

Tipton Elementary School District

AGENDA

REGULAR BOARD MEETING

Tuesday, October 1, 2024

7:00 p.m. District Board Room

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 the Board. 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

2.3 Correspondence

Review and Approval of Budget, Fiscal Year

3. **CONSENT CALENDAR: Action items:**

3.1 Minutes Regular Board Meeting September 3, 2024

3.2 Minutes of Special Board Meeting September 13, 2024

3.3 Conference, Field Trip, Fund Raiser and Facilities Requests

3.4 Library Surplus

4. **ADMINISTRATIVE: Action items:**

4.1 Change Order #4 for New TK Classrooms at Tipton Elementary School

4.2 Resolution 2024-2025-03 Authorizing the Sale of Unneeded Personal Property Pursuant to Education Code Section 17545 ET SEC

4.3 Agreement for Professional Services with Wendy Mc Phetridge

5. **FINANCE: Action items:**

5.1 Vendor Payments

6. **INFORMATION: (Verbal Reports & presentations)**

6.1 MOT--FOOD SERVICE—PROJECTS

7. **ANY OTHER BUSINESS:**
 - 7.1 Quarterly Board Policy - September 2024
8. **Adjourn to Closed Session:** The Board will consider and may act upon any of the following items in closed session. Any action taken will be reported publicly at the end of closed session as required by law.
 - 8.1 Education Code section 35146
Student transfers, inter District request
 - 8.2 Employee Organization:
Government Code Section 54957.6
Conference with labor negotiators
Agency designated representatives: Superintendent
Employee Organization: CTA
 - 8.3 Employee Organization:
Government Code Section 54957.6
Conference with labor negotiators
Agency designated representatives: Superintendent
Employee Organization: California School Employees Association and its Chapter 765
9. **Reconvene to open session:**
10. **Report out from Closed Session:**
11. **Adjournment**

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: September 25, 2024

Distrito escolar primario de Tipton

ORDEN DEL DÍA

REUNIÓN ORDINARIA DE LA JUNTA

martes, 1 de octubre de 2024
19:00 Sala de juntas del distrito

- 1. Llame para ordenar- Saludo a la Bandera**
De conformidad con la Ley de Estadounidenses con Discapacidades y la Ley Brown, si necesita asistencia especial para participar en la reunión, incluido el recibo de la agenda y los documentos en el paquete de la agenda en un formato alternativo, comuníquese con la oficina del Distrito Escolar Primario Tipton al (559) 752-4213. La notificación 48 horas antes de la reunión permitirá al distrito hacer arreglos razonables para garantizar la accesibilidad a esta reunión (28CFR35.102-35, 104 ADA Título II) y permitirá la preparación de documentos en un formato alternativo apropiado.

- 2. Aporte público:**
Para garantizar que los miembros del público tengan una oportunidad significativa de dirigirse a la junta sobre los puntos de la agenda que están dentro de la jurisdicción de la Junta, los puntos de la agenda pueden abordarse ya sea en la parte de la agenda que contiene comentarios del público o en el momento en que se aborda el asunto. asumida por la Junta. Las presentaciones en la junta están limitadas a 3 minutos por persona y 15 minutos por tema.
 - 2.1** Relaciones comunitarias/comentarios de ciudadanos
 - 2.2** Informes por Unidades de Empleados CTA/CSEA
 - 2.3** Correspondencia
Revisión y Aprobación del Presupuesto del Año Fiscal

- 3. CALENDARIO DE CONSENTIMIENTO: Elementos de acción:**
 - 3.1** Acta Reunión Ordinaria de Directorio 3 de septiembre de 2024
 - 3.2** Acta de la reunión especial de la Junta del 13 de septiembre de 2024
 - 3.3** Solicitudes de conferencias, excursiones, recaudación de fondos e instalaciones
 - 3.4** Excedente de biblioteca

- 4. ADMINISTRATIVO: Elementos de acción:**
 - 4.1** Orden de cambio n.º 4 para nuevas aulas de TK en la escuela primaria Tipton

 - 4.2** Resolución 2024-2025-03 Autorizando la venta de bienes personales innecesarios de

conformidad con la Sección 17545 ET SEC del Código de Educación

4.3 Acuerdo de Servicios Profesionales con Wendy Mc Phetridge

5. **FINANZAS: Elementos de acción:**

5.1 Pagos a proveedores

6. **INFORMACIÓN: (Informes verbales y presentaciones.)**

6.1 EN CONTRA--SERVICIO DE ALIMENTOS—PROYECTOS

7. **CUALQUIER OTRO NEGOCIO:**

7.1 Trimestral Política de la Junta - Septiembre de 2024

8. **Clausurar la sesión cerrada: La Junta considerará y podrá actuar sobre cualquiera**

de el siguientes puntos en sesión cerrada. Cualquier acción tomada será informada

públicamente en el fin de la sesión a puertas cerradas como lo exige la ley.

8.1 Código de Educación sección 35146

Transferencias de estudiantes, solicitud entre distritos

8.2 Organización de empleados:

Código de Gobierno Sección 54957.6

Conferencia con negociadores laborales

Representantes designados de la agencia: Superintendente

Organización de empleados: llamada a la acción

8.3 Organización de empleados:

Código de Gobierno Sección 54957.6

Conferencia con negociadores laborales

Representantes designados de la agencia: Superintendente

Organización de empleados: Asociación de Empleados Escolares de California y su capítulo 765

9. **Volver a reunirse para abrir la sesión:**

10. **Informe de la sesión cerrada:**

11. **Aplazamiento**

Aviso: Si se distribuyen documentos a los miembros de la junta sobre un tema de la agenda dentro de las 72 horas posteriores a una reunión regular de la junta, al mismo tiempo los documentos estarán disponibles para inspección pública en la oficina del distrito ubicada en 370 N. Evans Road, Tipton CA. 93272, teléfono 752-4213

Agenda publicada: 25 de septiembre de 2024

2.

Public Input:

2.3 Correspondence

Review and Approval of Budget, Fiscal Year

Tulare County Office of Education

Committed to Students, Support & Service

Tim A. Hire
*County
Superintendent
of Schools*

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

(559) 733-6300
tcoe.org

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

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

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

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

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

Main Locations

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

Doe Avenue Complex
7000 Doe Ave.
Visalia

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

September 15, 2024

Ms. Stacey Bettencourt, Superintendent
Tipton School District
PO Box 787
Tipton, CA 93272

SUBJECT: REVIEW AND APPROVAL OF BUDGET, FISCAL YEAR 2024-25

Dear Stacey:

We have completed our review and analysis of your district budget for fiscal year 2024-25 and the accompanying certification pursuant to Education Code Section 42127.

The County Superintendent is required to approve, conditionally approve, or disapprove a school district budget on or before September 15th each fiscal year. Beginning with fiscal year 2014-15 a school district budget shall not be approved by the county superintendent of schools before a district's local control and accountability plan or update to an existing plan is approved.

The district's 2024-25 local control accountability plan (LCAP) has been approved by our office. A separate letter regarding that approval was sent to you and the governing board president from the Instructional Services Division of our office.

Our office has completed our review of the district's 2024-25 adopted budget. We find the budget, as submitted, reflects a satisfactory fiscal position and indicates the district will be able to meet its financial obligations during this fiscal year and the two following projection years.

If you have any concerns or questions about this review, our comments or recommendations, please do not hesitate to call me at 733-6474.

Sincerely,



Fernie Marroquin, Ed.D.
Assistant Superintendent, Business Services

/es

cc: Iva Sousa, Board President
District Business Manager

3. **CONSENT CALENDAR: Action items:**
 - 3.1 Minutes Regular Board Meeting September 3, 2024

Tipton Elementary School District REGULAR BOARD MEETING

Minutes

Tuesday, September 3, 2024
7:00 p.m. District Board Room

1. **Call to order- Flag Salute**

Board Member, Greg Rice called the meeting to order at 7:00 pm and led the flag salute. Board Members present: Shelley Heeger, Fernando Cunha and Greg Rice. Absent: Iva Sousa and John Cardoza. Guests: Jackie Everett, Peter Sun, and Lawrence Reyes.

2. **Open Public Hearing** on Student Textbooks to Determine that Pupils Have Sufficient Textbooks or Instructional Materials for the 2024-2025 School Year.

2.1 Open for Public Questions and Comments

2.2 Close Public Hearing

Motion to Open the Public Hearing on Student Textbooks to Determine that Pupils Have Sufficient Textbooks or Instructional Materials for the 2024-2025 School Year was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

3. **Public Input:**

3.1 Community Relations/ Citizen Comments

3.2 Reports by Employee Units CTA/CSEA

3.3 Correspondence

Local Control Accountability Plan (LCAP) Approval Letter

Mrs. Stacey Bettencourt shared with the Board that the LCAP had been approved and is posted on the website. Once translated it will be posted as well.

4. **CONSENT CALENDAR: Action items:**

4.1 Minutes Regular Board Meeting August 13, 2024

4.2 Technology Surplus

4.3 Library Surplus

Motion to approve the Consent Calendar was made by was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0
Abstain –0
Absent – Iva Sousa and John Cardoza

5. ADMINISTRATIVE: Action items:

5.1 Board Resolution #2024-2025-01 In the Matter of Determining that Pupils Have Sufficient Textbooks or Instructional Materials for the 2024-2025 School Year

Motion to approve Board Resolution #2024-2025-01 In the Matter of Determining that Pupils Have Sufficient Textbooks or Instructional Materials for the 2024-2025 School Year was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

5.2 Change order #3 for New TK Classrooms at Tipton Elementary School

Motion to approve Change order #3 for New TK Classrooms at Tipton Elementary School was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

5.3 June Board Policy

Motion to approve June Board Policy was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

5.4 July Special Board Policy

Motion to approve July Special Board Policy was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

5.5 Temporary Athletic Team Coach Certification

Motion to approve Temporary Athletic Team Coach Certification was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

5.6 In the Matter of Establishing an Estimated Appropriations Limit for 2024-2025 Fiscal Year and an Actual Appropriations Limit for the 2023-2024 Fiscal Year Resolution #2024-2025-02

Motion to approve Resolution #2024-2025-02 In the Matter of Establishing an Estimated Appropriations Limit for 2024-2025 Fiscal Year and an Actual Appropriations Limit for the 2023-2024 Fiscal Year was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

6. **FINANCE:** Action items:

6.1 Vendor Payments

Motions to approve Vendor Payments was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

6.2 Unaudited Actuals

Motion to approve Unaudited Actuals was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

6.3 Budget Revisions

Motion to approve Budget Revisions was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

7. INFORMATION: (Verbal Reports & presentations)

7.1 MOT--FOOD SERVICE—PROJECTS

8. Adjourn to Closed Session: 7:15 pm

9. Reconvene to open session: 7:25 pm

10. Report out from Closed Session:

8.1 Education Code section 35146

Student transfers, inter District request

Motion to approve student #24-2514 request for inter District was made by Shelley Heeger and seconded by Fernando Cunha.

Vote Yea 3/ No 0 / Abstain 0 / Absent 2

Yea –Shelley Heeger, Fernando Cunha and Greg Rice

No – 0

Abstain –0

Absent – Iva Sousa and John Cardoza

8.2 Employee Organization:

Government Code Section 54957.6

Conference with labor negotiators

Agency designated representatives: Superintendent

Employee Organization: CTA

8.3 Employee Organization:

Government Code Section 54957.6

Conference with labor negotiators

Agency designated representatives: Superintendent

Employee Organization: California School Employees Association and its Chapter 765

11. Adjournment 7:26 pm

Minutes approved October 1, 2024

Iva Sousa, President

John Cardoza, Clerk

Stacey Bettencourt, Secretary

Distrito Escolar Primario de Tipton

REUNIÓN REGULAR DE LA JUNTA

Minutos

Martes 3 de septiembre de 2024
7:00 p. m. Sala de la Junta del Distrito

1. Llamado al orden: saludo a la bandera

El miembro de la junta, Greg Rice, llamó a la reunión a orden a las 7:00 p. m. y dirigió el saludo a la bandera. Miembros de la junta presentes: Shelley Heeger, Fernando Cunha y Greg Rice. Ausentes: Iva Sousa y John Cardoza. Invitados: Jackie Everett, Peter Sun y Lawrence Reyes.

2. Audiencia pública abierta sobre libros de texto para estudiantes para determinar si los alumnos tienen suficientes libros de texto o materiales didácticos para el año escolar 2024-2025.

2.1 Abierto a preguntas y comentarios públicos

2.2 Audiencia pública cerrada

La moción para abrir la audiencia pública sobre los libros de texto de los estudiantes para determinar si los alumnos tienen suficientes libros de texto o materiales didácticos para el año escolar 2024-2025 fue presentada por Shelley Heeger y secundada por Fernando Cunha.

Votos a favor 3/ No 0 / Abstenciones 0 / Ausencias 2

A favor: Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstenciones –0

Ausencias: Iva Sousa y John Cardoza

3. Aportes públicos:

3.1 Relaciones con la comunidad/Comentarios de los ciudadanos

3.2 Informes de las unidades de empleados CTA/CSEA

3.3 Correspondencia

Carta de aprobación del Plan de control y rendición de cuentas local (LCAP)

La Sra. Stacey Bettencourt compartió con la Junta que el LCAP había sido aprobado y está publicado en el sitio web. Una vez traducido, también se publicará.

4. CALENDARIO DE CONSENTIMIENTO: Puntos de acción:

4.1 Actas de la reunión ordinaria de la Junta Directiva del 13 de agosto de 2024

- 4.2 Excedentes de tecnología
- 4.3 Excedentes de la biblioteca

La moción para aprobar el Calendario de consentimiento fue presentada por Shelley Heeger y secundó Fernando Cunha. Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí – Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

5. ADMINISTRATIVO: Puntos de acción:

5.1 Resolución de la Junta #2024-2025-01 En el Asunto de Determinar que los Alumnos Tienen Suficientes Libros de Texto o Materiales de Instrucción para el Año Escolar 2024-2025

La moción para aprobar la Resolución de la Junta #2024-2025-01 En el Asunto de Determinar que los Alumnos Tienen Suficientes Libros de Texto o Materiales de Instrucción para el Año Escolar 2024-2025 fue hecha por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

5.2 Orden de cambio n.º 3 para nuevas aulas de TK en la escuela primaria Tipton

La moción para aprobar la Orden de cambio n.º 3 para nuevas aulas de TK en la escuela primaria Tipton fue hecha por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

5.3 Política de la Junta de junio

La moción para aprobar la Política de la Junta de junio fue hecha por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

5.4 Política especial de la Junta de julio

Shelley Heeger hizo la moción para aprobar la Política especial de la Junta de julio y Fernando Cunha la apoyó.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

5.5 Certificación temporal de entrenadores de equipos deportivos

Shelley Heeger hizo la moción para aprobar la Certificación temporal de entrenadores de equipos deportivos y Fernando Cunha la apoyó. Voto Sí 3/ No 0 / Abstención 0 / Ausente 2

Sí – Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausente – Iva Sousa y John Cardoza

5.6 En el asunto de establecer un límite de asignaciones estimado para el año fiscal 2024-2025 y un límite de asignaciones reales para el año fiscal 2023-2024 Resolución n.º 2024-2025-02

La moción para aprobar la Resolución n.º 2024-2025-02 en el asunto de establecer un límite de asignaciones estimado para el año fiscal 2024-2025 y un límite de asignaciones reales para el año fiscal 2023-2024 fue presentada por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

6. FINANZAS: Puntos de acción:

6.1 Pagos a proveedores

Shelley Heeger hizo la moción para aprobar los pagos a proveedores y Fernando Cunha la apoyó.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

6.2 Datos reales no auditados

Shelley Heeger hizo la moción para aprobar los datos reales no auditados y Fernando Cunha la apoyó. Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

6.3 Revisiones del presupuesto

La moción para aprobar las revisiones del presupuesto fue presentada por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí – Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

7. INFORMACIÓN: (Informes verbales y presentaciones)

7.1 MOT--SERVICIO DE ALIMENTOS-PROYECTOS

8. Aplazamiento a sesión cerrada: 7:15 pm

9. Reanudación a sesión abierta: 7:25 pm

10. Informe de la sesión cerrada:

8.1 Código de Educación, artículo 35146

Transferencias de estudiantes, solicitud entre distritos

La moción para aprobar la solicitud de estudiante n.º 24-2514 para transferencia entre distritos fue presentada por Shelley Heeger y secundada por Fernando Cunha.

Voto Sí 3/ No 0 / Abstención 0 / Ausencia 2

Sí –Shelley Heeger, Fernando Cunha y Greg Rice

No – 0

Abstención –0

Ausencia – Iva Sousa y John Cardoza

8.2 Organización de empleados:

Sección 54957.6 del Código de Gobierno

Conferencia con negociadores laborales

Representantes designados por la agencia: Superintendente

Organización de empleados: CTA

8.3 Organización de empleados:

Sección 54957.6 del Código de Gobierno

Conferencia con negociadores laborales

Representantes designados por la agencia: Superintendente

Organización de empleados: Asociación de Empleados Escolares de California y su Capítulo
765

11. Aplazamiento 7:26 pm

Acta aprobada el 1 de octubre de 2024

Iva Sousa, Presidenta

John Cardoza, Secretario

Stacey Bettencourt, Secretaria

3. **CONSENT CALENDAR: Action items:**
 - 3.2 Minutes of Special Board Meeting September 13, 2024

Tipton Elementary School District

Minutes

SPECIAL BOARD MEETING

Friday September 13, 2024
6:00 p.m. District Board Room

1. CALL TO ORDER- FLAG SALUTE

Board Clerk, John Cardoza called the meeting to order at 6:00 pm and led the flag salute. Board Members present: Shelley Heeger, John Cardoza, Fernando Cunha and Greg Rice. In addition, Iva Sousa attended by teleconference. Guest: Jakie Everett.

The Board Clerk, Mr. Cardoza announced that this meeting is also being conducted pursuant to California Government Code section 54953(b) concerning teleconferencing of meetings. That Board President, Iva Marie Leal Sousa is participating in this meeting by speaker phone from Ladeira de Pena Casa 17 Fontinhas, Terceira, Azores. In accordance with the Brown Act, this location has been identified on the agenda for this meeting. In addition, the Board President asked Ms. Iva Sousa to verify that she could hear the meeting, that she had the agenda for the Board meeting, that she posted the agenda for the Board meeting and that her location was such that any member of the public could participate in the public portions of this teleconference meeting from her location. Ms. Sousa responded, "Yes" to each question.

Mr. Cardoza also asked the Board Members whether they were able to hear Board member Iva Sousa. All Board members responded, "Yes."

Mr. Cardoza also informed the Board that because the meeting was being conducted by teleconference, all actions would be by a roll call vote.

2. PUBLIC INPUT:

2.1 Community Relations/Citizen Comments

3. Adjourn to Closed Session: 6:02pm

Mrs. Stacey Bettencourt, Board Secretary excused herself from the closed session meeting.

4. Reconvene to Open Session 6:32pm

5. Report out from Closed Session

3.1 Government Code section 54957

Public Employee Discipline/Dismissal/Release/Complaint

With a motion by Fernando Cunha and seconded by Greg Rice the Board gave direction to Legal Counsel to retain Investigator to conduct investigation.

*The Board vote on this action was as follows:
Members Iva Sousa, Shelley Heeger, Greg Rice, Fernando Cunha, and John Cardoza
voted yes.*

Members 0 voted no.

MEMBERS 0 abstained.

6. ADJOURNMENT: 6:37 pm

Minutes approved October 1, 2024

Iva Sousa, President

John Cardoza, Clerk

Stacey Bettencourt, Secretary

Distrito Escolar Primario de Tipton

Minutos

REUNIÓN ESPECIAL DE LA JUNTA

Viernes 13 de septiembre de 2024

6:00 p. m. Sala de la Junta del Distrito

1. **LLAME PARA ORDENAR- SALUDO A LA BANDERA**

El secretario de la Junta, John Cardoza, abrió la reunión a las 6:00 pm y encabezó la bandera. saludo. Miembros de la Junta presentes: Shelley Heeger, John Cardoza, Fernando Cunha y Greg Rice. Además, Iva Sousa asistió por teleconferencia. Invitada: Jackie Everett.

El Secretario de la Junta, Sr. Cardoza, anunció que esta reunión también se llevará a cabo de conformidad con la sección 54953(b) del Código de Gobierno de California sobre teleconferencias de reuniones. La Presidenta de la Junta Directiva, Iva Marie Leal Sousa, participa de esta reunión por teléfono desde Ladeira de Pena Casa 17 Fontinhas, Terceira, Azores. De acuerdo con la Ley Brown, este lugar ha sido identificado en la agenda de esta reunión. Además, el Presidente del Directorio solicitó a la señora Iva Sousa verificar que pudiera escuchar la reunión, que tuviera la agenda de la reunión del Directorio, que publicara la agenda de la reunión del Directorio y que su ubicación fuera tal que cualquier miembro del directorio El público podría participar en las partes públicas de esta teleconferencia desde su ubicación. La Sra. Sousa respondió "Sí" a cada pregunta.

El Sr. Cardoza también preguntó a los miembros de la Junta si pudieron escuchar a la miembro de la Junta, Iva Sousa. Todos los miembros de la Junta respondieron: "Sí".

El Sr. Cardoza también informó a la Junta que debido a que la reunión se llevaría a cabo por teleconferencia, todas las acciones se realizarían mediante votación nominal.

2. **COMENTARIOS DEL PÚBLICO:**

2.1 Relaciones comunitarias/comentarios de los ciudadanos

3. **Clausurar la sesión cerrada: 6:02 p.m.**

La Sra. Stacey Bettencourt, Secretaria de la Junta, se excusó de la reunión a puerta cerrada.

4. **Volver a reunirse para la sesión abierta 6:32 p.m.**

5. Informe desde la sesión cerrada

3.1 Código de Gobierno sección 54957
Disciplina/Despido/Liberación/Queja de Empleados Públicos

Con una moción de Fernando Cunha y secundada por Greg Rice, la Junta dio dirección al asesor legal para retener a los investigadores para realizar una investigación.

*La votación de la Junta sobre esta acción fue la siguiente:
Los miembros Iva Sousa, Shelley Heeger, Greg Rice, Fernando Cunha y John Cardoza votaron a favor.
Miembros 0__ votó no.
MIEMBROS 0__ se abstuvo.*

6. APLAZAMIENTO: 6:37 pm

Acta aprobada el 1 de octubre de 2024

Iva Sousa, presidenta

John Cardoza, secretario

Stacey Bettencourt, secretaria

3. **CONSENT CALENDAR: Action items:**
 - 3.3 Conference, Field Trip, Fund Raiser and Facilities Requests

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Smith, Lowry, Uresti GRADE K

CLASSES ATTENDING 3

DATE OF TRIP 10/2/24 NUMBER OF PUPILS 45 ADULTS 3 teachers 4 aids

DESTINATION High School Farm

BUS TO LEAVE SCHOOL AT 9:45 RETURN AT 11:45

BUS ROUTING AND STOPS

go to high school farm and return to school

USE THE BACK OF THIS PAPER IF ROUTING NEEDS MORE SPACE

PRELIMINARY STEPS: Made reservation with H.S. Farm

TRIP RELEVENCY: We are learning in class about farm and harvest.

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

Requesting a chaperone for Fabrian Lopez.

COST \$ 0

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES NO HOW MANY 45

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES NO HOW MANY

SIGNATURE OF TEACHER IN CHARGE [Signature]

TRIP AUTHORIZED BY SCHOOL BOARD YES NO

SIGNATURE OF SUPERINTENDENT [Signature]

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Moreno, Rodriguez, Allred GRADE 1st

CLASSES ATTENDING First Grade

DATE OF TRIP 10/11/24 NUMBER OF PUPILS 45+ ADULTS 6 ish TBD

or 10/18/24
DESTINATION Fresno Chaffee Zoo

BUS TO LEAVE SCHOOL AT 9:00 RETURN AT 2:30

BUS ROUTING AND STOPS

Charter bus - 99 there and back.

USE THE BACK OF THIS PAPER IF ROUTING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: Science

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

7 entrance
2 giraffe
COST \$ 9.⁰⁰ per student 11.⁰⁰ per adult

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES NO HOW MANY 42

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES NO HOW MANY TBD

SIGNATURE OF TEACHER IN CHARGE Danielle Rodriguez

TRIP AUTHORIZED BY SCHOOL BOARD YES NO

SIGNATURE OF SUPERINTENDENT Greg Bell



Tipton Elementary School District



Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Muñoz, Avila, Richmond GRADE 3

CLASSES ATTENDING _____

DATE OF TRIP 10/25/24 NUMBER OF PUPILS 50 ADULTS 3

DESTINATION Tulare County Museum

BUS TO LEAVE SCHOOL AT 9:15 RETURN AT 1:00

BUS ROUTING AND STOPS

Direct to Museum @ Mooney Grove

USE THE BACK OF THIS PAPER IF ROUTNING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: Local native Americans - Yokuts

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

COST \$ 1 per person

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES NO _____ HOW MANY 50

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES _____ NO HOW MANY _____

SIGNATURE OF TEACHER IN CHARGE [Signature]

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT [Signature]

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Gilbert / Ramirez ^(Valencia) GRADE 5th

CLASSES ATTENDING 5th

DATE OF TRIP Oct. 4, 2024 NUMBER OF PUPILS 37 ADULTS 2

DESTINATION Scicon

BUS TO LEAVE SCHOOL AT 8:30 RETURN AT 2:30

BUS ROUTING AND STOPS

USE THE BACK OF THIS PAPER IF ROUTING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: _____

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

COST \$ _____

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES NO _____ HOW MANY 37

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES NO _____ HOW MANY 2

SIGNATURE OF TEACHER IN CHARGE Ramirez / Gilbert

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT Shirley Belter

Field Trip Approval Form

(MUST BE SUBMITTED ONE MONTH PRIOR TO FIELD TRIP)

TEACHER(S) Gilbert/Romirez GRADE 5th

CLASSES ATTENDING 5th

DATE OF TRIP 10/29 NUMBER OF PUPILS 38 ADULTS 2

DESTINATION Bowlero/Visalia

BUS TO LEAVE SCHOOL AT 9:15 RETURN AT 1:15

BUS ROUTING AND STOPS

USE THE BACK OF THIS PAPER IF ROUTNING NEEDS MORE SPACE

PRELIMINARY STEPS: _____

TRIP RELEVENCY: Why Try

OTHER INFORMATION/STAFF CHAPARONE REQUEST:

COST \$ 0

CAFETERIA LUNCHES NEEDED FOR STUDENTS: YES _____ NO HOW MANY _____

CAFETERIA LUNCHES NEEDED FOR ADULTS: YES _____ NO HOW MANY _____

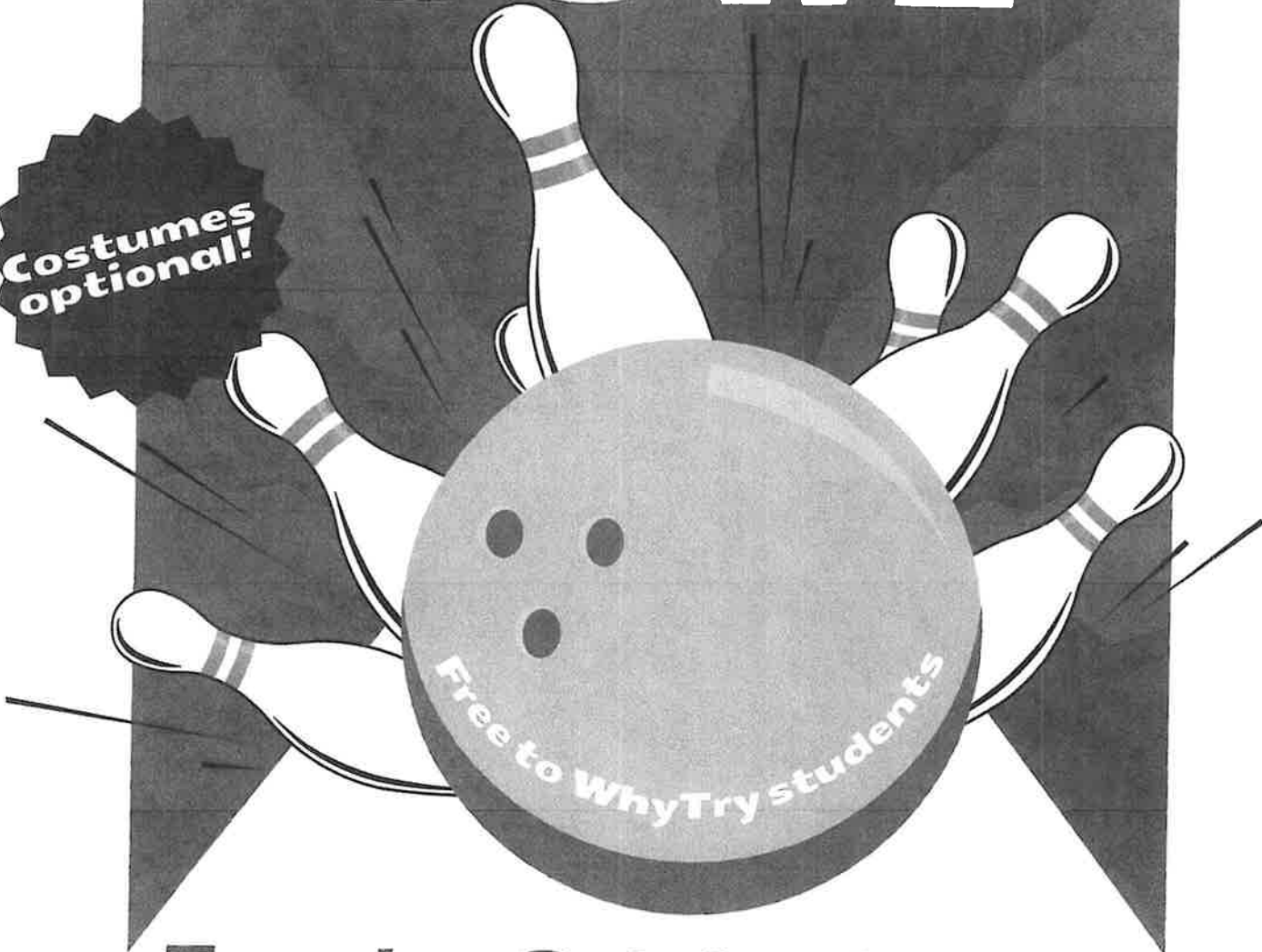
SIGNATURE OF TEACHER IN CHARGE _____

TRIP AUTHORIZED BY SCHOOL BOARD YES _____ NO _____

SIGNATURE OF SUPERINTENDENT Stacy Bell

HARVEST BOWL

Costumes
optional!



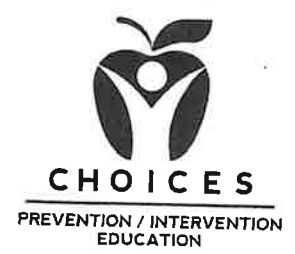
Tuesday, October 29, 2024
10:00 a.m. - 12:30 p.m.

Bowlero, 1740 W. Caldwell Ave., Visalia, CA 93277

For more information, contact: Briana Garza at (559) 651-0155



Tulare County
Office of Education
Tim A. Hire, County Superintendent of Schools



Tipton Elementary School District

Name of Club: Library

Request for Fundraiser Approval and Revenue Projection

School Year: 2024-2025

Date form submitted: 9/18/24 Submitted by: Megan Rice

PROPOSED ACTIVITY:

Name of activity or type of fundraiser: Scholastic Book Fair

Location of activity: Library

Facilities needed: Library

Items to be sold: Books / writing accessories

Date of activity: 10/18 & 10/21-10/25

Time of activity: From 8:00 a.m./p.m. To: 3:30 a.m./p.m.

Item/Ticket selling price: \$ Varies

Cash Box required? Yes No

Number of items purchased for sale: _____ @ \$ _____ each = \$ _____

ASB purchase order required? Yes No

How much income is anticipated? \$ Varies how much expense is anticipated? \$ none

How will profit be used? Scholastic dollars rewards - books for library

Fundraiser Contact Person: Megan Rice

Phone Number: 752-4213

Submit Form to Principal/Superintendent (Principal/Superintendent forward form to Business Office)

Approved by:

Principal/Superintendent: Stacy Betterman

Business Manager/ASB Administrator: _____

Reason for disapproval, if applicable: _____

Note: Fundraising Event Profit form is due two weeks after close of activity/fundraiser.

Tax ID# 94-2191905

Starting \$ Needed

| | |
|-------------------|----------------|
| 25¢ = \$40.00 (4) | 1s = \$50.00 |
| 10¢ = \$30.00 (6) | 5s = \$60.00 |
| 5¢ = \$16.00 (8) | 10s = \$60.00 |
| 1¢ = \$6.00 (12) | 20s = \$100.00 |
| | \$270.00 |
| \$92.00 | Total \$362.00 |



Tiger Pride!

TIPTON ELEMENTARY SCHOOL DISTRICT
APPLICATION FOR USE OF SCHOOL FACILITIES
(APPLICATION MUST BE FILED AT LEAST ONE WEEK IN ADVANCE)

1. NAME OF SPONSORING ORGANIZATION: Tulare County Office of Education, BHS (SBHIP Program)

- 2. PERSON RESPONSIBLE: Sharmeen Lakhani
- 3. ADDRESS: 1830 S. Central Street, Visalia 93277
- 4. DATE OF APPLICATION: 9/18/24
- 5. PHONE: 559-425-6969
- 6. ROOM OR FACILITIES DESIRED: Multi Purpose Room
- 7. DATE(S): 9/24/24 TIME(S): 5-7:30P

10/17/24, 11/14/24, 12/12/24

SERVICES OR ITEMS REQUESTED: Access to plugging in and projecting laptop on to screen - we will be providing burritos for the attendees

FACILITIES TO BE USED FOR: Family Connect Group

STATEMENT OF INFORMATION

The undersigned states that, to the best of his/her knowledge, the School Property for the use of which application is hereby made will not be used for the commission of any act which is prohibited by law, or for the commission of any crime, including, Penal Code, or section 40056 of the Ed. Code. I hereby certify (or declare) under penalty of perjury that the foregoing is true and correct.

I have read the statement of Information in its entirety and agree to the conditions required for the use of the above facility request(s).

Certificate of Liability Insurance attached _____

Approved _____ Disapproved _____ Rental Fee _____ Deposit Fee _____

Signature [Signature]
Superintendent or Designee Shirley Beltrami

3. **CONSENT CALENDAR: Action items:**
 - 3.4 Library Surplus

**Tipton Elementary
School
“Library News”**

Memo

To: Mrs. Bettencourt
From: Megan Rice
Date: September 23rd , 2024
Re: Library Surplus

Attached is a list of books, library materials, and other educational materials that have been weeded from the library collection or textbook resources due to the fact that these books were torn, missing pages, damaged, irrelevant, out of date, etc.

Weeding Project: This weeding project is in effort to continually make our library collection of better quality resources. This will also allow us to see which areas we may be lacking relevant sources in and create room for the new titles we add each year.

Books that are severely damaged and worn will be disposed of. Those books that are still in readable condition will be offered to teachers and/or students to take home. All of the books listed have been stamped with “discard”, our barcode and labels have been removed, and removed from our library system.

If you have any further questions, please let me know.

Thank you,

Megan Rice

Tipton Elementary School Library
Discarded/Weeded Library & School Materials

Title/Author/Number of copies

GUIDED READING

BOOKS

| | |
|---|---|
| 18th century clothing / Kalman, Bobbie | Are you psychic?: the official guide for kids / Becker, Helaine |
| 19th century clothing / Kalman, Bobbie | At gleason's gym / Lewin, Ted |
| 20th century fashion: the 60s mods & hippies / Powe-Temperley, Kitty | At the farm / Schwartz, David M. |
| 20th century fashion: the 70s punks, glam rockers, & new romantics / Gilmour, Sarah | Autumn: an alphabet acrostic / Schnur, Steven |
| A is for amazing moments: a sports alphabet / Herzog, Brad | Avoiding drugs / Murphy, Patricia J. |
| A is for axel: an ice skating alphabet / Browning, Kurt | Basketball bloopers: worlds funniest foul-ups / Gutman, Bill |
| About pets / McKay, Sindy | Batterup: you can play softball / Fauchald, Nick |
| About space / Carson, Jana | Best of aesop's fables, the / Clark, Margaret |
| All stations distress: April 5, 1912, the day the titanic sank / Brown, Don | Breakthrough: how one teen innovator is changing the world / Andraka, Jack |
| Amazing animals Q&A / Burnie, David | Brothers at bat: the true story of an amazing all-brother baseball team / Vernick, Audrey / 2 |
| Amazing basketball records / Hoblin, Paul | Can you see what I see?: big book of search-and-find fun / Wick, Walter |
| Amazing football records / Hoblin, Paul | Career in coding: careers in computers, a / McCallum, Rory |
| American tall tales / Osborne, Mary Pope | Caring for cats /Simmons, Rae |
| Animal science / Duke, Shirley | Carnival / Flanagan, Alice K. |
| Animal survivors of the arctic / Somervill, Barbara A. | Cars / Ready, Dee |
| Animals in the zoo / Fowler, Allan | |
| Apes and monkeys / Pelusey, Michael | |

Celebrating st. patrick's day / Landau, Elaine

Chess for kids / Basman, Michael

Chicken / Schwartz, David M.

Child of the civil rights movement / Shelton, Paula Young

Choosing a hamster, gerbil, guinea pig, rabbit, ferret, mouse, or rat: how to choose and care for a small mammal / Jeffery, Laura S.

Cinco de mayo, el / Lowery, Linda /3

Cinco de mayo / Torpie, Kate

Cinco de mayo / Wade, Mary Dodson

Cinco de mayo: celebrating hispanic pride / Gnojewski, Carol

Clothes and crafts in victorian times / Steele, Philp

Coding in scratch for beginners / Ziter, Rachel

Columbus day: celebrating a famous explorer / Landau, Elaine

Cool distance assistants: fun science projects to propel things / Hopwood, James

Craig & fred: a marine, a stray dog, and how they rescued each other / Grossi, Craig

Create your own video games with scratch / Coder Kids

Day with animal doctors, a / Bennett, Leonie

Do it now science: wild experiments & outdoor adventures / Stephens, Sara Hines

Do something for others: the kids' book of citizenship / Hanson, Anders

Dollars / Hill, Mary

Earth care: world folktales to talk about / Macdonald, Margaret Read

Escape: the story of the great houdini / Fleischman, Sid

Essential mathematics glossary I: a student reference guide, the / Academic Vocabulary Builders

Experiments with magic / Tocci, Salvatore

Extreme climbing / Crossingham, John

Every minute on earth: fun facts that happen every 24 hours / Murrie, Steve

Every minute on earth: fun facts that happen every 60 seconds / Murrie, Steve

Farm / Halley, Ned

Fast facts encyclopedia of animals & nature, the / Aladdin Books

Finding the titanic / Ballar, Robert D.

Finest hours: the true story of a heroic sea rescue, the / Tougias, Michael J.

Firefighters to the rescue / Goldish, Meish

First space encyclopedia / Bingham, Caroline / 2

Following rules / Nelson, Robin

Forest fires / Drohan, Michele Ingber

Forms of government / Benoit, Peter

Fossil detective / Pope, Joyce

Freeze frame: a photographic history of the winter olympics / Macy, Sue

From egg to chicken / Nelson, Robin

Geological and fossil evidence / Bright, Michael

Giraffes and zebras / Pelusey, Michael

Girls' basketball: making your mark on the court / Coleman, Lori

Going to war in the 19th century / Dodd, Graig

Good manners during special occasions / Ingalls, Ann

Grapes of math: mind-stretching math riddles, the / Tnag, Greg /2

Gross science: 25 experiments from the disgusting side of science / Beck, Paul

H is for homerun: a baseball alphabet / Herzog, Brad

Hanukkah / Schaefer, Lola M.

Hidden worlds: looking through a scientist's microscope / Kramer, Stephen /2

Horse heroes / Osborne, Mary Pope

Hunter : a chinese folktale, the / Casanova, Mary

I have a dream / King Jr., Martin Luther

I is for idea: an inventions alphabet / Schonberg, Marcia

I pledge allegiance / Martin Jr., Bill

I spy mystery: a book of picture riddles / Wick, Walter

I want to be a gymnast / Simkins, Kate

I wonder why stars twinkle and other questions about space / Stott, Carole

I wonder why trees have leaves: and other questions about plants / Charman, Andrew

In the deep sea / Collard, Sneed B.

Incredible hulk's book of strength, the / Buckley, Jim

Independence day / Aloian, Molly

Independence day / Sanders, Nancy I.

Independence day: birthday of the united states / Landau, Elaine

J is for jump shot: a basketball alphabet / Ulmer, Mike

Jesse owen: fastest man alive / Weatherford, Carole Boston

Karate in action / MacAulay, Kelley

Kidchat, oh the place to go: 204 creative questions to let the imagination travel / Nicholas, Bret

Labor day / Walker, Robert

Last-minute science fair projects / Bardhan-Quallen, Sudipta

Let's go to a park / Hill, Mary

Life as a gladiator: an interactive history adventure / Burgan, Michael

Life as a ninja: an interactive history adventure / Doeden, Matt

Life during the industrial revolution / Garstecki, Julia

Lugalbanda: the boy who got caught up in a war / Henderson, Kathy

Maintaining a positive digital footprint / McHugh, Jeff

Making choices / Parker, Vic

Mapping the skies / Oleksy, Walter

Marching for freedom: walk together, children, and don't you grow weary /Partridge, Elizabeth

Mardi gras: parades, costumes, and parties / Landau, Elaine

Martin luther king jr. day / Dean, Sheri

Math detectives: finding fun in numbers / Harcourt, Lalie

Math dictionary: the easy, simple, fun guide to help math phobics become math lovers / Monroe, Eula Ewing

Math potatoes: mind-stretching brain food / Tang, Greg

Mathemagic /Blum, Raymond

Memorial day / Dean, Sheri

Memorial day / Ditchfield, Christin

Mesmerized: how ben franklin solved a mystery that baffled all of france / Rockliff, Mara

Midnight math: twelve terrific math games / Ledwon, Peter

Mighty jackie: the strike-out queen / Moss, Marissa

Monkey business: stories from around the world / Climo, Shirley

Morris and buddy: the story of the first seeing eye dog / Hall, Becky

Motorcycles / Goodman, Susan E.

My baseball book / Gibbons, Gail

My brother martin: a sister remembers growing up with the rev. dr. martin luther king Jr. / Farris, Christine King

My first kwanzaa book / Chocolate, Deborah M. Newton

My uncle martin's big heart / Watkins, Angela Farris

Nonviolent resistance in the civil rights movement / Terp, Gail

Nubs: the true story of a mutt, a marine & a miracle / Dennis, Brian

Ocean life dictionary: an A to Z of ocean life / Twist, Clint / 2

Orphan train rider: one boy's true story / Warren, Andrea

Our government: the three branches / Buchanan, Shelly

Outside and inside mummies / Markle, Sandra

P is for princess: a royal alphabet / Layne, Steven L. / 2

Passwords and security / Minton, Eric

Pets: cats, dogs, horses & camels / Baker, Charles

Picture book of jackie robinson, a / Adler, David A.

Pioneer thanksgiving: a story of harvest celebrations in 1841, a / Greenwood, Barbara

Pirate / Platt, Richard

Pirates / Steele, Philip

Pirates: a nonfiction companion to pirates past noon / Osborne, Will

Plants & art activities / McCormick, Rosie

Playing safely / Nelson, Robin

Pledge of allegiance, the / Webster, Christine

Pledge of allegiance : story of one indivisible nation, the / Kozleski, Lisa

Polar, the titanic bear / Corning, Daisy

Prehistoric life / Lindsay, William

Pumpkin patch, the / King, Elizabeth

Q is for quark: a science alphabet book / Schwartz, David M.

Querida mama: gracias por todo / Grieve, Bradley Trevor

Rapunzel / Zelinsky, Paul O.

Real families: figuring out your family and where you fit in / Lynch, Amy

Real mother goose book of american rhymes, the / Slier, Debby

Remembering the titanic / Wishinsky, Frieda

Rhinoceroses and hippopotamuses / Pelusey, Michael

Riding to washington / Swain, Gwentyth

Rooster grows: a book of american rhymes and jingles, the / Petersham, Maud

Rudeness: deal with it, if you please / Rondina, Catherine

S. is for smithsonian: america's museum alphabet / Smith, Marie

Sabertooth and the ice age: a nonfiction companion to sunset of the sabertooth /3

Scholastics book of firsts / Buckley Jr., Jame

Scholastics book of lists / Buckley Jr., James

Science for fun experiments / Gibson, Gary

Science of animals, the / Seidlitz, Lauri

Secrets of the mummies / Griffey, Harriet

Shipwrecks / Spence, David

Sideways arithmetic from wayside school / Sachar, Louis

Sky's the limit: stories of discovery by women and girls, the / Thimmesh, Catherine

Smart girls guide to manners: the secrets to grace, confidence, and being your best, a / Holyoke, Nancy

Snowboarding / Craats, Rennay

Space exploration / Jankowski, Connie

Stanley cup: all about pro hockey's biggest event, the / Gitlin, Martin

Star wars: I want to be a jedi / Beecroft, simon

Star wars: R2-D2 and friends / Beecroft, simon

Star wars: ultimate duels / Kent, Lindsay

Star wars the clone wars: Anakin in action / Beecroft, Simon

Star wars the clone wars: watch out for jabba the hutt / Beecroft, Simon

Storm too soon: a remarkable true survival story in 80-foot seas, a / Tougias, Michael

Super science magic / Markle, Sandra

T is for titanic: a titanic alphabet / Shoulders, Debbie

Tale of the la llorona / Lowery, linda

Talented animals: a chapter book / Packard, Mary

Technology and treatments / McFadzean, Lesley

Teeny tiny animals / Ryals, Lexi

Ten true animal rescues / Betancourt, Jeanne

Tennis in action / Kalman, Bobbie

There's no place like space / Rabe, Tish

Throw your tooth on the roof: tooth traditions from around the world / Beeler, Selby B.

Top secret: the story of the manhattan project / Tracy, Kathleen

Trip to the zoo / Wallace, Karen

Tsunami / Kajikawa, Kimiko

Tsunamis and other natural disasters: a nonfiction companion to high tide in hawaii / Osborne, Mary Pope / 2

Turkeys, pilgrims, and indian corn: the story of the thanksgiving symbols / Barth, Edna

Twelve wild geese, the / Faulkner, Matt

Unicorns : magical creatures from myth and fiction / Di Francesco, Mia

U.S. air force / Cooper, Jason

U.S. army / Cooper, Jason

U.S. coast guard / Cooper, Jason

U.S. marine corps / Cooper, Jason

U.S. navy / Cooper, Jason

U.S. special operations / Cooper, Jason

US government through infographics / Higgins, Nadia

Vegetables we eat, the / Gibbons, Gail

Veteran's day / Walker, Robert

W is for woof: a dog alphabet / Strother, Ruth

What's older than a giant tortoise / Wells, Robert E.

Why do horses neigh? / Holub, Joan

Wilma rudolph / Sherrow, Victoria

Winners never quit / Hamm, Mia

Worst-case scenario survival handbook: gross junior edition, the / Borgenicht, David

Year at maple tree farm, the / Provensen, Alice

You can create a killer science fair project / Hirschmann, Kris

Young civil rights heroes / Zullo, Allan

Zuckerberg, Mark / Doak, Robin S.

CLASS SET NOVELS

4. **ADMINISTRATIVE: Action items:**

4.1 Change Order #4 for New TK Classrooms at Tipton Elementary School

MANGINI

BARENG MORRELLI SCOTT

MANGINI ASSOCIATES INC.

4320 West Mineral King Avenue

Visalia, California 93291

(559) 627-0530

www.mangini.us

CHANGE ORDER

NO. 04

TO: Oral E. Micham Inc.
P. O. Box 745
Woodlake, CA 93286

DATE: September 18, 2024
CHANGE ORDER NO.: Four
PROJECT NO.: 23041

PROJECT: New TK Classroom at Tipton Elementary School
Tipton Elementary School District

THE CONTRACT IS CHANGED AS FOLLOWS:

See attached Exhibit "A" for Description of Work.

TOTAL ADDS: \$3,678.00

TOTAL THIS CHANGE ORDER: \$3,678.00

Attachments: None

The Contractor agrees that this resolution constitutes a final accord and satisfaction of the Contractor's rights with respect to this change order.

| | |
|--|----------------|
| The original Contract Sum was..... | \$1,697,000.00 |
| Net change by previous Change Orders..... | \$238,304.00 |
| The Contract Sum prior to this Change Order was..... | \$1,935,304.00 |
| The Contract Sum will be changed by this Change Order | \$3,678.00 |
| The new Contract Sum including this Change Order will be | \$1,938,982.00 |

The Contract Time will be ~~(increased)~~ ~~(decreased)~~ **(unchanged) ZERO DAYS** (0) days
The Date of Completion as of the date of this Change Order therefore is Dec. 3, 2024

Contractor: 
Steve Tindle, Vice President
Oral E. Micham Inc.

Date: 9/20/24

Architect: 
Michael Scott, Architect
Mangini Associates, Inc.

Date: 9.20.24

Owner: 
Stacey Bettencourt, Superintendent
Tipton Elementary School District

Date: 9/20/24

Description of Work

Item No. 1: **BL #12: Provide bronze building plaque.**

ADD \$3,678.00

Reason: Owner Request.

TOTAL ADDS \$3,678.00
TOTAL DEDUCTS..... \$-0.00
TOTAL THIS CHANGE ORDER \$3,678.00

4. **ADMINISTRATIVE: Action items:**
 - 4.2 Resolution 2024-2025-03 Authorizing the Sale of Unneeded Personal Property Pursuant to Education Code Section 17545 ET SEC

AGENDA ITEM

TITLE: RESOLUTION NO. 2024-2025-03 AUTHORIZING THE SALE OF UNNEEDED PERSONAL PROPERTY PURSUANT TO EDUCATION CODE SECTION 17545 ET SEQ.

CONTACT PERSON:

Stacey Bettencourt, Superintendent, Tipton Elementary School District

QUICK SUMMARY/ABSTRACT:

The Governing Board will consider authorizing the sale of three school buses as unneeded personal property of the District by private sale, public auction, or as otherwise authorized.

RECOMMENDED MOTION:

It is recommended that the Board of Trustees adopt the Resolution to make a finding, by a unanimous vote, that the buses do not exceed \$2,500.00 in value, and to sell the unneeded personal property of the District by private sale, public auction, or as otherwise authorized.

DISCUSSION:

The District intends to sell unneeded school buses that have become obsolete and no longer serve the needs of the District due to their age and condition.

The Administration recommends authorizing the District to sell these school buses via private sale or public auction to the highest responsible bidder.

**BEFORE THE BOARD OF TRUSTEES OF THE
TIPTON ELEMENTARY SCHOOL DISTRICT
TULARE COUNTY, CALIFORNIA**

RESOLUTION NO. 2024-2025-03

| | | |
|----------------------------------|---|------------------------------------|
| IN THE MATTER OF THE |) | RESOLUTION AUTHORIZING SALE |
| SALE OF UNNEEDED PERSONAL |) | OF UNNEEDED PERSONAL |
| PROPERTY |) | PROPERTY |
| _____ |) | |

WHEREAS, the Tipton Elementary School District (the “District”) desires to sell three unneeded school buses (the “Unneeded Personal Property”); and

WHEREAS, the District has purchased new school buses and the unneeded school buses no longer serve the needs of the District due to their age and condition; and

WHEREAS, the school buses are no longer needed for school purposes pursuant to Education Code section 17545 et seq.; and

WHEREAS, District administration estimates the value of each bus at approximately \$700.00, for a total value of \$2,100.00; and

WHEREAS, to the extent the District is able to sell the Unneeded Personal property, it desires to do so such that all items are sold in “as-is” condition, and the District assumes no liability in such sales; and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Tipton Elementary School District, hereby finds, determines, and orders as follows:

1. The foregoing recitals are adopted as true and correct and the Board so finds, determines, and incorporates the same herein by this reference. Specifically, the Board hereby finds that (i), the school buses are not needed for school purposes pursuant to Education Code section 17545 et seq., (ii) it is in the best interests of the District to sell the school buses, and (iii) the value of the school buses does not exceed \$2,500.00, and thus they may be sold at private sale without advertising, by any employee of the District empowered for such purpose by the Board, as set forth in Education Code section 17546 et seq.

2. Due to their age and condition, the administration estimates the value of each bus is approximately \$700.00.

3. The District shall designate an authorized representative (“Authorized Representative”) to facilitate the sale of the Unneeded Personal Property pursuant to District policies.

4. Each Authorized Representative is authorized to direct the sale of the Unneeded Personal Property by means of private sale or public auction conducted by employees of the District or other public agencies, or to execute an agreement, on the District’s behalf, with a private auction firm to conduct the public auction.

5. Each Authorized Representative is further authorized and directed to do any and all things, and to execute any and all documents which they deem necessary or advisable in order to carry out, give effect to, or comply with the terms and intent of this Resolution.

6. This Resolution shall take effect immediately upon its adoption.

* * * * *

This Resolution was adopted at a duly called meeting of the Tipton Elementary School District on October 1, 2024.

AYES: _____
NOES: _____
ABSENT: _____

Iva Sousa
President, Board of Trustees
Tipton Elementary School District
Tulare County, California

I, John Cardoza, Clerk of the Board of Trustees of the Tipton Elementary School District, do hereby certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Board of Trustees at its meeting held on October 1, 2024.

John Cardoza
Clerk, Board of Trustees
Tipton Elementary School District
Tulare County, California

4. **ADMINISTRATIVE: Action items:**
 - 4.3 Agreement for Professional Services with Wendy Mc Phetridge



**TIPTON ELEMENTARY SCHOOL DISTRICT
AGREEMENT FOR PROFESSIONAL SERVICES**

**2024 -25
Agreement No 2024-25 Cafe**

This Agreement is entered into between the Tipton Elementary School District hereinafter referred to as the "District," and hereinafter referred to as the "Contractor" and dated, for reference, **Wendy McPhetridge**.

The parties agree as follows:

1. **CONSULTANT SERVICES** Contractor agrees to perform during the term of this Agreement, the tasks, obligations and services set forth in the "Scope of Services" attached to and incorporated into this Agreement as "Appendix A".

2. **PAYMENT** Contractor agrees to undertake the work defined in Appendix A for:

b. Payment at the rate of \$600 per day or \$75.00 per hour for periods of less than one day. Maximum of 2 hours every other week.

In addition to these rates, Tipton Elementary School District will, reimburse Contractor for actual and necessary travel expenses, which will include meals and lodging only if overnight stay is required. Car travel outside of Tulare County or by air will not be reimbursed unless previously approved by an authorized agent, Superintendent.

All payments will be based on **timesheets** submitted to the Tipton Elementary School District by Contractor and approved by the District's authorized representative.

Contractor will complete a timesheet and submit to the District no later than the 15th day of the current payroll month, for services performed and expenses incurred during the previous or current month (up to the 15th day). The District will render payment during the end of the month payroll cycle.

3. **TERM OF AGREEMENT** The term of this Agreement begins on **October 2, 2024 and ends May 30, 2025**. Extension or renewal requires approval of the Superintendent or authorized representative. Unless compensation is fixed on the basis of a daily or hourly rate, compensation will not be increased upon extension of the Agreement without approval of the Superintendent or authorized representative.

This Agreement may be terminated by the District at any time on 15 days prior written notice to the Contractor. In the event of termination for reasons other than cause, the District will pay the Contractor for work done up to the time of termination. In the event of termination for cause, Contractor need be compensated only to the extent required by law.

4. **TIME FOR PERFORMANCE** All services required of the Contractor will be completed on or before the specified end of the term.

5. **RECORDS** Contractor will maintain full and accurate records in connection with this Agreement and will make them available to the District for inspection at any time. Contractor's work product produced under this Agreement shall be the property of the District.

6. **STATUS OF CONTRACTOR** The District and Contractor agree that Contractor, in performing the services specified in this Agreement, shall act as an independent Contractor and shall have control of all work and the manner in which it is performed. Contractor shall be free to contract for similar service to be performed for other employers while under contract with the District. Contractor will not accept such engagements, which interfere with performance under this Agreement. Contractor is not entitled to participate in any pension plan, insurance, bonus or similar benefits the District provides for its employees.



It is further agreed that Contractor shall:

- be responsible for setting their own work schedule and work hours;
 - provide for their own supplies, tools or instruments used at work;
 - work out of their own home, office or business establishment and not from a set location at any District site; and
 - abide by any and all factors affecting independent contractor status.
7. HOLD HARMLESS Contractor shall hold Tipton Elementary School District, its officers, agents, and employees harmless from all suits, claims and liabilities resulting from negligent acts or omissions of Contractor, its officers, agents or employees taken under this Agreement.
8. COMPLIANCE WITH LAWS Contractor shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
9. MODIFICATION OR ASSIGNMENT. This Agreement may not be assigned by either party without the express written consent of the other. No modification shall be effective unless approved in writing by the Superintendent or authorized agent and authorized representatives of the parties and their business addresses as follows:

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written below.

CONTRACTOR

Wendy McAdtridge 9-24-24
Signature Date

Wendy McAdtridge 559-920-5279
Print Name Phone #

TIPTON ELEMENTARY SCHOOL DISTRICT

Stacey Bettencourt 9/24/24
Approved by Date

Stacey Bettencourt Superintendent
Print Name Title

4861520436

Employee ID Number

P.O. Box 711
Address

Pikey, CA 93256
City

OFFICE USE ONLY:

Requested by: District Administrator

Date

Source of funding

Cafeteria Excess Funds 24/25

Budget Classification

SUBMIT TIMESHEET TO:

Cassandra Young
Business Office
Tipton Elementary School District
P.O. Box 787
Tipton, CA. 93272

Fingerprint Clearance:

Yes ___ No ___

T.B. Clearance

Yes ___ No ___

5. **FINANCE: Action items:**
 - 5.1 Vendor Payments

APY List

FISCAL YEAR 2024-
2025

Date Paid between 08/28/2024 and 09/23/2024

| Vendor No | Vendor Name | Reference Number | Payment Date | Invoice Number/Desc. | AccountCode | Amount |
|-----------|--------------------------------|------------------|--------------|----------------------|--------------------------------------|------------|
| 13456 | A & G TELEPHONE SERVICE, INC. | 250466 | 09/06/2024 | 9216 | 010-81500-0-00000-81000-56000-0-0000 | \$265.00 |
| 13456 | A & G TELEPHONE SERVICE, INC. | 250451 | 09/06/2024 | 9265 | 010-81500-0-00000-81000-56000-0-0000 | \$170.00 |
| 13456 | A & G TELEPHONE SERVICE, INC. | 250450 | 09/06/2024 | 9244 | 010-81500-0-00000-81000-56000-0-0000 | \$362.07 |
| 13986 | ACSA | 250395 | 09/06/2024 | 000-98-1290 | 010-00000-0-00000-71000-53000-0-0000 | \$1,000.00 |
| 14196 | Action Equipment Rentals | 250458 | 09/06/2024 | 236075 | 010-00000-0-00000-72000-58000-0-0000 | \$410.40 |
| 14196 | Action Equipment Rentals | 250321 | 08/30/2024 | 235583 | 010-81500-0-00000-81000-56000-0-0000 | \$281.80 |
| 14196 | Action Equipment Rentals | 250322 | 08/30/2024 | 235307 | 010-81500-0-00000-81000-56000-0-0000 | \$862.56 |
| 14181 | Anderson's It's Elementary | 250332 | 08/30/2024 | 4511253 | 010-07200-0-11100-10000-43000-0-0104 | \$2,380.54 |
| 13638 | ASSOCIATION OF CALIF. SCH. ADM | 250396 | 09/06/2024 | ASCA DUES 24-25 | 010-00000-0-00000-71000-53000-0-0000 | \$1,700.41 |
| 13904 | AT&T | 250328 | 08/30/2024 | 9391028858 | 010-00000-0-00000-81000-59000-0-0000 | \$161.55 |
| 13903 | A-Z BUS SALES | 250327 | 08/30/2024 | INVSAC23758 | 010-07230-0-00000-36000-43000-0-0000 | \$2,934.86 |
| 13903 | A-Z BUS SALES | 250320 | 08/30/2024 | INVSAC22384 | 010-07230-0-00000-36000-43000-0-0000 | \$1,223.85 |
| 14101 | B&B PEST CONTROL SERVICE | 250527 | 09/13/2024 | 01-TIP-08-24 | 010-00000-0-00000-81000-58000-0-0000 | \$170.00 |
| 14101 | B&B PEST CONTROL SERVICE | 250526 | 09/13/2024 | 01-TIP-07-24 | 010-00000-0-00000-81000-58000-0-0000 | \$170.00 |
| 13286 | BETTENCOURT, STACEY | 250326 | 08/30/2024 | REIMB.SUPPLIES | 010-00000-0-11100-10000-43000-0-0000 | \$136.68 |
| 13867 | BUSWEST | 250324 | 08/30/2024 | XA400090652:01 | 010-07230-0-00000-36000-43000-0-0000 | \$401.44 |
| 12548 | CALIFORNIA TURF EQUIP. & SUPP. | 250329 | 08/30/2024 | 645126 | 010-81500-0-00000-81000-43000-0-0000 | \$248.07 |
| 13954 | CANBY'S ACS, INC. | 250498 | 09/13/2024 | 033110 | 010-81500-0-00000-81000-43000-0-0000 | \$2,355.22 |
| 12938 | CENTRAL VALLEY LOCK & SAFE | 250323 | 08/30/2024 | 65811 | 010-00000-0-00000-81000-44000-0-0000 | \$1,088.23 |
| 14498 | CINTAS | 250331 | 08/30/2024 | 5226409780 | 010-07230-0-00000-36000-43000-0-0000 | \$42.18 |
| 13389 | CLASSIC CHARTER | 250397 | 09/06/2024 | 172246 | 010-26000-4-11100-10000-58000-0-0000 | \$4,718.00 |
| 14333 | DISCOVERY EDUCATION, INC | 250499 | 09/13/2024 | CINV-145842 | 010-63000-0-11100-10000-42000-0-0000 | \$1,827.50 |
| 14328 | DONNA M. LOPEZ | 250518 | 09/13/2024 | 2024-BTW | 010-07230-0-00000-36000-58000-0-0000 | \$3,250.00 |
| 14374 | ELAN FINANCIAL SERIVCES | 250388 | 09/06/2024 | 6629 BETTENCOURT | 010-00000-0-00000-71000-58000-0-0000 | \$155.88 |
| 14374 | ELAN FINANCIAL SERIVCES | 250387 | 09/06/2024 | 6629 BETTENCOURT | 010-00000-0-11100-10000-59000-0-0000 | \$12.10 |
| 14374 | ELAN FINANCIAL SERIVCES | 250391 | 09/06/2024 | 6629 BETTENCOURT | 010-07200-0-00000-24950-43000-0-0401 | \$82.15 |
| 14374 | ELAN FINANCIAL SERIVCES | 250390 | 09/06/2024 | 6629 BETTENCOURT | 010-07200-0-11100-24900-43000-0-0102 | \$226.11 |
| 14374 | ELAN FINANCIAL SERIVCES | 250389 | 09/06/2024 | 6629 BETTENCOURT | 010-07200-0-11100-24900-43000-0-0102 | \$80.94 |
| 14374 | ELAN FINANCIAL SERIVCES | 250386 | 09/06/2024 | 6629 BETTENCOURT | 010-11000-0-11100-10000-43000-0-0000 | \$180.56 |
| 14603 | ELAN FINANCIAL SERVICES | 250509 | 09/13/2024 | 9963 EVERETT | 010-00000-0-00000-72000-43000-0-0000 | \$190.67 |
| 14603 | ELAN FINANCIAL SERVICES | 250516 | 09/13/2024 | 9963 EVERETT | 010-00000-0-00000-72000-43000-0-0000 | \$160.91 |
| 14603 | ELAN FINANCIAL SERVICES | 250506 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$52.95 |
| 14603 | ELAN FINANCIAL SERVICES | 250503 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$84.73 |
| 14603 | ELAN FINANCIAL SERVICES | 250529 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$1.05 |
| 14603 | ELAN FINANCIAL SERVICES | 250515 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$20.84 |
| 14603 | ELAN FINANCIAL SERVICES | 250507 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$80.93 |
| 14603 | ELAN FINANCIAL SERVICES | 250508 | 09/13/2024 | 9963 EVERETT | 010-00000-0-11100-10000-43000-0-0000 | \$282.40 |

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|--------------------------------------|--------|------------|----------------|--------------------------------------|-------------|
| 14603 ELAN FINANCIAL SERVICES | 250514 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11100-10000-43000-0-0114 | \$96.11 |
| 14603 ELAN FINANCIAL SERVICES | 250513 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11100-10000-43000-0-0114 | \$79.03 |
| 14603 ELAN FINANCIAL SERVICES | 250511 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11100-10000-43000-0-0114 | \$144.61 |
| 14603 ELAN FINANCIAL SERVICES | 250005 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11100-10000-43000-0-0114 | (\$18.54) |
| 14373 ELAN FINANCIAL SERVICES | 250460 | 09/06/2024 | 0461 MARTIN | 010-07200-0-11100-24900-43000-0-0102 | \$2,417.96 |
| 14603 ELAN FINANCIAL SERVICES | 250505 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11302-10000-43000-0-0503 | \$197.75 |
| 14603 ELAN FINANCIAL SERVICES | 250504 | 09/13/2024 | 9963 EVERETT | 010-07200-0-11302-10000-43000-0-0503 | \$156.95 |
| 14373 ELAN FINANCIAL SERVICES | 250467 | 09/06/2024 | 0461 MARTIN | 010-07230-0-00000-36000-43000-0-0000 | \$682.54 |
| 14603 ELAN FINANCIAL SERVICES | 250512 | 09/13/2024 | 9963 EVERETT | 010-56340-0-11100-10000-43000-0-0000 | \$79.51 |
| 14603 ELAN FINANCIAL SERVICES | 250510 | 09/13/2024 | 9963 EVERETT | 010-56340-0-11100-10000-43000-0-0000 | \$29.87 |
| 14373 ELAN FINANCIAL SERVICES | 250461 | 09/06/2024 | 0461 MARTIN | 010-81500-0-00000-81000-43000-0-0000 | \$306.31 |
| 14373 ELAN FINANCIAL SERVICES | 250459 | 09/06/2024 | 0461 MARTIN | 010-81500-0-00000-81000-43000-0-0000 | \$32.41 |
| 14373 ELAN FINANCIAL SERVICES | 250464 | 09/06/2024 | 0461 MARTIN | 010-81500-0-00000-81000-43000-0-0000 | \$226.20 |
| 14373 ELAN FINANCIAL SERVICES | 250463 | 09/06/2024 | 0461 MARTIN | 010-81500-0-00000-81000-43000-0-0000 | \$238.98 |
| 14373 ELAN FINANCIAL SERVICES | 250462 | 09/06/2024 | 0461 MARTIN | 010-81500-0-00000-81000-43000-0-0000 | \$301.60 |
| 14459 ELAN FINANICAL SERVICES | 250383 | 09/06/2024 | 1091 YOUNG | 010-00000-0-00000-81000-43000-0-0000 | \$75.72 |
| 14459 ELAN FINANICAL SERVICES | 250382 | 09/06/2024 | 1091 YOUNG | 010-00000-0-11100-10000-43000-0-0000 | \$583.62 |
| 14459 ELAN FINANICAL SERVICES | 250381 | 09/06/2024 | 1091 YOUNG | 010-00000-0-11100-10000-59000-0-0000 | \$28.23 |
| 14459 ELAN FINANICAL SERVICES | 250385 | 09/06/2024 | 1091 YOUNG | 010-07200-0-11100-24900-58000-0-0102 | \$288.00 |
| 14459 ELAN FINANICAL SERVICES | 250382 | 09/06/2024 | 1091 YOUNG | 010-26000-4-11100-10000-43000-0-0000 | \$120.64 |
| 14459 ELAN FINANICAL SERVICES | 250384 | 09/06/2024 | 1091 YOUNG | 010-67700-4-11100-10000-43000-0-0000 | \$1,145.55 |
| 14102 FOLLETT SCHOOL SOLUTIONS, LLC | 250378 | 08/30/2024 | 1543694 | 010-07200-0-11100-24203-58000-0-0113 | \$1,299.00 |
| 14102 FOLLETT SCHOOL SOLUTIONS, LLC | 250334 | 08/30/2024 | 1551398 | 010-07200-0-11100-24203-58000-0-0113 | \$1,318.29 |
| 14605 GILROY GARDENS FAMILY THEME PA | 250522 | 09/13/2024 | INV318 | 010-26000-4-11100-10000-58000-0-0000 | \$4,652.00 |
| 11961 GIOTTOS ALARM TECH | 250403 | 09/06/2024 | 151792 | 010-81500-0-00000-81000-58000-0-0000 | \$1,020.45 |
| 14419 GOGUARDIAN | 250325 | 08/30/2024 | INV-123222 | 010-07200-0-11100-24900-58000-0-0102 | \$15,080.00 |
| 12921 GOLD STAR FOODS INC. | 250340 | 08/30/2024 | 7646920 | 010-60100-0-11100-10000-43000-0-0000 | \$164.76 |
| 12921 GOLD STAR FOODS INC. | 250402 | 09/06/2024 | 7648964 | 010-60100-0-11100-10000-43000-0-0000 | \$24.95 |
| 12996 GOPHER SPORT | 250457 | 09/06/2024 | IN393330 | 010-26000-4-11100-10000-43000-0-0000 | \$53.82 |
| 14315 HCI SYSTEMS, Inc | 250342 | 08/30/2024 | 10085811 | 010-81500-0-00000-81000-58000-0-0000 | \$579.00 |
| 14369 HD SUPPLY FACILITIES MAINTENAN | 250425 | 09/06/2024 | 818016370 | 010-81500-0-00000-81000-43000-0-0000 | \$112.68 |
| 14369 HD SUPPLY FACILITIES MAINTENAN | 250426 | 09/06/2024 | 818563512 | 010-81500-0-00000-81000-43000-0-0000 | \$2,286.99 |
| 14369 HD SUPPLY FACILITIES MAINTENAN | 250004 | 09/06/2024 | 818013187 | 010-81500-0-00000-81000-43000-0-0000 | (\$96.58) |
| 14369 HD SUPPLY FACILITIES MAINTENAN | 250452 | 09/06/2024 | 815590369 | 010-81500-0-00000-81000-43000-0-0000 | \$15.96 |
| 14369 HD SUPPLY FACILITIES MAINTENAN | 250453 | 09/06/2024 | 816824841 | 010-81500-0-00000-81000-43000-0-0000 | \$96.58 |
| 12476 HOUGHTON MIFFLIN COMPANY | 250410 | 09/06/2024 | 956141266 | 010-63000-0-11100-10000-42000-0-0000 | \$1,763.00 |
| 14385 ILLUMINATE EDUCATION INC | 250429 | 09/06/2024 | INVIE102724 | 010-07200-0-11100-24900-58000-0-0102 | \$5,684.99 |
| 14512 J & F DIESEL REPAIR | 250346 | 08/30/2024 | 1284 | 010-07230-0-00000-36000-58000-0-0000 | \$2,100.00 |
| 14512 J & F DIESEL REPAIR | 250347 | 08/30/2024 | 1283 | 010-07230-0-00000-36000-58000-0-0000 | \$2,550.00 |
| 14512 J & F DIESEL REPAIR | 250456 | 09/06/2024 | 1269 | 010-07230-0-00000-36000-58000-0-0000 | \$750.00 |
| 14512 J & F DIESEL REPAIR | 250404 | 09/06/2024 | 1287 | 010-07230-0-00000-36000-58000-0-0000 | \$1,440.00 |
| 14512 J & F DIESEL REPAIR | 250455 | 09/06/2024 | 1268 | 010-81500-0-00000-81000-58000-0-0000 | \$605.21 |
| 14609 JACKIE EVERETT | 250399 | 09/06/2024 | REIMB.LIVESCAN | 010-00000-0-00000-72000-58000-0-0000 | \$65.00 |
| 14609 JACKIE EVERETT | 250497 | 09/13/2024 | REIMB.SUPPLIES | 010-00000-0-11100-10000-43000-0-0000 | \$107.18 |
| 14407 LEARNING A-Z, LLC | 250500 | 09/13/2024 | 8178012 | 010-07200-0-11100-10000-58000-0-0111 | \$1,000.00 |
| 14448 LEXIA LEARNING SYSTEMS LLC | 250349 | 08/30/2024 | 7987611 | 010-07200-0-11100-10000-58000-0-0111 | \$2,508.00 |
| 14448 LEXIA LEARNING SYSTEMS LLC | 250348 | 08/30/2024 | 7987826 | 010-07200-0-11100-10000-58000-0-0117 | \$10,500.00 |

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|---------------------------------|--------|------------|---------------|--------------------------------------|------------|
| 12270 LOZANO SMITH | 250350 | 08/30/2024 | 2224186 | 010-00000-0-00000-72000-58000-0-0000 | \$1,155.00 |
| 12270 LOZANO SMITH | 250352 | 08/30/2024 | 2224190 | 010-00000-0-00000-72000-58000-0-0000 | \$2,541.00 |
| 12270 LOZANO SMITH | 250351 | 08/30/2024 | 2224188 | 010-00000-0-00000-72000-58000-0-0000 | \$490.88 |
| 13882 MOBILE MODULAR MGT. CORP. | 250408 | 09/06/2024 | 2606889 | 010-00000-0-00000-81000-56000-0-0000 | \$736.00 |
| 13882 MOBILE MODULAR MGT. CORP. | 250406 | 09/06/2024 | 2606899 | 010-00000-0-00000-81000-56000-0-0000 | \$736.00 |
| 13882 MOBILE MODULAR MGT. CORP. | 250407 | 09/06/2024 | 2606896 | 010-00000-0-00000-81000-56000-0-0000 | \$736.00 |
| 14532 MORENO, SANTIAGO | 250333 | 08/30/2024 | REIMB.RENEWAL | 010-07230-0-00000-36000-58000-0-0000 | \$100.06 |
| 12836 OFFICE DEPOT, INC. | 250259 | 08/30/2024 | 375532019001 | 010-00000-0-11100-10000-43000-0-0000 | \$128.46 |
| 12836 OFFICE DEPOT, INC. | 250309 | 08/30/2024 | 375178781001 | 010-07200-0-11100-10000-43000-0-0103 | \$785.76 |
| 12836 OFFICE DEPOT, INC. | 250308 | 08/30/2024 | 370458774001 | 010-07200-0-11100-10000-43000-0-0103 | \$852.68 |
| 12836 OFFICE DEPOT, INC. | 250307 | 08/30/2024 | 375178768001 | 010-07200-0-11100-10000-43000-0-0103 | \$2,839.83 |
| 12836 OFFICE DEPOT, INC. | 250279 | 08/30/2024 | 375456737001 | 010-07200-0-11100-10000-43000-0-0103 | \$17.23 |
| 12836 OFFICE DEPOT, INC. | 250278 | 08/30/2024 | 375456734001 | 010-07200-0-11100-10000-43000-0-0103 | \$119.70 |
| 12836 OFFICE DEPOT, INC. | 250445 | 09/06/2024 | 375276845001 | 010-07200-0-11100-10000-43000-0-0103 | \$14.18 |
| 12836 OFFICE DEPOT, INC. | 250480 | 09/13/2024 | 377981650001 | 010-07200-0-11100-10000-43000-0-0103 | \$10.76 |
| 12836 OFFICE DEPOT, INC. | 250479 | 09/13/2024 | 377813633001 | 010-07200-0-11100-10000-43000-0-0103 | \$64.01 |
| 12836 OFFICE DEPOT, INC. | 250493 | 09/13/2024 | 37781633002 | 010-07200-0-11100-10000-43000-0-0103 | \$9.69 |
| 12836 OFFICE DEPOT, INC. | 250482 | 09/13/2024 | 377981653001 | 010-07200-0-11100-10000-43000-0-0103 | \$11.41 |
| 12836 OFFICE DEPOT, INC. | 250481 | 09/13/2024 | 377981644001 | 010-07200-0-11100-10000-43000-0-0103 | \$20.73 |
| 12836 OFFICE DEPOT, INC. | 250260 | 08/30/2024 | 378392388001 | 010-07200-0-11100-10000-43000-0-0116 | \$128.74 |
| 12836 OFFICE DEPOT, INC. | 250489 | 09/13/2024 | 382323847001 | 010-07200-0-11100-10000-43000-0-0507 | \$234.82 |
| 12836 OFFICE DEPOT, INC. | 250490 | 09/13/2024 | 382324010001 | 010-07200-0-11100-10000-43000-0-0507 | \$20.69 |
| 12836 OFFICE DEPOT, INC. | 250473 | 09/13/2024 | 382621096001 | 010-07200-0-11100-24203-43000-0-0113 | \$163.37 |
| 12836 OFFICE DEPOT, INC. | 250472 | 09/13/2024 | 382633267001 | 010-07200-0-11100-24203-43000-0-0113 | \$8.63 |
| 12836 OFFICE DEPOT, INC. | 250257 | 08/30/2024 | 378719204001 | 010-07200-0-11100-24900-43000-0-0102 | \$141.13 |
| 12836 OFFICE DEPOT, INC. | 250256 | 08/30/2024 | 378722724001 | 010-07200-0-11100-24900-43000-0-0102 | \$94.03 |
| 12836 OFFICE DEPOT, INC. | 250265 | 08/30/2024 | 379673168001 | 010-11000-0-11100-10000-43000-0-0000 | \$171.97 |
| 12836 OFFICE DEPOT, INC. | 250264 | 08/30/2024 | 376398993001 | 010-11000-0-11100-10000-43000-0-0000 | \$62.74 |
| 12836 OFFICE DEPOT, INC. | 250263 | 08/30/2024 | 379715783001 | 010-11000-0-11100-10000-43000-0-0000 | \$22.83 |
| 12836 OFFICE DEPOT, INC. | 250262 | 08/30/2024 | 375681846001 | 010-11000-0-11100-10000-43000-0-0000 | \$183.35 |
| 12836 OFFICE DEPOT, INC. | 250261 | 08/30/2024 | 379601914001 | 010-11000-0-11100-10000-43000-0-0000 | \$220.18 |
| 12836 OFFICE DEPOT, INC. | 250277 | 08/30/2024 | 376586669001 | 010-11000-0-11100-10000-43000-0-0000 | \$307.29 |
| 12836 OFFICE DEPOT, INC. | 250379 | 08/30/2024 | 379889125001 | 010-11000-0-11100-10000-43000-0-0000 | \$207.65 |
| 12836 OFFICE DEPOT, INC. | 250303 | 08/30/2024 | 379590096001 | 010-11000-0-11100-10000-43000-0-0000 | \$22.83 |
| 12836 OFFICE DEPOT, INC. | 250380 | 08/30/2024 | 378450557001 | 010-11000-0-11100-10000-43000-0-0000 | \$108.74 |
| 12836 OFFICE DEPOT, INC. | 250304 | 08/30/2024 | 374649172001 | 010-11000-0-11100-10000-43000-0-0000 | \$177.95 |
| 12836 OFFICE DEPOT, INC. | 250302 | 08/30/2024 | 379590101001 | 010-11000-0-11100-10000-43000-0-0000 | \$21.74 |
| 12836 OFFICE DEPOT, INC. | 250297 | 08/30/2024 | 376997210001 | 010-11000-0-11100-10000-43000-0-0000 | \$23.69 |
| 12836 OFFICE DEPOT, INC. | 250295 | 08/30/2024 | 378521514001 | 010-11000-0-11100-10000-43000-0-0000 | \$195.16 |
| 12836 OFFICE DEPOT, INC. | 250301 | 08/30/2024 | 379590103001 | 010-11000-0-11100-10000-43000-0-0000 | \$21.53 |
| 12836 OFFICE DEPOT, INC. | 250299 | 08/30/2024 | 378522101001 | 010-11000-0-11100-10000-43000-0-0000 | \$30.05 |
| 12836 OFFICE DEPOT, INC. | 250298 | 08/30/2024 | 376997212001 | 010-11000-0-11100-10000-43000-0-0000 | \$24.98 |
| 12836 OFFICE DEPOT, INC. | 250296 | 08/30/2024 | 376994134001 | 010-11000-0-11100-10000-43000-0-0000 | \$28.41 |
| 12836 OFFICE DEPOT, INC. | 250294 | 08/30/2024 | 378522098001 | 010-11000-0-11100-10000-43000-0-0000 | \$16.91 |
| 12836 OFFICE DEPOT, INC. | 250293 | 08/30/2024 | 378522096001 | 010-11000-0-11100-10000-43000-0-0000 | \$11.94 |
| 12836 OFFICE DEPOT, INC. | 250305 | 08/30/2024 | 378948147001 | 010-11000-0-11100-10000-43000-0-0000 | \$64.61 |
| 12836 OFFICE DEPOT, INC. | 250291 | 08/30/2024 | 376731416001 | 010-11000-0-11100-10000-43000-0-0000 | \$21.75 |

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| 12836 OFFICE DEPOT, INC. | 250290 | 08/30/2024 | 376646527001 | 010-11000-0-11100-10000-43000-0-0000 | \$83.98 |
| 12836 OFFICE DEPOT, INC. | 250289 | 08/30/2024 | 376731405001 | 010-11000-0-11100-10000-43000-0-0000 | \$37.58 |
| 12836 OFFICE DEPOT, INC. | 250287 | 08/30/2024 | 376431389001 | 010-11000-0-11100-10000-43000-0-0000 | \$42.43 |
| 12836 OFFICE DEPOT, INC. | 250286 | 08/30/2024 | 379965140001 | 010-11000-0-11100-10000-43000-0-0000 | \$19.06 |
| 12836 OFFICE DEPOT, INC. | 250300 | 08/30/2024 | 379571680001 | 010-11000-0-11100-10000-43000-0-0000 | \$333.32 |
| 12836 OFFICE DEPOT, INC. | 250284 | 08/30/2024 | 379949816001 | 010-11000-0-11100-10000-43000-0-0000 | \$85.07 |
| 12836 OFFICE DEPOT, INC. | 250280 | 08/30/2024 | 379053738001 | 010-11000-0-11100-10000-43000-0-0000 | \$39.53 |
| 12836 OFFICE DEPOT, INC. | 250283 | 08/30/2024 | 379913331001 | 010-11000-0-11100-10000-43000-0-0000 | \$65.90 |
| 12836 OFFICE DEPOT, INC. | 250292 | 08/30/2024 | 377634696001 | 010-11000-0-11100-10000-43000-0-0000 | \$111.79 |
| 12836 OFFICE DEPOT, INC. | 250281 | 08/30/2024 | 379023649001 | 010-11000-0-11100-10000-43000-0-0000 | \$75.66 |
| 12836 OFFICE DEPOT, INC. | 250276 | 08/30/2024 | 378488266001 | 010-11000-0-11100-10000-43000-0-0000 | \$111.79 |
| 12836 OFFICE DEPOT, INC. | 250273 | 08/30/2024 | 379715030001 | 010-11000-0-11100-10000-43000-0-0000 | \$35.17 |
| 12836 OFFICE DEPOT, INC. | 250269 | 08/30/2024 | 379090255001 | 010-11000-0-11100-10000-43000-0-0000 | \$91.59 |
| 12836 OFFICE DEPOT, INC. | 250274 | 08/30/2024 | 374662142001 | 010-11000-0-11100-10000-43000-0-0000 | \$233.16 |
| 12836 OFFICE DEPOT, INC. | 250285 | 08/30/2024 | 379965142001 | 010-11000-0-11100-10000-43000-0-0000 | \$24.33 |
| 12836 OFFICE DEPOT, INC. | 250270 | 08/30/2024 | 379581876001 | 010-11000-0-11100-10000-43000-0-0000 | \$155.77 |
| 12836 OFFICE DEPOT, INC. | 250268 | 08/30/2024 | 375670526001 | 010-11000-0-11100-10000-43000-0-0000 | \$172.97 |
| 12836 OFFICE DEPOT, INC. | 250267 | 08/30/2024 | 375693902001 | 010-11000-0-11100-10000-43000-0-0000 | \$21.10 |
| 12836 OFFICE DEPOT, INC. | 250272 | 08/30/2024 | 379757657001 | 010-11000-0-11100-10000-43000-0-0000 | \$116.59 |
| 12836 OFFICE DEPOT, INC. | 250258 | 08/30/2024 | 380131177001 | 010-11000-0-11100-10000-43000-0-0000 | \$111.79 |
| 12836 OFFICE DEPOT, INC. | 250282 | 08/30/2024 | 379917207001 | 010-11000-0-11100-10000-43000-0-0000 | \$15.29 |
| 12836 OFFICE DEPOT, INC. | 250266 | 08/30/2024 | 379676429001 | 010-11000-0-11100-10000-43000-0-0000 | \$84.25 |
| 12836 OFFICE DEPOT, INC. | 250275 | 08/30/2024 | 380211672001 | 010-11000-0-11100-10000-43000-0-0000 | \$108.83 |
| 12836 OFFICE DEPOT, INC. | 250441 | 09/06/2024 | 376626310001 | 010-11000-0-11100-10000-43000-0-0000 | \$21.53 |
| 12836 OFFICE DEPOT, INC. | 250439 | 09/06/2024 | 378961146001 | 010-11000-0-11100-10000-43000-0-0000 | \$66.08 |
| 12836 OFFICE DEPOT, INC. | 250438 | 09/06/2024 | 379965144001 | 010-11000-0-11100-10000-43000-0-0000 | \$22.47 |
| 12836 OFFICE DEPOT, INC. | 250437 | 09/06/2024 | 376731390001 | 010-11000-0-11100-10000-43000-0-0000 | \$17.55 |
| 12836 OFFICE DEPOT, INC. | 250436 | 09/06/2024 | 379602500001 | 010-11000-0-11100-10000-43000-0-0000 | \$6.14 |
| 12836 OFFICE DEPOT, INC. | 250435 | 09/06/2024 | 379602501001 | 010-11000-0-11100-10000-43000-0-0000 | \$35.54 |
| 12836 OFFICE DEPOT, INC. | 250433 | 09/06/2024 | 379602503001 | 010-11000-0-11100-10000-43000-0-0000 | \$72.18 |
| 12836 OFFICE DEPOT, INC. | 250431 | 09/06/2024 | 379602931001 | 010-11000-0-11100-10000-43000-0-0000 | \$2.86 |
| 12836 OFFICE DEPOT, INC. | 250432 | 09/06/2024 | 379602930001 | 010-11000-0-11100-10000-43000-0-0000 | \$32.75 |
| 12836 OFFICE DEPOT, INC. | 250449 | 09/06/2024 | 373856907001 | 010-11000-0-11100-10000-43000-0-0000 | \$5.51 |
| 12836 OFFICE DEPOT, INC. | 250448 | 09/06/2024 | 373867299001 | 010-11000-0-11100-10000-43000-0-0000 | \$28.09 |
| 12836 OFFICE DEPOT, INC. | 250465 | 09/06/2024 | 380212179001 | 010-11000-0-11100-10000-43000-0-0000 | \$103.46 |
| 12836 OFFICE DEPOT, INC. | 250430 | 09/06/2024 | 373836347001 | 010-11000-0-11100-10000-43000-0-0000 | \$28.69 |
| 12836 OFFICE DEPOT, INC. | 250434 | 09/06/2024 | 379602502001 | 010-11000-0-11100-10000-43000-0-0000 | \$42.77 |
| 12836 OFFICE DEPOT, INC. | 250447 | 09/06/2024 | 373868187001 | 010-11000-0-11100-10000-43000-0-0000 | \$22.01 |
| 12836 OFFICE DEPOT, INC. | 250446 | 09/06/2024 | 373867232001 | 010-11000-0-11100-10000-43000-0-0000 | \$107.56 |
| 12836 OFFICE DEPOT, INC. | 250442 | 09/06/2024 | 379754733001 | 010-11000-0-11100-10000-43000-0-0000 | \$50.44 |
| 12836 OFFICE DEPOT, INC. | 250440 | 09/06/2024 | 378961150001 | 010-11000-0-11100-10000-43000-0-0000 | \$7.34 |
| 12836 OFFICE DEPOT, INC. | 250476 | 09/13/2024 | 381778220001 | 010-11000-0-11100-10000-43000-0-0000 | \$132.52 |
| 12836 OFFICE DEPOT, INC. | 250474 | 09/13/2024 | 381444269001 | 010-11000-0-11100-10000-43000-0-0000 | \$41.66 |
| 12836 OFFICE DEPOT, INC. | 250492 | 09/13/2024 | 378041719001 | 010-11000-0-11100-10000-43000-0-0000 | \$75.18 |
| 12836 OFFICE DEPOT, INC. | 250491 | 09/13/2024 | 379581876002 | 010-11000-0-11100-10000-43000-0-0000 | \$13.89 |
| 12836 OFFICE DEPOT, INC. | 250521 | 09/13/2024 | 378059603001 | 010-11000-0-11100-10000-43000-0-0000 | \$9.15 |
| 12836 OFFICE DEPOT, INC. | 250520 | 09/13/2024 | 375693899001 | 010-11000-0-11100-10000-43000-0-0000 | \$37.92 |

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| 12836 OFFICE DEPOT, INC. | 250519 | 09/13/2024 | 378790504001 | 010-11000-0-11100-10000-43000-0-0000 | \$118.77 |
| 12836 OFFICE DEPOT, INC. | 250501 | 09/13/2024 | 381985855001 | 010-11000-0-11100-10000-43000-0-0000 | \$18.20 |
| 12836 OFFICE DEPOT, INC. | 250488 | 09/13/2024 | 379312932001 | 010-11000-0-11100-10000-43000-0-0000 | \$24.09 |
| 12836 OFFICE DEPOT, INC. | 250478 | 09/13/2024 | 381778432001 | 010-11000-0-11100-10000-43000-0-0000 | \$7.96 |
| 12836 OFFICE DEPOT, INC. | 250477 | 09/13/2024 | 381778430001 | 010-11000-0-11100-10000-43000-0-0000 | \$106.06 |
| 12836 OFFICE DEPOT, INC. | 250487 | 09/13/2024 | 379310358001 | 010-11000-0-11100-10000-43000-0-0000 | \$43.29 |
| 12836 OFFICE DEPOT, INC. | 250471 | 09/13/2024 | 381983380001 | 010-11000-0-11100-10000-43000-0-0000 | \$40.76 |
| 12836 OFFICE DEPOT, INC. | 250469 | 09/13/2024 | 376753625001 | 010-11000-0-11100-10000-43000-0-0000 | \$54.58 |
| 12836 OFFICE DEPOT, INC. | 250470 | 09/13/2024 | 376646527002 | 010-11000-0-11100-10000-43000-0-0000 | \$27.78 |
| 12836 OFFICE DEPOT, INC. | 250475 | 09/13/2024 | 381446583001 | 010-11000-0-11100-10000-43000-0-0000 | \$26.79 |
| 12836 OFFICE DEPOT, INC. | 250313 | 08/30/2024 | 37229542001 | 010-26000-3-11100-10000-43000-0-0000 | \$457.39 |
| 12836 OFFICE DEPOT, INC. | 250255 | 08/30/2024 | 378017417001 | 010-30100-5-11100-10000-43000-0-0000 | \$11.99 |
| 12836 OFFICE DEPOT, INC. | 250484 | 09/13/2024 | 378017410001 | 010-30100-5-11100-10000-43000-0-0000 | \$11.68 |
| 12836 OFFICE DEPOT, INC. | 250485 | 09/13/2024 | 378017413001 | 010-30100-5-11100-10000-43000-0-0000 | \$22.60 |
| 12836 OFFICE DEPOT, INC. | 250483 | 09/13/2024 | 378011218001 | 010-30100-5-11100-10000-43000-0-0000 | \$78.14 |
| 12836 OFFICE DEPOT, INC. | 250486 | 09/13/2024 | 378017412001 | 010-30100-5-11100-10000-43000-0-0000 | \$74.64 |
| 12836 OFFICE DEPOT, INC. | 250312 | 08/30/2024 | 378306299001 | 010-60100-0-11100-10000-43000-0-0000 | \$34.78 |
| 12836 OFFICE DEPOT, INC. | 250310 | 08/30/2024 | 378302358001 | 010-60100-0-11100-10000-43000-0-0000 | \$515.25 |
| 12836 OFFICE DEPOT, INC. | 250311 | 08/30/2024 | 378306280001 | 010-60100-0-11100-10000-43000-0-0000 | \$95.66 |
| 12836 OFFICE DEPOT, INC. | 250443 | 09/06/2024 | 378306278001 | 010-60100-0-11100-10000-43000-0-0000 | \$15.57 |
| 12836 OFFICE DEPOT, INC. | 250444 | 09/06/2024 | 378306274001 | 010-60100-0-11100-10000-43000-0-0000 | \$40.71 |
| 12836 OFFICE DEPOT, INC. | 250494 | 09/13/2024 | 378306275001 | 010-60100-0-11100-10000-43000-0-0000 | \$234.54 |
| 12836 OFFICE DEPOT, INC. | 250495 | 09/13/2024 | 378306284001 | 010-60100-0-11100-10000-43000-0-0000 | \$73.03 |
| 14396 S & S AG AND AUTO PARTS | 250354 | 08/30/2024 | 125177 | 010-07230-0-00000-36000-43000-0-0000 | \$21.85 |
| 14396 S & S AG AND AUTO PARTS | 250355 | 08/30/2024 | 127068 | 010-07230-0-00000-36000-43000-0-0000 | \$200.75 |
| 14396 S & S AG AND AUTO PARTS | 250356 | 08/30/2024 | 127184 | 010-07230-0-00000-36000-43000-0-0000 | \$14.57 |
| 12434 SCHOLASTIC INC | 250361 | 08/30/2024 | 61427362 | 010-07200-0-11100-10000-43000-0-0103 | \$521.78 |
| 12434 SCHOLASTIC INC | 250359 | 08/30/2024 | 61463440 | 010-07200-0-11100-10000-43000-0-0103 | \$8.72 |
| 12434 SCHOLASTIC INC | 250360 | 08/30/2024 | 61439499 | 010-07200-0-11100-10000-43000-0-0103 | \$13.07 |
| 14308 SHI INTERNATIONAL CORP | 250357 | 08/30/2024 | B18704073 | 010-07200-0-11100-24900-43000-0-0102 | \$232.02 |
| 14308 SHI INTERNATIONAL CORP | 250358 | 08/30/2024 | B18692424 | 010-07200-0-11100-24900-43000-0-0102 | \$538.75 |
| 14111 SISC | 250394 | 09/06/2024 | SEPT HW RET.BRD.ACT | 010-00000-0-00000-00000-95024-0-0000 | \$76,447.06 |
| 14111 SISC | 250393 | 09/06/2024 | SEPT HW RET.BRD.ACT | 010-00000-0-00000-00000-95028-0-0000 | \$1,623.00 |
| 14111 SISC | 250392 | 09/06/2024 | SEPT HW RET.BRD.ACT | 010-00000-0-00000-71000-34020-0-0000 | \$8,071.65 |
| 5388 SOUTHERN CAL GAS | 250353 | 08/30/2024 | 108 416 9100 8 | 010-00000-0-00000-81000-55000-0-0000 | \$175.80 |
| 5383 SOUTHERN CALIF EDISON CO | 250317 | 08/30/2024 | 700140798877 | 010-99900-0-00000-81000-55000-0-0000 | \$21,899.52 |
| 5383 SOUTHERN CALIF EDISON CO | 250318 | 08/30/2024 | 700142519619 | 010-99900-0-00000-81000-55000-0-0000 | \$1,671.91 |
| 13902 SOUTHWEST SCH. & OFFICE SUPPLY | 250420 | 09/06/2024 | 6006734177 | 010-00000-0-11100-10000-43000-0-0000 | \$132.14 |
| 13902 SOUTHWEST SCH. & OFFICE SUPPLY | 250419 | 09/06/2024 | 6007052385 | 010-00000-0-11100-10000-43000-0-0000 | \$90.51 |
| 13130 SYSCO FOOD SERVICES | 250362 | 08/30/2024 | 484150156 | 010-00000-0-00000-72000-43000-0-0000 | \$524.99 |
| 13130 SYSCO FOOD SERVICES | 250368 | 08/30/2024 | 484160639 | 010-00000-0-11100-10000-43000-0-0000 | \$290.61 |
| 13130 SYSCO FOOD SERVICES | 250371 | 08/30/2024 | 484168875 | 010-26000-4-11100-10000-43000-0-0000 | \$193.37 |
| 13130 SYSCO FOOD SERVICES | 250370 | 08/30/2024 | 484168874 | 010-60100-0-11100-10000-43000-0-0000 | \$717.86 |
| 13130 SYSCO FOOD SERVICES | 250369 | 08/30/2024 | 484160640 | 010-60100-0-11100-10000-43000-0-0000 | \$1,098.68 |
| 13130 SYSCO FOOD SERVICES | 250363 | 08/30/2024 | 484150155 | 010-60100-0-11100-10000-43000-0-0000 | \$480.42 |
| 12264 TIPTON AUTO PARTS | 250373 | 08/30/2024 | 141300 | 010-07230-0-00000-36000-43000-0-0000 | \$123.91 |
| 5760 TIPTON COMMUNITY SERVICES DIST | 250422 | 09/06/2024 | 10040002 | 010-00000-0-00000-81000-55000-0-0000 | \$944.37 |

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| 14414 T-MOBILE USA INC. | 250421 | 09/06/2024 | 987306951 | 010-00000-0-00000-81000-59000-0-0000 | \$247.81 |
| 14414 T-MOBILE USA INC. | 250502 | 09/13/2024 | 970029235 | 010-07200-0-11100-24900-58000-0-0102 | \$4,640.00 |
| 13463 TULARE COUNTY OFFICE OF EDUCAT | 250315 | 08/30/2024 | 250233 | 010-00000-0-00000-71000-53000-0-0000 | \$60.00 |
| 13463 TULARE COUNTY OFFICE OF EDUCAT | 250372 | 08/30/2024 | 244274 | 010-07200-0-00000-31400-58000-0-0303 | \$12,827.02 |
| 12324 TULE TRASH COMPANY | 250424 | 09/06/2024 | 319951 | 010-00000-0-00000-81000-55000-0-0000 | \$1,333.81 |
| 12906 VALLEY IND MEDICAL GROUP | 250517 | 09/13/2024 | 523716 | 010-07230-0-00000-36000-58000-0-0000 | \$115.00 |
| 13496 VALLEY PACIFIC PET. SERV., INC | 250374 | 08/30/2024 | 24-816417 | 010-07230-0-00000-36000-43000-0-0000 | \$1,044.77 |
| 13496 VALLEY PACIFIC PET. SERV., INC | 250427 | 09/06/2024 | 24-821209 | 010-07230-0-00000-36000-43000-0-0000 | \$1,853.45 |
| 12788 VESTIS SERVICES, LLC | 250377 | 08/30/2024 | 5031446424 | 010-00000-0-00000-81000-58000-0-0000 | \$639.54 |
| 12788 VESTIS SERVICES, LLC | 250376 | 08/30/2024 | 5031449555 | 010-00000-0-00000-81000-58000-0-0000 | \$642.54 |
| 12788 VESTIS SERVICES, LLC | 250428 | 09/06/2024 | 5031452481 | 010-00000-0-00000-81000-58000-0-0000 | \$741.46 |
| 14593 WILMES, LLC | 250316 | 08/30/2024 | 4153 | 010-00000-0-00000-72000-58000-0-0000 | \$1,000.00 |

010-General Fund Total Expenditures:

\$251,251.21

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| 14101 B&B PEST CONTROL SERVICE | 250528 | 09/13/2024 | 01-TIP-08-24 | 130-53100-0-00000-81000-58000-0-0000 | \$40.00 |
| 14101 B&B PEST CONTROL SERVICE | 250525 | 09/13/2024 | 01-TIP-07-24 | 130-53100-0-00000-81000-58000-0-0000 | \$40.00 |
| 14498 CINTAS | 250330 | 08/30/2024 | 5226409754 | 130-53100-0-00000-37000-43000-0-0000 | \$46.18 |
| 14569 CUTLER- OROSI JOINT UNION SCHO | 250314 | 08/30/2024 | 2224-20 | 130-53100-0-00000-37000-53000-0-0000 | \$250.00 |
| 12921 GOLD STAR FOODS INC. | 250339 | 08/30/2024 | 7618949 | 130-53100-0-00000-37000-47000-0-0000 | \$44.20 |
| 12921 GOLD STAR FOODS INC. | 250337 | 08/30/2024 | 7646959 | 130-53100-0-00000-37000-47000-0-0000 | \$2,602.53 |
| 12921 GOLD STAR FOODS INC. | 250338 | 08/30/2024 | 7644024 | 130-53100-0-00000-37000-47000-0-0000 | \$295.61 |
| 12921 GOLD STAR FOODS INC. | 250336 | 08/30/2024 | 7664231 | 130-53100-0-00000-37000-47000-0-0000 | \$13.00 |
| 12921 GOLD STAR FOODS INC. | 250335 | 08/30/2024 | 7695070 | 130-53100-0-00000-37000-47000-0-0000 | \$54.60 |
| 12921 GOLD STAR FOODS INC. | 250401 | 09/06/2024 | 7648964 | 130-53100-0-00000-37000-47000-0-0000 | \$346.64 |
| 12921 GOLD STAR FOODS INC. | 250003 | 09/06/2024 | 1543466 | 130-53100-0-00000-37000-47000-0-0000 | (\$49.52) |
| 12921 GOLD STAR FOODS INC. | 250400 | 09/06/2024 | 7703290 | 130-53100-0-00000-37000-47000-0-0000 | \$976.76 |
| 14159 HEARTLAND SCHOOL SOLUTIONS | 250341 | 08/30/2024 | HSSREC032865 | 130-53100-0-00000-37000-58000-0-0000 | \$695.00 |
| 14560 IMPERIAL DADE | 250343 | 08/30/2024 | 35064401 | 130-53100-0-00000-37000-43000-0-0000 | \$750.34 |
| 14560 IMPERIAL DADE | 250345 | 08/30/2024 | 35064403 | 130-53100-0-00000-37000-43000-0-0000 | \$627.35 |
| 14560 IMPERIAL DADE | 250344 | 08/30/2024 | 35064402 | 130-53100-0-00000-37000-43000-0-0000 | \$337.24 |
| 12836 OFFICE DEPOT, INC. | 250468 | 09/13/2024 | 380183381001 | 130-53100-0-00000-37000-43000-0-0000 | \$45.73 |
| 12836 OFFICE DEPOT, INC. | 250496 | 09/13/2024 | 380178414001 | 130-53100-0-00000-37000-43000-0-0000 | \$211.62 |
| 14427 R & L CROW DISTRIBUTING | 250412 | 09/06/2024 | 8.6.24 | 130-53100-0-00000-37000-47000-0-0000 | \$1,052.56 |
| 14427 R & L CROW DISTRIBUTING | 250413 | 09/06/2024 | 8.13.24 | 130-53100-0-00000-37000-47000-0-0000 | \$506.32 |
| 14427 R & L CROW DISTRIBUTING | 250414 | 09/06/2024 | 8.15.24 | 130-53100-0-00000-37000-47000-0-0000 | \$695.60 |
| 14427 R & L CROW DISTRIBUTING | 250415 | 09/06/2024 | 8.20.24 | 130-53100-0-00000-37000-47000-0-0000 | \$858.44 |
| 14427 R & L CROW DISTRIBUTING | 250416 | 09/06/2024 | 8.22.24 | 130-53100-0-00000-37000-47000-0-0000 | \$403.82 |
| 14427 R & L CROW DISTRIBUTING | 250417 | 09/06/2024 | 8.27.24 | 130-53100-0-00000-37000-47000-0-0000 | \$604.40 |
| 14427 R & L CROW DISTRIBUTING | 250418 | 09/06/2024 | 8.29.24 | 130-53100-0-00000-37000-47000-0-0000 | \$579.16 |
| 13130 SYSCO FOOD SERVICES | 250367 | 08/30/2024 | 484168873 | 130-53100-0-00000-37000-47000-0-0000 | \$1,574.52 |
| 13130 SYSCO FOOD SERVICES | 250366 | 08/30/2024 | 484160638 | 130-53100-0-00000-37000-47000-0-0000 | \$1,793.65 |
| 13130 SYSCO FOOD SERVICES | 250364 | 08/30/2024 | 484140154 | 130-53100-0-00000-37000-47000-0-0000 | \$2,949.30 |
| 13130 SYSCO FOOD SERVICES | 250365 | 08/30/2024 | 484177071 | 130-53100-0-00000-37000-47000-0-0000 | \$2,622.20 |
| 12324 TULE TRASH COMPANY | 250423 | 09/06/2024 | 319950 | 130-53100-0-00000-81000-55000-0-0000 | \$1,415.36 |
| 12650 VALLEY FOOD SERVICE | 250375 | 08/30/2024 | 441317 | 130-53100-0-00000-37000-47000-0-0000 | \$302.35 |

130-Cafeteria Fund Total Expenditures:

\$22,684.96

| | | | | | |
|--------------------|--------|------------|---------------|--------------------------------------|------------|
| 14011 KIRK PURCARO | 250405 | 09/06/2024 | DSA#02-121239 | 356-78100-0-00000-85000-62000-0-0000 | \$3,400.00 |
|--------------------|--------|------------|---------------|--------------------------------------|------------|

| | | | |
|--------------------------------|------------------------------|--------------------------------------|-------------|
| 13607 MANGINI ASSOCIATES, INC. | 250398 09/06/2024 14955 | 356-78100-0-00000-85000-62000-0-0000 | \$748.99 |
| 14587 MISSION BANK | 250409 09/06/2024 9001654 | 356-78100-0-00000-85000-62000-0-0000 | \$1,663.27 |
| 14266 ORAL E. MICHAM INC | 250411 09/06/2024 PAYMENT #8 | 356-78100-0-00000-85000-62000-0-0000 | \$31,602.00 |

356-County School Facilities Fund (Kinder Facilities): \$37,414.26

Total Payments \$311,350.43

7. **ANY OTHER BUSINESS:**

7.1 Quarterly Board Policy - September 2024

Bylaw 9010: Public Statements

Status: DRAFT

Original Adopted Date: 03/08/2005

The Governing Board recognizes the responsibility of Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the district, and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding district issues, Board members are expected to respect the authority of the Board to choose its representatives, to communicate its positions, and to abide by established protocols.

Board Spokesperson

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or, with respect to a specific issue or topic, other representative as designated by the Board or Board president.

When speaking for the Board, a spokesperson shall exercise restraint and tact and communicate in a manner that promotes public confidence in the Board's leadership.

Board spokespersons shall not disclose confidential information or information received in closed session except when authorized by a majority of the Board or by law. (Government Code 54963)

Statements by Individual Board Members

When speaking to community groups, members of the public, or the media, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify when a viewpoint is held by an individual Board member rather than the Board as a whole. For example, a Board member may include a disclaimer on the Board member's personal social media account that the Board member is expressing personal viewpoints and not those of the Board or the district.

Board members who opt to express their opinions on district matters, whether in-person or online, are expected to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for district students and the community.

Bylaw 9012: Board Member Electronic Communications

Status: DRAFT

Original Adopted Date: 07/11/2017

The Governing Board recognizes that electronic communication is an efficient and convenient way for Board members to communicate and expedite the exchange of information with each other, district staff, and members of the public. Board members shall exercise caution to ensure compliance with the Brown Act, the Public Records Act, and other applicable laws.

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

Examples of permissible electronic communications concerning district business include, but are not limited to, dissemination of Board meeting agendas and agenda packets, reports of activities from the Superintendent, and reminders regarding meeting times, dates, and places.

Board members may engage in separate conversations or communications with members of the public on a social media platform to answer questions, provide information, or solicit information regarding a matter that is within the subject matter jurisdiction of the Board as long as a majority of the Board does not use the platform to discuss among themselves any business of a specific nature that is within the subject matter jurisdiction of the Board. Additionally, Board members are prohibited from using digital icons, such as "likes" or "emojis," that express reactions to communications made by other Board members regarding matters within the subject matter jurisdiction of the Board. (Government Code 54952.2)

Board members shall make every effort to ensure that their electronic communications conform to Board Bylaw 9010 - Public Statements and shall forward any complaints or requests for information to the Superintendent in accordance with applicable Board bylaws.

To the extent possible, electronic communications regarding any district-related business shall be transmitted through a district-provided device or account. When any such communication is transmitted through a Board member's personal device or account, the Board member shall copy the communication to a district electronic storage device for easy retrieval.

This Bylaw does not apply to Board member electronic communications not related to district business or not conducted by a Board member in the Board member's official capacity.

Exhibit 1312.4-E(1): Williams Uniform Complaint Procedures

Status: DRAFT

Original Adopted Date: 09/06/2022

**NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS:
K-12 COMPLAINT RIGHTS**

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials

That means each student, including an English learner, must have a textbook or instructional materials, or both, to use in class and to take home.

2. School facilities must be clean, safe, and maintained in good repair

This includes the identification and resolution of emergency or urgent facilities conditions that pose a threat to the health and safety of students or staff.

3. There should be no teacher vacancies or misassignments

There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present.

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's Williams uniform complaint procedures as required by law. A complaint form may be obtained at the school office or district office, or downloaded from the school or district website. You may also download a copy of the California Department of Education (CDE) complaint form from CDE's website when available. However, a complaint need not be filed using either the district's complaint form or the complaint form from CDE.

Exhibit 1312.4-E(2): Williams Uniform Complaint Procedures

Status: DRAFT

Original Adopted Date: 12/05/2023

**K-12 COMPLAINT FORM:
WILLIAMS UNIFORM COMPLAINT PROCEDURES**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, including emergency or urgent facilities conditions that pose a threat to the health and safety of students or staff, or teacher vacancy or misassignment. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ___ Yes ___ No

Contact information: (if response is requested)

Name: _____

Address: _____

Phone number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint:

School name/address: _____

Course title/grade level and teacher name: _____

Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class
- b. A student does not have access to textbooks or instructional materials to use at home or after school

This does not require two sets of textbooks or instructional materials for each student
- c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage
- d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials

2. Teacher vacancy or misassignment: (Education Code 35186; 5 CCR 4682)

- a. A semester begins and a teacher vacancy exists

A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester. (5 CCR 4600)

- b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with one or more English learners in the class

This does not relieve the district from complying with state or federal law regarding teachers of English Learners.

- c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency
3. Facilities conditions: (Education Code 17592.72, 35186, 35292.5, 35292.6; 5 CCR 4683)
- a. A condition exists that poses an emergency or urgent threat to the health or safety of students or staff while at school including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; structural damage creating a hazardous or uninhabitable condition; and any other condition deemed appropriate by the district
 - b. A school restroom has not been cleaned or maintained regularly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers
 - c. For a school serving students in any of grades 3-12, the school has not, at all times, stocked and made available and accessible free of cost, an adequate supply of menstrual products in every women's and all-gender restroom, and in at least one men's restroom
 - d. Starting July 1, 2026, for a school that has more than one female and more than one male restroom designated exclusively for student use, the school has not maintained at least one all-gender restroom for student use in accordance with Education Code 35292.5
 - e. The school has not kept all restrooms open during school hours when students are not in classes and has not kept a sufficient number of restrooms open during school hours when students are in classes

This does not apply when temporary closing of the restroom is necessary for a documented student safety concern, an immediate threat to student safety, or to repair the facility.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as you wish to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of students or staff.

Please file this complaint at the following location:

Principal
370 N Evans Rd
Tipton, CA 93272

Please be aware that you may file a complaint directly with the Superintendent of Public Instruction if you are alleging that more than one student does not have sufficient textbooks or instructional materials as the result of an act by the Governing Board, or the Board's failure to remedy the deficiency.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

(Signature)

(Date)

Exhibit 3517-E(1): Facilities Inspection

Status: DRAFT

Original Adopted Date: 09/06/2022

NOTICE REGARDING MENSTRUAL PRODUCTS

Education Code 35292.6 requires that:

- a. On or before the start of the 2024-25 school year, a public school, including a school operated by a school district, county office of education, or charter school, maintaining any combination of classes from grades 3 to 12, inclusive, shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom
- b. A public school described in subdivision (a) shall not charge for any menstrual products provided to pupils
- c. A public school described in subdivision (a) shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section

This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.

- d. For purposes of this section, "menstrual products" means menstrual pads and tampons for use in connection with the menstrual cycle
- e. This section shall become operative on July 1, 2024

The name and contact information for the individual responsible for maintaining the requisite supply of menstrual products is:

MOT Director
559-752-4213
fmartin@tipton.k12.ca.us

Exhibit 4040-E(1): Employee Use Of Technology

Status: DRAFT

Original Adopted Date: Pending

**ACCEPTABLE USE AGREEMENT
AND RELEASE OF DISTRICT FROM LIABILITY (EMPLOYEES)**

The Tipton Elementary School District authorizes district employees to use district technology, as defined in Board Policy 4040 - Employee Use of Technology. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all employees to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that employees may access through the system. However, the district shall not prevent or restrict access to an employee's mobile or other communications device(s) if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use, or misuse, of the system.

Each employee who is authorized to use district technology shall sign this Agreement, which indicates that the employee has read and understands this Agreement and Board Policy 4040 - Employee Use of Technology.

Employee Obligations and Responsibilities

Employees are expected to use district technology safely, responsibly, and primarily for work-related purposes and in accordance with the accompanying board policy and applicable copyright laws. Any incidental personal use of district technology shall not interfere with district business and operations, the work and productivity of any district employee, or the safety and security of district technology. The district is not responsible for any loss or damage incurred by an employee as a result of the employee's personal use of district technology.

The employee in whose name district technology is issued is responsible for its proper use at all times. Employees shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Employees shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, employees shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.

Employees are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, create, or otherwise use material that is discriminatory, defamatory, obscene, sexually explicit, harassing, intimidating, threatening, or disruptive
2. Disclose or in any way cause to be disclosed confidential or sensitive district, employee, or student information without prior authorization from a supervisor, including sharing confidential information or personally identifiable information with an open artificial intelligence system
3. Engage in personal commercial or other for-profit activities without permission of the Superintendent or designee
4. Engage in unlawful use of district technology for political lobbying
5. Infringe on copyright, license, trademark, patent, or other intellectual property rights

6. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission, changing settings on shared computers)
7. Install unauthorized software
8. Engage in or promote unethical practices or violate any law or board policy, administrative regulation, or district practice

Privacy

Since the use of district technology is intended for use in conducting district business, no employee should have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, Internet searches, browsing history, use of artificial intelligence, communications sent or received from district technology, or other uses within the jurisdiction of the district. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Employees should be aware that, in most instances, their use of district technology (such as web searches or emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by an employee on district technology does not create a reasonable expectation of privacy.

Personally Owned Devices

If an employee uses a personally owned device to access district technology or conduct district business, the employee shall abide by all applicable board policies, administrative regulations, and this Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Records

Any electronically stored information generated or received by an employee which constitutes a district or student record shall be classified, retained, and destroyed in accordance with Board Policy/Administrative Regulation 3580 - District Records, Board Policy/Administrative Regulation 5125 - Student Records, or other applicable policies and regulations addressing the retention of district or student records.

Reporting

If an employee becomes aware of any security problem (including, but not limited to, a cyberattack, phishing, or any compromise of the confidentiality of any login or account information), or misuse of district technology, the employee shall immediately report such information to the Superintendent or designee.

Consequences for Violation

Violations of the law, board policy, or this Agreement may result in revocation of an employee's access to district technology and/or discipline, up to and including termination. In addition, violations of the law, board policy, or this agreement may be reported to law enforcement agencies as appropriate.

Employee Acknowledgment

I have received, read, understand, and agree to abide by this Agreement, Board Policy 4040 - Employee Use of Technology, and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology or when my personal electronic devices use district technology. I further understand that any violation may result in revocation of user privileges, disciplinary action, and/or appropriate legal action.

I hereby release the district, its personnel, and the Governing Board from any and all claims and damages arising from my use of district technology or from the failure of any technology protection measures employed by the district.

Name: _____ Position: _____
(Please print)

School/Work Site: _____

Signature: _____ Date: _____

Exhibit 6163.4-E(1): Student Use Of Technology

Status: DRAFT

Original Adopted Date: Pending

ACCEPTABLE USE AGREEMENT AND RELEASE OF DISTRICT FROM LIABILITY (STUDENTS)

The Tipton Elementary School District authorizes students to use technology, as defined in Board Policy 6163.4 - Student Use of Technology. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable board policies, administrative regulations, and this Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all students to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use, or misuse, of the system.

Each student who is authorized to use district technology and the student's parent/guardian shall sign this Agreement, which indicates that the student has read and understands the Agreement and Board Policy 6163.4 - Student Use of Technology.

Student Obligations and Responsibilities

Students are expected to use district technology safely, responsibly, and for educational purposes only, and in accordance with the accompanying board policy and applicable copyright laws. The student in whose name district technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's name or electronic identification, or send anonymous electronic communications. Furthermore, students shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.

Students are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, create, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other students, staff, or other individuals ("cyberbullying")
3. Disclose, use, or disseminate personal identification information (such as name, address, email, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Share confidential information or personally identifiable information with an open artificial intelligence (AI) system of themselves, another student, staff member, or other person
5. Adjust the privacy settings on any technology tool or AI app unless directed to do so by a teacher or staff member
6. Violate the direction of teachers or other staff members, age restrictions, or the intended use of the technology
7. Infringe on copyright, license, trademark, patent, or other intellectual property rights
8. Intentionally disrupt or harm district technology or other district operations (such as destroying district

equipment, placing a virus on district computers, adding or removing a computer program without permission from a teacher or other district personnel, changing settings on shared computers)

9. Install unauthorized software

10. "Hack" into the system to manipulate data of the district or other users

11. Engage in or promote any practice that is unethical or violates any law or board policy, administrative regulation, or district practice

Privacy

Since the use of district technology is intended for educational purposes, students shall not have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, Internet searches, browsing history, use of AI, communications sent or received from district technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of district technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

Personally Owned Devices

If a student uses a personally owned device to access district technology, the student shall abide by all applicable board policies, administrative regulations, and this Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Reporting

If a student becomes aware of any security problem (including, but not limited to, a cyberattack, phishing, or any compromise of the confidentiality of any login or account information), or misuse of district technology, the student shall immediately report such information to the teacher or other district personnel.

Consequences for Violation

Violations of the law, board policy, or this Agreement may result in revocation of a student's access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, board policy, or this Agreement may be reported to law enforcement agencies as appropriate.

Student Acknowledgment

I have received, read, understand, and agree to abide by this Agreement and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Name: _____ Grade: _____

(Please print)

School: _____

Signature: _____ Date: _____

Parent or Legal Guardian Acknowledgment

If the student is under 18 years of age, a parent/guardian must also read and sign the Agreement.

As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the Agreement. By signing this Agreement, I give permission for my child to use district technology

and/or to access the school's computer network and the Internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and controversial materials. I agree to release from liability, indemnify, and hold harmless the school, district, district personnel and the Board against all claims, damages, and costs that may result from my child's use of district technology or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of my child's access account if and when such access is not in the school setting.

Name: _____ Date: _____

(Please print)

Signature: _____

Policy 0510: School Accountability Report Card

Status: DRAFT

Original Adopted Date: 06/10/2008

The Governing Board recognizes its responsibility to inform parents/guardians and the community about the conditions, needs, and progress at each district school and to provide data by which parents/guardians can make meaningful comparisons between schools. The process of gathering and analyzing data also provides opportunities for school and district staff to review achievements and identify areas for improvement.

The Board shall annually issue a school accountability report card (SARC) for each school site. (Education Code 35256)

In preparing the district's report cards, the Superintendent or designee may choose to use or adapt the model template provided by the California Department of Education. If the model template is not used, the Superintendent or designee shall ensure that data is reported in a manner that is consistent with the definitions for school conditions as provided in the template. At least every three years, the Board shall compare the content of the district's SARCs to the state's model template, recognizing that variances are allowed by law as necessary to meet local needs. (Education Code 33126.1, 35256)

The Board shall annually approve the SARCs for all district schools and shall evaluate the data contained in the SARCs as part of the Board's regular review of the effectiveness of the district's programs, personnel, and fiscal operations.

The Superintendent or designee shall develop strategies for communicating the information contained in the SARCs to all stakeholders, including opportunities for staff and the community to discuss their content.

Notification and Dissemination of SARCs

Annually, on or before February 1 of each year, the Superintendent or designee shall publicize the issuance of the SARCs, make the SARCs available on the district's website, and notify parents/guardians that a hard copy shall be provided upon request. (Education Code 33126, 35256, 35258)

Additionally, when 15 percent or more of a school's students speak a single primary language other than English, the SARC shall be translated into that other language. (Education Code 48985)

In addition, the SARC shall be provided in an understandable and uniform format and, to the extent practicable, provided in a language that parents/guardians can understand. (Education Code 33126, 35256; 20 USC 6311)

Policy 1114: District-Sponsored Social Media

Status: DRAFT

Original Adopted Date: Pending

The Governing Board recognizes the value of social media to share district information with families and the community and promote community involvement and collaboration in district decisions. The purpose of any official district social media account shall be to further the district's vision and mission, to support student learning and staff professional development, and to enhance communication and engagement with students, families, staff, and community members. The Superintendent or designee shall ensure that the content posted by the district on an official district social media account is accessible to individuals with disabilities.

The Superintendent or designee shall develop content guidelines and protocols for official district social media accounts to ensure public access, appropriate and responsible use, and compliance with law, board policy, and administrative regulation.

Guidelines for Content

Official district social media accounts shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. This policy is not intended to create an open public forum or otherwise guarantee an individual's right to free speech on any of the official district social media accounts even if one or more features on the account that permit interaction with and between members of the public are enabled.

The Superintendent or designee shall ensure that the limited purpose of official district social media accounts is clearly communicated to users. Each account shall contain a statement specifying the purposes of the account, that the account shall only be used for such purposes, and any other user expectations or conditions as specified in the accompanying administrative regulation.

Official district social media accounts may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content or otherwise engage with an official district social media account in a manner that violates board policies and administrative regulations shall be subject to discipline in accordance with such applicable policies and regulations.

Users of official district social media accounts, and anyone who posts, replies, or otherwise leaves a digital footprint on an official district social media account, should be aware of the public nature and accessibility of social media and that such information posted or left on an official district social media account may be considered a public record subject to disclosure under the Public Records Act.

Privacy

To the extent practicable, the Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official district social media accounts.

As it pertains to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, official district social media accounts shall operate in accordance with Board Policy 1113 - District and School Websites.

Social media and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

Policy 4040: Employee Use Of Technology

Status: DRAFT

Original Adopted Date: 11/06/2007

The Governing Board recognizes that technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; improving access to and exchange of information; enriching curriculum; and enhancing student learning.

District technology includes, but is not limited to, computer hardware, software, or software as a service provided or paid for by the district, whether accessed on or off site or through district-owned or personally owned equipment or devices, including tablets and laptops; computer servers, wireless access points (routers), and wireless computer networking technology (wi-fi); the Internet; email; applications (apps), including artificial intelligence (AI) apps; telephones, cellular or mobile telephones, smartphones, smart devices, and wearable technology; or any wireless communication device, including radios.

Employees shall review the prohibited and permitted uses of technology as specified in Board Policy 5131.9 - Academic Honesty, be responsible for the appropriate use of technology, and use district technology primarily for purposes related to their employment consistent with board policies and administrative regulations.

An employee may use technology, including AI apps, to assist the employee in the performance of the employee's professional duties, including, but not limited to, the following specific tasks: developing syllabi, creating curriculum, reviewing student work, suggesting instructional strategies, and researching academic content or instructional techniques. Any employee using technology, including AI, shall review and be responsible for any final product or document; not share confidential student records with a third party, such as an AI app, except as permitted by law; use the technology in accordance with Board Policy 6162.6 - Use of Copyrighted Materials, and in a manner otherwise consistent with law, board policies, and administrative regulations. If an employee is unsure about the appropriate use of technology, the employee shall confer with the Superintendent or designee before using.

As determined by the Superintendent or designee, employees shall receive professional development in the appropriate use of these resources, including in the use of AI apps.

The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology, including the use of AI apps. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the Acceptable Use Agreement.

Employees shall not use district technology to access, post, submit, publish, display, or otherwise engage with harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, board policy, or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 7131; 47 USC 254)

The Superintendent or designee shall regularly review current guidance regarding cybersecurity, data privacy, and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, the monitoring and response to cyberattacks, ensuring data privacy, and managing suspicious and/or threatening digital media content, in accordance with Board Policy 3580 -

District Records.

The Superintendent or designee shall annually notify employees in writing that they have no reasonable expectation of privacy in the use of any district technology, as defined above, even when using their personal devices. To ensure proper use, the Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent and for any reason allowed by law.

In addition, employees shall be notified that records, including communications, maintained on any personal accounts or devices used to conduct district business are subject to disclosure at the district's request, and pursuant to a subpoena or other lawful request.

Employees shall report any security problem or misuse of district technology to the Superintendent or designee.

Inappropriate use of district technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, board policy, and administrative regulation.

Employees may access their mobile or other communications device if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety. (Labor Code 1139)

Policy 5144.1: Suspension And Expulsion/Due Process

Status: DRAFT

Original Adopted Date: 12/11/2018 | **Last Revised Date:** 06/09/2020

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

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

Except when otherwise permitted by law, a student may be suspended or expelled only when the behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in Items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when the student's presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled based solely on a student's truancy, tardiness, or absenteeism from assigned school activities. (Education Code 48900)

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall

be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 287, 288, or 289, or former 288a, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation, the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in an open session of a Board meeting. (Education Code 48918(j))

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

No child enrolled in a preschool program shall be expelled or unenrolled except under limited circumstances in accordance with Education Code 8489.1 and as specified in Administrative Regulation 5148.3 - Preschool/Early Childhood Education.

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording the students due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any

expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required.

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, long-term English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

Policy 5147: Dropout Prevention

Status: DRAFT

Original Adopted Date: 12/22/2005

The Governing Board expects all students to remain in school until graduation in order to acquire critical knowledge and skills and be prepared for postsecondary education and/or employment. The Superintendent or designee shall identify factors that impede student success in school and shall implement integrated, systemic support and strategies that address dropout prevention and promote timely intervention and recovery.

The Superintendent or designee, in collaboration with parents/guardians, school staff, and community agencies and organizations as appropriate, shall develop districtwide and schoolwide strategies that support regular school attendance for all students. Dropout prevention strategies shall include efforts to provide a safe and positive learning environment that engages and motivates students, encourages students' connectedness to the schools, offers meaningful educational opportunities, and promotes student health and well-being.

In order to make up lost instructional time and offset absences, the district may implement attendance recovery programs. Any attendance recovery program shall be provided as a voluntary, limited-term option for a classroom-based, regular education program for students in grades TK-12 in accordance with Education Code 46211.

In addition, the Superintendent or designee shall develop strategies to provide targeted support to individual students who are at risk of dropping out of school. Students may be identified based on indicators such as chronic absenteeism, truancy, or tardiness; below-grade-level academic achievement as evidenced by student assessment results and/or teacher evaluations; and personal, social, health, or economic circumstances that may affect student performance and behavior in school.

Strategies to support students at risk of dropping out of school may include, but are not limited to:

1. Meetings and/or home visits with the student and parent/guardian to identify and address barriers to the student's success and inform them of the state's compulsory education law
2. Individualized instruction that responds to the needs and unique learning styles of students
3. Supplemental instruction during or outside the school day that is designed to help students overcome academic deficiencies, including attendance recovery programs
4. Enrollment in alternative or specialized educational programs
5. Assistance locating employment or work-based learning opportunities which link classroom learning with real-world experiences
6. Academic guidance and personal counseling services
7. Referral to a student success team, school attendance review board, or other team that addresses persistent attendance problems
8. Referral to school and/or community support services, such as a student assistance program; substance abuse program; health services or school nurse; school social worker or social services; school counselor, school psychologist or other student support personnel for case management and counseling; and other resources
9. Continued monitoring of student attendance, including tracking student attendance and identifying students with attendance problems as early as possible, so the school may provide appropriate support services and interventions
10. Employment of qualified outreach consultants to perform duties related to dropout identification, prevention, intervention, and recovery as assigned

The strategies may be incorporated into the district's local control and accountability plan and linked to district goals for student engagement, school climate, and student achievement.

The Superintendent or designee shall ensure that employees are trained to support at-risk students and are prepared to implement intervention strategies or to make appropriate referrals to support services.

When a student leaves school prior to the end of a school year, or when a student successfully completed the prior school year but did not begin attending the next grade or school that the student was expected to attend or had pre-registered to attend, the Superintendent or designee shall make efforts to determine whether the student has dropped out or has transferred to another educational setting. The Superintendent or designee may contact the student's parents/guardians to verify school enrollment and, if necessary, shall implement intervention and recovery efforts.

The Superintendent or designee shall maintain required documentation for students who transfer from or otherwise withdraw from a school in the district. (20 USC 6311)

The Superintendent or designee shall annually report to the Board on measures of student engagement, including school attendance rates, chronic absenteeism rates, middle school and high school dropout rates, and high school graduation rates. The Board shall monitor district progress in increasing student retention in school and may require revisions in district plans and strategies as needed.

Policy 6112: School Day

Status: DRAFT

Original Adopted Date: 08/02/2005

The Governing Board shall fix the length of the school day in accordance with law. (Education Code 46100)

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

Unless there is a field trip or other educational program, the daily schedule for grades K-6 shall include at least one or more periods of recess of at least 30 minutes on regular instructional days and 15 minutes on early release days. During this time, students shall be provided supervised opportunities, outdoors when weather and air quality permit unless space is not sufficient in which case recess may be held indoors, to engage in unstructured physical activity, play, organized games, and/or social engagement with peers, and may be provided a snack. (Education Code 49056)

Educational Program means the entire school-sponsored offering for students, including in-class and out-of-class activities. (Education Code 49056)

Policy 6142.92: Mathematics Instruction

Status: DRAFT

Original Adopted Date: 08/02/2005

The Governing Board desires to offer a rigorous mathematics program that progressively develops the knowledge and skills students will need to succeed in college and career. The district's mathematics program shall be designed to teach mathematical concepts in the context of real-world situations and to help students gain a strong conceptual understanding, a high degree of procedural skill and fluency, and ability to apply mathematics to solve problems.

The district's mathematics program shall also incorporate recognized principles, concepts, and research-based strategies to meet the needs of all students and provide equal access to learning through lessons that are relevant to students. Instructional resources adopted for use in district schools shall provide guidance to support a diverse student population, including students who are English learners, at-promise, advanced learners, and students with learning disabilities.

For each grade level, the Board shall adopt academic standards for mathematics that meet or exceed the Common Core State Standards. The Superintendent or designee shall develop or select curricula that are aligned with these standards and the state curriculum framework.

The district's mathematics program shall address the following standards for mathematical practices which are the basis for mathematics instruction and learning:

1. Overarching habits of mind of a productive mathematical thinker: Making sense of problems and persevering in solving them; attending to precision
2. Reasoning and explaining: Reasoning abstractly and quantitatively; constructing viable arguments and critiquing the reasoning of others
3. Modeling and using tools: Modeling with mathematics; using appropriate tools strategically
4. Seeing structure and generalizing: Looking for and making use of structure; looking for and expressing regularity in repeated reasoning

In addition, the district's mathematics program shall be aligned with grade-level standards for mathematics content.

For grades K-8, mathematics content shall address, at appropriate grade levels, counting and cardinality, operations and algebraic thinking, number and operations in base ten, fractions, measurement and data, geometry, ratios and proportional relationships, functions, expression and equations, the number system, and statistics and probability. Students shall learn the concepts and skills that prepare them for the rigor of higher mathematics.

The Superintendent or designee shall ensure that certificated staff have opportunities to participate in professional development activities designed to increase their knowledge and skills in effective mathematics teaching practices.

The Superintendent or designee shall ensure that students have access to sufficient instructional materials, including manipulatives and technology, to support a balanced, standards-aligned mathematics program.

The Superintendent or designee shall provide the Board with data from state and district mathematics assessments and program evaluations to enable the Board to monitor program effectiveness.

Policy 6152.1: Placement In Mathematics Courses

Status: DRAFT

Original Adopted Date: Pending

The Governing Board believes that a sound educational program must include the study of subjects that prepare students for admission to higher education and/or fulfilling careers. District students shall be provided an opportunity to complete a sequence of mathematics courses recommended for admission into the University of California (UC) and California State University (CSU) systems.

The district shall offer alternative pathways of courses designed in a manner that provides maximum opportunities for students to access advanced mathematics courses during high school.

The Superintendent or designee shall work with district teachers, counselors, and administrators and the representatives of feeder schools to develop a well-articulated sequence of mathematics courses and consistent protocols for placing students in mathematics courses offered at district high schools.

Such placement protocols shall systematically take into consideration multiple objective academic measures that may include, but are not limited to, statewide mathematics assessments, including state interim and summative assessments; placement tests that are aligned to state-adopted content standards in mathematics; classroom assignment and grades; and report cards. (Education Code 51224.7)

District staff shall implement the placement protocols uniformly and without regard to students' socioeconomic background or any characteristic specified in Board Policy 0410 - Nondiscrimination In District Programs And Activities, including, but not limited to, race, sex, gender, nationality, and ethnicity.

The placement protocols shall provide for at least one reevaluation within the first month of the school year to ensure that students are appropriately placed in mathematics courses and shall specify the criteria the district will use to make this determination. Any student found to be misplaced shall be promptly placed in the appropriate mathematics course.

If a student or parent/guardian questions the student's placement, the student or the student's parent/guardian may appeal the decision to the Superintendent or designee. The decision of the Superintendent or designee shall be final.

The Superintendent or designee shall ensure that all teachers, counselors, and other district staff responsible for determining students' placement in mathematics courses receive training on the placement protocols.

The Board and the Superintendent or designee shall annually review student data related to placement in mathematics courses offered at district high schools to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not being held back in a disproportionate manner on the basis of any subjective or discriminatory basis, and shall develop strategies for removing any identified barriers to students' access to mathematics courses. The Superintendent or designee shall also report on the percentage of district students who have successfully completed mathematics courses that satisfy the requirements for entrance to the UC and CSU systems.

Policy 6163.4: Student Use Of Technology

Status: DRAFT

Original Adopted Date: 06/11/2009

The Governing Board believes that effective use of technology is integral to the education and development of students. In order to promote digital citizenship, the Board recognizes that students must have access to the latest digital tools and receive instruction that allows students to positively engage with technology in ways that respect human rights and avoids Internet dangers. Technological resources provided to students, including technology based on artificial intelligence (AI), shall be aligned to district goals, objectives, and academic standards. The use of technology shall augment the use of Board adopted instructional materials.

The Board intends that technological resources provided by the district be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. Students shall be allowed to use such technology, including AI technology, in accordance with district policies, including, but not limited to, policies on academic honesty, data privacy, nondiscrimination, and copyright protections. All students using these resources shall receive instruction in the proper and appropriate use of technology. Such instruction shall incorporate students' responsibilities regarding academic honesty, honoring copyright provisions, assessing the reliability and accuracy of information, protecting personal data, and the potential for biases and errors in artificially generated content.

District technology includes, but is not limited to, computer hardware, software, or software as a service provided or paid for by the district, whether accessed on or off site or through district-owned or personally owned equipment or devices, including tablets and laptops; computer servers, wireless access points (routers), and wireless computer networking technology (wi-fi); the Internet; email; applications (apps), including AI apps; telephones, cellular telephones, smartphones, smart devices, and wearable technology; or any wireless communication device, including radios.

Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this board policy and the district's Acceptable Use Agreement.

Before a student is authorized to use district technology, the student and the student's parent/guardian shall sign and return the Acceptable Use Agreement. In that agreement, the student and parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures or user mistakes or negligence and shall agree to indemnify and hold harmless the district and district staff for any damages or costs incurred.

The district reserves the right to monitor student use of technology within the jurisdiction of the district without advance notice or consent. Students shall be informed that the use of district technology, as defined above, is not private and may be accessed by the district for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in the use of district technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules.

The Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any district student in accordance with Education Code 49073.6 and Board Policy/Administrative Regulation 5125 - Student Records.

Whenever a student is found to have violated board policy or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's equipment and other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and board policy.

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update

procedures to enhance the safety and security of students using district technology and to help ensure that the district adapts to changing technologies and circumstances.

Internet Safety

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 7131; 47 USC 254; 47 CFR 54.520)

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The district's Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs
2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"
3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The Superintendent or designee shall regularly review current guidance regarding cybersecurity, data privacy, and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, the monitoring and response to cyberattacks, ensuring data privacy, and monitoring suspicious and/or threatening digital media content, in accordance with Board Policy 5125 - Student Records.

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

Regulation 0510: School Accountability Report Card

Status: DRAFT

Original Adopted Date: Pending

Contents

Each year the principal or designee at each school shall prepare a school accountability report card (SARC), which shall include, but is not limited to: (Education Code 33126)

1. Student achievement by grade level, as measured by the results of the statewide assessment
2. Progress toward reducing dropout rates, including the one-year dropout rate listed in the California Basic Educational Data System (CBEDS) for the school over the most recent three-year period, and the graduation rate, as defined by the State Board of Education, over the most recent three-year period when available pursuant to Education Code 52052

3. Estimated expenditures per student and types of services funded, including the actual salaries of personnel assigned to the school

The assessment of estimated expenditures per student shall be reported in total, in subtotal by restricted and by unrestricted source, and include a reporting of the average of actual salaries paid to certificated instructional personnel at that school.

4. Progress toward reducing class sizes and teaching loads, including the average class size and the distribution of class sizes at the school by grade level, using CBEDS for the most recent three-year period
5. The total number of the school's fully credentialed teachers, the number of teachers relying upon emergency credentials, the number of teachers working without credentials, any assignment of teachers outside their subject areas of competence, misassignments, including misassignments of teachers of English learners, and the number of vacant teacher positions for the most recent three-year period
6. The quality and currency of textbooks and other instructional materials, including whether textbooks and other materials meet state standards, the ratio of textbooks per student, and the year the textbooks were adopted
7. The availability of sufficient textbooks and other instructional materials, as determined pursuant to Education Code 60119, for each student, including English learners, in each of the areas of the core curriculum areas of reading/language arts, mathematics, science, and history/social science; world language and health; science laboratory equipment for grades 9 to 12, inclusive, as appropriate; and visual and performing arts

If the Governing Board determines, pursuant to Education Code 60119, that there are insufficient textbooks or instructional materials, or both, it shall include information for each school in which an insufficiency exists, identifying the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area identified above.

8. The availability of qualified personnel to provide counseling and other student support services, including the ratio of academic counselors per student
 9. Safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair
 10. The annual number of school days dedicated to staff development for the most recent three-year period
 11. Suspension and expulsion rates for the most recent three-year period
 12. The Academic Performance Index, which is reflected in the California School Dashboard, including the disaggregation of student subgroups identified in Education Code 52052, the decile rankings, and a comparison of schools
 13. Contact information for organized opportunities for parent/guardian involvement
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Regulation 1114: District-Sponsored Social Media

Status: DRAFT

Original Adopted Date: Pending

Definitions

Social media means any online platform for collaboration, interaction, or active participation, or that allows users to post content, including, but not limited to, social networking sites such as Instagram, TikTok, Facebook, X/Twitter, SnapChat, YouTube, and LinkedIn.

An official district social media account is an account on a social media platform authorized by the Superintendent or designee.

An account that contains content related to the district or comments about district operations but that has not been created based on authorization or direction from the Superintendent or designee, such as an account created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal account, is not an official district social media account.

School-level employees such as teachers and coaches shall obtain authorization from the school principal before creating an official social media account.

Guidelines for Content

Each official district social media account shall contain content that is useful and appropriate for all audiences.

District employees or agents in charge of posting or adding information to an official district social media account shall ensure that copyright laws are not violated in the use of material on official district social media accounts.

The Superintendent or designee shall ensure that official district social media accounts are regularly monitored. Staff members responsible for monitoring content may remove posts or even suspend users from interacting with the account only based on viewpoint-neutral considerations, such as lack of relation to the account's purpose or violation of board policies or administrative regulations.

Each official district social media account shall, as appropriate, prominently display a link to this regulation or a statement that includes Items #1-10, below:

1. The purpose(s) of the account, such as providing information to a class, school community, athletic team, or student club; engaging with the public regarding district decisions and Governing Board meetings; and sharing information regarding employment opportunities with the district
2. Users shall use the site only for those intended purposes
3. The account is regularly monitored and any inappropriate interaction will be promptly removed, blocked, or similarly addressed. Inappropriate interactions include, but are not limited to, interactions that:
 - a. Are obscene, libelous, or so incite students as to create a clear and present danger of the commission of unlawful acts on district premises, violation of district or school rules, or substantial disruption to the district or school's orderly operation
 - b. Are not related to the stated purpose of the account, including, but not limited to, threats, comments of a commercial nature, political activity, and comments prohibited by board policies and administrative regulations
4. Users are expected to communicate in a respectful, courteous, and professional manner and are personally responsible for their use of the account
5. The district is not responsible for the content posted by other users or how other users interact with the

account

6. The views and comments expressed by other users on the account belong to those users and do not necessarily reflect the views of the district
7. Any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the district
8. The individual(s) to contact regarding violation of district guidelines on the use of official district social media accounts
9. Violations may be reported to the appropriate social media platform, law enforcement, or other third parties, as appropriate
10. A user may be suspended from interacting with the account for one month upon three prior violations and for six months upon two prior one-month suspensions

Appropriate Use by District Employees

District employees who participate in official district social media accounts shall adhere to all applicable board policies and administrative regulations, including, but not limited to, professional standards related to interactions with students.

When appropriate, employees posting, replying, or otherwise interacting with the public outside of their professional duties or responsibilities on official district social media accounts shall identify themselves by name and district title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the district or school.

All staff shall receive information about appropriate use of the official district social media accounts.

Regulation 1312.4: Williams Uniform Complaint Procedures

Status: DRAFT

Original Adopted Date: 06/06/2019 | Last Revised Date: 12/05/2023

Types of Complaints

The district shall use the procedures described in this administrative regulation only to investigate and resolve the following:

1. Complaints regarding the insufficiency of textbooks and instructional materials, including any complaint alleging that: (Education Code 35186; 5 CCR 4681)
 - a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class
 - b. A student does not have access to textbooks or instructional materials to use at home or after school

This does not require two sets of textbooks or instructional materials for each student.
 - c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage
 - d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials

2. Complaints regarding teacher vacancy or misassignment, including any complaint alleging that: (Education Code 35186; 5 CCR 4682)
 - a. A semester begins and a teacher vacancy exists
 - b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with one or more English learners in the class
 - c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4600)

Beginning of the year or semester means the time period from the first day students attend classes for a year-long course or semester-long course, though not later than 20 business days afterwards. (5 CCR 4600)

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

3. Complaints regarding the condition of school facilities, including any complaint alleging that: (Education Code 35186; 5 CCR 4683)
 - a. A condition poses an emergency or urgent threat to the health or safety of students or staff

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including, but not limited to, gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously

undiscovered that pose an immediate threat to students or staff; structural damage creating a hazardous or uninhabitable condition; or any other condition deemed appropriate. (Education Code 17592.72)

- b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5

Clean or maintained school restroom means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers. (Education Code 35292.5)

Open restroom means the school has kept all restrooms open during school hours when students are not in classes and has kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when the temporary closing of the restroom is necessary for a documented student safety concern, an immediate threat to student safety, or to repair the facility. (Education Code 35292.5)

In any school serving students any of grades 3-12, a complaint may be filed alleging noncompliance with the requirement of Education Code 35292.6 to, at all times, stock and make available and accessible free of cost, an adequate supply of menstrual products in every women's and all-gender restroom, and in at least one men's restroom. (Education Code 35292.6)

Additionally, starting July 1, 2026, in any school that has more than one female and more than one male restroom designated exclusively for student use, a complaint may be filed alleging noncompliance with the requirements specified in Education Code 35292.5 to maintain at least one all-gender restroom for student use. (Education Code 35292.5)

Forms and Notices

The Superintendent or designee shall ensure a Williams complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that the district's complaint form specifies the location for filing a complaint and contains a space to indicate whether the complainant desires a response to the complaint. A complainant may add as much text to explain the complaint as desired. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall post in each classroom in each school a notice containing the components specified in Education Code 35186. (Education Code 35186)

Filing of Complaint

A complaint alleging any condition(s) specified in the section "Types of Complaints" above shall be filed with the principal or designee at the school in which the complaint arises. A complaint about problems beyond the authority of the principal shall be forwarded to the Superintendent or designee in a timely manner, but not to exceed 10 working days. Complaints may be filed anonymously. (Education Code 35186; 5 CCR 4680)

A complaint alleging that more than one student does not have sufficient textbooks or instructional materials as the result of an act by the Governing Board, or the Board's failure to remedy the deficiency, may be filed with the Superintendent of Public Instruction (SPI) directly in addition to or in lieu of being filed with the district. Any such complaint shall identify the basis and provide evidence to support its filing directly with the SPI. (Education Code 35186)

If the Superintendent or designee becomes aware that a complaint alleging insufficient textbooks or instructional materials has been filed directly with the SPI but not with the district, the Superintendent or designee may initiate an investigation in accordance with this administrative regulation, as described below, if there is sufficient evidence to do so.

Investigation and Response

The principal or a designee of the Superintendent shall make all reasonable efforts to investigate any problem within the principal's or designee's authority. (Education Code 35186; 5 CCR 4685)

The principal or Superintendent's designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR 4685)

If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the principal or Superintendent's designee shall send written resolution of the complaint to the mailing address of the complainant as indicated on the complaint within 45 working days of the initial filing of the complaint. If the principal makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 35186; 5 CCR 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Governing Board at a regularly scheduled meeting. (Education Code 35186; 5 CCR 4686)

For any complaint concerning a facilities condition that poses an emergency or urgent threat to the health or safety of students or staff as described in Item #3a in the section "Types of Complaints" above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the SPI within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR 4632. (Education Code 35186; 5 CCR 4610, 4687)

However, no other type of complaint regarding the condition of school facilities as described in the section "Types of Complaints" above may be appealed to the SPI. (Education Code 35186; 5 CCR 4610, 4687)

All complaints and written responses shall be public records. (Education Code 35186; 5 CCR 4686)

Reports

On a quarterly basis, the Superintendent or designee shall report, to the Board at a regularly scheduled Board meeting and to the County Superintendent of Schools, summarized data on the nature and resolution of all complaints. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. (Education Code 35186; 5 CCR 4686)

Regulation 3517: Facilities Inspection

Status: DRAFT

Original Adopted Date: 03/06/2018 | **Last Revised Date:** 09/06/2022

The Superintendent or designee shall inspect school facilities to ensure that they are maintained in good repair. At a minimum, the Superintendent or designee shall assess those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including, but not limited to, the following: (Education Code 17002, 35292.5)

1. **Gas Leaks:** Gas systems and pipes appear and smell safe, functional, and free of leaks
2. **Mechanical Systems:** Heating, ventilation, and air conditioning systems, as applicable, are functional and unobstructed; appear to supply an adequate amount of air to all classrooms, work spaces, and facilities; and maintain interior temperatures within normally acceptable ranges
3. **Windows and Doors:** Windows and doors are intact, functional, and open, close, and lock as designed, unless there is a valid reason they should not function as designed
4. **Fences and Gates:** Fences and gates are intact, functional, and free of holes and other conditions that could present a safety hazard to students, staff, or others

Locks and other security hardware function as designed.

5. **Interior Surfaces:** Walls, floors, and ceilings are free of safety hazards from tears, holes, missing floor and ceiling tiles, torn carpet, water damage, or other cause

Ceiling tiles are intact. Surfaces display no evidence of mold or mildew.

6. **Hazardous Materials:** Hazardous and flammable materials are stored properly

No evidence of peeling, chipping, or cracking paint is apparent. No indicators of mold, mildew, or asbestos exposure are evident. There does not appear to be evidence of hazardous materials that may pose a threat to the health and safety of students or staff.

7. **Structures:** Posts, beams, supports for portable classrooms and ramps, and other structures appear intact, secure, and functional as designed

Ceilings and floors are not sloping or sagging beyond their intended design. There is no visible evidence of severe cracks, dry rot, mold, or damage that undermines structural components.

8. **Fire Safety and Emergency Equipment:** Fire sprinklers, fire extinguishers, emergency alarm systems, and all emergency equipment and systems appear to be functioning properly

Fire alarm pull stations are clearly visible. Fire extinguishers are current and placed in all required areas, including every classroom and assembly area. Emergency exits are clearly marked and unobstructed.

9. **Electrical Systems:** Electrical systems, components, and equipment, including switches, junction boxes, panels, wiring, outlets, and light fixtures, are securely enclosed, properly covered and guarded from student access, and appear to be working properly

10. **Lighting:** Interior and exterior lighting appears to be adequate and working properly

Lights do not flicker, dim, or malfunction, and there is no unusual hum or noise from light fixtures.

11. **Pest/Vermin Infestation:** No visible or odorous indicators of pest or vermin infestation are evident

12. **Drinking Fountains:** Interior and exterior drinking fountains are functional, accessible, and free of leaks

Drinking water pressure is adequate. Fountain water is clear and without unusual taste or odor, and moss, mold, or excessive staining is not evident

13. Restrooms: Restrooms and restroom fixtures are fully operational, maintained and cleaned regularly, and stocked at all times with supplies, including toilet paper, soap, and paper towels or functional hand dryers, in accordance with Education Code 35292.5

The school keeps all restrooms open during school hours when students are not in classes and keeps a sufficient number of restrooms open during school hours when students are in classes, except when necessary to temporarily close a restroom due to a documented student safety concern, an immediate threat to student safety, or the need to repair the facility.

Additionally, any school serving students in any of grades 3-12 shall, at all times, stock and make available and accessible free of cost, an adequate supply of menstrual products in every women's and all-gender restroom, and in at least one men's restroom. The district shall post in a prominent and conspicuous location in every restroom required to stock menstrual products a notice regarding this requirement that includes an email address and telephone number for a designated individual responsible for maintaining the requisite supply of menstrual products. (Education Code 35292.6)

In addition, starting July 1, 2026, any school that has more than one female and more than one male restroom designated exclusively for student use shall provide and maintain at least one all-gender restroom for student use. The district shall use signage that identifies the bathroom facility as being open to all genders and is in accordance with 24 CCR 11B-703; ensure that it is available for use consistent with the requirements specified above and is unlocked, unobstructed, easily accessible by any student, and consistent with existing access to sex-segregated restrooms; stock the bathroom facility with menstrual products in accordance with Education Code 35292.6, as specified above; and, ensure that the bathroom facility is available during school hours and school functions when students are present. The district shall post in a prominent and conspicuous location outside at least one all-gender restroom a notice regarding these requirements that includes contact information for the staff member designated as the point of contact responsible for implementing such requirements.

14. Sewers: The sanitary sewer system controls odors as designed, displays no signs of stoppage, backup, or flooding in school facilities or on school grounds, and appears to be functioning properly
15. Roofs: Roofs, gutters, roof drains, and downspouts appear to be functioning properly and are free of visible damage and evidence of disrepair when observed from the ground from inside and outside the building
16. Drainage: School grounds do not exhibit signs of drainage problems, such as visible evidence of flooded areas, eroded soil, water damage to asphalt playgrounds or parking areas, or clogged storm drain inlets
17. Playground/School Grounds: Playground equipment, including exterior fixtures, seating, tables, and equipment, and school grounds, fields, walkways, and parking lot surfaces are functional and free of significant cracks, trip hazards, holes, deterioration that affects functionality or safety, and other health and safety hazards
18. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to have been cleaned regularly and are free of accumulated refuse and unabated graffiti

Restrooms, drinking fountains, and food preparation or serving areas appear to have been cleaned each day that school is in session.

Additionally, to ensure the health and safety of students, the Superintendent or designee shall provide for the testing of drinking water on campus and of the soil and painted surfaces of school facilities for the presence of lead and/or other harmful substances, in accordance with state and federal standards.

The Superintendent or designee shall ensure that any necessary repairs or removal of hazards identified during the inspection are made in a timely and expeditious manner.

An assessment of the safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair as defined in Education Code 17002, shall be reported on the school accountability report card. (Education Code 33126)

Any complaint alleging a school facility condition that poses an emergency or urgent threat to the health or safety of students or staff, or alleging that a school restroom is not clean, maintained, stocked, or kept open, shall be addressed in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures.

The Superintendent or designee shall provide the Governing Board with regular reports regarding the district's facility inspections and updates of any visits to district schools by the County Superintendent of Schools to review school facilities.

Regulation 5144.1: Suspension And Expulsion/Due Process

Status: DRAFT

Original Adopted Date: 12/11/2018 | **Last Revised Date:** 05/02/2023

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910, so long as removal from a particular class does not occur more than once every five school days

Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)

Notice of Regulations

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

Grounds for Suspension and Expulsion: Grades K-12

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows and in "Additional Grounds for Suspension and Expulsion: Grades 4-12," below:

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))
3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11059, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the same as a controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing prescription products (Education Code 48900(h))

Code 48900(h))

9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))
12. Possessed an imitation firearm (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 287, 288, 289, or former 288a, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))
14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))
15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))
16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))

Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student(s) in fear of harm to self or property; cause the student to experience a substantially detrimental effect on physical or mental health; or cause the student to experience substantial interferences with academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying includes any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student.

Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

Electronic act means the creation or transmission originated on or off the school site by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication including, but not limited to: (Education Code 48900(r))

- a. A message, text, sound, video, or image
- b. A post on a social network Internet website, including, but not limited to, posting to or creating a burn page or creating a credible impersonation or false profile for the purpose of causing a reasonable student

any of the effects of bullying described above

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of the student's age, or for a person of the student's age and disability. (Education Code 48900(r))

Burn page means an internet website created for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Credible impersonation means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that the student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated. (Education Code 48900(r))

False profile means a profile of a fictitious student or profile using the likeness or attributes of an actual student other than the student who created the false profile. (Education Code 48900(r))

An electronic act is not considered pervasive conduct solely on the basis that it has been transmitted to the internet or is currently posted on the internet. (Education Code 48900(r))

When a student has been suspended, or other means of correction have been implemented against the student, for an incident of racist bullying, harassment, or intimidation, the principal or designee may, as appropriate, engage both the victim and perpetrator in a restorative justice practice suitable to the needs of the students. The principal or designee shall also require the perpetrator to engage in a culturally sensitive program that promotes racial justice and equity and combats racism and ignorance and shall regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues. (Education Code 48900.5)

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))
19. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A *terrorist threat* includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying out the crime. (Education Code 48900.7)

A student may not be suspended or expelled for disruption or willful defiance. (Education Code 48900)

Additional Grounds for Suspension and Expulsion: Grades 4-12

A student in grades 4-12 shall be subject to suspension or recommendation for expulsion when it is determined that the student:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)

Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or

the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

Suspension from Class by a Teacher

A teacher may suspend a student from class for the remainder of the day and the following day for any of the acts specified in Education Code 48900 and listed as Items #1-19 under "Grounds for Suspension and Expulsion: Grades K-12" above or for disruption or willful defiance at any grade level. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, the student shall be appropriately supervised during the class periods from which the student has been suspended. (Education Code 48910)

As soon as possible after the teacher has suspended the student, the teacher shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if requested by the parent/guardian or teacher. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which the student was suspended. (Education Code 48910)

A teacher may also refer a student, for any of the acts specified above in Education Code 48900, to the principal or designee for consideration of a suspension from school. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school site, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity away from school to have committed any of the acts listed in the Board policy under "Authority to Expel" for which a recommendation of expulsion is required. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if it is determined that the student violated any of Items #1-5 listed under "Grounds for Suspension and Expulsion: Grades K-12" above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension upon a student, including supervised suspension, the Superintendent, principal, or designee shall document the other means of correction used and retain the documentation in the student's record. (Education Code 48900.5)

Length of Suspension

The Superintendent, principal, or designee may suspend a student from school for not more than five consecutive school days. (Education Code 48911)

A student may be suspended from school for not more than 20 school days in any school year. However, if a student enrolls in or is transferred to another regular school, an opportunity school or class, or continuation school or class for the purpose of adjustment, the student may be suspended for not more than 30 school days in a school year. The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903, 48911, 48912)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension as required pursuant to Education Code 48900.5, and the evidence against the student, and shall be given the opportunity to present the student's version and evidence in the student's defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, the student, the student's parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker and, if applicable, county social worker, shall be notified of the student's right to a conference and the right to return to school for the purpose of the conference. The conference shall be held within two school days, unless the student waives the right to it or is physically unable to attend for any reason. In such a case, the conference shall be held as soon as the student is physically able to return to school for the conference. (Education Code 48911)

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or designee. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)
3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or if the student is an Indian child, the Indian child's tribal social worker, and, if applicable, the county social worker, in person, by email, or by telephone. Whenever a student is suspended, the parent/guardian, or, if applicable, the foster youth's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, the county social worker, shall also be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice shall state the date and time when the student may return to school.

4. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may conduct a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

If school officials request to meet with the parent/guardian, a foster youth's educational rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, the notice may state that the law requires such individuals to respond to the request without delay. However, the student shall not be penalized for the failure of the parent/guardian, a foster youth's educational

rights holder, attorney, and county social worker, or an Indian child's tribal social worker, and, if applicable, the county social worker, to attend such a conference. The student may not be denied reinstatement solely because such individuals failed to attend the conference. (Education Code 48911)

5. Extension of Suspension: If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed: (Education Code 48911)
 - a. The extension of the original period of suspension is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard

This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.
 - b. The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process
 - c. If the student involved is a foster youth or Indian child, the Superintendent or designee shall notify the district's educational liaison of the need to invite the foster youth's educational rights holder, attorney and county social worker, or the Indian child's tribal social worker or, if applicable, the county social worker, to attend the meeting (Education Code 48853.5, 48911, 48918.1)
 - d. If the student involved is a child or youth experiencing homelessness, the Superintendent or designee shall notify the district liaison for homeless students (Education Code 48918.1)
 - e. In lieu of or in addition to suspending a student, the Superintendent, principal, or designee may provide services or require the student to participate in an alternative disciplinary program designed to correct the behavior and keep the student in school

Suspension by the Board

The Board may suspend a student for any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12," and "Additional Grounds for Suspension and Expulsion: Grades 4-12," above and within the limits specified under "Suspension by Superintendent, Principal, or Designee," above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester. The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold a closed session if a public hearing would lead to disclosure of information that would violate a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

The Board shall provide the student and parent/guardian with written notice of the closed session by registered or certified mail or personal service. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

On-Campus Suspension

A student for whom an expulsion action has not been initiated and who poses no imminent danger or threat to the school, students, or staff may be assigned to on-campus suspension in a separate classroom, building, or site for the entire period of suspension. The following conditions shall apply: (Education Code 48911.1)

1. The on-campus suspension classroom shall be staffed in accordance with law
2. The student shall have access to appropriate counseling services

3. The on-campus suspension classroom shall promote completion of schoolwork and tests missed by the student during the suspension
4. The student shall be responsible for contacting the student's teacher(s) to receive assignments to be completed in the supervised suspension classroom and the teacher(s) shall provide all assignments and tests that the student will miss while suspended

If no such work is assigned, the person supervising the suspension classroom shall assign schoolwork.

At the time a student is assigned to an on-campus suspension classroom, the principal or designee shall notify the student's parent/guardian, or if the student is a foster youth, the foster youth's educational rights holder, attorney, and county social worker, or, if the student is an Indian child, the Indian child's tribal social worker and, if applicable, county social worker, in person, by email, or by telephone. When the assignment is for longer than one class period, this notification shall be made in writing. (Education Code 48911.1)

Superintendent or Principal's Authority to Recommend Expulsion

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, the Superintendent or principal shall recommend a student's expulsion for any of the following acts: (Education Code 48915)

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11059, except for:
 - a. The first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis
 - b. The student's possession of over-the-counter medication for use by the student for medical purposes
 - c. Medication prescribed for the student by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

In determining whether to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)

Student's Right to Expulsion Hearing

Any student recommended for expulsion shall be entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the Superintendent, principal, or designee determines that the student has committed the act(s) that form the basis for the expulsion recommendation. (Education Code 48918(a))

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless

the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Stipulated Expulsion

After a determination that a student has committed an offense for which the student may be expelled, the Superintendent, principal, or designee shall offer the student, the student's parent/guardian, or, when applicable, other person holding the right to make educational decisions for the student, the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after written notice of the expulsion hearing pursuant to Education Code 48918 has been given.

The stipulation agreement shall be in writing and shall be signed by the student, the student's parent/guardian, or, when applicable, the person holding the right to make educational decisions for the student. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of the right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.

A stipulated expulsion agreed to by the student, the student's parent/guardian, or, when applicable, the person holding the right to make educational decisions for the student, shall be effective upon approval by the Board.

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, the Superintendent or designee shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of the right to: (Education Code 48918.5)

1. Receive five days' notice of the scheduled testimony at the hearing
2. Have up to two adult support persons present at the hearing at the time the witness testifies
3. Have a closed hearing during the time the witness testifies

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based
3. A copy of district disciplinary rules which relate to the alleged violation
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment

This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).

5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a nonattorney adviser

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney adviser means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing
7. The opportunity to confront and question all witnesses who testify at the hearing
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses

Additional Notice of Expulsion Hearing for Foster Youth, Homeless Students, and Indian Children

If the student facing expulsion is a foster student or Indian child, the Superintendent or designee shall also send notice of the hearing to the foster youth's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, county social worker, at least 10 calendar days prior to the hearing. (Education Code 48918.1)

If the student facing expulsion is a student experiencing homelessness, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 calendar days prior to the hearing. (Education Code 48918.1)

Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)

Conduct of Expulsion Hearing

1. Closed Session: Notwithstanding Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that privacy rights of other students are not violated. (Education Code 48918)

Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend the closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to testify in closed session when testifying in public would threaten serious psychological harm to the witness and when there are no alternative procedures to avoid the threatened harm, including, but not limited to, a videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))

2. Record of Hearing: A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))
3. Subpoenas: Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in

accordance with Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in Item #6 below. (Education Code 48918(i))

4. Presentation of Evidence: Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-12," and "Additional Grounds for Suspension and Expulsion: Grades 4-12," above. (Education Code 48918(h))

Findings of fact shall be based solely on the evidence at the hearing. Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

5. Testimony by Complaining Witnesses: The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)

- a. Any complaining witness shall be given five days' notice before being called to testify
- b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during the testimony
- c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential
- d. The person presiding over the hearing may remove a support person who is disrupting the hearing
- e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5
- f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard

Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.

- g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment
 - i. The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony

- ii. At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which the complaining witness may leave the hearing room
 - iii. The person conducting the hearing may:
 - a. Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
 - b. Limit the time for taking the testimony of a complaining witness to normal school hours, if there is no good cause to take the testimony during other hours
 - c. (Permit one of the support persons to accompany the complaining witness to the witness stand
6. Decision: The Board's decision as to whether to expel a student shall be made within 40 school days after the student is removed from school, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918)

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing," including the requirement to issue a decision within 40 school days of the student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by the student's parent/guardian, the Superintendent or designee shall consult with the parent/guardian and district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has ruled on the recommendation. (Education Code 48917, 48918)

Final Action by the Board

Whether the expulsion hearing is conducted in closed or open session by the Board, a hearing officer, or an administrative panel or is waived through the signing of a stipulated expulsion agreement, the final action to expel shall be taken by the Board in public. (Education Code 48918(j))

The Board's decision is final. If the decision is to not expel, the student shall be reinstated immediately. If the decision is to suspend the enforcement of the expulsion, the student shall be reinstated under the conditions of the suspended expulsion.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for any "mandatory recommendation and mandatory expulsion" act listed in "Authority to Expel" in the accompanying Board policy, this date shall be one year from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under "Grounds for Suspension and Expulsion: Grades K-12" or "Additional Grounds for Suspension and Expulsion: Grades 4-12" (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and parent/guardian (Education Code 48916)
3. Notice of the right to appeal the expulsion to the County Board (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision to Suspend Expulsion Order

In accordance with Board policy, when deciding whether to suspend the enforcement of an expulsion order, the Board shall take into account the following criteria:

1. The student's pattern of behavior
2. The seriousness of the misconduct
3. The student's attitude toward the misconduct and willingness to follow a rehabilitation program

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or

program appropriate for the student's rehabilitation

This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)

2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-12" or "Additional Grounds for Suspension and Expulsion: Grades 4-12" above, or violates any of the district's rules and regulations governing student conduct (Education Code 48917)
4. When the suspension of enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school

Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)

6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian

The notice shall inform the parent/guardian of the right to appeal the expulsion to the County Board, the alternative educational placement to be provided to the student during the period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))

7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board (Education Code 48917)

Appeal

If a student is expelled from school, the student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion order is suspended and the student is placed on probation. (Education Code 48919)

If the student submits a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board, the district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notification to Law Enforcement Authorities

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

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

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate county or district law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Placement During Expulsion

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not provided at a comprehensive middle, junior, or senior high school or at any elementary school, unless the program is offered at a community day school established at any of these
3. Not housed at the school site attended by the student at the time of suspension

When the placement described above is not available and when the County Superintendent so certifies, students expelled for only acts described in Items #6-12 under "Grounds for Suspension and Expulsion: Grades K-12" and Items #1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-12" above may be referred to a program of study that is provided at another comprehensive middle, junior, or senior high school or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

Prior to the date set by the Board for the student's readmission:

1. The Superintendent or designee shall hold a conference with the student's parent/guardian, or other person holding the right to make educational decisions for the student, and the student

At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and the student's parent/guardian or other person holding the right to make educational decisions for the student shall be asked to indicate in writing their willingness to comply with these regulations.

2. The Superintendent or designee shall transmit to the Board a recommendation regarding readmission

The Board shall consider this recommendation in closed session. If a written request for open session is received from the student's parent/guardian or other person holding the right to make educational decisions for the student, or adult student, it shall be honored to the extent that privacy rights of other students are not violated.

3. If the readmission is granted, the Superintendent or designee shall notify the student and the student's parent/guardian, or other person holding the right to make educational decisions for the student, by registered mail, of the Board's decision regarding readmission
4. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees (Education Code 48916)
5. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school
6. The Board shall provide written notice to the expelled student and the student's parent/guardian, or other person holding the right to make educational decisions for the student, describing the reasons for denying readmittance into the regular program

This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district.

No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records

The district shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)

Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon written request by that school. (Education Code 48918(k))

The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)

Regulation 5144.2: Suspension And Expulsion/Due Process (Students With Disabilities)

Status: DRAFT

Original Adopted Date: 04/10/2007 | **Last Revised Date:** 05/02/2023

A student identified as an individual with a disability pursuant to the Individuals with Disabilities Education Act (IDEA), 20 USC 1400-1482, is subject to the same grounds and procedures for suspension and expulsion which apply to students without disabilities, except as otherwise specified in this administrative regulation.

Suspension or expulsion of a student with disabilities shall be in accordance with Board Policy 5144.1 - Suspension And Expulsion/Due Process and this administrative regulation.

When a student with disabilities exhibits behavior which impedes the student's own learning or that of others, the student's individualized education program (IEP) team shall consider positive behavioral interventions and supports, and other strategies, to address the behavior. (Education Code 56521.2; 20 USC 1414)

Suspension

The Superintendent, principal, or designee may suspend a student from school for up to five consecutive school days, unless the suspension has been extended following a recommendation for expulsion. (Education Code 48911)
A student may usually be suspended from school for up to 20 cumulative school days, or 30 cumulative school days as permitted by Education Code 48903, in a school year as long as the pattern of suspension(s) does not constitute a change in placement pursuant to 34 CFR 300.536. (Education Code 48903; 34 CFR 300.530)

The Superintendent or designee shall determine, on a case-by-case basis, whether a pattern of removals of a student from the student's current educational placement for disciplinary reasons constitutes a change of placement.

A change of placement shall be deemed to have occurred under either of the following circumstances: (34 CFR 300.536)

1. A decision has been made that would result in the removal of the student for more than 10 consecutive school days
2. The student has been subjected to a series of removals that constitute a pattern because of all of the following:
 - a. The series of removals total more than 10 school days in a school year
 - b. The student's behavior is substantially similar to the student's behavior in previous incidents that resulted in the series of removals
 - c. Additional factors, such as the length of each removal, the total amount of time the student has been removed, and the proximity of the removals to one another

If a student's removal is determined to be a change of placement as specified in Items #1-2 above, the student's IEP team shall determine the appropriate educational services. Such services shall be designed to enable the student to continue to participate in the general education curriculum in another setting, to progress toward meeting the goals set out in the student's IEP, and to address the student's behavior violation so that it does not recur. (20 USC 1412(a)(1)(A); 34 CFR 300.530)

If the IEP of a student with a disability requires the district to provide the student with transportation, the district shall provide the student with an alternative form of transportation at no cost to the student or the student's parent/guardian when, as a result of a suspension, the student is excluded from school bus transportation. (Education Code 48915.5)

The principal or designee shall monitor the number of days, including portions of days, in which a student with an IEP has been suspended during the school year.

Interim Alternative Educational Placement Due to Dangerous Behavior

The district may unilaterally place a student with a disability in an appropriate interim alternative educational setting for up to 45 school days, without regard to whether the behavior is a manifestation of the student's disability, when the student commits one of the following acts while at school, going to or from school, or at a school-related function: (20 USC 1415(k)(1)(G); 34 CFR 300.530)

1. Carries or possesses a weapon, as defined in 18 USC 930
2. Knowingly possesses or uses illegal drugs
3. Sells or solicits the sale of a controlled substance as identified in 21 USC 812(c), Schedules I-V
4. Inflicts serious bodily injury upon another person as defined in 18 USC 1365

The student's interim alternative educational setting shall be determined by the student's IEP team. (20 USC 1415(k)(1)(G); 34 CFR 300.531)

On the date the decision to take disciplinary action is made, the student's parent/guardian shall be notified of the decision and provided the procedural safeguards notice pursuant to 34 CFR 300.504. (20 USC 1415(k)(1)(H); 34 CFR 300.530)

A student who has been removed from the student's current placement because of dangerous behavior shall receive services, although in another setting, to the extent necessary to allow the student to participate in the general education curriculum and to progress toward meeting the goals set out in the IEP. As appropriate, the student shall also receive a functional behavioral assessment and behavioral intervention services and modifications that are designed to address the behavior violation, so that it does not recur. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

Manifestation Determination

The following procedural safeguards shall apply when a decision has been made to suspend a student with a disability for more than 10 consecutive school days, when a series of removals of a student constitutes a pattern, or when a change of placement of a student is contemplated due to a violation of the district's code of conduct:

1. Notice: On the date the decision to take disciplinary action is made, the student's parent/guardian shall be notified of the decision and provided the procedural safeguards notice pursuant to 34 CFR 300.504

If the student is a foster youth, the notice shall be given to the student's educational rights holder, attorney, and county social worker, and, if the student is an Indian child, the student's tribal social worker and, if applicable, county social worker. (Education Code 48853.5; 20 USC 1415(k)(1)(H); 34 CFR 300.530)

2. Manifestation Determination Review: Immediately if possible, but in no case later than 10 school days after the date the decision to take disciplinary action is made, a manifestation determination review shall be made of the relationship between the student's disability and the behavior subject to the disciplinary action (20 USC 1415(k)(1)(E); 34 CFR 300.530)

If the student is a foster youth or Indian child, the foster youth's educational rights holder, attorney, or county social worker, or the Indian child's tribal social worker and, if applicable, county social worker, shall be invited to participate in the manifestation determination review. (Education Code 48915.5)

At the manifestation determination review, the district, the student's parent/guardian, and relevant members of the IEP team (as determined by the district and parent/guardian) shall review all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information provided by the parents/guardians, to determine whether the conduct in question was either of the following: (20 USC 1415(k)(1)(E); 34 CFR 300.530)

- a. Caused by or had a direct and substantial relationship to the student's disability

- b. A direct result of the district's failure to implement the student's IEP, in which case the district shall take immediate steps to remedy those deficiencies

If the manifestation review team determines that either of the above conditions applies, the student's conduct shall then be determined to be a manifestation of the student's disability. (20 USC 1415(k)(1)(E); 34 CFR 300.530)

3. Determination that Behavior is a Manifestation of the Student's Disability: When the student's conduct has been determined to be a manifestation of the student's disability, the IEP team shall conduct a functional behavioral assessment, unless one had been conducted before the occurrence of the behavior that resulted in the change of placement, and shall implement a behavioral intervention plan for the student

If a behavioral intervention plan has already been developed, the IEP team shall review the behavioral intervention plan and modify it as necessary to address the behavior. (20 USC 1415(k)(1)(F); 34 CFR 300.530)

The student shall be returned to the placement from which the student was removed, unless the parent/guardian and Superintendent or designee agree to a change of placement as part of the modification of the behavioral intervention plan. (20 USC 1415(k)(1)(F); 34 CFR 300.530)

4. Determination that Behavior is Not a Manifestation of the Student's Disability: When it has been determined that the student's conduct was not a manifestation of the disability, the student may be disciplined in accordance with the procedures for students without disabilities

However, the student's IEP team shall determine services necessary to enable the student to participate in the general education curriculum in another setting and to allow the student to progress toward meeting the goals set out in the IEP. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

As appropriate, the student also shall receive a functional behavioral assessment and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur. (20 USC 1415(k)(1)(D); 34 CFR 300.530)

Due Process Appeals

If the parent/guardian disagrees with any district decision regarding placement under 34 CFR 300.530 (suspension and removal for dangerous circumstances), 34 CFR 300.531 (interim alternative placement), or the manifestation determination under 34 CFR 300.530(e), the parent/guardian may appeal the decision by requesting a hearing. The district may request a hearing if the district believes that maintaining the student's current placement is substantially likely to result in injury to the student or others. In order to request a due process hearing, the requesting party shall file a complaint pursuant to 34 CFR 300.507 and 300.508(a) and (b). (20 USC 1415(k)(3); 34 CFR 300.532)

Whenever a hearing is requested as specified above, the parent/guardian or the district shall have an opportunity for an expedited due process hearing consistent with requirements specified in 34 CFR 300.507, 300.508 (a)-(c), and 300.510-300.514.

If the student's parent/guardian or the district has initiated a due process hearing under 34 CFR 300.532 as detailed above, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the 45-day time period, whichever occurs first, unless the parent/guardian and district agree otherwise. (20 USC 1415(k)(4); 34 CFR 300.533)

Readmission

Readmission procedures for students with disabilities shall be the same as those adopted for students without disabilities. Upon readmission of a student with disabilities, an IEP team meeting shall be convened to review and, as necessary, modify the student's IEP.

Decision Not to Enforce Expulsion Order

The Governing Board's criteria for suspending the enforcement of an expulsion order shall be applied to students

with disabilities in the same manner as they are applied to all other students. (Education Code 48917)

Notification to Law Enforcement Authorities

Law enforcement notification requirements involving students with disabilities shall be the same as those specified for all students in Administrative Regulation 5144.1 - Suspension And Expulsion/Due Process.

When giving any required notification concerning a student with disabilities to any law enforcement official, the principal or designee shall require the law enforcement official to certify in writing that the student's information or records will not be disclosed to any other person without the prior written consent of the student's parent/guardian. (Education Code 49076)

Report to County Superintendent of Schools

The Superintendent or designee shall report to the County Superintendent of Schools when any special education student has been expelled or suspended for more than 10 school days. The report shall include the student's name, last known address, and the reason for the action. (Education Code 48203)

Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been determined to be eligible for special education and related services and who has violated the district's code of student conduct may nevertheless assert any of the protections under IDEA, if the district had knowledge of the student's disability. (20 USC 1415(k)(5); 34 CFR 300.534)

Knowledge means that, before the occurrence of the behavior that precipitated the disciplinary action, one of the following occurred: (20 USC 1415(k)(5); 34 CFR 300.534)

1. The parent/guardian, in writing, has expressed concern to district supervisory or administrative personnel, or to a teacher of the student, that the student is in need of special education or related services
2. The parent/guardian has requested an evaluation of the student for special education pursuant to 20 USC 1414(a)(1)(B) or 34 CFR 300.300-300.311
3. The teacher of the student or other district personnel has expressed specific concerns directly to the district's director of special education or other supervisory district personnel about a pattern of behavior demonstrated by the student

However, the district shall not be deemed to have knowledge of a student's disability if the student's parent/guardian has not allowed the student to be evaluated for special education services or has refused services or, after evaluating the student pursuant to 34 CFR 300.300-300.311, the district determined that the student was not an individual with a disability. (20 USC 1415(k)(5); 34 CFR 300.534)

When the district is deemed to not have knowledge of a student's disability, the student shall be disciplined in accordance with procedures established for students without disabilities who engage in comparable behavior. (20 USC 1415(k)(5); 34 CFR 300.534)

If a request is made for an evaluation of a student during the time period in which the student is subject to disciplinary measures pursuant to 34 CFR 300.530, the evaluation shall be conducted in an expedited manner. Until the evaluation is completed, the student shall remain in the educational placement determined by school authorities. (20 USC 1415(k)(5); 34 CFR 300.534)

Regulation 6112: School Day

Status: DRAFT

Original Adopted Date: 12/05/2017

Kindergarten/Transitional Kindergarten

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

The average school day for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions. If fewer than 40 students are enrolled in kindergarten classes, the district may request approval of the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each. (Education Code 46114, 46115, 46117, 46119)

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

Grades 1-8

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

1. At least 230 minutes for students in grades 1-3, unless the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)
2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

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

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

Regulation 6152.1: Placement In Mathematics Courses

Status: DRAFT

Original Adopted Date: Pending

Placement Protocols

In determining student placement in mathematics courses for students entering grade 9, the Superintendent or designee shall assess whether each student has the prerequisite skills for success in the course and consider student and parent/guardian requests. Such determinations shall be based on multiple measures, including, but not limited to, the following:

1. Interim and summative grade 8 mathematics assessments from the California Assessment of Student Performance and Progress
2. For students with disabilities, an alternate test or other measures when designated in a student's individualized education program (IEP)
3. Other assessments such as Measures of Academic Progress, the readiness tests of the University of California's Mathematics Diagnosis Testing Project, and/or district benchmark assessments
4. The student's grades in previous mathematics course
5. The final mathematics grade on the end-of-year report card

Individual student performance data shall be analyzed each spring, prior to scheduling and placing students into secondary mathematics courses. Students and parents/guardians shall be notified in writing by the end of the school year as to the mathematics course in which the student has been placed.

No student shall be required to repeat a mathematics course which the student has successfully completed in accordance with district's placement protocols.

When a student does not qualify to be enrolled in a particular mathematics course based on a consideration of the objective measures specified in the placement protocol, the student may nevertheless be admitted to the course based on the recommendation of a teacher or counselor who has personal knowledge of the student's academic ability.

Students who exhibit deficits in knowledge and skills needed to advance to a higher level mathematics course may receive supplemental instruction to improve achievement of mathematic content standards.

Reevaluation

Within the first month of the school year, mathematics course placements shall be individually reevaluated to ensure placement in the most rigorous mathematics course for which the student has the potential for success.

Criteria for reevaluating each student's placement shall include, but are not limited to, course preassessment results, attendance, and student performance in the first month of the school year as determined by teacher observation and grades on assignments and tests. Student and parent/guardian request for course placement may also be considered.

Notification of Placement Protocol

The district's policy and protocols related to student placement in mathematics courses shall be posted on the district's website. (Education Code 51224.7)

The Superintendent or designee shall also make the district's placement policy, protocols, and course sequence readily accessible to students, parents/guardians, and staff at school sites and/or in student handbooks.

Appeals

Within 10 school days of an initial placement decision or a placement decision upon reevaluation, a student and the student's parent/guardian who disagree with the placement may appeal the decision to the Superintendent or designee. The Superintendent or designee shall rule on the appeal within 10 school days of receiving the appeal. The decision of the Superintendent or designee shall be final.
