	BGR-43040339		Budget Revision - May 7 2019 12:00AM		251-00000-0-00000-00000-97900-0	\$5,374.26-		
6/30/19	BGR-63060162		Budget Revision - Jul 9 2019 12:00AM		251-00000-0-00000-00000-97900-0	\$6,045.35		
Total Activity							\$2,536.51	\$2,536.51 ***
Ending Balance								
97910 Beginning Fund Balance								
Balance Forward								\$4,529.68-
Total Activity								
Ending Balance								\$4,529.68-***
98100 Estimated Revenue								

Detailed General Ledger

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
4/2/19	BGR-32739045		Budget Revision - Apr 2 2019 12:00AM		251-00000-0-00000-00000-98100-0	\$6,288.55		
5/7/19	BGR-43040339		Budget Revision - May 7 2019 12:00AM		251-00000-0-00000-00000-98100-0	\$5,374.26		
6/30/19	BGR-63060162		Budget Revision - Jul 9 2019 12:00AM		251-00000-0-00000-00000-98100-0	\$3,334.19		
Total Activity							\$14,997.00	\$14,997.00 **
Ending Balance								
98200	Appropriations							
2/5/19	BGR-12946594		Budget Revision - Feb 5 2019 12:00AM		251-00000-0-00000-00000-98200-0	\$4,153.97-		
4/2/19	BGR-32739045		Budget Revision - Apr 2 2019 12:00AM		251-00000-0-00000-00000-98200-0	\$4,000.00-		
6/30/19	BGR-63060162		Budget Revision - Jul 9 2019 12:00AM		251-00000-0-00000-00000-98200-0	\$9,379.54-		
Total Activity							\$17,533.51-	\$17,533.51- **
Ending Balance								
98300	Encumbrances							
1/10/19	ENC-1/10/2019		Encumbrances 1/10/2019		251-00000-0-00000-00000-98300-0	\$4,153.97		
1/11/19	ENC-1/11/2019		Un-Encumbrances 1/11/2019		251-00000-0-00000-00000-98300-0	\$4,153.97-		
4/11/19	ENC-4/11/2019		Encumbrances 4/11/2019		251-00000-0-00000-00000-98300-0	\$379.54		
4/12/19	ENC-4/12/2019		Un-Encumbrances 4/12/2019		251-00000-0-00000-00000-98300-0	\$379.54-		
6/27/19	ENC-6/27/2019		Encumbrances 6/27/2019		251-00000-0-00000-00000-98300-0	\$13,000.00		
6/28/19	ENC-6/28/2019		Un-Encumbrances 6/28/2019		251-00000-0-00000-00000-98300-0	\$13,000.00-		
Total Activity							\$0.00	\$0.00 **
Ending Balance								
58000	Professional/Consulting Services and Operating Expenditures							
4/12/19	PV-191313	12498	VISALIA TIMES-DELTA		61861818 251-99620-0-00000-72000-58000-0	\$379.54		
6/28/19	PV-191669	13717	SCHOOLWORKS, INC.		61880439 251-99620-0-00000-72000-58000-0	\$2,500.00		
6/28/19	PV-191670	13717	SCHOOLWORKS, INC.		61880439 251-99620-0-00000-72000-58000-0	\$10,500.00		
Total Activity							\$13,379.54	\$13,379.54 **
Ending Balance								

Detailed General Ledger

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
62000			Buildings and Improvement of Buildings				
1/11/19	PV-190756	14266	ORAL E. MICHAM INC	61838868	251-99620-0-00000-85000-62000-0	\$4,153.97	\$4,153.97
Total Activity							\$4,153.97
Ending Balance							\$4,153.97 **
86600			Interest				
9/30/18	TF-191440		1st Quarter Interest 9.30.2018 Rate 1.7454		251-99620-0-00000-00000-86600-0	\$38.61-	
10/16/18	TF-191553		Clearing Fund Interest 1st Qtr 2018-19		251-99620-0-00000-00000-86600-0	\$2.49-	
12/31/18	TF-192862		Quarterly Interest 2nd Qtr 12.31.18 Rate 1.1		251-99620-0-00000-00000-86600-0	\$53.04-	
1/28/19	TF-193312		Clearing Fund Interest 2nd Qtr		251-99620-0-00000-00000-86600-0	\$3.50-	
3/31/19	TF-194516		3rd Quarter Interest 3.31.2019 Rate 2.1983		251-99620-0-00000-00000-86600-0	\$39.84-	
4/24/19	TF-194692		Clearing Fund Interest 3rd Qtr		251-99620-0-00000-00000-86600-0	\$3.18-	
6/30/19	TF-196210		Quarterly Interest 4th Qtr 6.30.2019 Rate 2		251-99620-0-00000-00000-86600-0	\$69.62-	
6/30/19	TF-196260		Clearing Fund Interest 4th Qtr 18-19		251-99620-0-00000-00000-86600-0	\$4.10-	
Total Activity							\$214.38-
Ending Balance							\$214.38-**
86620			Net Increase (Decrease) in the Fair Value of Investments				
10/31/18	TF-191800		REVERSE FY 18 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$61.89-	
6/30/19	TF-196314		FY 2019 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$15.17-	
Total Activity							\$77.06-
Ending Balance							\$77.06-**
86810			Mitigation/Developer Fees				
7/26/18	CR-190001		CR190001-Developer Fees		251-99620-0-00000-00000-86810-0	\$6,129.02-	
3/25/19	CR-190010		CR190011-Dev. Fees Permit #A1802242		251-99620-0-00000-00000-86810-0	\$121.61-	
3/25/19	CR-190010		CR190011-Dev. Fees Permit A1801829		251-99620-0-00000-00000-86810-0	\$3,107.74-	
3/25/19	CR-190010		CR190011-Dev. Fees Permit A1802947		251-99620-0-00000-00000-86810-0	\$2,105.07-	
6/3/19	CR-190012		CR190015-Dev Fees Permit A1801633		251-99620-0-00000-00000-86810-0	\$3,286.67-	

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

Date Reference VendorNo Description

DocumentNo AccountNo

Amount Balance

Total Activity

\$14,750.11-

Ending Balance

\$14,750.11-**

Detailed General Ledger

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From: 7/1/2018 Thru 6/30/2019

FUND: 251 Developer Fees Fund

Date Reference VendorNo Description DocumentNo AccountNo Amount Balance

Total Assets							\$2,037.72
Liabilities							\$4,529.68-
Income							\$15,041.55-
Expenditures							\$17,533.51
Total Liabilities							\$2,037.72-

Ending Balance

Detailed General Ledger

From: 7/1/2018 Thru 6/30/2019

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FUND: 251 Developer Fees Fund

Date Reference VendorNo Description

DocumentNo AccountNo

Amount

Balance

5-YEAR

FUND 2500 DEVELOPER FEE FIVE YEAR DISCLOSURE REPORT

12/17/2019 Board Meeting

	2014-15	2015-16	2016-17	2017-18	2018-19	5YR Total
Beginning Fund Balance	\$ 4,577	\$ 7,010	\$ 22,343	\$ 46,379	\$ 4,530	\$ 84,839
REVENUE						
Developer Fees Collected	\$ 2,365	\$ 14,977	\$ 23,940	\$ 5,076	\$ 14,827	\$ 61,185
Interest Earned	\$ 69	\$ 175	\$ 367	\$ 679	\$ 214	\$ 1,504
Other Local Revenue/Contrib	(1)	181	(271)	14		(77)
TOTAL REVENUE	\$ 2,433	\$ 15,333	\$ 24,036	\$ 5,769	\$ 15,042	\$ 62,613
EXPENSES						
Books and Supplies						-
Service, Operating Expenses						-
Profes'l Consulting Svcs Op Exp					13,380	13,380
Legal						-
Postage						-
Architect Fees						-
Capital Outlay				47,618	4,154	51,772
Other Planning/Building Costs						-
Debt Service	-	-	-	-		-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 47,618	\$ 17,534	\$ 65,152
REVENUE minus EXPENSES	\$ 2,433	\$ 15,333	\$ 24,036	\$ (41,849)	\$ (2,492)	\$ (2,539)
Ending Fund Balance	\$ 7,010	\$ 22,343	\$ 46,379	\$ 4,530	\$ 2,038	

The purpose of the Reportable Fees imposed and collected on Development within the District is to fund additional School Facilities required to serve the students of the District generated by Development within the District. Specifically, the Reportable Fees will be used for the construction and/or acquisition of additional School Facilities, remodeling existing School Facilities to accommodate new growth from new development including, but not limited to, adding additional classrooms, technology and acquiring and installing additional portable classrooms.

Detailed General Ledger

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From: 7/1/2014 Thru 6/30/2015

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
91100			Cash in County Treasury				
Balance Forward							
7/29/14	TF-150567		REVERSE FY14 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
9/30/14	TF-151977		Quarterly Interest 9.30.2014 Rate 1.03021		251-99620-0-00000-00000-91100-0	\$11.84	
10/14/14	TF-152022		Clearing Fund Interest 1st Qtr 2014-15		251-99620-0-00000-00000-91100-0	\$0.88	
12/16/14	CA-150005		Cash Deposit - #12161402146		251-99620-0-00000-00000-91100-0	\$1,106.67	
12/26/14	AP-12/26/2014		Accounts Payable 12/26/2014		251-00000-0-00000-00000-91100-0	\$750.00	
12/31/14	TF-153208		Quarterly Interest 12.31.2014 Rate 1.09720		251-99620-0-00000-00000-91100-0	\$13.25	
1/15/15	TF-153331		Clearing Fund Interest 2nd Qtr 2014-15		251-99620-0-00000-00000-91100-0	\$0.84	
3/13/15	CA-150008		Cash Deposit - #03131503272		251-99620-0-00000-00000-91100-0	\$1,258.14	
3/31/15	TF-154778		Quarterly Interest 3.31.2015 Rate 1.085745		251-99620-0-00000-00000-91100-0	\$17.96	
4/17/15	TF-154951		Clearing Fund Interest 3rd Qtr 2014-15		251-99620-0-00000-00000-91100-0	\$0.94	
6/30/15	TF-156237		Quarterly Interest - 6.30.2015 Rate 1.14766		251-99620-0-00000-00000-91100-0	\$22.09	
6/30/15	TF-156247		Clearing Fund Interest 4th Qtr 2014-15		251-99620-0-00000-00000-91100-0	\$0.99	
6/30/15	TF-156302		2015 GASB 31 ADJ		251-00000-0-00000-00000-91100-0	\$0.00	
6/30/15	TF-156303		REVERSE/CORRECT 2015 GASB 31 ADJ		251-00000-0-00000-00000-91100-0	\$0.00	
6/30/15	TF-156304		2015 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
Total Activity							
Ending Balance						\$3,183.60	\$7,744.41 **
91110			Fair Value Adjustment to Cash in County Treasury				
Balance Forward							
7/29/14	TF-150567		REVERSE FY14 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$15.95-	
6/30/15	TF-156302		2015 GASB 31 ADJ		251-00000-0-00000-00000-91110-0	\$14.86	
6/30/15	TF-156303		REVERSE/CORRECT 2015 GASB 31 ADJ		251-00000-0-00000-00000-91110-0	\$14.86-	
6/30/15	TF-156304		2015 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$14.86	
Total Activity							
Ending Balance						\$1.09-	\$14.86 **
91400			Cash Collections Awaiting Deposit				
12/11/14	CR-150005		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$1,106.67	

Detailed General Ledger

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From: 7/1/2014 Thru 6/30/2015

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
12/16/14	CA-150005		Cash Deposit - #12161402146		251-99620-0-00000-00000-91400-0	\$1,106.67-		
3/10/15	CR-150008		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$1,258.14		
3/13/15	CA-150008		Cash Deposit - #03131503272		251-99620-0-00000-00000-91400-0	\$1,258.14-		
Total Activity							\$0.00	\$0.00 **
Ending Balance								
95000	Accounts Payable (Current Liabilities)							
6/30/15	LB-150051		FOR CM 150001 TIPTON SCHOOL REV CASI		251-99620-0-00000-00000-95000-0	\$750.00-		
Total Activity							\$750.00-	\$750.00-***
Ending Balance								
97200	Reserve for Encumbrances							
12/16/14	ENC-12/16/201		Encumbrances 12/16/2014		251-00000-0-00000-00000-97200-0	\$2,000.00-		
12/23/14	ENC-12/23/201		Encumbrances 12/23/2014		251-00000-0-00000-00000-97200-0	\$750.00		
12/26/14	ENC-12/26/201		Un-Encumbrances 12/26/2014		251-00000-0-00000-00000-97200-0	\$750.00-		
6/30/15	ENC-6/30/2015		Encumbrances 6/30/2015		251-00000-0-00000-00000-97200-0	\$2,000.00		
Total Activity							\$0.00	\$0.00 **
Ending Balance								
97900	Undesignated/Unappropriated							
7/1/14	BGA-61133072		Budget Adoption - Jun 11 2014 12:00AM		251-00000-0-00000-00000-97900-0	\$5,100.00-		
2/3/15	BGR-12941748		Budget Revision - Feb 3 2015 12:00AM		251-00000-0-00000-00000-97900-0	\$5,100.00		
Total Activity							\$0.00	\$0.00 **
Ending Balance								
97910	Beginning Fund Balance							
Balance Forward								\$4,576.76-

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
Total Activity							
	Ending Balance						\$4,576.76- **
98100	Estimated Revenue						
7/1/14	BGA-61133072		Budget Adoption - Jun 11 2014 12:00AM		251-00000-0-00000-00000-98100-0	\$5,100.00	
2/3/15	BGR-12941748		Budget Revision - Feb 3 2015 12:00AM		251-00000-0-00000-00000-98100-0	\$2,600.00-	
Total Activity							
	Ending Balance						\$2,500.00 **
98200	Appropriations						
2/3/15	BGR-12941748		Budget Revision - Feb 3 2015 12:00AM		251-00000-0-00000-00000-98200-0	\$2,500.00-	
Total Activity							
	Ending Balance						\$2,500.00- **
98300	Encumbrances						
12/16/14	ENC-12/16/201		Encumbrances 12/16/2014		251-00000-0-00000-00000-98300-0	\$2,000.00	
12/23/14	ENC-12/23/201		Encumbrances 12/23/2014		251-00000-0-00000-00000-98300-0	\$750.00-	
12/26/14	ENC-12/26/201		Un-Encumbrances 12/26/2014		251-00000-0-00000-00000-98300-0	\$750.00	
6/30/15	ENC-6/30/2015		Encumbrances 6/30/2015		251-00000-0-00000-00000-98300-0	\$2,000.00-	
Total Activity							
	Ending Balance					\$0.00	\$0.00 **
56000	Rentals, Leases, Repairs and Non-Capitalized Improvements						
12/26/14	CM-150001	5763	TIPTON SCH REV CASH FUND	61472715	251-99620-0-00000-85000-56000-0	\$750.00-	
6/30/15	LB-150051		FOR CM 150001 TIPTON SCHOOL REV CASI		251-99620-0-00000-85000-56000-0	\$750.00	
Total Activity							
	Ending Balance					\$0.00	\$0.00 **

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
86600	Interest							
9/30/14	TF-151977		Quarterly Interest 9.30.2014 Rate 1.03021		251-99620-0-00000-00000-86600-0	\$11.84-		
10/14/14	TF-152022		Clearing Fund Interest 1st Qtr 2014-15		251-99620-0-00000-00000-86600-0	\$0.88-		
12/31/14	TF-153208		Quarterly Interest 12.31.2014 Rate 1.09720		251-99620-0-00000-00000-86600-0	\$13.25-		
1/15/15	TF-153331		Clearing Fund Interest 2nd Qtr 2014-15		251-99620-0-00000-00000-86600-0	\$0.84-		
3/31/15	TF-154778		Quarterly Interest 3.31.2015 Rate 1.085745		251-99620-0-00000-00000-86600-0	\$17.96-		
4/17/15	TF-154951		Clearing Fund Interest 3rd Qtr 2014-15		251-99620-0-00000-00000-86600-0	\$0.94-		
6/30/15	TF-156237		Quarterly Interest - 6.30.2015 Rate 1.14766		251-99620-0-00000-00000-86600-0	\$22.09-		
6/30/15	TF-156247		Clearing Fund Interest 4th Qtr 2014-15		251-99620-0-00000-00000-86600-0	\$0.99-		
Total Activity							\$68.79-	\$68.79- **
Ending Balance								
86620	Net Increase (Decrease) in the Fair Value of Investments							
7/29/14	TF-150567		REVERSE FY14 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$15.95		
6/30/15	TF-156302		2015 GASB 31 ADJ		251-00000-0-00000-00000-86620-0	\$14.86-		
6/30/15	TF-156303		REVERSE/CORRECT 2015 GASB 31 ADJ		251-00000-0-00000-00000-86620-0	\$14.86		
6/30/15	TF-156304		2015 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$14.86-		
Total Activity							\$1.09	\$1.09 **
Ending Balance								
86810	Mitigation/Developer Fees							
12/11/14	CR-150005		CR150004-Deve Fees		251-99620-0-00000-00000-86810-0	\$1,106.67-		
3/10/15	CR-150008		CR150007-Developer Fees		251-99620-0-00000-00000-86810-0	\$1,258.14-		
Total Activity							\$2,364.81-	\$2,364.81- **
Ending Balance								

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FUND: 251 Developer Fees Fund

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DocumentNo AccountNo

Amount

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
91100			Cash in County Treasury				\$7,744.41
Balance Forward							
7/23/15	TF-160344		REVERSE FY15 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
9/30/15	TF-161534		Quarterly Interest 1st Qtr 9.30.2015 Rate 1.0		251-99620-0-00000-00000-91100-0	\$21.27	
10/5/15	CA-160001		Cash Deposit - #10051501167		251-99620-0-00000-00000-91100-0	\$3,298.99	
10/12/15	TF-161543		Clearing Fund Interest 1st Qtr 2015-16		251-99620-0-00000-00000-91100-0	\$1.13-	
10/20/15	TF-161703		Correct TF # 161543		251-99620-0-00000-00000-91100-0	\$1.13	
10/20/15	TF-161704		Clearing Fund Int 1st Qtr 2015-16 Correctec		251-99620-0-00000-00000-91100-0	\$1.13	
12/14/15	CA-160002		Cash Deposit - #12141502057		251-99620-0-00000-00000-91100-0	\$6,587.33	
12/31/15	TF-163152		Quarterly Interest 2nd Qtr12.31.2015 Rate 1.		251-99620-0-00000-00000-91100-0	\$35.60	
1/20/16	TF-163248		Clearing Fund Interest 2nd Qtr 2015-16		251-99620-0-00000-00000-91100-0	\$1.67	
2/1/16	TF-163906		Clearing Fund Interest 2nd Qtr 2015-16		251-99620-0-00000-00000-91100-0	\$0.06-	
3/31/16	TF-164640		Quarterly Interest 3rd Qtr 3.31.2016 Rate 1		251-99620-0-00000-00000-91100-0	\$52.08	
4/19/16	TF-164708		Clearing Fund Interest 3rd Qtr 2015-16		251-99620-0-00000-00000-91100-0	\$3.29	
6/27/16	CA-160005		Cash Deposit - #06271604711		251-99620-0-00000-00000-91100-0	\$5,091.08	
6/30/16	TF-166231		Quarterly Interest 6.30.2016 Rate 1.266299		251-99620-0-00000-00000-91100-0	\$56.72	
6/30/16	TF-166236		Clearing Fund Interest 4th Qtr 2015-16		251-99620-0-00000-00000-91100-0	\$2.85	
6/30/16	TF-166281		2016 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
6/30/16	TF-166305		To reconcile Revolving Fund		251-99620-0-00000-00000-91100-0	\$750.00-	
6/30/16	TF-166305		To reconcile Revolving Fund		251-00000-0-00000-00000-91100-0	\$750.00	
Total Activity							\$15,151.95
Ending Balance							\$22,896.36 **
91110			Fair Value Adjustment to Cash in County Treasury				\$14.86
Balance Forward							
7/23/15	TF-160344		REVERSE FY15 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$14.86-	
6/30/16	TF-166281		2016 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$195.61	
Total Activity							\$180.75
Ending Balance							\$195.61 **
91400			Cash Collections Awaiting Deposit				

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
9/30/15	CR-160001		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$3,298.99		
10/5/15	CA-160001		Cash Deposit - #10051501167		251-99620-0-00000-00000-91400-0	\$3,298.99-		
12/8/15	CR-160002		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$6,587.33		
12/14/15	CA-160002		Cash Deposit - #12141502057		251-99620-0-00000-00000-91400-0	\$6,587.33-		
6/20/16	CR-160005		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$5,091.08		
6/27/16	CA-160005		Cash Deposit - #06271604711		251-99620-0-00000-00000-91400-0	\$5,091.08-		
Total Activity							\$0.00	
Ending Balance								\$0.00 **
95010 Accounts Payable Clearing								
Balance Forward								\$750.00-
6/21/16	LR-150051		FOR CM 150001 TIPTON SCHOOL REV CASI		251-99620-0-00000-00000-95010-0	\$750.00		
Total Activity							\$750.00	
Ending Balance								\$0.00 **
96100 Due to Other Funds								
6/30/16	TF-166305		To reconcile Revolving Fund		251-00000-0-00000-00000-96100-0	\$750.00-		
Total Activity							\$750.00-	
Ending Balance								\$750.00-***
97900 Undesignated/Unappropriated								
7/1/15	BGA-62448322		Budget Adoption - Jun 24 2015 12:00AM		251-00000-0-00000-00000-97900-0	\$50.00-		
3/1/16	BGR-22459302		Budget Revision - Mar 1 2016 12:00AM		251-00000-0-00000-00000-97900-0	\$9,950.00-		
6/13/16	BGR-52757376		Budget Revision - Jun 13 2016 12:00AM		251-00000-0-00000-00000-97900-0	\$0.12-		
Total Activity							\$10,000.12-	
Ending Balance								\$10,000.12-***
97910 Beginning Fund Balance								
Balance Forward								\$7,009.27-

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
Total Activity							
	Ending Balance						\$7,009.27**
98100	Estimated Revenue						
7/1/15	BGA-62448322		Budget Adoption - Jun 24 2015 12:00AM		251-00000-0-00000-00000-98100-0	\$3,050.00	
3/1/16	BGR-22459302		Budget Revision - Mar 1 2016 12:00AM		251-00000-0-00000-00000-98100-0	\$6,950.00	
6/13/16	BGR-52757376		Budget Revision - Jun 13 2016 12:00AM		251-00000-0-00000-00000-98100-0	\$0.12	
Total Activity							
	Ending Balance					\$10,000.12	\$10,000.12**
98200	Appropriations						
7/1/15	BGA-62448322		Budget Adoption - Jun 24 2015 12:00AM		251-00000-0-00000-00000-98200-0	\$3,000.00	
3/1/16	BGR-22459302		Budget Revision - Mar 1 2016 12:00AM		251-00000-0-00000-00000-98200-0	\$3,000.00	
Total Activity							
	Ending Balance					\$0.00	\$0.00**
56000	Rentals, Leases, Repairs and Non-Capitalized Improvements						
6/21/16	LR-150051		FOR CM 150001 TIPTON SCHOOL REV CASI		251-99620-0-00000-85000-56000-0	\$750.00	
6/30/16	TF-166305		To reconcile Revolving Fund		251-99620-0-00000-85000-56000-0	\$750.00	
Total Activity							
	Ending Balance					\$0.00	\$0.00**
86600	Interest						
9/30/15	TF-161534		Quarterly Interst 1st Qtr 9.30.2015 Rate 1.0		251-99620-0-00000-00000-86600-0	\$21.27	
10/12/15	TF-161543		Clearing Fund Interest 1st Qtr 2015-16		251-99620-0-00000-00000-86600-0	\$1.13	
10/20/15	TF-161703		Correct TF # 161543		251-99620-0-00000-00000-86600-0	\$1.13	
10/20/15	TF-161704		Clearing Fund Int 1st Qtr 2015-16 Correctec		251-99620-0-00000-00000-86600-0	\$1.13	
12/31/15	TF-163152		Quarterly Interst 2nd Qtr 12.31.2015 Rate 1.		251-99620-0-00000-00000-86600-0	\$35.60	
1/20/16	TF-163248		Clearing Fund Interest 2nd Qtr 2015-16		251-99620-0-00000-00000-86600-0	\$1.67	

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
2/1/16	TF-163906		Clearing Fund Interest 2nd Qtr 2015-16		251-99620-0-00000-00000-86600-0	\$0.06		
3/31/16	TF-164640		Quarterly Interest 3rd Qtr 3.31.2016 Rate 1		251-99620-0-00000-00000-86600-0	\$52.08-		
4/19/16	TF-164708		Clearing Fund Interest 3rd Qtr 2015-16		251-99620-0-00000-00000-86600-0	\$3.29-		
6/30/16	TF-166231		Quarterly Interest 6.30.2016 Rate 1.266299		251-99620-0-00000-00000-86600-0	\$56.72-		
6/30/16	TF-166236		Clearing Fund Interest 4th Qtr 2015-16		251-99620-0-00000-00000-86600-0	\$2.85-		
Total Activity							\$174.55-	\$174.55-**
Ending Balance								
86620	Net Increase (Decrease) in the Fair Value of Investments							
7/23/15	TF-160344		REVERSE FY15 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$14.86		
6/30/16	TF-166281		2016 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$195.61-		
Total Activity							\$180.75-	\$180.75-**
Ending Balance								
86810	Mitigation/Developer Fees							
9/30/15	CR-160001		CR160001-Developer Fees-TJUHS		251-99620-0-00000-00000-86810-0	\$3,298.99-		
12/8/15	CR-160002		CR160002-DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$6,587.33-		
6/20/16	CR-160005		CR160004-DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$5,091.08-		
Total Activity							\$14,977.40-	\$14,977.40-**
Ending Balance								

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FUND: 251 Developer Fees Fund

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FUND: 251 Developer Fees Fund

Date	Reference	VendorNo	Description	DocumentNo	AccountNo	Amount	Balance
91100			Cash in County Treasury				\$22,896.36
Balance Forward							
7/26/16	TF-170287		REVERSE FY16 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
8/15/16	TF-170626		To Reconcile Revolving Fund		251-00000-0-00000-00000-91100-0	\$750.00-	
9/30/16	TF-171614		Quarterly Interest 1st Qtr 9.30.2016 Rate 1.		251-99620-0-00000-00000-91100-0	\$70.38	
10/11/16	TF-171662		Clearing Fund Interest 1st Qtr 2016-17		251-99620-0-00000-00000-91100-0	\$3.84	
12/31/16	TF-173179		Quarterly Interest 2nd Qtr 12.31.2016 Rate 1.		251-99620-0-00000-00000-91100-0	\$67.09	
1/13/17	TF-173224		Clearing Fund Interest 2nd Qtr 2016-17		251-99620-0-00000-00000-91100-0	\$4.81	
3/9/17	CA-170004		Cash Deposit - #03091703246		251-99620-0-00000-00000-91100-0	\$16,443.29	
3/31/17	TF-174540		Quarterly Interest 3rd Qtr 3.31.2017 Rate 1		251-99620-0-00000-00000-91100-0	\$80.02	
4/24/17	TF-174693		Clearing Fund Interest 3rd Qtr 2016-17		251-99620-0-00000-00000-91100-0	\$4.53	
5/16/17	TF-175170		Clearing Fund Interest 3rd Qtr 4.12.17		251-99620-0-00000-00000-91100-0	\$0.01-	
6/28/17	CA-170005		Cash Deposit - #06281704819		251-99620-0-00000-00000-91100-0	\$7,496.98	
6/30/17	TF-176117		Quarterly Interest 4th Qtr 6.30.2017 Rate 1		251-99620-0-00000-00000-91100-0	\$129.80	
6/30/17	TF-176139		Clearing Fund Interest 4th Qtr 2016-17		251-99620-0-00000-00000-91100-0	\$6.66	
6/30/17	TF-176151		2017 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
Total Activity							
Ending Balance						\$23,557.39	\$46,453.75 **
91110			Fair Value Adjustment to Cash in County Treasury				\$195.61
Balance Forward							
7/26/16	TF-170287		REVERSE FY16 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$195.61-	
6/30/17	TF-176151		2017 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$75.83-	
Total Activity							
Ending Balance						\$271.44-	\$75.83-***
91400			Cash Collections Awaiting Deposit				
Submitted Deposit Batch							
3/6/17	CR-170004		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$16,443.29	
3/9/17	CA-170004		Cash Deposit - #03091703246		251-99620-0-00000-00000-91400-0	\$16,443.29-	
6/21/17	CR-170005		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$7,496.98	
6/28/17	CA-170005		Cash Deposit - #06281704819		251-99620-0-00000-00000-91400-0	\$7,496.98-	

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
Total Activity							
			Ending Balance			\$0.00	\$0.00 **
96100			Due to Other Funds				
Balance Forward							
8/15/16	TF-170626		To Reconcile Revolving Fund	251-00000-0-00000-00000-96100-0		\$750.00	\$750.00-
Total Activity							
			Ending Balance			\$750.00	\$0.00 **
97900			Undesignated/Unappropriated				
7/1/16	BGA-62429127		Budget Adoption - Jun 24 2016 12:00AM	251-00000-0-00000-00000-97900-0		\$10,100.00-	
3/7/17	BGR-22754744		Budget Revision - Mar 7 2017 12:00AM	251-00000-0-00000-00000-97900-0		\$6,489.41-	
Total Activity							
			Ending Balance			\$16,589.41-	\$16,589.41- **
97910			Beginning Fund Balance				
Balance Forward							
Total Activity							
			Ending Balance			\$22,341.97-	\$22,341.97- **
98100			Estimated Revenue				
7/1/16	BGA-62429127		Budget Adoption - Jun 24 2016 12:00AM	251-00000-0-00000-00000-98100-0		\$10,100.00	
3/7/17	BGR-22754744		Budget Revision - Mar 7 2017 12:00AM	251-00000-0-00000-00000-98100-0		\$6,489.41	
Total Activity							
			Ending Balance			\$16,589.41	\$16,589.41 **
86600			Interest				

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FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
9/30/16	TF-171614		Quarterly Interest 1st Qtr 9.30.2016 Rate 1.		251-99620-0-00000-00000-86600-0	\$70.38-		
10/11/16	TF-171662		Clearing Fund Interest 1st Qtr 2016-17		251-99620-0-00000-00000-86600-0	\$3.84-		
12/31/16	TF-173179		Quarterly Interest 2nd Qtr 12.31.2016 Rate 1.		251-99620-0-00000-00000-86600-0	\$67.09-		
1/13/17	TF-173224		Clearing Fund Interest 2nd Qtr 2016-17		251-99620-0-00000-00000-86600-0	\$4.81-		
3/31/17	TF-174540		Quarterly Interest 3rd Qtr 3.31.2017 Rate 1		251-99620-0-00000-00000-86600-0	\$80.02-		
4/24/17	TF-174693		Clearing Fund Interest 3rd Qtr 2016-17		251-99620-0-00000-00000-86600-0	\$4.53-		
5/16/17	TF-175170		Clearing Fund Interest 3rd Qtr 4.12.17		251-99620-0-00000-00000-86600-0	\$0.01		
6/30/17	TF-176117		Quarterly Interest 4th Qtr 6.30.2017 Rate 1		251-99620-0-00000-00000-86600-0	\$129.80-		
6/30/17	TF-176139		Clearing Fund Interest 4th Qtr 2016-17		251-99620-0-00000-00000-86600-0	\$6.66-		
Total Activity							\$367.12-	\$367.12- **
Ending Balance								
86620	Net Increase (Decrease) in the Fair Value of Investments							
7/26/16	TF-170287		REVERSE FY16 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$195.61		
6/30/17	TF-176151		2017 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$75.83		
Total Activity							\$271.44	\$271.44 **
Ending Balance								
86810	Mitigation/Developer Fees							
3/6/17	CR-170004		CR170004-DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$16,443.29-		
6/21/17	CR-170005		CR170005-MAY DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$7,496.98-		
Total Activity							\$23,940.27-	\$23,940.27- **
Ending Balance								

Detailed General Ledger

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From: 7/1/2016 Thru 6/30/2017

FUND: 251 Developer Fees Fund

Date **Reference** **VendorNo** **Description**

DocumentNo **AccountNo**

Amount

Balance

Detailed General Ledger

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From: 7/1/2017 Thru 6/30/2018

FUND: 251 Developer Fees Fund

Date	Reference	VendorNo	Description	DocumentNo	AccountNo	Amount	Balance
91100			Cash in County Treasury				\$46,453.75
Balance Forward							
7/25/17	TF-180215		REVERSE FY 17 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
9/30/17	TF-181564		Quarterly Interest 1st Qtr Rate 1.2978699		251-99620-0-00000-00000-91100-0	\$151.94	
10/25/17	TF-181761		Clearing Fund Interest 1st Quarter 2017-18		251-99620-0-00000-00000-91100-0	\$10.97	
12/28/17	CA-180005		Cash Deposit - #12271702534		251-99620-0-00000-00000-91100-0	\$1,119.31	
12/31/17	TF-182995		Quarterly Interest 2nd Qtr 12.31.2017 Rate		251-99620-0-00000-00000-91100-0	\$150.82	
1/30/18	TF-183332		Clearing Fund Interest 2nd Qtr 2017-18		251-99620-0-00000-00000-91100-0	\$10.65	
1/31/18	CA-180006		Cash Deposit - #01311803017		251-99620-0-00000-00000-91100-0	\$3,481.20	
2/9/18	TF-183540		RECLASS RTN CK STALE DATE-CK # 617014		251-99620-0-00000-00000-91100-0	\$1,119.31-	
3/31/18	TF-184436		Quarterly Interest 3rd Qtr 3.31.18 Rate 1.5%		251-99620-0-00000-00000-91100-0	\$189.96	
4/24/18	TF-184642		Clearing Fund Interest 4th Qtr 2017-18		251-99620-0-00000-00000-91100-0	\$9.45	
4/30/18	CA-180008		Cash Deposit - #04301804308		251-99620-0-00000-00000-91100-0	\$1,595.15	
5/25/18	AP-5/25/2018		Accounts Payable 5/25/2018		251-00000-0-00000-00000-91100-0	\$35,000.00-	
6/1/18	AP-6/1/2018		Accounts Payable 6/1/2018		251-00000-0-00000-00000-91100-0	\$12,617.97-	
6/30/18	TF-186155		Quarterly Interest 4th Qtr 6.30.2018 Rate 1		251-99620-0-00000-00000-91100-0	\$147.52	
6/30/18	TF-186157		Clearing Fund Interest 4th Qtr 2017-18		251-99620-0-00000-00000-91100-0	\$8.13	
6/30/18	TF-186237		2018 GASB 31 ADJ		251-99620-0-00000-00000-91100-0	\$0.00	
Total Activity							
Ending Balance						\$41,862.18-	\$4,591.57 **
91110			Fair Value Adjustment to Cash in County Treasury				\$75.83-
Balance Forward							
7/25/17	TF-180215		REVERSE FY 17 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$75.83	
6/30/18	TF-186237		2018 GASB 31 ADJ		251-99620-0-00000-00000-91110-0	\$61.89-	
Total Activity							
Ending Balance						\$13.94	\$61.89-***
91400			Cash Collections Awaiting Deposit				
12/20/17	CR-180005		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$1,119.31	
12/28/17	CA-180005		Cash Deposit - #12271702534		251-99620-0-00000-00000-91400-0	\$1,119.31-	

Detailed General Ledger

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From: 7/1/2017 Thru 6/30/2018

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
1/26/18	CR-180006		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$3,481.20		
1/31/18	CA-180006		Cash Deposit - #01311803017		251-99620-0-00000-00000-91400-0	\$3,481.20-		
4/25/18	CR-180008		Submitted Deposit Batch		251-99620-0-00000-00000-91400-0	\$1,595.15		
4/30/18	CA-180008		Cash Deposit - #04301804308		251-99620-0-00000-00000-91400-0	\$1,595.15-		
Total Activity							\$0.00	
Ending Balance							\$0.00	**
97200 Reserve for Encumbrances								
5/24/18	ENC-5/24/2018		Encumbrances 5/24/2018		251-00000-0-00000-00000-97200-0	\$35,000.00-		
5/25/18	ENC-5/25/2018		Un-Encumbrances 5/25/2018		251-00000-0-00000-00000-97200-0	\$35,000.00		
5/31/18	ENC-5/31/2018		Encumbrances 5/31/2018		251-00000-0-00000-00000-97200-0	\$12,617.97-		
6/1/18	ENC-6/1/2018		Un-Encumbrances 6/1/2018		251-00000-0-00000-00000-97200-0	\$12,617.97		
Total Activity							\$0.00	
Ending Balance							\$0.00	**
97900 Undesignated/Unappropriated								
7/1/17	BGA-61532061		Budget Adoption - Jun 15 2017 12:00AM		251-00000-0-00000-00000-97900-0	\$38,931.38		
3/6/18	BGR-22245787		Budget Revision - Mar 6 2018 12:00AM		251-00000-0-00000-00000-97900-0	\$7,046.33		
Total Activity							\$45,977.71	
Ending Balance							\$45,977.71	**
97910 Beginning Fund Balance								
Balance Forward							\$46,377.92-	
Total Activity							\$46,377.92-	
Ending Balance							\$46,377.92-	**
98100 Estimated Revenue								
7/1/17	BGA-61532061		Budget Adoption - Jun 15 2017 12:00AM		251-00000-0-00000-00000-98100-0	\$12,000.00		
3/6/18	BGR-22245787		Budget Revision - Mar 6 2018 12:00AM		251-00000-0-00000-00000-98100-0	\$400.21		

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From: 7/1/2017 Thru 6/30/2018

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>
Total Activity							
	Ending Balance					\$12,400.21	\$12,400.21 **
98200 Appropriations							
7/1/17	BGA-61532061		Budget Adoption - Jun 15 2017 12:00AM		251-00000-0-00000-00000-98200-0	\$50,931.38-	
3/6/18	BGR-22245787		Budget Revision - Mar 6 2018 12:00AM		251-00000-0-00000-00000-98200-0	\$7,446.54-	
Total Activity							
	Ending Balance					\$58,377.92-	\$58,377.92-**
98300 Encumbrances							
5/24/18	ENC-5/24/2018		Encumbrances 5/24/2018		251-00000-0-00000-00000-98300-0	\$35,000.00	
5/25/18	ENC-5/25/2018		Un-Encumbrances 5/25/2018		251-00000-0-00000-00000-98300-0	\$35,000.00-	
5/31/18	ENC-5/31/2018		Encumbrances 5/31/2018		251-00000-0-00000-00000-98300-0	\$12,617.97	
6/1/18	ENC-6/1/2018		Un-Encumbrances 6/1/2018		251-00000-0-00000-00000-98300-0	\$12,617.97-	
Total Activity							
	Ending Balance					\$0.00	\$0.00 ***
62000 Buildings and Improvement of Buildings							
5/25/18	PV-181495	14321	DAVID A. BUSH, INC.	61781777	251-99620-0-00000-85000-62000-0	\$35,000.00	
6/1/18	PV-181524	14099	SOUTHERN CALIFORNIA EDISON	61784075	251-99620-0-00000-85000-62000-0	\$7,104.72	
6/1/18	PV-181532	14321	DAVID A. BUSH, INC.	61784063	251-99620-0-00000-85000-62000-0	\$5,513.25	
Total Activity							
	Ending Balance					\$47,617.97	\$47,617.97 **
86600 Interest							
9/30/17	TF-181564		Quarterly Interest 1st Qtr Rate 1.2978699		251-99620-0-00000-00000-86600-0	\$151.94-	
10/25/17	TF-181761		Clearing Fund Interest 1st Quarter 2017-18		251-99620-0-00000-00000-86600-0	\$10.97-	
12/31/17	TF-182995		Quarterly Interest 2nd Qtr 12.31.2017 Rate		251-99620-0-00000-00000-86600-0	\$150.82-	
1/30/18	TF-183332		Clearing Fund Interest 2nd Qtr 2017-18		251-99620-0-00000-00000-86600-0	\$10.65-	

Detailed General Ledger

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From: 7/1/2017 Thru 6/30/2018

FUND: 251 Developer Fees Fund

<u>Date</u>	<u>Reference</u>	<u>VendorNo</u>	<u>Description</u>	<u>DocumentNo</u>	<u>AccountNo</u>	<u>Amount</u>	<u>Balance</u>	
3/31/18	TF-184436		Quarterly Interest 3rd Qtr 3.31.18 Rate 1.5%		251-99620-0-00000-00000-86600-0	\$189.96-		
4/24/18	TF-184642		Clearing Fund Interest 4th Qtr 2017-18		251-99620-0-00000-00000-86600-0	\$9.45-		
6/30/18	TF-186155		Quarterly Interest 4th Qtr 6.30.2018 Rate 1		251-99620-0-00000-00000-86600-0	\$147.52-		
6/30/18	TF-186157		Clearing Fund Interest 4th Qtr 2017-18		251-99620-0-00000-00000-86600-0	\$8.13-		
Total Activity							\$679.44-	\$679.44-**
Ending Balance								
86620	Net Increase (Decrease) in the Fair Value of Investments							
7/25/17	TF-180215		REVERSE FY 17 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$75.83-		
6/30/18	TF-186237		2018 GASB 31 ADJ		251-99620-0-00000-00000-86620-0	\$61.89		
Total Activity							\$13.94-	\$13.94-***
Ending Balance								
86810	Mitigation/Developer Fees							
12/20/17	CR-180005		CR180005-Developer Fees		251-99620-0-00000-00000-86810-0	\$1,119.31-		
1/26/18	CR-180006		CR180006-DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$3,481.20-		
2/9/18	TF-183540		RECLASS RTN CK STALE DATE-CK # 61701		251-99620-0-00000-00000-86810-0	\$1,119.31		
4/25/18	CR-180008		CR180008-DEVELOPER FEES		251-99620-0-00000-00000-86810-0	\$1,595.15-		
Total Activity							\$5,076.35-	\$5,076.35-***
Ending Balance								

Detailed General Ledger

From: 7/1/2017 Thru 6/30/2018

GLD100

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FUND: 251 Developer Fees Fund

Date Reference VendorNo Description

DocumentNo AccountNo

Amount

Balance

5. ADMINISTRATIVE: Action items:

5.4 Agreement with TCOE for Family Service Worker Services

For TCOE Office Use	
Vendor #	_____
Req. #	_____
PO #	_____
Contract #	_____

TCOE CONTRACT #:
200524

AGENCY AGREEMENT

THIS AGREEMENT, is entered into between the **Tulare County Superintendent of Schools**, referred to as SUPERINTENDENT and **Tipton School District**, referred to as DISTRICT.

ACCORDINGLY, IT IS AGREED:

1. **TERM:** This Agreement shall become effective as of August 1, 2019 and shall expire on June 30, 2020.

2. **SERVICES:** SUPERINTENDENT shall provide services as set forth: (See attached Exhibit for details. The Exhibit is made part of this Agreement by reference.)
Provide a qualified staff member(s) to perform Family Service Worker services including:
 - Identifying needs of students and families.
 - Making recommendations to remediate needs of students and families.
 - Providing student and family social work support to identified students and families.
 - Referring students and families to specialized support services to access services to remediate needs.
 - Communicating with families.
 - Maintaining appropriate records preserving a history of services provided to students and families.

3. **COST OF SERVICES:** DISTRICT agrees to pay SUPERINTENDENT the sum of **\$18,557.00** for **Family Service Worker services** for **304 hours** as provided in this Agreement. Salary and benefits are estimated and will be adjusted to actual costs.
 - Pay all mileage directly to the staff member(s) for travel from the SUPERINTENDENT'S central office to the assigned areas and back to SUPERINTENDENT'S central office.

4. **METHOD OF PAYMENT:** District agrees to pay SUPERINTENDENT for **Family Service Worker services** as provided in this Agreement. Pursuant to Education Code section 1752, SUPERINTENDENT shall transfer this sum from the funds of DISTRICT to the County School Service Fund after **March 1, 2020**.


5. **INDEMNIFICATION:** SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.


6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

DISTRICT
Tipton School District
P.O. Box 787
Tipton, CA 93272

SUPERINTENDENT
Tim A. Hire, County Superintendent of Schools
Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

By: 
Date: 12/11/19

By: 
Date: 11/13/19

TCOE Program Information

Contact Person and Phone No.: Nan Arnold, Program Manager, (559) 651-0130 ext. 3710
Division: Instructional Services
Program Title: School Health Programs
Budget Number: 010-00047-0-000000-000000-86770-0-0-0

Please return an original copy to: Tulare County Office of Education
ATTN: Elizabeth Sisk, Business Services Secretary
P.O. Box 5091
Visalia, CA 93278-5091

5. ADMINISTRATIVE: Action items:

5.5 Agreement with TCOE for Health/School Nursing Services

For TCOE Office Use	
Vendor #	_____
Req. #	_____
PO #	_____
Contract #	_____

TCOE CONTRACT #:
200525

AGENCY AGREEMENT

THIS AGREEMENT, is entered into between the **Tulare County Superintendent of Schools**, referred to as SUPERINTENDENT and **Tipton School District**, referred to as DISTRICT.


ACCORDINGLY, IT IS AGREED:

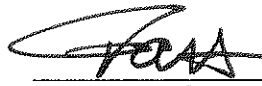
1. **TERM:** This Agreement shall become effective as of August 1, 2019 and shall expire on June 30, 2020.
2. **SERVICES:** SUPERINTENDENT shall provide services as set forth: (See attached Exhibit for details. The Exhibit is made part of this Agreement by reference.)
Provide a qualified staff member(s) pursuant to Education Code section 44872, 44267.5 and 44877 to perform health/school nursing services including:
 - Conducting medical case finding, screening and referral activities related to health defects of pupils.
 - Referring parents of pupils needing medical care or welfare assistance to appropriate resources.
 - Conducting a program directed toward the control of communicable diseases in the school and community.
 - Serving as a health education resource person to staff and pupils.
3. **COST OF SERVICES:** DISTRICT agrees to pay SUPERINTENDENT the sum of **\$9,642.00** for **Health/School Nursing services for 10 days** as provided in this Agreement. Salary and benefits are estimated and will be adjusted to actual costs.
 - Pay all mileage directly to the staff member(s) for travel from the SUPERINTENDENT'S central office to the assigned areas and back to SUPERINTENDENT'S central office.
 - Allow staff member(s) time to attend professional conferences associated with the services provided to the DISTRICT.
4. **METHOD OF PAYMENT:** District agrees to pay SUPERINTENDENT for Health/School Nursing services as provided in this Agreement. Pursuant to Education Code section 1752, SUPERINTENDENT shall transfer this sum from the funds of DISTRICT to the County School Service Fund after **March 1, 2020**.
5. **INDEMNIFICATION:** SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.
6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

DISTRICT
Tipton School District
370 N. Evans
Tipton, CA 93272

SUPERINTENDENT
Tim A. Hire, County Superintendent of Schools
Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

By: 
Date: 12/11/19

By: 
Date: 11/13/19

TCOE Program Information

Contact Person and Phone No.: Nan Arnold, Program Manager, (559) 651-0130 ext. 3710
Division: Instructional Services
Program Title: School Health Programs
Budget Number: 010-00040-0-000000-000000-86770-0-0-0

Please return an original copy to: Tulare County Office of Education
ATTN: Elizabeth Sisk, Business Services Secretary
P.O. Box 5091
Visalia, CA 93278-5091

5. ADMINISTRATIVE: Action items:

5.6 Agreement with TCOE for Licensed Vocational Nurse Service

For TCOE Office Use	
Vendor #	_____
Req. #	_____
PO #	_____
Contract #	_____ TCOE CONTRACT #:
	<u>200520</u>

AGENCY AGREEMENT

THIS AGREEMENT, is entered into between the **Tulare County Superintendent of Schools**, referred to as SUPERINTENDENT and **Tipton School District**, referred to as DISTRICT.

ACCORDINGLY, IT IS AGREED:

1. **TERM:** This Agreement shall become effective as of August 1, 2019 and shall expire on June 30, 2020.

2. **SERVICES:** SUPERINTENDENT shall provide services as set forth: (See attached Exhibit for details. The Exhibit is made part of this Agreement by reference.)
 Provide a qualified staff member(s) to perform Licensed Vocational Nurse services including:
 - Provide specialized nursing services to provide insulin administration, gastric tube feedings, catheterizations, and other specialized health care services.
 - Assists the credentialed School Nurse with mandated health screenings.
 - Assists in maintaining and dispensing medication to students with prescribed medication.
 - Provide first aid care to students.
 - Maintain current and accurate health records
 - Other services as agreed upon

3. **COST OF SERVICES:** DISTRICT agrees to pay SUPERINTENDENT the sum of **\$29,444.61** for **Licensed Vocational Nurse services for 185 days at 4 hrs. per day** as provided in this Agreement. Salary and benefits are estimated and will be adjusted to actual costs.

4. **METHOD OF PAYMENT:** District agrees to pay SUPERINTENDENT for **Licensed Vocational Nurse services** as provided in this Agreement. Pursuant to Education Code section 1752, SUPERINTENDENT shall transfer this sum from the funds of DISTRICT to the County School Service Fund after **March 1, 2020**.


5. **INDEMNIFICATION:** SUPERINTENDENT and DISTRICT shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of SUPERINTENDENT or DISTRICT or their agents, officers and employees under this Agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer-employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.


6. **TERMINATION:** Either party may terminate this Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

DISTRICT
Tipton School District
P.O. Box 787
Tipton, CA 93272

SUPERINTENDENT
Tim A. Hire, County Superintendent of Schools
Business Services
Tulare County Office of Education
P.O. Box 5091
Visalia CA 93278-5091

By: 
Date: 12/11/19

By: 
Date: 11/13/19

TCOE Program Information

Contact Person and Phone No.: Nan Arnold, Program Manager, (559) 651-0130 ext. 3710
Division: Instructional Services
Program Title: School Health Programs
Budget Number: 010-00040-0-000000-000000-86770-0-0-0

Please return an original copy to: Tulare County Office of Education
ATTN: Elizabeth Sisk, Business Services Secretary
P.O. Box 5091
Visalia, CA 93278-5091