

Gold Trail Union School District



District Office
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Placerville, CA 95667
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Fax 1.530.626.3199
Scott Lyons
Superintendent

Board of Trustees
Micah Howser
President
Julie Bauer
Clerk
Janet Barbieri
Sue Hennike
Daryl Lander

Sutter's Mill School (K-3)
4801 Luneman Road
Placerville, CA 95667
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Gold Trail School (4-8)
889 Cold Springs Road
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Boyd Holler
Principal






BOARD OF TRUSTEES **Regular and Closed Session Meeting** **Thursday, February 14, 2019** **Gold Trail School** **Agenda**

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Scott Lyons, at (530) 626-3194 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

6:00 P.M.

OPENING BUSINESS

1. CALL TO ORDER

 M. Howser, President
 J. Bauer, Clerk
 J. Barbieri, Member
 S. Hennike, Member
 D. Lander, Member

2. PUBLIC SESSION

.1 Flag Salute

3. ACTION ITEM: Adoption of Agenda

The Board will review the agenda prior to adoption, taking this opportunity to re-sequence or table agenda topics.

4. OPEN HEARING

Members of the public are encouraged to address the Board concerning any item on the agenda either before or during the Board's consideration of the item. Under the Brown Act and open meeting laws, members of the public shall also be given an opportunity to address the Board on any item of interest that is not on the agenda but within the subject matter jurisdiction of the Board. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. Members of the community may address the Board at this time. (*Education Code 35145.5, Government Code 54952/54954.3, Board Bylaw 9323*)

REPORTS

5. REPORT: Student Council

J. Kaldunski, President, will report on Student Council activities.

6. REPORT: Parent Teacher Organization

K. Romney, President, will report on Federation activities.

7. REPORT: Gold Trail Federation of Educators

D. Matyac, President, will report on Federation activities.

CONSENT

8. CONSENT ITEM

The items listed below are passed in one motion without discussion. Any item may be pulled from the Consent Agenda by the Board. (*BB 9322*)

.1 Meeting Minutes (*BB 9324*)

Regular Meeting of January 10, 2019

The Board will take action to approve the Minutes.

.2 Warrants (*BP 3314*)

The Board will take action to approve the expenditures.

.3 Personnel

Hiring

J. Boucher, J., Enrichment-OOTM, effective 2018-19 school year

S. Canfield, Enrichment-Oral Interpretation, effective 2018-19 school year

S. Morgan, Enrichment-Spelling Bee (4), effective 2018-19 school year

A. Yost, Enrichment-Spelling Bee (7/8), effective 2018-19 school year

Promoted

J. Hoyt, Teacher Associate (DHOH), 12.0 hours per week, effective February 8, 2019

Reduction Resignation – Correction of January 10, 2019 Consent Action

J. Fulton, Medically Fragile Aide, 3.0 hours per day, effective February 18, 2019

Request to Return from Leave of Absence

C. Fanning, Teacher Associate, 12.0 hours per week, effective February 14, 2019

The Board will take action to approve the personnel activity

.4 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

➤ **BP/AR 0460, Local Control and Accountability Plan (BP/AR revised)**

➤ **AR 1220, Citizen Advisory Committees (AR revised)**

➤ **AR 5131.41, Use of Seclusion and Restraint (New Regulation)**

➤ **BP/AR 5144, Discipline (BP/AR revised)**

➤ **BB 9322, Agenda Meeting Materials (BB revised)**

The Board will take action to adopt the roster.

.5 Surplus (*BP/AR 3270*)

.6 2019-20 Student Attendance Calendar

.7 Contract: External Independent Auditor

Christy White Associates, effective June 30, 2019-June 30, 2021

.8 Consolidated Application and Reporting System (CARS) Winter Collection (Annual)

The Board will take action to approve the application.

.9 Temporary Athletic Coach Certification

ACTION ITEMS

9. ACTION ITEM: Low Performing Student Grant Plan

As a condition of apportionment, the District brings forward its plan describing how the funds will increase or improve evidence-based services for the identified pupils to accelerate increases in academic achievement, and how the effectiveness of the services will be measured for discussion and adoption.

**10. ACTION ITEM: E-Rate Contract Approval for Project 0338-18C.1
Network Electronics for Gold Trail Union School District**

The Board will review and approve proposed contract in order to receive 40% savings for network services.

11. ACTION ITEM: Annual Review of Board Policy 6145, Extracurricular and Co-Curricular Activities

The Board will review subject policy and regulation to make any updates or changes.

DISCUSSION ITEMS

12. DISCUSSION ITEM: Administrative Reports

S. Lyons will report on activities relevant to District and Sutter's Mill School site business.

B. Holler will report on activities relevant to Gold Trail School site business.

A. Harte will be available to answer question relevant to financial business.

Board members will report on activities relevant to District business.

CLOSED SESSION

12. CLOSED SESSION OPEN HEARING

Members of the public may take this opportunity to comment on Closed Session agenda items.

13. CLOSED SESSION

The Board will adjourn to Closed Session pursuant to Government Code 54957. Closed Session attendants: Board Members, superintendent

.1 CONFERENCE WITH LABOR NEGOTIATORS (*Government Code Section 54957.6*)

The Board will give direction regarding employee bargaining issues with the Gold Trail Federation of Educators and discussion with other non-represented employee groups.

RECONVENE PUBLIC SESSION

14. RECONVENE PUBLIC SESSION AND CLOSED SESSION DISCLOSURE

Any action taken during Closed Session will be disclosed at this time. Public action necessitated by Closed Session deliberations will also be disclosed at this time.

ADVANCE PLANNING

15. FUTURE REGULAR MEETING SCHEDULE

Date: Thursday, March 14, 2019 Time: 6:00 p.m. Location: Gold Trail School Library

Agenda Items for that meeting may include but are not limited to:

CSBA Delegate Assembly Election, if applicable

EDCOE Agreement for Services

Physical Fitness Test District and School Summary

Second Period Interim Financial Report

Requests may be made at this time for items to be placed on a future agenda.

ADJOURNMENT

PUBLIC INSPECTION

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office, located in the Sutter's Mill School Administration building, 4801 Luneman Road, Placerville, California, during normal business hours. In addition, such writings and documents will be posted on the District's website, www.gtusd.org. Agendas will be posted at:

Gold Trail School

889 Cold Springs Road
Placerville, CA. 95667

Sutter's Mill School/District Office

4801 Luneman Road
Placerville, CA. 95667

www.gtusd.org

Agenda in addition to all supplemental information

District Vision

Our vision is to create and maintain an environment where every child receives a high quality education and comes to school feeling safe, cared for and optimistic about his or her ability to learn. *(Board Bylaw 9322)*






Goals

- Provide academic programs that will lead to high achievement.
- Find creative ways to allow for a more enriched and broad educational experience.
- Provide a physically and emotionally safe environment for the school community.
- Ensure the long term financial stability of the District.
- Maintain and continually update technology systems that access and encourage use by staff, students and community. *(Board Bylaw 9322)*

Adopted December 2018

AGENDA ITEM Opening Business

1.0 CALL TO ORDER

-  M. Howser, President
-  J. Bauer, Clerk
-  J. Barbieri, Member
-  S. Hennike, Member
-  D. Lander, Member

2.0 PUBLIC SESSION

.1 Flag Salute

3.0 ACTION ITEM: Adoption of Agenda

This item is provided as an opportunity for trustees, through consensus, to re-sequence or table agenda topics.

<i>ACTION</i>	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Abstained</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Absent</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>

4.0 OPEN HEARING

Members of the public are encouraged to address the Board concerning any item on the agenda either before or during the Board's consideration of the item. Under the Brown Act and open meeting laws, members of the public shall also be given an opportunity to address the Board on any item of interest that is not on the agenda but within the subject matter jurisdiction of the Board. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. Members of the community may address the Board at this time. (*Education Code 35145.5, Government Code 54952/54954.3, Board Bylaw 9323*)

AGENDA ITEM 5.0 REPORT: Student Council
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BACKGROUND

J. Kaldunski, President, will report on Council activities.

ATTACHMENTS

➤ None

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 6.0 REPORT: Parent Teacher Organization
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BACKGROUND

K. Romney, President, will report on PTO activities.

ATTACHMENTS

➤ None

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 7.0

REPORT: Gold Trail Federation of Educators

BACKGROUND

D. Matyac, President, will report on Federation activities.

ATTACHMENTS

➤ None

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 8.0

Consent

President Script:

The following is the consent agenda. In accordance with law, the public has a right to comment on any consent item.

The items listed below are passed in one motion without discussion. Any item may be pulled from the Consent Agenda by the Board. (BB 9322)

- .1 Meeting Minutes (BB 9324)**
Regular Meeting of January 10, 2019
The Board will take action to approve the Minutes.
- .2 Warrants (BP 3314)**
The Board will take action to approve the expenditures.
- .3 Personnel**
Hiring
J. Boucher, J., Enrichment-OOTM, effective 2018-19 school year
S. Canfield, Enrichment-Oral Interpretation, effective 2018-19 school year
S. Morgan, Enrichment-Spelling Bee (4), effective 2018-19 school year
A. Yost, Enrichment-Spelling Bee (7/8), effective 2018-19 school year
Promoted
J. Hoyt, Teacher Associate (DHOH), 6.0 hours per week, effective February 8, 2019
Reduction Resignation – Correction of January 10, 2019 Consent Action
J. Fulton, Medically Fragile Aide, 3.0 hours per day, effective February 18, 2019
Request to Return from Leave of Absence
C. Fanning, Teacher Associate, 12.0 hours per week, effective February 14, 2019
The Board will take action to approve the personnel activity
- .4 Second Reading of Board Policies, Administrative Regulations and Board Bylaws**
➤ BP/AR 0460, Local Control and Accountability Plan (BP/AR revised)
➤ AR 1220, Citizen Advisory Committees (AR revised)
➤ AR 5131.41, Use of Seclusion and Restraint (New Regulation)
➤ BP/AR 5144, Discipline (BP/AR revised)
➤ BB 9322, Agenda Meeting Materials (BB revised)
The Board will take action to adopt the roster.

- .5 **Surplus (BP/AR 370)**
 The Board will take action to approve the disposition.
- .6 **2019-20 Student Attendance Calendar**
 The Board will take action to approve the contract.
- .7 **Contract: External Independent Auditor**
Christy White Associates, effective June 30, 2019-June 30, 2021
 The Board will take action to approve the contract.
- .8 **Consolidated Application and Reporting System (CARS)**
Winter Collection (Annual)
 The Board will take action to approve the application.

President Script:

Do any members of the audience wish to address or comment any of these items?

NOTES

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i></div>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

AGENDA ITEM Consent

8.1 Meeting Minutes (Board Bylaw 9324)
Regular Meeting of January 10, 2019

BACKGROUND

Minutes of prior Board meetings are included for review and approval.

ATTACHMENTS

➤ **Regular Meeting of January 10, 2019**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the Minutes.

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

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Boyd Holler
Principal

*An Equal Opportunity
Employer*

BOARD OF TRUSTEES

Regular and Closed Session Meeting

Thursday, January 10, 2019

OPEN AND CLOSED SESSION MINUTES

1. CALL TO ORDER

The meeting was called to order in the Gold Trail School Library by M. Howser, president, at 6:00 p.m.

Members present: J. Barbieri, J. Bauer, M. Howser and D. Lander

Members absent: S. Hennike

2. PUBLIC SESSION

J. Kaldunski, Student Council president, led the flag salute.

3. ACTION ITEM: Adoption of Agenda

MOTION WAS MADE by J. Barbieri and duly seconded by D. Lander to adopt the agenda with no changes, and the vote was as follows:

*AYES: Trustees J. Barbieri, J. Bauer, M. Howser
and D. Lander*

NOES: None

ABSENCES: S. Hennike

ABSTENSIONS: None

MOTION CARRIED

4. OPEN HEARING

The Board president solicited comments in accordance with the Brown Act and Open Meeting laws. No one addressed the Board.

5. RECOGNITIONS

- The Board recognized Flying Ace T-shirts for its continued support of the sixth grade class at Gold Trail School.
- The Board recognized Mark and Jamie McClone for their generous donation and continued support of the Gold Trail School music program.
- The Board recognized Sierra Asset Management for its generous donation and continued support of the District.

6. REPORT: Student Council

J. Kaldunski, president, reported on Council activities

7. REPORT: Parent Teacher Organization

K. Romney, president, reported on Organization activities.

8. REPORT: Gold Trail Federation of Educators

T. Aguilar, vice president, reported on Federation activities.

9. REPORT: Local Control Accountability Plan (LCAP) Update

S. Lyons, superintendent, presented the District's update on the 2019-20 LCAP.

10. CONSENT ITEM

.1 Meeting Minutes (BB 9324)

Regular Meeting of December 13, 2018

.2 Warrants (BP 3314)

.3 Personnel

Hiring

B. Iseger, Athletic Coach, Wrestling, effective 2018-19 school year

Resignation

J. Fulton, Medically Fragile Aide, 3.0 hours per day, effective February 18, 2019

A. Ledford, Teacher Associate, 2.5 hours per day, effective December 31, 2018

H. Perry, Teacher Associate, DHOH, 6.0 hours per day, 2 days per week, effective December 14, 2018

Reassignment

J. Fulton, Teacher Associate, 3.0 hours per day, effective February 19, 2019

A. Ledford, Cafeteria Aide, 2.5 hours per day, effective January 1, 2019

The Board will take action to approve the personnel activity

.4 Quarterly Report on Williams Uniform Complaints

.5 Certification of Signatures

.6 School Accountability Report Cards (BP0510)

.7 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

➤ BP 0420.42, Charter School Renewal (BP revised)

➤ BP 1100, Communication with the Public (BP revised)

➤ BP 3290, Gifts, Grants and Bequests (BP revised)

➤ AR 3320, Claims and Actions Against the District (AR revised)

➤ AR 3460, Financial Report and Accountability (AR revised)

➤ BP 4114, Transfers (BP revised)

➤ BP/AR 5141.6, School Health Services (BP New, AR New)

➤ BP/AR 5144.1, Suspension and Expulsion/Due Process (BP/AR revised)

➤ BP/AR 5148.3, Preschool/Early Childhood Education (BP revised, AR New)

➤ BP 6142.3, Civic Education (BP revised)

➤ BP/AR 6145.2, Athletic Competition (BP/AR revised)

➤ BP 6170.1, Transitional Kindergarten (BP revised)

➤ BP/AR 6178, Career Technical Education (BP revised, AR New)

- BP 6190, Evaluation of the instructional Program (BP revised)
- BB 9110, Terms of Office (BB revised)

MOTION WAS MADE by D. Lander, and duly seconded by J. Barbieri to adopt the roster with no changes, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, M. Howser and D. Lander

NOES: None

ABSENCES: S. Hennike

ABSTENSIONS: None

MOTION CARRIED

11. ACTION: 2017-18 Audit Report

To accept the report, MOTION WAS MADE by D. Lander, and duly seconded by J. Bauer, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, M. Howser and D. Lander

NOES: None

ABSENCES: S. Hennike

ABSTENSIONS: None

MOTION CARRIED

12. ACTION: Annual Review of Board Bylaw 9270: Conflict of Interest

Upon reviewing the Bylaw, the Board took no action.

13. ACTION: Annual Review of Board Policy 6154: Homework/Makeup Work

Upon reviewing the Policy, the Board took no action.

14. ACTION: Annual Review of Board Policy 4117.3: Personnel Reductions (Tie Breaking Criteria)

Upon reviewing the Policy, the Board took no action.

15. ACTION: First Reading of Board Policies, Administrative Regulations and Board Bylaws

- BP/AR 0460, Local Control and Accountability Plan (BP/AR revised)
- AR 1220, Citizen Advisory Committees (AR revised)
- AR 5131.41, Use of Seclusion and Restraint (New Regulation)
- BP/AR 5144, Discipline (BP/AR revised)
- BB 9322, Agenda Meeting Materials (BB revised)

MOTION WAS MADE by J. Barbieri, and duly seconded by J. Bauer to approve the roster for First Reading, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, M. Howser and D. Lander

NOES: None

ABSENCES: S. Hennike

ABSTENSIONS: None

MOTION CARRIED

16. DISCUSSION ITEM: Administrative Reports

The Board members and administration reported on District activities.

17. CLOSED SESSION

The Board did not convene closed session.

18. FUTURE REGULAR MEETING SCHEDULE

Date: Thursday, February 14, 2019

Time: 6:00 p.m.

Location: Gold Trail School Library

Agenda Items for that meeting may include but are not limited to:

After School Sports Report & Walk-On Coach Certification (Annual)

BP 6145, Extracurricular and Co-Curricular Activities, Review (Annual)

Consolidated Application and Reporting System (CARS) Winter Collection (Annual)

EDCSBA Award Nominations (Annual)

Local Control Accountability Plan (LCAP) Update

Reduction of Certificated Employees, If Applicable

School Accountability Report Card (SARC) Annual

School Site Council Plans and Budgets (Annual)

Requests may be made at this time for items to be placed on a future agenda.

There being no further business to come before the Board,

MOTION WAS MADE by M. Howser and duly seconded by J. Bauer, to adjourn the meeting at 6:32 p.m., and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, M. Howser and D. Lander

NOES: None

ABSENCES: S. Hennike

ABSTENSIONS: None

MOTION CARRIED

M. Howser, President

S. Lyons, Secretary

AGENDA ITEM Consent

8.2 Warrants (*Board Policy 3314*)

BACKGROUND

The warrants are included for Board review and approval.

ATTACHMENTS

➤ Warrants

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

All warrants are within the adopted budget and/or approved expenditures.

RECOMMENDATION

The Board will take action to approve the expenditures.

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	REQ#	NAME (REMIT)	REFERENCE LN	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA	NUM	ACCOUNT	DESCRIPTION	AMOUNT
80622250	101625/		TERRY AGUILAR																
			PV-190291		01-0000-0-4300-1110-1000-003-0300-53-000													CLASSROOM SUPPLIES	437.93 \$437.93
80622251	008233/		AMERICAN FIDELITY ASSURANCE																
			PV-190292		01-0000-0-9582-0000-0000-000-0000-00-000													B845693 JANUARY 2019	1,513.28 \$1,513.28
80622252	007568/		AMERICAN FIDELITY ASSURANCE CO																
			PV-190293		01-0000-0-9582-0000-0000-000-0000-00-000													1736130 FEBRUARY 2019	416.66 \$416.66
			AT&T																
80622253	100716/		PV-190294		01-0000-0-5901-0000-2700-003-1210-00-000													12408876 GT	14.34
					01-0000-0-5901-0000-7200-000-1210-00-000													12408875 D O	52.26 \$66.60
80622254	081546/		KATHLEEN AYRE																
			PV-190295		01-0000-0-4300-1110-1000-002-0300-45-000													CLASSROOM SUPPLIES	469.59 \$469.59
80622255	100912/		BANK OF AMERICA																
			PV-190296		01-0000-0-4300-0000-2700-002-0000-00-000													CONES FOR STUDENT BUS ID	61.79
					01-0000-0-4300-0000-2700-002-0000-00-000													SM TCHR RM SHELVING	347.84
					01-0000-0-4300-0000-2700-002-0000-00-000													SM TEACHER RESOURCE	47.28
					01-0000-0-4300-0000-2700-002-0000-00-000													SM SANTA SUPPLIES	33.50
					01-0000-0-4300-0000-2700-003-0000-00-000													GT TONER CARTRIDGES	106.95
					01-0000-0-4300-0000-2700-003-0000-00-000													GT OFFICE BUSINESS CARDS	27.03
					01-0000-0-4300-0000-2700-003-0000-00-000													GT SANTA SUPPLIES	33.50
					01-0000-0-4300-0000-3140-000-0000-00-000													GT GYM AED/PEDS PADS	1,383.00
					01-0000-0-4300-0000-3600-000-0000-00-000													BUS DRIVER TRAINING AD	25.00
					01-0000-0-4300-0000-7100-000-0000-00-000													STAFF TEAM BUILDING SUPPLIES	153.53

EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 01/24/2019

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD RESC Y	OBJT GOAL FUNC LC1	LOC2 L3 SCH	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
			01-0000-0-4300-0000-7100-000-0000-00-000					STAFF TEAM BILDING SUPPLIES	35.66
			01-0000-0-4300-0000-7200-000-0000-00-000					D O TONER CARTRIDGES	103.98
			01-0000-0-4300-0000-7200-000-0000-00-000					D O SUPPLIES	17.15
			01-0000-0-4300-0000-8100-000-0000-00-000					MAINTENANCE SUPPLIES	174.12
			01-0000-0-4300-0000-8100-003-0000-00-000					GT MAINTENANCE SUPPLIES	127.12
			01-0000-0-4300-1110-1000-000-0000-00-000					TO BE REIMBURSED	3.23
			01-0000-0-4300-1110-1000-003-1210-00-000					CHRMK SURGE PROTECTORS	102.92
			01-0000-0-4370-0000-8100-000-0000-00-000					MAINTENANCE FUEL	71.37
			01-0000-0-5200-0000-2700-003-0000-00-000					PRINCIPAL TRAINING LODGING	191.31
			01-0000-0-5200-0000-3140-000-0000-00-000					RED CROSS NURSE TRAINING	600.00
			01-0000-0-5835-1110-1000-002-0100-00-000					KINDER FT TRAIN TICKETS	300.75
			01-0000-0-6200-0000-8500-002-0458-00-000					SM EXTERIOR BLDG MAINT	110.53
			13-5310-0-4300-0000-3700-000-0000-00-000					CAFE ID CARD LAMINATING POUCH	28.13
								WARRANT TOTAL	\$4,085.69
80622256	101458/	JANET S BARBIERI							
		PV-190307	01-0000-0-8699-0000-0000-003-1206-00-000					REFUND GIRLS BASKETBALL	50.00
								WARRANT TOTAL	\$50.00
80622257	101822/	BENCHMARK EDUCATION COMPANY							
		195095 PO-190095	1. 01-6300-0-4100-1110-1000-002-0000-00-000					360775 2ND GR ELA TXTBKS	7,241.52
								WARRANT TOTAL	\$7,241.52
80622258	000042/	CALIF DEPT OF TAX & FEE ADMIN							
		PV-190297	01-0000-0-9512-0000-0000-000-0000-00-000					101-282749 4TH QTR USE TAX	360.44
			01-0000-0-9512-0000-0000-000-0000-00-000					101-282749 4TH QTR ADJ	0.33-
			01-6500-0-9512-0000-0000-000-0000-00-000					101-282749 4TH QTR USE TAX	107.26
			13-5310-0-9512-0000-0000-000-0000-00-000					101-282749 TAX ON CAFE SALES	60.83

APY250 L.00.05

APY250 L.00.05
DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE
EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 01/24/2019

01/24/19 PAGE 3

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE[illegible]

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT REQ#	VENDOR/ADDR REFERENCE LN	NAME (REMIT) SUE FADEL	FD RESC Y	OBJT GOAL	FUNC LC1	LOC2	L3	SCH	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
80622267	100422/											
		PV-190304	01-1100-0-4300-1110-1000-002-0000-00-000								PAINT FOR SM ART PROJECT	33.04
			01-6500-0-4300-5770-1120-000-0000-00-000								STU BEHAVIOR SUPPLIES	32.05
			01-6500-0-4300-5770-1120-000-0000-00-000								STU BEHAVIOR SUPPLIES	10.07
			01-6500-0-5210-5770-1120-000-0000-00-000								MILEAGE DECEMBER 2018	21.80
			WARRANT TOTAL									\$96.96
80622268	101346/	FERRELLGAS										
		PV-190305	01-0000-0-5530-0000-8100-000-0000-00-000								1104505337 EXT DAY	281.28
			01-0000-0-5530-0000-8100-002-0000-00-000								1104505336 SM	1,608.25
			WARRANT TOTAL									\$1,889.53
80622269	006357/	FLYING ACE T-SHIRTS INC										
		PV-190306	01-0000-0-4300-1110-1000-000-0000-00-000								8892 WRESTLINIG T/SWEATSHIRTS	545.65
			WARRANT TOTAL									\$545.65
80622270	004556/	FRANCIS DISTRIBUTING INC										
		195029	PO-190029	1.	13-5310-0-4700-0000-3700-000-0800-00-000						369201 LUNCH FOOD	137.88
		195029		1.	13-5310-0-4700-0000-3700-000-0800-00-000						368621 LUNCH FOOD	114.01
		195029		1.	13-5310-0-4700-0000-3700-000-0800-00-000						368344 LUNCH FOOD	136.81
		195029		1.	13-5310-0-4700-0000-3700-000-0800-00-000						369199 LUNCH FOOD	138.26
		195029		1.	13-5310-0-4700-0000-3700-000-0800-00-000						368620 LUNCH FOOD	149.81
		195029		1.	13-5310-0-4700-0000-3700-000-0800-00-000						368343 LUNCH FOOD	174.07
			WARRANT TOTAL									\$850.84
80622271	101894/	ANDREA GAUSTCHI										
		PV-190308	01-0000-0-8699-0000-0000-003-1206-00-000								REFUND WRESTLING	100.00
			WARRANT TOTAL									\$100.00
80622272	079952/	GOLD STAR FOODS INC										
		195030	PO-190030	1.	13-5310-0-4700-0000-3700-000-0800-00-000						2613374 LUNCH FOOD	24.30
		195030		1.	13-5310-0-4700-0000-3700-000-0800-00-000						2611267 LUNCH FOOD	2,020.95

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
	195030		1.	13	5310	0	4700	0000	3700	000	0800	00	000	2620901	LUNCH FOOD	43.75
	195030		1.	13	5310	0	4700	0000	3700	000	0800	00	000	2613493	LUNCH FOOD	51.25
	195030		2.	13	5310	0	4700	0000	3700	000	0801	00	000	2611267	BREAKFAST FOOD	1,355.31
	195030		3.	13	5310	0	4700	0000	3700	000	0802	00	000	2611267	ALA CARTE FOOD	24.81
															WARRANT TOTAL	\$3,520.37
80622273	016971/	GOLD TRAIL STUDENT BODY FUND														
		PV-190309		01	1100	0	5835	1110	1000	003	0600	03	000		REIMB ASB OOTM TEAM REGS	525.00
																\$525.00
80622274	101708/	GROWING HEALTHY CHILDREN														
		PV-190310		01	6500	0	5806	5770	1120	000	0000	00	000		GTUSD_1812 OT/PT SVCS DEC 2018	1,338.75
																\$1,338.75
80622275	015193/	MARIELENA HOLLER														
		PV-190311		01	0000	0	4300	0000	7100	000	0000	00	000		CABINET MEETING SUPPLIES	73.13
																\$73.13
80622276	101986/	HOMETOWN CONSTRUCTION INC														
	195105	PO-190105		1.	01	6230	0	6500	0000	8500	002	0000	00	000	HVAC PRJCT PROGRESS PAYMENT	199,781.49
																\$199,781.49
80622277	101430/	INFINITY COMMUNICATIONS														
	195024	PO-190024		1.	01	0000	0	5800	0000	7700	000	1210	00	000	8775 YR 22 ERATE CONSULTING	562.50
																\$562.50
80622278	000388/	MOUNTAIN DEMOCRAT														
		PV-190312		01	0000	0	4300	0000	7100	000	0000	00	000		BUS DRIVER TRAINING AD	52.00
																\$52.00
80622279	101651/	MYBINDING.COM														
		PO-193059		1.	01	0000	0	4300	1110	1000	003	0000	00	000	215101 GT LAMINATING FILM	254.35
																\$254.35
80622280	101987/	STELLA NEIL														
		PV-190313		13	5310	0	8634	0000	0000	0003	0000	00	000		REF CAFE BAL - STU LEFT DSTRCT	58.75

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT	
80622281	009356/	OFFICE DEPOT														\$58.75	
		P0-193049	1.	01	-0000	-0	-4300	-1110	-1000	-002	-0300	-68	-000	232576326001	CLARK CLSRM SUPP	151.53	
		P0-193054	1.	01	-0000	-0	-4300	-1110	-1000	-002	-0300	-57	-000	244272930001	ZORN CLSRM SUPP	64.41	
		P0-193055	1.	01	-0000	-0	-4300	-0000	-2700	-002	-0000	-00	-000	245757687001	SM OFC PAPER	34.92	
			1.	01	-0000	-0	-4300	-0000	-2700	-002	-0000	-00	-000	245758134001	SM OFC PAPER	36.78	
		P0-193056	1.	01	-0000	-0	-4300	-0000	-7200	-000	-0000	-00	-000	249836198001	D O SUPPLIES	66.49	
		P0-193057	1.	01	-0000	-0	-4300	-1110	-1000	-002	-0300	-68	-000	246599953001	CLARK CLSRM SUPP	62.36	
		P0-193058	1.	01	-0000	-0	-4300	-1110	-1000	-003	-0300	-67	-000	256039902001	GARCIA CLSRM SUPP	55.28	
		P0-193060	1.	01	-0000	-0	-4300	-1110	-1000	-003	-0300	-80	-000	258283614001	YATES CLSRM SUPP	74.43	
		P0-193061	1.	01	-0000	-0	-4300	-0000	-2700	-002	-0000	-00	-000	258604344001	SM OFC SUPPLIES	56.20	
		P0-193062	1.	01	-0000	-0	-4300	-0000	-7200	-000	-0000	-00	-000	260661795001	D O SUPPLIES	90.85	
																\$693.25	
80622282	101003/	PALOS SPORTS															
	195091	P0-190091	1.	01	-0000	-0	-4300	-1110	-1000	-002	-0300	-90	-000	304092-01	SM P E EQUIPMENT	199.97	
																\$199.97	
80622283	081131/	PITNEY BOWES															
		PV-190314			01	-0000	-0	-5902	-0000	-2700	-000	-0000	-00	-000	ACCT#18005942	REFILL PSTG MTR	600.00
																\$600.00	
80622284	101988/	PLATT															
		PV-190315			01	-6230	-0	-4300	-0000	-8100	-000	-0000	-00	-000	U203310 GT LED LIGHTS		700.14
																\$700.14	
80622285	101931/	PRODUCE EXPRESS															
	195032	P0-190032	1.	13	-5310	-0	-4700	-0000	-3700	-000	-0800	-00	-000	941672	LUNCH FOOD	150.50	
	195032		1.	13	-5310	-0	-4700	-0000	-3700	-000	-0800	-00	-000	955770	LUNCH FOOD	213.75	
	195032		1.	13	-5310	-0	-4700	-0000	-3700	-000	-0800	-00	-000	941674	LUNCH FOOD	162.90	

WARRANT TOTAL

\$58.75

WARRANT TOTAL

\$199.97

WARRANT TOTAL

\$600.00

WARRANT TOTAL

\$700.14

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	REQ#	NAME (REMIT)	REFERENCE	LN	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA	NUM	ACCOUNT	NUM	DESCRIPTION	AMOUNT
80622286	101468/		PROTECH PROJECTION SYSTEMS INC																		\$527.15
	195093		PO-190093	1.	01-0000-0-4400-1110-1000-003-1210-00-000															15294 PROJECTOR/MOUNT	787.00
																					\$787.00
80622287	101569/		CHERYL ROMIG																		
			PV-190316	01-0000-0-4300-1110-1000-003-0300-62-000																CLASSROOM SUPPLIES	204.09
																					\$204.09
80622288	100218/		SCHOOL MATE																		
			PV-190317	01-0000-0-4300-0000-2700-003-0000-00-000																507085 GT STUDENT PLANNERS	69.00
																					\$69.00
80622289	101209/		SELF-INSURED SCHOOLS OF CALIF																		
			PV-190318	01-0000-0-9570-0000-0000-000-0000-00-000																EMP MEDICAL DEC 2018	58,994.00
				01-0000-0-9570-0000-0000-000-0000-00-000																RET MEDICAL DEC 2018	5,568.00
				01-0000-0-9586-0000-0000-000-0000-00-000																EMP DENTAL DEC 2018	6,095.00
				01-0000-0-9586-0000-0000-000-0000-00-000																RET DENTAL DEC 2018	1,872.00
																					\$72,529.00
80622290	100981/		VERIZON WIRELESS																		
			PV-190319	01-0000-0-5901-0000-2700-002-1210-00-000																9821217213 SM	44.88
				01-0000-0-5901-0000-3140-000-1210-00-000																9821217213 NURSE	89.76
				01-0000-0-5901-0000-8100-000-1210-00-000																9821217213 MAINT	44.88
																					\$179.52
80622291	013563/		WALKER'S OFFICE SUPPLIES																		
			PO-193064	1.	01-0000-0-4300-1110-1000-000-0000-00-000															2034697-0 DIST COPY PAPER	964.93
																					\$964.93
80622292	002823/		WAYNE'S LOCKSMITH INC																		
			PV-190320	01-0000-0-4300-0000-8100-002-0000-00-000																34593 SM KEY COPY	42.22
				01-0000-0-4300-0000-8100-003-0000-00-000																34549 GT KEY COPY	3.25

EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 01/24/2019

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 0015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	REQ#	NAME (REMIT)	REFERENCE	LN	FD	RESC	Y	OBJT	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA	NUM	ACCOUNT	NUM	DESCRIPTION	AMOUNT
WARRANT TOTAL																					\$45.47

80622293	005002/	WEST COAST JANITORIAL COMPANY																			
		PV-190321	01-0000-0-4300-0000-8100-000-0000-00-000																		
WARRANT TOTAL																					34.56
																					\$34.56
***	BATCH TOTALS ***	TOTAL NUMBER OF CHECKS: 44																			\$306,106.08*
TOTAL ACH GENERATED: 0																					\$0.00*
TOTAL EFT GENERATED: 0																					\$0.00*
TOTAL PAYMENTS: 44																					\$306,106.08*
***	DISTRICT TOTALS ***	TOTAL NUMBER OF CHECKS: 44																			\$306,106.08*
TOTAL ACH GENERATED: 0																					\$0.00*
TOTAL EFT GENERATED: 0																					\$0.00*
TOTAL PAYMENTS: 44																					\$306,106.08*

AGENDA ITEM Consent

8.3 Personnel

BACKGROUND

Personnel

Hiring

J. Boucher, J., Enrichment-OOTM, effective 2018-19 school year
 S. Canfield, Enrichment-Oral Interpretation, effective 2018-19 school year
 S. Morgan, Enrichment-Spelling Bee (4), effective 2018-19 school year
 A. Yost, Enrichment-Spelling Bee (7/8), effective 2018-19 school year

Promoted

J. Hoyt, Teacher Associate (DHOH), 12.0 hours per week, effective February 8, 2019

Reduction ~~Resignation~~ – Correction of January 10, 2019 Consent Action

J. Fulton, Medically Fragile Aide, 3.0 hours per day, effective February 18, 2019

Request to Return from Leave of Absence

C. Fanning, Teacher Associate, 12.0 hours per week, effective February 14, 2019

ATTACHMENTS

- Request to Return from Leave of Absence: C. Fanning

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the personnel activity.

NOTES

If pulled from Consent

ACTION		<i>Moved</i>		<i>Seconded</i>	
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>					
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Abstained</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Absent</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>

MEMORANDUM TO: Board of Trustees

FROM: Clarisse Fanning

SUBJECT: Release from 2018-19 Leave of Absence

DATE: January 29, 2019

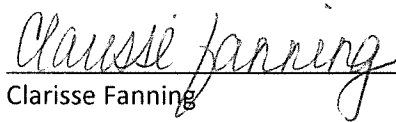
CC: Scott Lyons

Governing Board:

Currently, I am on a leave of absence for the 2018-19 school year from serving as a teacher associate for 5.0 hours a day; 25 hours a week.

At this time, the district has an immediate need of teacher associate support for 12 hours a week. In accordance with Board Policy 4261, to help support that effort I am requesting that the Board please release me from my leave of absence for 12 hours a week to accommodate that support, effective immediately.

Thank you for your consideration.


Clarisse Fanning

Board Policy 4261
Long-Term Leaves

With Board approval, an employee may receive a leave of absence, without pay and without accruing seniority or service credit, for a period of up to one school year. Applications for long-term leave shall be made in writing and shall state the purpose for which leave is requested. All long-term leave agreements shall be in writing and shall state the terms and conditions of the leave, including the conditions governing the employee's return.

At the end of a long-term leave, the employee shall be reinstated to a similar position as that held at the time leave was granted, unless otherwise agreed upon.

The Board shall consider any written request by an employee to return to work prior to the expiration date of the leave.

AGENDA ITEM Consent

8.4 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

BACKGROUND

The following roster is brought forward with recommendations from the California School Boards Association.

ATTACHMENTS

- BP/AR 0460, Local Control and Accountability Plan (BP/AR revised)
- AR 1220, Citizen Advisory Committees (AR revised)
- AR 5131.41, Use of Seclusion and Restraint (New Regulation)
- BP/AR 5144, Discipline (BP/AR revised)
- BB 9322, Agenda Meeting Materials (BB revised)

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to adopt/approve roster.

NOTES

If pulled from Consent

ACTION		<i>Moved</i>			<i>Seconded</i>	
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>						
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

POLICY GUIDE SHEET

January 2019

Page 1 of 1

BP/AR 0460 - Local Control and Accountability Plan

(BP/AR revised)

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

AR 1220 - Citizen Advisory Committees

(AR revised)

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

AR 5131.41 - Use of Seclusion and Restraint

(AR added)

New regulation reflects **NEW LAW (AB 2657)** which prohibits seclusion and behavioral restraint of students as a means of discipline, and provides that seclusion and restraint may be used only to control behavior that poses a clear and present danger of serious physical harm to a student or others if that behavior cannot be immediately prevented by a less restrictive response. Regulation specifies the conditions for such use, reporting requirements, and a list of seclusion and behavioral techniques that are always prohibited.

BP/AR 5144 - Discipline

(BP/AR revised)

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

BB 9322 - Agenda/Meeting Materials

(BB revised)

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

CSBA Sample Board Policy

Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0460(a)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Note: ~~The following policy is optional.~~ Education Code 52060-52077 require the Governing Board to adopt and annually update, on or before July 1, a local control and accountability plan (LCAP). Pursuant to Education Code 52060, **as amended by AB 2878 (Ch. 826, Statutes of 2018)**, the LCAP must include goals and actions aligned with eight state priorities related to (1) the degree to which teachers are appropriately assigned and fully credentialed, students have sufficient access to standards-based instructional materials, and facilities are maintained in good repair; (2) implementation of and student access to state academic content and performance standards; (3) parent/guardian involvement **and family engagement**; (4) student achievement; (5) student engagement; (6) school climate; (7) student access to and enrollment in a broad course of study, including programs and services provided to benefit low-income students, English learners, and/or foster youth (i.e., "unduplicated students" for purposes of supplemental and concentration grants under the local control funding formula **(LCFF)**); and (8) student outcomes in the specified course of study. Education Code 52060 provides that, in addition to addressing the state priorities in the LCAP, the district may establish and address local priorities **and goals**. Examples include priorities for student wellness and other conditions of children, professional development, community involvement, and effective governance and leadership. See the accompanying administrative regulation for further information about the required content of the LCAP.

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

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0415 - Equity)

Note: Pursuant to Education Code 52064, the State Board of Education (SBE) has adopted a template that districts must use to complete the LCAP. An electronic version of the template is available on the California Department of Education's (CDE) web site.

As amended by AB 1840 (Ch. 426, Statutes of 2018), Education Code 52064 requires the SBE, by January 31, 2020, to expand the template to include more specific information about the goals, actions, expenditures, and services for all students and subgroups of students, as well as information about the district, highlights of the LCAP, and annual performance as indicated by the California School Dashboard.

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

(cf. 3100 - Budget)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Note: Education Code 52060 requires that the LCAP include annual goals to be achieved for all students and for each numerically significant student subgroup as defined in Education Code 52052. **For schools with 11-99 students, numerically significant student subgroups are defined by the Superintendent of Public Instruction (SPI) with approval by the SBE.** In addition, several state priorities address programs and services for "unduplicated students," as defined in Education Code 42238.01-42238.02.

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

Note: Pursuant to Education Code 42238.01, as amended by AB 1962 (Ch. 748, Statutes of 2018), no later than the 2020-21 fiscal year, the definition of "foster youth" for the purpose of identifying unduplicated students will include a dependent child of the court of an Indian tribe, consortium of tribes, or tribal organization who is the subject of a petition filed in the tribal court in accordance with the tribe's law, provided the child would also meet one of the descriptions in Welfare and Institutions Code 300 describing when a child may be adjudged a dependent child of the juvenile court.

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

(cf. 3553 - Free and Reduced Price Meals)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6174 - Education for English Learners)

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

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6173 - Education for Homeless Children)

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

(cf. 0420 - School Plans/Site Councils)

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

(cf. 0400 - Comprehensive Plans)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 5030 - Student Wellness)
(cf. 6171 - Title I Programs)
(cf. 7110 - Facilities Master Plan)

Note: Pursuant to Education Code 52064.1, as added by AB 1808 (Ch. 32, Statutes of 2018), districts are required, by July 1, 2019, to develop an LCFF budget overview for parents/guardians with specified information. The budget overview must be developed in conjunction with, and attached as a cover to, the LCAP and annual update to the LCAP. The budget overview is subject to the requirements of Education Code 52062 and 52070 pertaining to the adoption, review, and approval of the LCAP. The Superintendent of Public Instruction (SPI) is required to develop, before December 31, 2018, a template for the budget overview.

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

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

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

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

Note: Education Code 52060 requires consultation on plan development with all of the groups listed below. The Board may delegate responsibility for arranging meetings and other input opportunities to the Superintendent or designee.

5 CCR 15495 defines what it means to consult with students, including unduplicated students and other numerically significant student subgroups, and gives examples of methods that may be used for this consultation. State regulations do not provide examples of consultation with groups other than students, but consultations might include surveys, the establishment of an advisory committee consisting of representatives of all the specified groups, solicitation of feedback from the groups after a draft plan is available, discussion of the LCAP at staff meetings, and communication with parent organizations, student councils, school site councils, or other established committees or organizations. The district may expand the following paragraph to reflect district practice.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

Public Review and Input

Note: ~~Pursuant to Education Code 52063 and 5 CCR 15495, the Board is required to establish a parent advisory committee that is composed of a majority of parents/guardians and includes at least one parent/guardian of an unduplicated student. In addition, if district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board is required to establish an English learner parent advisory committee which, pursuant to 5 CCR 15495, must include a majority of parents/guardians of English learners.~~ Pursuant to Education Code 52063 and 5 CCR 15495, the Board is required to establish a parent advisory committee and, if district enrollment includes at least 15 percent English learners, an English learner parent advisory committee to review and comment on the LCAP. The district may use existing parent advisory committees for these purposes if the committee composition complies with Education Code 52063 and 5 CCR 15495. However, the district should consider whether such opportunities need to be expanded to achieve significant levels of stakeholder involvement in the planning process as intended by the law.

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

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

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

Note: Education Code 52062 requires notification to the public of the opportunity to submit written comments on the proposed LCAP, including notification in the primary language of parents/guardians when required by Education Code 48985. Pursuant to Education Code 48985, whenever 15 percent or more of the students in a school speak a single primary language other than English, notifications sent to parents/guardians of such students must be written in the primary language as well as in English; see BP 5145.6 - Parental Notifications.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

(cf. 5145.6 - Parental Notifications)

Note: Pursuant to Education Code 305, the LCAP parent/**guardian** and community engagement process must include solicitation of input ~~as described in the following paragraph~~ **on language acquisition programs. Also** ~~See BP/AR 6174 - Education for English Learners for further information regarding the types of language acquisition programs that may be offered to students.~~

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

Note: Education Code 52062, as amended by AB 1808, requires the district to consult with its special education local plan area administrator(s) to ensure that specific actions for individuals with disabilities are included in the LCAP.

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

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

Note: Pursuant to Education Code 42127, the Board must not adopt a district budget until the LCAP is in place for the budget year; see BP 3100 - Budget. The budget must include the expenditures necessary to implement the plan that will be effective during the subsequent fiscal year. If it does not, the County Superintendent of Schools will disapprove the district's budget.

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

(cf. 9320 - Meetings and Notices)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)**Adoption of the Plan**

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. **(Education Code 52062)**

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

Submission of Plan to County Superintendent of Schools

Note: Education Code 52070 requires the district to submit the LCAP to the County Superintendent, **who**. ~~The County Superintendent~~ may seek written clarification of the contents of the plan and may submit recommendations for amendments as provided below. ~~He/she~~ **The County Superintendent** is required to approve the LCAP on or before October 8 if ~~he/she determines~~ **it is determined** that (1) the LCAP adheres to the template adopted by the SBE **and follows any SBE instructions or directions for completing the template**; (2) the district budget includes expenditures sufficient to implement the specific actions **and strategies** in the LCAP; and (3) the LCAP adheres to supplemental and concentration grant expenditure requirements specified in Education Code 42238.07 for unduplicated students. In determining whether the district has fully demonstrated that it will use supplemental and concentration funds to increase or improve services for unduplicated students, 5 CCR 15497 requires the County Superintendent to review any descriptions of districtwide or schoolwide services provided.

Education Code 52064.1, as added by AB 1808, requires the district to file the LCFF budget overview for parents/guardians with the County Superintendent to be reviewed for adherence with the template adopted by the SPI. If the budget overview is not approved, the County Superintendent will withhold approval of the LCAP and will provide technical assistance pursuant to Education Code 52071.

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

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

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

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Monitoring Progress

Note: The following **optional** paragraph may be revised to reflect the district's timeline for reviewing the progress and effectiveness of strategies included in the LCAP. Reports should be provided to the Board in sufficient time to allow for any necessary changes in the annual update to the LCAP by July 1 of each year, as required by Education Code 52060-52061. The **California School** Dashboard provides a tool to assist in evaluation of district and school performance and includes all of the state priorities for the LCAP described in Education Code 52060.

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

(cf. 0500 - Accountability)

Technical Assistance/Intervention

Note: Pursuant to Education Code 52071, **as amended by AB 1808**, the Board may, at its discretion **and at the district's expense**, request technical assistance **from the County Superintendent** as described in items #1-3 2 below. **The County Superintendent may charge a fee not to exceed the cost of the service, if the provision of the service requested would create an unreasonable or untenable cost burden for the County Superintendent.** In addition, the County Superintendent is required to provide such technical assistance whenever he/she does not approve the district's LCAP and/or the district fails to improve student achievement across more than one state priority described in Education Code 52060, as determined using the Dashboard.

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

1. Assistance in **the identification of identifying** district strengths and weaknesses in regard to state priorities, **which includes the review of performance data on the state and local indicators included in the Dashboard and other relevant local data**, and **review of in identifying** effective, evidence-based programs **or practices** that **address any areas of weakness apply to the district's goals**
2. Assistance from an academic, **programmatic, or fiscal** expert, **or** team of **academic** experts, **in identifying and implementing effective programs and practices that are designed to improve performance in any identified areas of weakness. The district may engage other service providers, including, but not limited to, or**

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

~~another school districts, county offices of education, or charter schools, to provide such assistance. in the county in identifying and implementing effective programs to improve the outcomes for student subgroups.~~

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

Note: Pursuant to Education Code 52071, as amended by AB 1808, the district must be provided technical assistance whenever one or more numerically significant student subgroups meet the criteria for assistance and intervention established pursuant to Education Code 52064.5.

If the County Superintendent offers the district technical assistance in the event that one or more the district's numerically significant student subgroups are identified based on performance criteria established pursuant to Education Code 52064.5, the Board shall provide the County Superintendent timely documentation of the district's completion of activities listed in items #1-2 above, maintain regular communication with the County Superintendent, and take all necessary steps to ensure district compliance with other requirements specified in Education Code 52071.

Note: Pursuant to Education Code 52074, as amended by AB 1840, either the County Superintendent or the SPI may refer a district to the California Collaborative for Educational Excellence (CCEE) if it is determined to be necessary to help the district accomplish the goals set forth in the district's LCAP. Additionally, if a district receives an emergency apportionment pursuant to Education Code 41320-41322, the district shall be deemed to have been referred to the CCEE.

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

~~In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.~~

Note: Education Code 52072 provides that the SPI, with approval of the SBE, may intervene when a district meets both of the following criteria: (1) the district did not improve the outcomes for three or more student subgroups identified pursuant to Education Code 52052, or all of the student subgroups if the district has fewer than three subgroups, in regard to more than one state or local priority in three out of four consecutive school years; and (2) the ~~California Collaborative for Educational Excellence (CCEE)~~ has provided advice and assistance to the district and submits a finding that the district failed or is unable to implement the CCEE's recommendations or that the district's inadequate performance is so persistent or acute as to require intervention. For any district identified as needing intervention, the SPI or an academic trustee appointed by the SPI may, with approval of the SBE, take one or more of the actions listed in items #1-3 below.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

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

Legal Reference:

EDUCATION CODE

305-306 English language education

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

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

41020 Audits

41320-41322 Emergency apportionments

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Numerically significant student subgroups

52059.5 Statewide system of support

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning ~~pilot~~ program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

~~60811.3 Assessment of language development~~

64001 Single plan for student achievement

99300-99301 Early Assessment Program

WELFARE AND INSTITUTIONS CODE

300 Dependent child of the court

CODE OF REGULATIONS, TITLE 5

15494-15497 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

6826 Title III funds, local plans

Management Resources: (see next page)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Management Resources:

CSBA PUBLICATIONS

The California School Dashboard and Small Districts, October 2018

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

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

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

California School Dashboard

LCFF Frequently Asked Questions

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

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

California Career Technical Education Model Curriculum Standards, 2013

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

California Common Core State Standards: Mathematics, rev. 2013

California English Language Development Standards, 2012

WEB SITES

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

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

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

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Policy Reference UPDATE Service

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CSBA Sample

Administrative Regulation

Philosophy, Goals, Objectives, and Comprehensive Plans

AR 0460(a)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Note: Education Code 52060-52077 require the Governing Board to adopt and annually update, on or before July 1, a three-year local control and accountability plan (LCAP). See the accompanying Board policy for information about plan development and monitoring.

Goals and Actions Addressing State and Local Priorities

Note: Education Code 52060 requires that the LCAP include annual goals, aligned with specified state priorities, to be achieved for all students and for each numerically significant subgroup as defined in Education Code 52052. Pursuant to Education Code 52052, a numerically significant subgroup includes ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup (or at least 15 foster youth or homeless students) in the school or district. **For schools or districts with 11-99 students, numerically significant student subgroups are defined by the Superintendent of Public Instruction (SPI) with approval by the State Board of Education (SBE).**

In addition, several state priorities address programs and services for "unduplicated students." For purposes of supplemental and concentration grants allocated through the local control funding formula (LCFF), "unduplicated students" are defined by Education Code 42238.02 as students eligible for free or reduced-price meals, English learners, and foster youth; see the accompanying Board policy.

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

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:
 - a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 3517 - Facilities Inspection)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

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

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Learners)

Note: Education Code 52060, as amended by AB 2878 (Ch. 826, Statutes of 2018), expands the parent involvement state priority to include family engagement. Education Code 52060 provides that family engagement may include, but not be limited to, efforts by the district and schools to apply research-based practices, such as welcoming all families into the school community, engaging in effective two-way communication, supporting student success, and empowering families to advocate for equity and access. It may also include partnering with families to inform, influence, and create practices and programs that support student success and collaboration with families and the broader community, expand student learning opportunities, and promote civic participation.

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

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6020 - Parent Involvement)

(cf. 6173.1 - Education for Foster Youth)

Note: Pursuant to Education Code 52060, the LCAP must address student achievement as measured by specified indicators, including the Academic Performance Index (API), as applicable. However, the API has been replaced by the California School Dashboard, which examines the performance of schools, districts, and defined student groups on measures of academic performance, high school graduation rate, English learner progress, college/career preparation, suspension rate, and chronic absenteeism. Thus, item #1d below does not include the API. Districts may use data from the Dashboard, along with the other specified indicators, to develop goals related to student achievement.

- d. Student achievement, as measured by all of the following as applicable:
- (1) Statewide assessments of student achievement
 - (2) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that **satisfy specified requirements and** align with SBE-approved career technical education

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692

- (3) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
- (4) The English learner reclassification rate
- (5) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher
- (6) The percentage of students who ~~participate in and~~ demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)

(cf. 6141.5 - Advanced Placement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6178 - Career Technical Education)

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

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 6146.1 - High School Graduation Requirements)

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

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

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

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

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

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

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

Note: In addition to goals aligned with the state priorities described in item #1 above, Education Code 52060 provides that the LCAP may include goals for local priorities established by the Board; see the accompanying Board policy. **Optional** item #2 below may be revised to reflect local priorities.

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

(cf. 0200 - Goals for the School District)

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

Note: Pursuant to Education Code 52060, in developing goals and actions for the LCAP, the Board may consider qualitative information, including, but not limited to, the results of school quality reviews conducted pursuant to Education Code 52052. Education Code 52052 authorizes the **Superintendent of Public Instruction (SPI)**, with approval of the **SBE State Board of Education** and conditional upon an appropriation in the state budget, to develop and implement a program of school quality reviews that features locally convened panels to visit schools, observe teachers, interview students, and examine student work.

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

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

Note: AB 1840 (Ch. 426, Statutes of 2018) amended Education Code 52060 to require data to be reported in a manner consistent with the California School Dashboard rather than the school accountability report card.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

~~(cf. 0510—School Accountability Report Card)~~

Increase or Improvement in Services for Unduplicated Students

Note: The following section is for use by districts that receive LCFF supplemental and/or concentration grant funds. Such districts are required to increase or improve services for unduplicated students in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students; see BP 3100 - Budget. 5 CCR 15494-15496 specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students in the fiscal year.

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

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

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how **such** services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

Annual Updates

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

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

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

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

Note: Pursuant to Education Code 52061, the annual update to the LCAP must include expenditures for specific actions included in the LCAP and expenditures serving unduplicated students. Education Code 52061 requires that the expenditures specified in items #3-4 below be classified in accordance with the California School Accounting Manual.

3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above
4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient

Availability of the Plan

Note: Education Code 52065, as amended by AB 1840, requires the district to prominently post its LCAP and any annual update or revisions to the LCAP on the homepage of its district web site. In addition, the County Superintendent of Schools is required to post all district LCAPs, or links to those plans, on the county office of education web site and to transmit all such plans to the SPI, who will then post links to all plans on the California Department of Education web site.

Education Code 52064.1, as added by AB 1808 (Ch. 32, Statutes of 2018), provides that the LCFF budget overview for parents/guardians is also subject to the requirements of Education Code 52065.

The Superintendent or designee shall prominently post the LCAP, and any updates or revisions to the LCAP, and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52064.1, 52065)

(cf. 1113 - District and School Web Sites)

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Policy Reference UPDATE Service

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CSBA Sample Administrative Regulation

Community Relations

AR 1220(a)

CITIZEN ADVISORY COMMITTEES

Note: The following **optional** administrative regulation may be modified to reflect district practice.

Pursuant to Government Code 815.2 and 820.9, members of advisory committees are not liable for injuries caused by the act or omission of the district, a committee, or a committee member acting within the scope of his/her role as a member of the committee. However, a committee member may be liable for injury caused by his/her own wrongful conduct.

Committee Charge

Note: Items #1-9 may be modified to reflect district practice.

When committees are appointed, committee members shall receive written information **including which includes**, but **is** not limited to:

1. The committee members' names
2. The procedure to be used in the selection of the committee chairperson and other committee officers
3. The name(s) and contact information of staff member(s) assigned to support the work of the committee
4. The goals and specific charge(s) of the committee, including its topic(s) for study
5. The specific period of time that the committee is expected to serve
6. Legal requirements regarding meeting conduct and public notifications
7. Resources available to help the committee perform its tasks
8. Timelines for progress reports and/or final report
9. Relevant Board policies and administrative regulations

~~Members of advisory committees are not vicariously liable for injuries caused by the act or omission of the district or a committee and are not liable for injuries caused by an act or omission of a committee member acting within the scope of his/her role as a member of the committee. However, a member may be liable for injury caused by his/her own wrongful conduct. (Government Code 815.2, 820.9)~~

CITIZEN ADVISORY COMMITTEES (continued)*(cf. 1240 - Volunteer Assistance)**(cf. 3530 - Risk Management/Insurance)***Committees Subject to Brown Act Requirements**

Note: Pursuant to Government Code 54952, open meeting laws (the Brown Act) apply to **Generally**, any commission, committee, board, or other body created by formal action of the Governing Board, regardless of whether that body is permanent or temporary, decision-making or advisory, **is a "legislative body," as defined in Government Code 54952, and is required to comply with the open meeting laws (Brown Act).** However, **some committees are by law exempted from the Brown Act. For example, committees specified in Education Code 35147 specifies exceptions for committees that are not subject to the Brown Act, are not subject to the Brown Act; see as listed in the section "Committees Not Subject to Brown Act Requirements" below.** Committees composed solely of Board members who are less than a quorum of the Board may also be exempt from Brown Act requirements in limited circumstances; see BB 9130 - Board Committees.

Committees listed below in items #1-6 5 below are committees that are generally created by formal Board action and thus are subject to the Brown Act. This list should be modified to add any other specific committees in the district created by formal Board action or any committees that the Board has required to follow the Brown Act. This list should be modified to delete any of the committees that were not created by formal Board action (e.g., Superintendent committees) or do not exist within the district. In Frazer v. Dixon Unified School District, the court held that the adoption of a Board policy that required the appointment of a committee to advise the Superintendent, and in turn, the Board, was a committee created by "formal Board action" within the meaning of Government Code 54952. Therefore, the committee's meetings were subject to the Brown Act. Districts should consult legal counsel when questions arise regarding the applicability of Brown Act requirements to district or school committees.

Education Code 35147 specifies exceptions, as listed in the section "Committees Not Subject to Brown Act Requirements" below. Committees composed solely of Board members who are less than a quorum of the Board may also be exempt from Brown Act requirements in limited circumstances; see BB 9130 - Board Committees.

Brown Act requirements pertaining to open meetings, notices, and public participation pursuant to Government Code 54950-54963 shall be complied with by aAny committee created by formal action of the Governing Board **shall comply with Brown Act requirements pertaining to open meetings, notices, and public participation pursuant to Government Code 54950-54963, including, but not necessarily limited to, the following:**

1. Advisory committee established pursuant to Education Code 56190-56194 related to special education

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

2. Advisory committee established pursuant to Education Code 8070 related to career technical education

(cf. 6178 - Career Technical Education)

CITIZEN ADVISORY COMMITTEES (continued)

3. Committee established to assist in development of a student wellness policy pursuant to 42 USC 1758b

(cf. 5030 - Student Wellness)

4. Committee established pursuant to Education Code 17387-17391 related to the use or disposition of excess real property

(cf. 3280 - Sale or Lease of District-Owned Real Property)

5. Citizens' oversight committee established to examine the expenditure of general obligation bond or school facilities improvement bond revenues passed with a 55 percent majority of the voters pursuant to Education Code 15278 and 15359.3

(cf. 7213 - School Facilities Improvement Districts)

(cf. 7214 - General Obligation Bonds)

Note: Education Code 52063, as added by AB 97 (Ch. 47, Statutes of 2013), requires the Board to establish a parent advisory committee that includes parents/guardians of "unduplicated students" (i.e., students who are eligible for free or reduced price meals, English learners, foster youth) to review and comment on the local control and accountability plan (LCAP). If district enrollment includes at least 15 percent English learners and at least 50 students who are English learners, the Board is also required to establish an English learner parent advisory committee. See AR 0460 Local Control and Accountability Plan.

In addition, pursuant to Education Code 52060, as added by AB 97, districts are required to consult on LCAP development with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students. If the district chooses to satisfy this requirement by establishing a committee consisting of representatives of all the specified groups, that committee would be subject to the Brown Act.

6. Parent advisory committee and English learner parent advisory committee established pursuant to Education Code 52063 to review and comment on the local control and accountability plan (LCAP) and, if applicable, any advisory committee established pursuant to Education Code 52060 to consult with the district on LCAP development

(cf. 0460 Local Control and Accountability Plan)

(cf. 9130 - Board Committees)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

(cf. 9323 - Meeting Conduct)

Committees Not Subject to Brown Act Requirements

Note: Pursuant to Education Code 35147, school site councils and some advisory committees, as specified in items #1-6 below, are exempt from the Brown Act, but must comply with other, less complex procedural requirements (i.e., the "mini" Brown Act). In addition, the Board may require other specific district

CITIZEN ADVISORY COMMITTEES (continued)

committees that are not subject to the Brown Act to follow the requirements of the "mini" Brown Act. Such committees should be added to the list below.

The following committees ~~are exempt from the Brown Act but must~~ **shall** conform with procedural meeting requirements established in Education Code 35147:

- 6. 1.** Parent advisory committee and English learner parent advisory committee established pursuant to Education Code 52063 to review and comment on the local control and accountability plan (LCAP) ~~and, if applicable, any advisory committee established pursuant to Education Code 52060 to consult with the district on LCAP development~~

(cf. 0460 - Local Control and Accountability Plan)

Note: ~~SB 971 (Ch. 923, Statutes of 2014) repealed the Pupil Retention Block Grant and School and Library Improvement Block Grant. In addition, economic impact aid funding was redirected into the local control funding formula (LCFF) pursuant to AB 97 (Ch. 47, Statutes of 2013). Thus, school site councils are no longer required for those purposes. Any use of school site councils to assist with the determination of LCFF funding distribution is at the district's discretion.~~ Pursuant to Education Code 35147, school site councils are exempt from the Brown Act and are subject to the procedural meeting requirements in Education Code 35147. However, Education Code 35147 has not yet been amended for consistency with AB 716 (Ch. 471, Statutes of 2018), which repealed Education Code 52852 and moved the requirements related to school site councils to Education Code 65000-65001.

- ~~1. 2.~~ School site councils established pursuant to Education Code ~~52852 and 64001~~ **65000-65001** to develop and approve a **single school** plan for student achievement

(cf. 0420 - School Plans/Site Councils)

- ~~2. 3.~~ District or school advisory committees established pursuant to Education Code 52176 related to programs for English learners

(cf. 6174 - Education for English Learners)

- ~~3. 4.~~ School advisory committees established pursuant to Education Code 54425(b) related to compensatory education

(cf. 6171 - Title I Programs)

- ~~4. 5.~~ Any district advisory committee established pursuant to Education Code 54444.2 related to migrant education programs

(cf. 6175 - Migrant Education Program)

- ~~5. 6.~~ School committees established pursuant to Education Code 11503 related to parent involvement

CITIZEN ADVISORY COMMITTEES (continued)

(cf. 6020 - Parent Involvement)

Meetings of the above councils or committees shall be open to the public, ~~Any~~ **and any** member of the public shall have the opportunity to address the council or committee during the meeting on any item within its jurisdiction. Notice of the meeting shall be posted at the school site or other appropriate accessible location at least 72 hours before the meeting, specifying the date, time, and location of the meeting and containing an agenda that describes each item of business to be discussed or acted upon. (Education Code 35147)

The above councils or committees shall not take action on any item not listed on the agenda unless all members present unanimously find that there is a need to take immediate action and that this need came to the council's or committee's attention after the agenda was posted. In addition to addressing items on the agenda, members of the council, committee, or public may ask questions or make brief statements that do not have a significant effect on district students or employees or that can be resolved solely by providing information. (Education Code 35147)

Any council or committee violating the above procedural requirements must, at the demand of any person, reconsider the item at the next meeting, first allowing for public input on the item. (Education Code 35147)

Any materials provided to a ~~school-site~~ council **or committee** shall be made available to any member of the public upon request pursuant to the California Public Records Act, **Government Code 6250-6270**. (Education Code 35147; ~~Government Code 6250-6270~~)

(cf. 1340 - Access to District Records)

Committees Created by Superintendent

~~Note: Committees not specified in Education Code 35147, as listed above, which are created by the Superintendent and do not advise the Board, are not subject to any open meeting requirements.~~

Committees **that are** created by the Superintendent or designee to advise the administration, ~~and which~~ **and are not specified in Education Code 35147** are not subject to the requirements of the Brown Act or Education Code 35147.

(cf. 2230 - Representative and Deliberative Groups)

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CSBA Sample

Administrative Regulation

Students

AR 5131.41(a)

USE OF SECLUSION AND RESTRAINT

Note: Pursuant to Education Code 49005-49006.4, as added by AB 2657 (Ch. 998, Statutes of 2018), seclusion and behavioral restraint, as defined below, are prohibited as a means of student discipline. Seclusion and restraint must be avoided whenever possible and may be used only to control behavior that poses a clear and present danger of serious physical harm to a student or others and that cannot be immediately prevented by a less restrictive response.

Pursuant to Education Code 49005.1 and 49006.4, these requirements apply to all students in grades preK-12 and students with disabilities. For additional procedures applicable to students with disabilities, see AR 6159.4 - Behavioral Interventions for Special Education Students.

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

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

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

Definitions

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

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

(cf. 3515.3 - District Police/Security Department)

Physical restraint means a personal restriction that immobilizes or reduces the ability of a student to move the torso, arms, legs, or head freely. Physical restraint does not

USE OF SECLUSION AND RESTRAINT (continued)

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

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

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

Prohibitions

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

(cf. 5144 - Discipline)

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

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

USE OF SECLUSION AND RESTRAINT (continued)

6. Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the student or others

Limited Use of Seclusion or Restraint

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

(cf. 5131.4 - Student Disturbances)

(cf. 5131.7 - Weapons and Dangerous Instruments)

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

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

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

Reports

Note: Pursuant to Education Code 49006, as added by AB 2657, districts are required to collect data and report to the California Department of Education (CDE) annually in regard to the use of seclusion and behavioral restraints for district students, as specified below. CDE is required to post the data from the report on its web site within three months after the report is due to CDE.

The Superintendent or designee shall annually collect data on the number of times that seclusion, mechanical restraint, and physical restraint were used on students and the number of students subjected to such techniques. The data shall be disaggregated by race/ethnicity and gender, and reported for students with a Section 504 plan, students with an individualized education program, and all other students. This report shall be

USE OF SECLUSION AND RESTRAINT (continued)

submitted to the California Department of Education no later than three months after the end of each school year, and shall be available as a public record pursuant to Government Code 6250-6270. (Education Code 49006)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

(cf. 6159 - Individualized Education Program)

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

Legal Reference:

EDUCATION CODE

49001 Prohibition against corporal punishment

49005-49006.4 Seclusion and restraint

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

56521.1 Emergency interventions when behavior poses threat to student or others

56521.2 Prohibited interventions

GOVERNMENT CODE

6250-6270 California Public Records Act

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

Management Resources:

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Restraint and Seclusion: Resource Document, May 2012

WEB SITES

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

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

CSBA Sample

Board Policy

Students

BP 5144(a)

DISCIPLINE

Note: The following policy is **optional**. Pursuant to Education Code 52060-52077, the Governing Board is required to adopt a local control and accountability plan (LCAP) that includes a description of the specific actions that the district intends to take in order to achieve its annual goals in specific priority areas, including student engagement and school climate. See BP/AR 0460 - Local Control and Accountability Plan.

Since a district's ability to meet its goals around these priorities is impacted by its student discipline policies and practices, the Board must be careful to enact rules that are effective in maintaining safety and order on campus and in correcting student misbehavior without unnecessarily excluding students from school or participation in instruction. State law specifies behaviors for which a student may be suspended and/or recommended for expulsion (see BP/AR 5144.1 - Suspension and Expulsion/Due Process) and authorizes the use of age-appropriate alternatives designed to address a student's specific misbehavior, including those listed in Education Code 48900.5 and 48900.6.

In addition, the U.S. Department of Justice's Civil Rights Division and the U.S. Department of Education's Office for Civil Rights (OCR), in their joint January 2014 [Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline](#), state that studies have suggested a correlation between exclusionary discipline policies and practices (such as suspension and expulsion) and an array of serious educational, economic, and social problems, including school avoidance, diminished educational engagement, decreased academic achievement, increased behavior problems, and increased likelihood of dropping out, substance abuse, and involvement with the juvenile justice system. Consequently, they recommend that districts adopt alternative disciplinary measures that provide students with appropriate interventions and supports as a means for preventing and addressing student misbehavior.

The Governing Board is committed to providing a safe, supportive, and positive school environment which is conducive to student learning **and achievement** and **to preparing desires to prepare** students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent/**guardian** involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 6020 - Parent Involvement)

The Superintendent or designee shall develop effective, age-appropriate strategies for maintaining a positive school climate and correcting student misbehavior at district schools.

DISCIPLINE (continued)

The strategies shall focus on providing students with needed supports; communicating clear, appropriate, and consistent expectations and consequences for student conduct; and ensuring equity and continuous improvement in the implementation of district discipline policies and practices.

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6164.2 - Guidance/Counseling Services)

In addition, the Superintendent or designee's strategies for correcting student misconduct shall reflect the Board's preference for the use of positive interventions and alternative disciplinary measures over exclusionary discipline measures.

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, shall be imposed only when required or permitted by law or when other means of correction have been documented to have failed. (Education Code 48900.5)

(cf. 5020 - Parent Rights and Responsibilities)

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

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

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

(cf. 6164.5 - Student Success Teams)

Note: Pursuant to Education Code 49557.5, as added by SB 250 (Ch. 726, Statutes of 2017), districts must ensure that any discipline imposed on a student does not result in the denial or delay of a nutritionally adequate meal. The following paragraph is for use by districts participating in the National School Lunch and/or Breakfast Program (42 USC 1751-1769j, 1773), or any district in which there is a school required to serve a free or reduced price meal during the school day pursuant to Education Code 49550.

School personnel and volunteers shall not allow any disciplinary action taken against a student to result in the denial or delay of a school meal. (Education Code 49557.5)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3553 - Free and Reduced Price Meals)

Note: Pursuant to Education Code 49005.2, as added by AB 2657 (Ch. 998, Statutes of 2018), use of seclusion and behavioral restraint as a means of discipline is prohibited. Education Code 49005.4, as added by AB 2657, provides that seclusion or behavioral constraint may only be used to control behavior that poses a clear and present danger of serious physical harm to a student or others that cannot be immediately prevented by a less restrictive response. See AR 5131.41 - Use of Seclusion and Restraint.

Seclusion and behavioral restraint are prohibited as a means of discipline and shall not be used to correct student behavior except as permitted pursuant to Education Code 49005.4 and in accordance with district regulations. (Education Code 49005.2)

(cf. 5131.41 - Use of Seclusion and Restraint)

DISCIPLINE (continued)

Note: The following **optional** paragraph may be revised to reflect district practice. According to Public Counsel's model policy issued as part of the Fix School Discipline Project, a discipline matrix that lists violations and consequences could be a useful guide to school site administrators with regard to when suspension or expulsion referrals should be utilized.

The Superintendent or designee shall create a model discipline matrix that lists violations and the consequences for each as allowed by law.

Note: Education Code 35291.5 authorizes, but does not require, school sites to adopt rules and procedures for student discipline. Pursuant to Education Code 32282, any adopted site-level discipline rules must be included in the comprehensive safety plan; see BP/AR 0450 - Comprehensive Safety Plan. The following paragraph is **optional**.

The administrative staff at each school may develop disciplinary rules to meet the school's particular needs consistent with law, Board policy, and district regulations. The Board, at an open meeting, shall review the approved school discipline rules for consistency with Board policy and state law. Site-level disciplinary rules shall be included in the district's comprehensive safety plan. (Education Code 32282, 35291.5)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 9320 - Meetings and Notices)

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

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

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

(cf. 0415 - Equity)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The Superintendent or designee shall provide professional development as necessary to assist staff in developing the skills needed to effectively **and equitably** implement the disciplinary strategies adopted for district schools, including, but not limited to, **knowledge of consistent** school and classroom management skills **and their consistent application**, effective accountability and positive intervention techniques, and **development of the tools to form** strong, cooperative relationships with parents/guardians.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

DISCIPLINE (continued)

(cf. 4331 - Staff Development)

Note: Pursuant to Education Code 52060, the district must annually adopt an LCAP that includes a description of district goals for improving school climate, as provided in the following paragraph.

District goals for improving school climate, based on suspension and expulsion rates, surveys of students, staff, and parents/guardians regarding their sense of school **safety and connectedness to the school community**, and other local measures, shall be included in the district's local control and accountability plan, as required by law.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3100 - Budget)

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

Legal Reference:

EDUCATION CODE

32280-~~32288~~ **32289** School safety plans

35146 Closed sessions

35291 Rules

35291.5-35291.7 School-adopted discipline rules

37223 Weekend classes

44807.5 Restriction from recess

48900-48926 Suspension and expulsion

48980-48985 Notification of parent/guardian

49005-49006.4 Seclusion and restraint

49330-49335 Injurious objects

49550-~~49562~~ **49564.5** Meals for needy students

52060-52077 Local control and accountability plan

CIVIL CODE

1714.1 Parental liability for child's misconduct

CODE OF REGULATIONS, TITLE 5

307 Participation in school activities until departure of bus

353 Detention after school

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

1751-1769j School Lunch Program

1773 School Breakfast Program

Management Resources: (see next page)

DISCIPLINE (continued)

Management Resources:

CSBA PUBLICATIONS

Recent Legislation on Discipline: AB 240, Fact Sheet, March 2015

The Case for Reducing Out-of-School Suspensions and Expulsions, Fact Sheet, April 2014

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

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

Maximizing Opportunities for Physical Activity during the School Day, Fact Sheet, 2009

CALIFORNIA DEPARTMENT OF EDUCATION PROGRAM ADVISORIES

Classroom Management: A California Resource Guide for Teachers and Administrators of Elementary and Secondary Schools, 2000

STATE BOARD OF EDUCATION POLICIES

01-02 School Safety, Discipline, and Attendance, March 2001

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

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

Public Counsel: <http://www.fixschooldiscipline.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

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Policy Reference UPDATE Service

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CSBA Sample

Administrative Regulation

Students

AR 5144(a)

DISCIPLINE

Site-Level Rules

Note: The following section is **optional**. Pursuant to Education Code 35291.5, schools are authorized, but not required, to adopt site-level student discipline rules and procedures. Schools that choose to adopt student discipline rules, or that are directed by the Governing Board to do so, must solicit input from groups specified in items #1-5 below. Such site-level rules must be consistent with law, Board policy, and district regulations. If the school develops student discipline rules, Education Code 32282 requires that they be included in the comprehensive safety plan; see BP/AR 0450 - Comprehensive Safety Plan.

In addition, pursuant to Education Code 52060, the district is required to adopt a local control and accountability plan (LCAP) that includes a description of the specific actions that it intends to take to achieve its annual goals in specified priority areas, including student engagement and school climate. In the development of the LCAP, the district is required to involve and/or consult with parents/guardians, employees, employee organizations, and students in accordance with law. See BP/AR 0460 - Local Control and Accountability Plan.

Site-level rules shall be consistent with **district state law and Board** policies and administrative regulations. In developing site-level disciplinary rules, the principal or designee shall solicit the participation, views, and advice of one representative selected by each of the following groups: (Education Code 35291.5)

1. Parents/guardians
2. Teachers
3. School administrators
4. School security personnel, if any

(cf. 3515.3 - District Police/Security Department)

Note: Item #5 below may be deleted by elementary districts.

5. For junior high and high schools, students enrolled in the school

Note: The following **optional** paragraph may be revised to reflect district practice. Education Code 35291.5 authorizes, but does not require, each school site to adopt school rules every four years. However, it is recommended that the timelines for the review of school rules be aligned with those for the review and updating of the comprehensive safety plan, since the school rules must, by law, be included in the plan. Pursuant to Education Code 32286, the comprehensive safety plan must be reviewed and updated every year by March 1; see BP/AR 0450 - Comprehensive Safety Plan.

DISCIPLINE (continued)

Annually, site-level discipline rules shall be reviewed and, if necessary, updated to align with any changes in **state law**, district discipline policies **and regulations, and/or** goals for school safety and climate as specified in the district's local control and accountability plan. A copy of the rules shall be filed with the Superintendent or designee for inclusion in the comprehensive safety plan.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

School rules shall be communicated to students clearly and in an age-appropriate manner.

It shall be the duty of each employee of the school to enforce the school rules on student discipline. (Education Code 35291.5)

Disciplinary Strategies

Note: Education Code 48900.5 lists means of correction of student behavior that a district may use as an alternative to suspension. The district should select those strategies that are appropriate for its student population. The following strategies may be modified or expanded to reflect district practice.

To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Except when **a student's students'** presence causes a danger to **himself/herself themselves** or others or **he/she they** commits a single act of a grave nature or an offense for which suspension or expulsion is required by law, suspension or expulsion shall be used only when other means of correction have failed to bring about proper conduct. Disciplinary strategies may include, but are not limited to:

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

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

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

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6164.2 - Guidance/Counseling Services)

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

(cf. 6164.5 - Student Success Teams)

DISCIPLINE (continued)

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

(cf. 6159 - Individualized Education Program)

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

5. Enrollment in a program for teaching prosocial behavior or anger management
6. Participation in a restorative justice program
7. A positive behavior support approach with tiered interventions that occur during the school day on campus
8. Participation in a social and emotional learning program that teaches students the ability to understand and manage emotions, develop caring and concern for others, make responsible decisions, establish positive relationships, and handle challenging situations capably

<p>Note: The Public Counsel's Fix School Discipline Project recognizes that exposure to chronic violence and other family or community traumas, such as serious accidents and life-threatening illnesses involving loved ones, and to conditions such as homelessness, may affect students' ability to learn and function well in school, and urges schools to adopt policies that recognize those factors and provide appropriate support to students.</p>

9. Participation in a program that is sensitive to the traumas experienced by students, focuses on students' behavioral health needs, and addresses those needs in a proactive manner
10. After-school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups

(cf. 5148.2 - Before/After School Programs)

11. Recess restriction as provided in the section below entitled "Recess Restriction"
12. Detention after school hours as provided in the section below entitled "Detention After School"
13. Community service as provided in the section below entitled "Community Service"
14. In accordance with Board policy and administrative regulation, restriction or disqualification from participation in extracurricular activities

DISCIPLINE (continued)

(cf. 6145 - Extracurricular/Cocurricular Activities)

15. Reassignment to an alternative educational environment

(cf. 6158 - Independent Study)

(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6184 - Continuation Education)

(cf. 6185 - Community Day School)

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

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

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

Note: Pursuant to Education Code 48900.5, when a student's misbehavior may result in a referral for suspension or expulsion after other means of correction have failed, the district may document and place in the student's record any other means of correction used to address the behavior. The following **optional** paragraph may be revised to reflect district practice.

When, by law or district policy, other means of correction are required to be implemented before a student could be suspended or expelled, any other means of correction implemented shall be documented and retained in the student's records. (Education Code 48900.5)

(cf. 5125 - Student Records)

Recess Restriction

Note: The following **optional** section should be revised to reflect district practice. Although Education Code 44807.5 authorizes the district to adopt reasonable regulations allowing a teacher to restrict recess time for disciplinary purposes, it is recommended that districts discourage its use since it could limit students' opportunity to engage in physical activity which is inconsistent with district goals for student wellness. Studies have shown that, apart from its multiple health benefits, physical activity can help students improve their academic performance, attention, and behavior. Useful resources, including policy briefs and fact sheets that provide more information about the links between physical activity and student health and learning, are available on the CSBA web site.

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

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

DISCIPLINE (continued)

2. The student shall remain under a certificated employee's supervision during the period of restriction.
3. ~~Teachers~~ **The student's teacher** shall inform the principal of any recess restrictions ~~they~~ imposed.

(cf. 5030 - Student Wellness)

(cf. 6142.7 - Physical Education and Activity)

Detention After School

~~Note: 5 CCR 353 limits after school detention to one hour after the close of the maximum school day or until the departure of the school transportation to which the student has been assigned pursuant to 5 CCR 307. For safety purposes, when a student will miss his/her transportation due to detention, the school should notify the parent/guardian at least one day in advance so that alternative arrangements may be made.~~

Students may be detained for disciplinary reasons **for** up to one hour after the close of the maximum school day, **or until the departure of the school bus to which they have been assigned if applicable.** (5 CCR **307, 353**)

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

~~If a student will miss his/her school bus on account of being detained after school, or if the student is not transported by school bus, the principal or designee shall notify parents/guardians of the detention at least one day in advance so that alternative transportation arrangements may be made. The student shall not be detained unless the principal or designee notifies the parent/guardian.~~

~~In cases where the school bus departs more than one hour after the end of the school day, students may be detained until the bus departs. (5 CCR 307, 353)~~

Students shall remain under the supervision of a certificated employee during the period of detention.

Note: The following **optional** paragraph is offered for districts that use Saturday classes for purposes of detention. Education Code 37223 authorizes the use of Saturday classes; however, except in the case of truants, attendance at such classes must be at the election of the student, or parent/guardian **when the student is a minor.**

Students may be offered the choice of serving their detention on Saturday rather than after school.

(cf. 6176 - Weekend/Saturday Classes)

DISCIPLINE (continued)**Community Service**

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

Note: Education Code 48900.6 provides that the community service option is not available for those students who have been suspended, pending expulsion, for acts qualifying for either "mandatory recommendation for expulsion" or "mandatory expulsion" pursuant to Education Code 48915. See **AR BP** 5144.1 - Suspension and Expulsion/Due Process.

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

Notice to Parents/Guardians and Students

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

(cf. 5145.6 - Parental Notifications)

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

(11/12 4/14) 12/18

CSBA Sample Board Bylaw

Board Bylaws

BB 9322(a)

AGENDA/MEETING MATERIALS

Agenda Content

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

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

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

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

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

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

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

(cf. 9323 - Meeting Conduct)

Note: Pursuant to Government Code 54957.5, ~~when agenda materials are distributed to the Board less than 72 hours before a meeting,~~ the agenda **for a regular meeting** must include the address of the location where the public can inspect ~~any agenda materials that are related to an open session item and are distributed to the Board less than 72 hours before that meeting.~~ **any agenda materials that are related to an open session item and are distributed to the Board less than 72 hours before that meeting.** Also see section below entitled "Agenda Dissemination to Members of the Public."

AGENDA/MEETING MATERIALS (continued)

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

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

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

Agenda Preparation

The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. ~~Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.~~

~~(cf. 0000 - Vision)~~

~~(cf. 0200 - Goals for the School District)~~

~~(cf. 9121 - President)~~

~~(cf. 9122 - Secretary)~~

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

~~The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.~~

~~(cf. 0000 - Vision)~~

~~(cf. 0200 - Goals for the School District)~~

AGENDA/MEETING MATERIALS (continued)~~(cf. 9121 President)~~~~(cf. 9122 Secretary)~~

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

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

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

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

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

The Board president and Superintendent shall **also** decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, **or** an information item that does not require immediate action, **or a consent item that is routine in nature and for which no discussion is anticipated.**

Note: The following **optional section paragraph** is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. It is important for such boards to limit the use of the consent agenda to noncontroversial matters and to establish rules that help ensure that any use of the consent agenda does not reduce transparency in the board's conduct of district business or result in violation of the open meeting laws. In addition, boards should be aware that, by law, certain items may not be placed on the consent agenda. For example, pursuant to Government Code 54960.2, as added by SB 1003 (Ch. 732, Statutes of 2012), a board's decision to approve or rescind its unconditional commitment to refrain from taking certain actions in violation of the Brown Act must be made as a separate item and not on the consent agenda. See BB 9323.2 - Actions by the Board.

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent agenda items shall be items of a routine nature and items for which Board discussion is not anticipated and

AGENDA/MEETING MATERIALS (continued)

for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. ~~However, the agenda need not provide an opportunity for public comment when the consent agenda item has previously been considered at an open meeting of a committee comprised exclusively of all the Board members provided that members of the public were afforded an opportunity to comment on the item at that meeting, unless the item has been substantially changed since the committee considered it.~~ (Government Code 54954.3)

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

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

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

Consent Agenda/Calendar

~~Note: The following optional section is for boards that use the consent agenda or calendar to take action on matters of a routine nature for which discussion may not be necessary. It is important for such boards to limit the use of the consent agenda to noncontroversial matters and to establish rules that help ensure that any use of the consent agenda does not reduce transparency in the board's conduct of district business or result in violation of the open meeting laws. In addition, boards should be aware that, by law, certain items may not be placed on the consent agenda. For example, pursuant to Government Code 54960.2, as added by SB 1003 (Ch. 732, Statutes of 2012), a board's decision to approve or rescind its unconditional commitment to refrain from taking certain actions in violation of the Brown Act must be made as a separate item and not on the consent agenda. See BB 9323.2 - Actions by the Board.~~

~~In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval.~~

AGENDA/MEETING MATERIALS (continued)

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

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

Agenda Dissemination to Board Members

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

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

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

When special meetings are called, ~~the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.~~ **Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)**

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

(cf. 9012 - Board Member Electronic Communications)

AGENDA/MEETING MATERIALS (continued)

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Note: Government Code 54957.5 requires that when agenda materials are distributed to the Board less than 72 hours before a regular meeting, the district must also make the documents available for public inspection, as specified below. However, only those documents that are "public records" under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting need to be made available for inspection.

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board, provided the document is a **Only those documents which are disclosable public records** under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

Note: Pursuant to Government Code 54954.2, the agenda for a regular meeting of the Board must be posted at least 72 hours prior to the meeting on the district's web site, if it has one, and at a location that is freely accessible to the public. The Attorney General has determined in 78 Ops.Cal.Atty.Gen. 327 (1995) that weekend hours may be counted as part of the 72-hour period for posting of the agenda prior to a regular meeting. In the same opinion, the Attorney General found that the term "freely accessible" requires that the agenda be posted in a location where it can be read by the public at any time, including evening hours, during the 72 hours immediately preceding the meeting. Also see BB 9320 - Meetings and Notices.

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

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

AGENDA/MEETING MATERIALS (continued)

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

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

(cf. 1113 - District and School Web Sites)

(cf. 1340 - Access to District Records)

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

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

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

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

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

AGENDA/MEETING MATERIALS (continued)

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

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

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

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

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

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

Legal Reference: (see next page)

AGENDA/MEETING MATERIALS (continued)

Legal Reference:

EDUCATION CODE

35144 *Special meetings*

35145 *Public meetings*

35145.5 *Right of public to place matters on agenda*

GOVERNMENT CODE

6250-6270 *Public Records Act*

53635.7 *Separate item of business*

54954.1 *Mailed agenda of meeting*

54954.2 *Agenda posting requirements; board actions*

54954.3 *Opportunity for public to address legislative body*

54954.5 *Closed session item descriptions*

54956.5 *Emergency meetings*

54957.5 *Availability of public records*

54960.2 *Challenging board actions; cease and desist*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 *Effective communications*

36.303 *Auxiliary aids and services*

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union High School District, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

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

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

ATTORNEY GENERAL PUBLICATIONS

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

WEB SITES

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

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

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Policy Reference UPDATE Service

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AGENDA ITEM
Consent

8.5 Surplus

BACKGROUND

Pursuant to Board Policy/Administrative Regulation 3270, the district will dispose of obsolete of 1 lot electronic equipment.

Various work stations were to the district by Pacific Gas & Electric, National Forest Service and California Fish & Game, dating back to c. 1995: Value \$0.00

Various peripheral equipment such as external 3.5" hard drives, damaged mice & keyboards, obsolete printers, dating back to c. 2005: Value \$0.00

Damaged student Chromebooks (cost to repair exceeding cost to replace): Value \$0.00

ATTACHMENTS

➤ None

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the disposition.

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Abstained</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>
<i>Absent</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>

AGENDA ITEM Consent

8.6 2019-20 Student Attendance Calendar

BACKGROUND

The proposed calendar has been ratified by the Gold Trail Federation of Educators.

ATTACHMENTS

- Gold Trail Union School District 2019-20 Student Attendance Calendar
- El Dorado Union High School District 2019-20 Student Attendance Calendar

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to adopt the calendar

NOTES

If pulled from Consent

ACTION	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Abstained</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>
<i>Absent</i>	<i>Howser</i>	<i>Bauer Barbieri Hennike Lander</i>

Gold Trail Union School District

2019-20

180 Student Attendance Days

2019 August Days: 13				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

12--13 Staff Duty Days
14 First student attendance day
23 Early Release Day-Staff Training

2019 September Days: 20				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

2 Labor Day: No School
27 Early Release Day-Staff Training

2019 October Days: 23				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

31 Early Release Day-Staff Training

2019 November Days: 15				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

4--8 Parent Conferences: Minimum Day
11 Veterans Day: No School
25-29 Thanksgiving Week: No School

2019 December Days: 14				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

19 Early Release Day-Staff Training
20-31 Winter Break: No School

2020 January Days: 17				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

1--7 Winter Break: No School
20 MLK Jr. Day: No School
31 Early Release Day-Staff Training

2020 February Days: 18				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

10 Lincoln's Day: No School
17 Presidents' Day: No School
28 Early Release Day-Staff Training

2020 March Days: 22				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

23-27 Parent Conferences: Minimum Day

2020 April Days: 15				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	



3 Emergency Closure Day
6--13 Spring Break: No School

2020 May Days: 20				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1 Early Release Day-Staff Training
22 Early Release Day-Staff Training
25 Memorial Day: No School

2020 June Days: 3				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

3 Last student attendance day
3 Minimum Day Dismissal
3 Eighth Grade Graduation
4 Staff Duty Day

 Minimum Day
 School Not in Session

EDUHS Graduations

May 28: IHS (pm); UMHS (pm) EDHS (pm)

May 29: ORHS (pm); PHS (pm); VA (pm)

ified by GTJE: February 8, 2019

Adopted by Board of Trustees: _____



EL DORADO UNION HIGH SCHOOL DISTRICT

2019-20 Student Calendar

July 2019

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

August 2019

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 2019

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 2019

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2019

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 2019

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

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January 2020

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2020

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2020

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2020

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	


May 2020


M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2020

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

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 First & Last Day of School

 Quarter / Semester End

School Closed

Nov 25 - 29 Thanksgiving Recess

Dec 23 - Jan 7 Winter Break

April 6 - 10 Spring Break

Legal Holidays

July 4 Independence Day

September 2 Labor Day

November 11 Veteran's Day

November 28 Thanksgiving Day

December 25 Christmas Day

January 1 New Year's Day

January 20 MLK, Jr. Day


February 10 Lincoln's Day (Observed)

February 17 Presidents' (Washington's) Day

May 25 Memorial Day

Intercession (Dates subject to change)

June 1-12

 SBAC Test Window
(After 144th day)

Non Student/Teacher/Staff Day*

Classified staff check with immediate supervisor

October 14

March 16

Emergency School Closure

June 1

June 2

Graduation

May 28 IHS (pm); UMHS (pm); EDHS (pm)

May 29 ORHS (pm); PHS (pm); VA (pm)

Early Release Time

See site calendar for dates and times

* On Non Student/Teacher/Staff Days refer to your specific work calendar.

AGENDA ITEM Consent

8.7 Contract: External Independent Auditor
Christy White Associates, effective June 30, 2019-June 30, 2021

BACKGROUND

Pursuant to Board Policy and Administrative Regulation 3460, subject contract is brought forward for Board review and approval. The services agreement's cover letter offers an overview of requirements, services and objectives.

ATTACHMENTS

➤ Agreement

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the contract.

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i></div>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

January 28, 2019

Gold Trail Union School District
1575 Old Ranch Road
Placerville, CA 95667

Christy White, CPA

Michael D. Ash, CPA

John Whitehouse, CPA

Heather Daud Rubio

SAN DIEGO
LOS ANGELES
SAN FRANCISCO/BAY AREA

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tel: 619.270.8222
fax: 619.260.9085
www.christywhite.com

*Licensed by the California
State Board of Accountancy*

We are pleased to confirm our understanding of the services we are to provide Gold Trail Union School District for the fiscal years ending June 30, 2019, 2020 and 2021. We will audit the financial statements of the governmental activities and the major fund, which collectively comprise the basic financial statements, of Gold Trail Union School District as of and for the fiscal years ending June 30, 2019, 2020 and 2021. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Gold Trail Union School District's basic financial statements. As part of our engagement, we will apply certain limited procedures to Gold Trail Union School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion & Analysis.
2. Budgetary Comparison Schedule.
3. Schedules of District's Proportionate Share of Net Pension Liability
4. Schedules of District Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Gold Trail Union School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedules and/or information as required by the State Controller's Office.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to above when considered in relation to the financial statements as a whole.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Gold Trail Union School District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and *Standards and Procedures for Audits of California K-12 Local Educational Agencies*, published by the Education Audit Appeals Panel, and will include tests of accounting records and other procedures we consider necessary to enable us to express such opinions. Our reports will be addressed to the governing board of Gold Trail Union School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue report, or may withdraw from this engagement.

We will prepare a report related to state programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements contained in the *Standards and Procedures for Audits of California K-12 Local Educational Agencies*, published by the Education Audit Appeals Panel.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the Gold Trail Union School District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Gold Trail Union School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of Gold Trail Union School District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements.

You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the organization's website, you understand that electronic sites are a means to distribute information, and therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Administration, Fees, and Other

The audit documentation for this engagement is the property of Christy White Associates and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the Comptroller General of the United States or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christy White Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release or for any additional period requested by the State Controller's Office. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit as soon as possible and to issue our reports no later than December 15. The maximum annual fee for auditing services under the terms of this agreement shall not exceed the following agreed upon amounts:

<u>Fiscal Year</u> <u>Ending</u>	<u>Total Maximum</u> <u>Audit Fees</u>
June 30, 2019	\$ 9,600
June 30, 2020	\$ 9,600
June 30, 2021	\$ 9,600

The maximum annual fee for auditing services shall not exceed the above amounts, with the exception that any auditing services provided for (1) significant changes in Gold Trail Union School District audit requirements as stated in *Government Auditing Standards* or the Audit Guide issued by the Education Audit Appeals Panel, or (2) any changes in the number of funds or accounts maintained by the Gold Trail Union School District during the period under this agreement, shall be in addition to the above maximum fee.

Our invoices for these fees will be rendered upon completion of fieldwork as follows: 25% of contract upon completion of site testing, 25% of contract upon completion of interim testing and 50% of contract upon completion of year end fieldwork, and are payable on presentation. In accordance with Education Code Section 14505 as amended, ten percent (10%) of the audit fee shall be withheld pending certification of the audit report by the Office of the State Controller and fifty percent (50%) of the audit fee shall be withheld for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to the reporting provisions of the Audit Guide.

If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation under Rules for Professional Accounting and Related Services Disputes before resorting to litigation. Costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

This audit contract is null and void if the firm is declared ineligible to audit K-12 school districts pursuant to subdivision (c) of Education Code Section 41020.5. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

The first period to be audited shall be for the fiscal year ending June 30, 2019 and is subject to extension for up to two additional fiscal years, if agreeable to the auditors and the District. The agreement may be cancelled annually if notified by the client or auditor by February 15 of each year. Additional extensions beyond 2021 may be secured on a year by year basis, subject to the agreement of the District and the auditor.

In accordance with *Government Auditing Standards*, upon request, we will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract.

Christy White Associates has a non-licensee owner who may provide client services in your contract under the supervision of licensed owner.

We appreciate the opportunity to be of service to the Gold Trail Union School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Christy White, CPA
President
Christy White Associates

RESPONSE:

This letter correctly sets forth the understanding of Gold Trail Union School District.

Signature

Title

Date

AGENDA ITEM Consent

**8.8 Consolidated Application and Reporting System (CARS) Winter Collection
 (Annual)**

BACKGROUND

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California.

2016-17 and 2017-18 close out data in addition to 2018-19 current information is provided for review.

ATTACHMENTS

- Collection and application information

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the application.

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>						
<i>Voted Aye</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>	<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

2016-17 Title II, Part A Fiscal Year Expenditure Report, Closeout 27 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2016 through September 30, 2018.

CDE Program Contact:

Maxine Wheeler, Standards Implementation Support Office, mwheeler@cde.ca.gov, 916-323-4746

2016-17 Title II, Part A entitlement	\$10,435
2016-17 Title II, Part A total apportionment issued	\$10,435

Professional Development Expenditures

Professional development for teachers	\$10,435
Professional development for administrators	
Subject matter project	
Other professional development expenditures	

Exams and Test Preparation Expenditures

Exam fees, reimbursement	
Test preparation training and or materials	
Other exam and test preparation expenditures	

Recruitment, Training, and Retaining Expenditures

Recruitment activities	
Hiring incentive and or relocation allotment	
National Board Certification and or stipend	
Verification process for special settings (VPSS)	
University course work	
Other recruitment training and retaining expenditures	

Miscellaneous Expenditures

Class size reduction	
Administrative and indirect costs	
Title VI, Part B, Subpart 1 REAP	
Funds used for flexible use under REAP	
Total funds transferred to Title I, Part A	
Other allowable expenditures or encumbrances	
Total expenditures and encumbrances	\$10,435
2016-17 Unspent Funds	\$0
Note: CDE will invoice the LEA for the 2016-17 unspent apportionment amount.	

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2016-17 Title III Immigrant YTD Expenditure Report, Closeout 27 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2016 through September 30, 2018.

CDE Program Contact:

Geoffrey Ndirangu, Language Policy and Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Approved Immigrant Sub-grantee Activities

(e) ACTIVITIES BY AGENCIES EXPERIENCING SUBSTANTIAL INCREASES IN IMMIGRANT CHILDREN AND YOUTH-

(1) IN GENERAL-An eligible entity receiving funds under section 3114(d)(1) shall use the funds to pay for activities that provide enhanced instructional opportunities for immigrant children and youth, which may include-

(A) family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children;

(B) support for personnel, including teacher aides who have been specifically trained, or are being trained, to provide services to immigrant children and youth;

(C) provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth

(D) identification and acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds;

(E) basic instruction services that are directly attributable to the presence in the school district involved of immigrant children and youth, including the payment of costs of providing additional classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instruction services;

(F) other instruction services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the United States, such as programs of introduction to the educational system and civics education; and

(G) activities, coordinated with community-based organizations, institutions of higher education, private sector entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services.

2016-17 Title III immigrant entitlement	\$173
2016-17 Title III immigrant total apportionment issued	\$173
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$0
4000-4999 Books and supplies	\$173
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date expenditures	\$173
2016-17 Unspent funds	\$0
Note: CDE will invoice the LEA for the 2016-17 unspent apportionment amount.	

*****Warning*****

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2017-18 Title I, Part A LEA Carryover

Report only expenditures and obligations for fiscal year 2017-18 allocation to determine funds to be carried over.

CDE Program Contact:

Kevin Donnelly, Title I Policy and Program Guidance Office, kdonnelly@cde.ca.gov, 916-319-0942
Rina DeRose, Title I Policy and Program Guidance Office, RDerosc@cde.ca.gov, 916-323-0472

Carryover Calculation

2017-18 Title I, Part A LEA allocation	\$41,917
Transferred-in amount	\$0
2017-18 Title I, Part A LEA available allocation	\$41,917
Expenditures and obligations through September 30, 2018	\$41,917
Carryover as of September 30, 2018	\$0
Carryover percent as of September 30, 2018	0.00%

*****Warning*****

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CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Gold Trail Union Elementary (09 61887 0000000)

[Home](#)
[Data Entry Forms](#)
[Certification Preview](#)
[Certify Data](#)
[Reports](#)
[Users](#)
[Contacts](#)
[FAQs](#)
[Program Information](#) [Data Entry Instructions](#)

2018-19 School Student Counts

The purpose of this data collection is to allow the LEA to enter school-level student data. The information entered will be used to calculate eligibility and ranking for Title I, Part A school allocations.

Required fields are denoted with an asterisk (*).

* After serving schools that exceed 75 percent low income, from highest to lowest, schools will then be ranked and served annually by:

(Note: This selection impacts the order in which schools are displayed in the Title I, Part A School Allocations form.)

- ☒ Highest to lowest within the LEA
☐ Highest to lowest by grade span

* Select a low income measure:

FRPM ▼

Comment:

If composite is the low income measure selected, then an explanation must be provided detailing how the student count is derived.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	* Student Enrollment	* Eligible Low Income Students Ages 5-17
Gold Trail	6005516	4	8	2	389	99
Sutters Mill	6110167	K	3	1	272	79

[Download Schools Template](#)
[Choose File](#) No file chosen

[Upload Schools File](#)

Last Saved: Aidan Harte (harteaidan), 2/6/2019 9:55 AM, Draft

Save

Return to List

Rina DeRose, Title I Policy and Program Guidance Office | RDeRose@cde.ca.gov | 916-323-0472
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

[Web Policy](#)

2018-19 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:

Sylvia Hanna, Title I Policy and Program Guidance Office, shanna@cde.ca.gov, 916-319-0948

Rina DeRose, Title I Policy and Program Guidance Office, RDeroser@cde.ca.gov, 916-323-0472

2018-19 Title I, Part A LEA allocation (+)	\$31,548
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2018-19 Title I, Part A LEA available allocation	\$31,548

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$100
LEA parent and family engagement	\$0
Local neglected institutions Does the LEA have local institutions for neglected children?	No
Local neglected institutions reservation	
Local delinquent institutions Does the LEA have local institutions for delinquent children?	No
Local delinquent institutions reservation	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
Indirect cost reservation	\$1,439
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$1,539
School parent and family engagement reservation	\$100
Amount available for Title I, Part A school allocations	\$29,909

*****Warning*****

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2018-19 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy and Program Guidance Office, RDeroser@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Desegregation Waiver on File

e - Grandfather Provision

f - Feeder Pattern

Low income measure

Serving schools by

LEA-wide low income %

Available Title I, Part A school allocations

Available parent and family engagement reservation

FRPM

Highest to lowest within the LEA

26.93%

\$29,909

\$100

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Public School	Ranking	FdYN	\$ Per Low Income Student (0.00)	TIA School Allocation	2017-18 Carryover	Parent and Family Engagement Amount	Total School Allocation	Discretion Code
Sutters Mill	6110167	1	272	79	29.04	Y	N	Y	1		378.59	29908.61	\$0	\$100	30008.61	
Gold Trail	6005516	2	389	99	25.45	N	N	Y	2		0.00	0.00	\$0	\$0	0.00	

Warning

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2018-19 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

*****Warning*****

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2018-19 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program

CDE Program Contact:

Lana Zhou, Title I Policy and Program Guidance Office, lzhou@cde.ca.gov, 916-319-0956
Rina DeRose, Title I Policy and Program Guidance Office, RDeRose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized	Local Board Approved Date (ex. 07/30/2018)	Low Income %	SIG Approved Date (ex. 07/30/2018)	SWP Waiver Approved Date (ex. 07/30/2018)
Gold Trail	6005516	N				
Sutters Mill	6110167	N				

2018-19 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Maxine Wheeler, Standards Implementation Support Office, mwheeler@cde.ca.gov, 916-323-4746

Juan J. Sanchez, Standards Implementation Support Office (Title II), jsanchez@cde.ca.gov, 916-319-0452

2018-19 Title II, Part A entitlement	\$6,608
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$6,608
Repayment of funds	\$0
2018-19 Allocation	\$6,608
Administrative and indirect costs	\$301
Equitable services for nonprofit private schools	\$0
2018-19 Title II, Part A adjusted allocation	\$6,307

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2018-19 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title IV, Part A and to report reservations.

CDE Program Contact:

Tom Herman, Coordinated School Health & Safety (Title IV), THerman@cde.ca.gov, 916-319-0914

2018-19 Title IV, Part A entitlement	\$10,000
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2018-19 Title IV, Part A allocation	\$10,000
Indirect cost reservation	\$456
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2018-19 Title IV, Part A adjusted allocation	\$9,544

*****Warning*****

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2018-19 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Julie Brucklacher, Financial Accountability and Info Srv Office, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III Immigrant Students SACS Code 4201	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****Warning*****

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AGENDA ITEM

Consent

8.9 Temporary Athletic Coach Certification

BACKGROUND

California Department of Education enforces strict guidelines regarding temporary athletic teach coaches and requirements in hiring. The governing board of each employing district certifies the district has upheld the requirements.

ATTACHMENTS

- Letter delineating said requirements

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to certify the temporary

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

Temporary Athletic Team Coach Certification

School Year **2018-19**

TO THE STATE BOARD OF EDUCATION:

Per Title 5, California Code of Regulation, Section 5594:

The governing board of each local school district shall certify to the State Board of Education that the provisions of Section 5593 have been met.

LOCAL SCHOOL BOARD CERTIFICATION:

I hereby certify that the school district has met the conditions set forth in Title 5, Section 5593.

District Name: **Gold Trail Union School District**

Print Name: **Bryon Iseger**

Date Signed: **February 1, 2019**

Signature of Person Signing for the District Board:

Mail signed forms to:

State Board of Education/California Department of Education
Attn: Temporary Athletic Team Coach Certificates
Standards Implementation Support Office
1430 N Street, Suite 4309
Sacramento, CA 95814



Home / Newsroom / Editorials & Letters / Letters

**California Department of Education
Official Letter**

September 1, 2017

Dear County and District Superintendents, Charter School Administrators, and Principals:

TEMPORARY ATHLETIC TEAM COACH CERTIFICATION

The California Department of Education (CDE) has updated the Physical Education Frequently Asked Questions (FAQs) on our Web site (<http://www.cde.ca.gov/pd/ca/pe/physeducfaq.aspx>) concerning the process for district local governing boards to meet the requirements of the *California Code of Regulations*, Title 5 (5 CCR) sections 5593 and 5594: Temporary Coaching Certifications.

Section 5593 states that any person serving at any grade level as a temporary athletic team coach must show knowledge and competency in the areas of:

1. Care and prevention of athletic injuries, basic first aid, and emergency procedures;
2. Coaching techniques;
3. Rules and regulations in the athletic activity being coached; and
4. Child or adolescent psychology, whichever is appropriate to the grade level of the involved sports activity.

Furthermore, the district shall establish a temporary athletic team coach's qualifications in each of the below specified four competency areas:

1. Care and prevention of athletic injuries, basic injury first aid, and emergency procedures as evidenced by one or more of the following:
 - a. Completion of a college-level course in the care and prevention of athletic injuries and possession of a valid Cardiopulmonary Resuscitation (CPR) card; or
 - b. A valid sports injury certificate or first aid card, and a valid CPR card; or
 - c. A valid Emergency Medical Technician I or II card; or

- d. A valid trainer's certification issued by the National or California Athletic Trainer's Association; or
 - e. The person has had practical experience under the supervision of an athletic coach or trainer, or has assisted in team athletic training and conditioning, and has both valid CPR and first aid cards.
2. Coaching theory and techniques in the sport or game being coached, as evidenced by one or more of the following:
- a. Completion of a college course in coaching theory and techniques; or
 - b. Completion of in-service programs arranged by a school district office or a county office of education; or
 - c. Prior service as a student coach or assistant athletic coach in the sport to be coached; or
 - d. Prior coaching in community youth athletic programs in the sport to be coached; or
 - e. Prior participation in organized competitive athletics at high school level or above in the sport to be coached.
3. Knowledge of the rules and regulations pertaining to the sport or game being coached, the league rules and, at the high school level, regulations of the California Interscholastic Federation.
4. Knowledge of child or adolescent psychology as it relates to sports participation as evidenced by one or more of the following:
- a. Completion of a college-level course in child psychology for elementary school positions and adolescent or sports psychology for secondary school positions; or
 - b. Completion of a seminar or workshop on human growth and development of youth; or
 - c. Prior active involvement with youth in school or community sports program.

Section 5594 states that at the first regular board meeting, or within 30 days after selection of a temporary athletic team coach, whichever is sooner, the district superintendent shall certify to the local board of trustees that the provisions in Section 5593 have been met. The board shall certify to the State Board of Education by April 1 of each year that the provisions of Section 5593 have been met.

The Physical Education FAQs on the CDE Web site outlines how local boards may fulfill the process by letter or the form provided on the Physical Education FAQs Web page located at <http://www.cde.ca.gov/pd/ca/pe/physeducfaq.asp>.

If you have any questions regarding this subject, please contact Linda Wilkinson, Education Programs Consultant, in the Science, Technology, Engineering, and Mathematics Office, at 916-323-5798 or by e-mail at LWilkinson@cde.ca.gov.

Sincerely,

Tom Torlakson

TT:lw
2017-03657

Last Reviewed: Friday, September 15, 2017

AGENDA ITEM 10.0 E-Rate Contract Approval for Project 0338-18C.1 Network Electronics for Gold Trail Union School District
--

BACKGROUND

The Board will review and approve proposed contract in order to receive 40% savings for network services.

ATTACHMENTS

➤ **Contract**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will take action to approve the contract.

NOTES

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i></div>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

"E-RATE ATTACHMENT to SERVICE AGREEMENT"

for

PROJECT 0338-18C.1 Network Electronics for Gold Trail Union School District

THIS ATTACHMENT, hereafter referred to as "Attachment", is entered into by and between the Gold Trail Union School District, hereinafter called "Owner", and CDWG, hereinafter called "Service Provider", and is an attachment to the Agreement provided by the Service Provider, hereafter referred to as "Agreement". Owner and Service Provider are sometimes individually referred to as "Party" and collectively as "Parties." The terms and conditions set forth in this Attachment shall take precedent over any other agreement between the Parties.

NOW, THEREFORE, the Parties, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1. Scope of Work. The Service Provider agrees to furnish all services and/or equipment necessary to perform and complete, in a good workmanlike manner, the work in strict accordance with the Request for Proposal No. 0338-18C.1 Network Electronics for Gold Trail Union School District.
2. Contingency. The Service Provider understands that the Agreement is contingent on the Owner's receipt of federal and/or state funds for the work covered under the Agreement. If the Owner does not receive adequate federal and/or state funds, the Agreement shall be null and void. In the event that the Agreement is rendered void, the Owner will not be liable for any costs incurred by the Service Provider prior to the issuance of a Notice to Proceed.
3. Total Contract Price. As full consideration for the faithful performance of the agreement, District shall pay to Contractor, subject to any additions or deductions as provided in the Contract Documents, the sum of:

Total sum of Base Bid

Twenty Nine Thousand Eight Hundred & Twenty Three ^{74/100} Dollars (\$ 29,823.74).

Total sum of Alternate #1

0 Dollars (\$ 0).

Contingency amount (if applicable)

0 Dollars (\$ 0).

CONTRACTOR LEAVE BLANK TO BE FILLED IN BY THE OWNER

Total sum of Base Bid + Contingency and Additive Alternates #1____, #2____, #3____, #4____, #5____,

Twenty Nine Thousand Eight Hundred & Twenty Three ^{74/100} Dollars (\$ 29,823.74).

4. Payment. The payment method for the agreed upon service shall be USAC's Service Provider Invoicing (SPI). Service Provider agrees to invoice the Owner for the undiscounted amount of the service only and shall be responsible to prepare and submit the Form 474 for the reimbursement of the discounted amount from USAC. The Service Provider agrees that prior to submitting the Form 472,
 - a. Service Provider has performed the services that reimbursement is being requested for, and
 - b. Service Provider has submitted a discounted invoice to the Owner for the reimbursement amount being requested for.

In the event that the Owner authorizes the Service Provider to begin service prior to filing a Form 486 (Receipt of Service Confirmation Form), the Owner agrees to pay the Service Provider in full for the discounted and undiscounted amount of the accepted service(s) received. The Owner shall, at their sole discretion, seek reimbursement for the discounted amount of the service

provided from USAC. The Owner shall do so by preparing and submitting a Form 472 Billed Entity Applicant Reimbursement (BEAR) to USAC. Service Provider agrees to remit any and all reimbursement payments received by the Service Provider as a result of a Form 472 filed by the Owner, within 20 business days after receipt of funds released by USAC.

5. Service Delivery. In compliance with the E-rate program rules, Parties agrees that the service(s) under the Agreement will not begin prior to July 1, 2019, or extend beyond September 30, 2020, without prior approval of USAC. Parties agree that no service(s) may commence until the Service Provider has received a duly authorized written Notice to Proceed from the Owner.
6. Growth Clause. The Parties agree that during the term of the Agreement the Owner may increase the scope of the agreed upon service(s) in whatever manner that best meet the interest of the Owner. No change to the Agreement shall be enforceable unless agreed upon in writing by both Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be duly executed and delivered as of the Effective Date set forth in the introductory paragraph above.

"OWNER"

Gold Trail Union School District

By: _____

Name : Scott Lyons

Title: SUPERINTENDENT

Date : 2/14/2019

"SERVICE PROVIDER"

CDW/G

By: _____

Name : _____

Title: _____

Date: _____

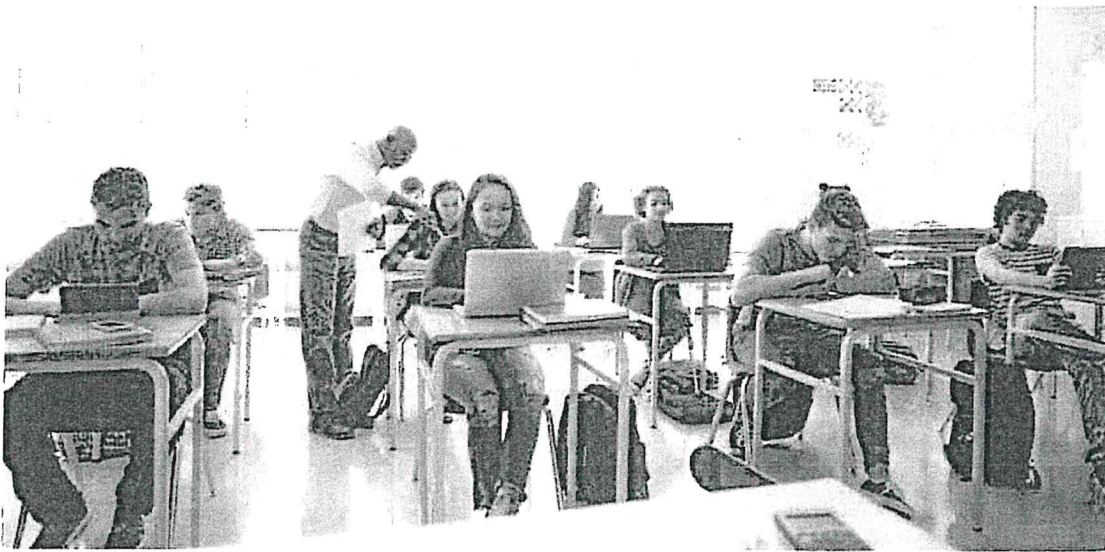
Gold Trail Union Elementary School

190008402

E-Rate Year 22 / Funding Year 2019-2020

1/7/2019

Hard Copy



CDW Government LLC
230 N. Milwaukee Ave.
Vernon Hills, IL 60061
E-Rate SPIN # 143005588





One CDW•G Way
22011 NW 24th Ave
Vernon Hills, IL 60061
P: 817.471.1800
F: 817.475.1100
Toll Free: 800.821.4229
www.cdw.com/freedom@cdw.com

Gold Trail Union Elementary School
1575 Old Ranch Rd
Placerville, CA 95667

1/7/2019

RE: 190008402

Dear Byranda Ramirez,

Gold Trail Union Elementary School is seeking a qualified vendor to provide Category 2 Equipment. CDW Government LLC (CDW•G), a leading provider of ERATE technology solutions to K-12 schools and/or libraries, is pleased to present this response for 190008402.

Our products are housed in our two state-of-the-art distribution centers, which are equipped to ensure that Gold Trail Union Elementary School receives Category 2 Equipment on schedule. Our strength is in servicing large numbers of customers with multiple orders, while adding valuable services. Here are a few of the reasons our customers return to us time and again:

- Superior E-Rate Contract Support. CDW•G understands the need for well-maintained contracts. David White, CDW•G E-Rate Program Manager, will do what he does best; assist with the E-Rate process and help facilitate the application and funding process.
- Customer Account Center. Around-the-clock access to customized online tools and resources that can be found on our award-winning website, CDWG.com
- Quick Availability. Efficient and timely order fulfillment; most of CDW•G's in-stock, credit released orders ship the same day the order is placed.
- E-Rate Experience. CDW•G has participated in the E-Rate program since its inception in 1997. CDW•G's E-Rate SPIN number is 143005588, and FRN (FCC) Code is 0012123287. CDW•G holds Green Light status and prides itself on consistently maintaining this status.

If you have any questions concerning this proposal response, please contact Ian Rodnick, Executive Account Manager, at 877.655.1832 or ianrodr@cdw.com.

Sincerely,

Freda Hill
Manager-Proposals Teams

CDW Government Overview

CDW is a leading multi-brand technology solutions provider to business, government, education, and healthcare customers in the United States, Canada, the United Kingdom, and other international locations. We have an expansive network of offices near major cities and a large team of field coworkers across the United States. In 2017, CDW achieved \$15.2 billion in revenue. CDW ranks at number 189 on the FORTUNE 500 list and third within the Information Technology Services category. CDW ranks at No. 5 on CRN's 2017 Solution Provider 500 list.

CDW QUICK FACTS

- Headquarters: Vernon Hills, IL
- 2017 Annual Net Sales: \$15.2B
- # of Coworkers: 8,800+
- # of U.S. Sales Offices: 27
- # of Customers: 250,000+
- Fortune 500 Rank: 189

CDW Government, LLC is the wholly-owned subsidiary of CDW LLC. Our customer base is quite diverse, ranging from state and local government, federal, healthcare, k-12 and higher education.

Total Solutions

CDW offers a full range of products and services that enable your organization to develop the best total solution to meet your specific needs while attaining the most value for your organization. CDW provides expert consulting, design, configuration, installation, and lifecycle management services. Our offerings are extremely comprehensive as follows:

CDW OFFERINGS	
PRODUCTS AND PARTNERSHIPS	100,000+ products from more than 1,100 vendors including Acer, Adobe, Cisco, Dell, EMC, HP, IBM, Lenovo, Microsoft, NetApp, and VMware
TECHNOLOGY SERVICES	<ul style="list-style-type: none">▪ e-Procurement integration▪ Leasing services▪ Managed services▪ Pre-shipment configuration▪ Professional services▪ Warranty and maintenance
TOTAL SOLUTIONS	<ul style="list-style-type: none">▪ Cloud▪ Collaboration▪ Data center and networking▪ Managed Print Services▪ Point of Sale▪ Security▪ Software management▪ Total Mobility Management

2 - PROPOSAL FORM

PROJECT: 0338-18C.1 NETWORK ELECTRONICS

OWNER: GOLD TRAIL UNION SCHOOL DISTRICT

Pursuant to Request For Proposal (RFP) and related documents, the undersigned bidder, having familiarized himself/herself with the terms of the contract, the local conditions affecting the performance of the contract, the cost of the work at the location where the work will be performed, and the Contract Documents, proposes and agrees to perform, within the time stipulated, including all of its component parts, and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, expendable equipment, and all applicable taxes, utility and transportation services necessary to perform the contract and complete in a workmanlike manner all of the work required in connection with 0338-18C.1 - Network Electronics all in strict conformity with the Specifications, and other Contract Documents, including Addendum No.'s 7-14-70-01 #1/AR608, _____, _____, _____, _____. Copies of Addenda are obtainable from the Owner's Representative (Infinity Communications and Consulting, Inc.).

BASE BID - Network Electronics

The Bidder agrees to perform all work noted above, as described in the RFP and Project Documents for the lump sum of:

twenty-nine thousand eight hundred twenty-three dollars and seventy-four cents Dollars (\$ 29,823.74)

(Amount Shall Be Shown In Both Words And Figures. In Case Of A Discrepancy, The Amount Shown In Words Will Govern).

Bidder shall breakout the above Base Bid cost by Site for E-rate Program funding allocation purposes:

Site Name

District Office	\$ <u>425.00</u>
Sutler's Mill School	\$ <u>10,511.50</u>
Gold Trail School	\$ <u>18,887.24</u>

Basic Maintenance - If applicable

The Bidder agrees to provide a cost for any Basic Maintenance components required for the work noted above, as described in the RFP and Project Documents for the sum of:

one thousand three hundred ninety-five Dollars (\$ 1,395.00)

(Amount Shall Be Shown In Both Words And Figures. In Case Of A Discrepancy, The Amount Shown In Words Will Govern).

Contingency Fee - If applicable per form 3A

The Bidder agrees to negotiate in good faith with the Owner on future additional work not to exceed 10% of the Base Bid for the sum of:

NA Dollars (\$ _____)

(Amount Shall Be Shown In Both Words And Figures. In Case Of A Discrepancy, The Amount Shown In Words Will Govern).

Project will be awarded based on the evaluation criteria set forth herein. Price will be evaluated based on the sum total of the Base Bid, Basic Maintenance, and all Additive Alternates.

The bidder agrees that upon receipt of Owner's "Notice to Proceed", he/she will provide all required documents within ten (10) calendar days after the documents are presented for execution.

The bidder has carefully examined the RFP documents and specifications for this project that were prepared and furnished by the OWNER and acknowledges their sufficiency.

It is understood and agreed that the work under the contract shall be commenced by the bidder, if awarded the contract, on the date to be stated in the OWNER'S Notice to Proceed.

NAME OF BIDDER: CDW Government LLC
FULL NAME OF ALL
PARTNERS OR LEGAL
NAME OF CORPORATION CDW Government LLC
(TYPE OR PRINT)

AUTHORIZED CONTACT / BID PREPARER / SALES REPRESENTATIVE: Ian Rodnick

BUSINESS ADDRESS: 230 N. Milwaukee Ave
(TYPE OR PRINT)

TELEPHONE: 877.547.2701 EMAIL: ianrodni@cdw.com

BY: *Freda Hil* Manager-Proposals
(SIGNATURE IN INK) (TYPE OR PRINT NAME OF TITLE AND SIGNATURE)

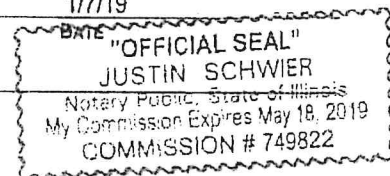
"I declare, under penalty of perjury, that the information provided and representations made in this bid are true and current and that this declaration was executed on January 3 2019 (date) at Vernon Hills, Illinois."

Authorized Representative: *Freda Hil* 1/7/19
(SIGNATURE IN INK) DATE

Freda Hil, Manager-Proposals Teams
(TYPE OR PRINT NAME AND TITLE OF SIGNATURE)

Notary Public: *Justin Schwier* 1/7/19
(SIGNATURE IN INK) DATE

Justin Schwier, Notary Public
(TYPE OR PRINT NAME AND TITLE OF SIGNATURE)



CALIFORNIA STATE
CONTRACTOR'S LICENSE NO.: 1019269 FEDERAL I.D. NO: 36-4230110

LICENSE EXPIRATION DATE: 10/31/2020

TYPE OF LICENSE: C-7 (see attached documentation)

LICENSE IN THE NAME OF: CDW Government LLC
(TYPE OR PRINT NAME)

CORPORATE SEAL:
(IF APPLICABLE)



[Home](#) | [Online Services](#) | [License Details](#)

Contractor's License Detail for License # 1019269



DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations. (hide/show disclaimer)

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information

- Per B&P 7071.17, only construction related civil judgments reported to the CSLB are disclosed.
- Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.
- Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Business Information

C D W GOVERNMENT LLC
dba C D W PUBLIC

230 N MILWAUKEE AVENUE
VERNON HILLS, IL 60061
Business Phone Number (818) 254-1797

Entity Ltd Liability
Issue Date 10/12/2016
Expire Date 10/31/2020

Online Services Quick Hits

- [Check a License or HIS Registration](#)
- [Find My Licensed Contractor](#)
- [Frequently Asked Questions](#)
- [Forms and Applications](#)
- [Guides and Publications](#)
- [CSLB Laws and Regulations](#)
- [List of All CSLB Fees](#)
- [License Classifications](#)
- [Contractor Newsletter](#)
- [Application Status](#)
- [Application Status \(Secured\)](#)
- [Application Status by Personnel Name](#)
- [Application Status by Business Name](#)
- [CSLB Email Login](#)

Online Services



License Status

This license is current and active.

All information below should be reviewed.

Classifications

C-7 - LOW VOLTAGE SYSTEMS

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with LIBERTY MUTUAL INSURANCE COMPANY.

Bond Number: 023031321

Bond Amount: \$15,000

Effective Date: 08/24/2016

LLC EMPLOYEE/WORKER BOND

This license filed a LLC Employee/Worker Bond with LIBERTY MUTUAL INSURANCE COMPANY.

Bond Number: 023026410

Bond Amount: \$100,000

Effective Date: 08/20/2015

Bond of Qualifying Individual

This license filed Bond of Qualifying Individual number 023031312 for STEVE CHARLES HAZLETT in the amount of \$12,500 with LIBERTY MUTUAL INSURANCE COMPANY.

Effective Date: 08/28/2015

Workers' Compensation

Check A License - License Detail

This license has workers compensation insurance with the
TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA

Policy Number: TC2JUB1117L616

Effective Date: 10/01/2016

Expire Date: 10/01/2019

Liability Insurance Information

This license has liability insurance with TRAVELERS
PROPERTY CASUALTY COMPANY OF AMERICA

Policy Number: H6605D53096APHX

Amount: \$2,000,000

Effective Date: 10/01/2016

Expiration Date: 10/01/2019

Other


- ☐ Personnel listed on this license (current or disassociated)
are listed on other licenses.

Personnel List

Other Licensees

Is this your license?
Does any of the information need to be corrected/updated?

[Find out how to make changes to your license info](#)

 Select Language ▼

This Google translation feature is provided for informational purposes only; CSLB is unable to guarantee the accuracy of this translation. Please consult a professional translator for accuracy if you are using this site for official business.

3 - CONTINGENCY FEE AS A STANDARD PRACTICE

PROJECT: 0338-18C.1 NETWORK ELECTRONICS

OWNER: GOLD TRAIL UNION SCHOOL DISTRICT

The "Owner" establishes a classification "Contingency Fee"; for adds/moves/changes as affected by the construction/funding schedule, changes to campus environment. This classification applies to all construction work. This classification is not based on permanent physical elements of construction. Rather, the classification items are cost components common to construction, project, and program estimates.

Contingency will not be allowed for increases to labor cost, taxes, surcharges, shipping and handling

Bidder agrees that the contingency will be used for adds, moves and changes requested by the owner during the construction process for eligible services only. If the owner does not request adds, moves or changes the contingency will be given back to the E-rate program.

Please fill in one of the following:

YES _____ (company name) does include contingency as a standard business practice as defined above.

If YES please provide the "Contingency Fee" amount in percentage.

Equal to _____ % (not to exceed 10%) of the Base Bid amount. The E-rate Contingency Amount shall be:

\$ _____ Dollars (\$ _____)

-OR-

NO _____ CDW Government LLC (company name) does not include contingency as a standard business practice as defined above.

I hereby certify under penalty of the perjury laws of the State of California that the foregoing is true and correct. Executed at Vernon Hills, Illinois, on January 7, 20 19.

Firm Name CDW Government LLC

By _____

Signed Freda Hill

Printed Name Freda Hill

Title Manager-Proposals Teams

4 - ELECTRONIC ITEM 21 ATTACHMENT SHEET

Bidder shall provide itemized pricing for all equipment to be included in this Bid Response **BY SITE**. The site total price shown shall equal the amount the Bidder has provided on their submitted Proposal Form.

Due to filing requirements, an electronic copy will be required at the time of bid

Acceptable formats: CD, DVD and thumb drive. Files will be returned in the same format as the published Item 21, no exceptions. Failing to comply with these requirements will be considered for bid dismissal.

Bidder shall include a Description, Part Number, Quantity and Price for each relevant item included in their bid
Bidder shall provide the Labor cost as a line item.

A sample "Item 21 Attachment Sheet" is shown below and is available in Excel format on the project website (<https://www.infinitycomm.com/menus/projects.html>).

“Provided by the “Service Provider”

[illegible]

**** Please Refer to included Excel files on USB Drive****

Pricing Section

Following this page is the pricing quote with our standard Purchase Agreement for E-Rate Customers.

**CDW Government LLC
Purchase Agreement for E-Rate Customers
ERATE Quotes
Contract # FY22222284
Spin #143005588
FCC Registration #0012123287**

This E-rate Customer Purchase Agreement (this "Agreement") is by and between CDW Government LLC an Illinois corporation with an office at 230 N. Milwaukee Ave., Vernon Hills, Illinois 60061 ("Seller"), and GOLD TRAIL UNION SCHOOL DISTRICT, a non-profit school or library eligible for Universal Service funding, with offices at 1575 OLD RANCH RD, PLACERVILLE, CA, 95667-8929 ("Customer") and is effective on April 1, 2019 ("Effective Date").

Definitions:

As used in the Agreement, the following terms shall have the meanings set forth below:

"E-Rate" - The education rate funding program that is a part of the Schools and Libraries Program that provides discounts to keep students and library patrons connected to broadband and voice services and which is one of the programs that form the Universal Service Program.

"Products" - E-rate eligible products or services that include computer related hardware but are not limited to caching servers, routers, switches, wireless access points, installation, and warranty maintenance and other items which are eligible for E-rate discounts in accordance with the rules issued by USAC.

"Customer" - an E-rate customer that is a school or library eligible to participate in the E-Rate program and, that is applying for E-Rate discount on Products ordered from Seller.

"Funding Commitment Decision Letter" or "FCDL" - A letter that a Customer receives from USAC which indicates the applicable discount amount for a specific funding year.

"Funding Year" - The specific calendar period, as defined by the SLP, during which the Customer is approved for funding or discounts on Products.

"SLP" - The Schools and Libraries Program of the Universal Service Fund, which includes the E-Rate Program and that is administered by the Universal Service Administrative Company (USAC) under the direction of the United States Federal Communications Commission ("FCC").

"Universal Service Administrative Co." or "USAC" - The not for profit organization designated by the U.S. Federal Communications Commission ("FCC") to administer and ensure compliance with the Universal Services Fund.

1. TERMS AND CONDITIONS

All orders submitted to Seller by Customer for Products under this Agreement are subject to the terms and conditions of the California NVP Data Communications Contract #AR1464 7-14-70-06 AND/OR (where applicable) the California Brocade NVP Data Communications (AR214 7-14-70-01)/MARKET (the "Terms and Conditions"), unless otherwise stated herein.

2. PURCHASE AUTHORIZATIONS

A. E-Rate Status

Customer represents and warrants that it qualifies as eligible under the SLP to receive E-Rate funding.

CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT, WHEN EXECUTED, CONSTITUTES A CONTRACT AS REQUIRED BY USAC and the SLP.

B. E-Rate Purchases

Customer represents and warrants that all purchases made under this Agreement shall be for its own use and that it is eligible to receive E-Rate funding as specified by USAC.

IN ACCORDANCE WITH FCC REQUIREMENTS, THE CUSTOMER SHALL SUBMIT A COMPLETED AND SIGNED FCC FORM 486 TO USAC The Form 486 shall be approved by USAC prior to order placement with Seller.

3. ORDERING AND ASSISTANCE

A. Ordering

Purchase orders shall be submitted directly to Seller at the following address or fax number:

CDW Government LLC
Attn: E-Rate Sales K-12
230 N. Milwaukee Ave.
Vernon Hills, IL 60061

Phone: 800-328-4239
Facsimile: Please fax Purchase Orders to your Account Manager

B. Required Information

All orders shall include 1) a contact name; 2) phone number; 3) purchase order number; 4) part number; 5) Product description; 6) original and discounted Product price 7) percentage Customer owes and percentage SLP owes (if applicable) 8) ship to location; 9) bill to location; and 10) FRN number for each part number. SEPARATE PURCHASE ORDERS SHALL BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS SHALL BE SUBJECT TO ACCEPTANCE BY SELLER.

C. Assistance with Order

Customer may call 1-800-328-4239 to get assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are inconsistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall not be valid, are considered null and void and shall not be applicable to or binding on Seller.

FOR PRODUCTS WHICH ARE DISCONTINUED AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BY SELLER BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO OFFER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE, IF AVAILABLE, UPON SLP'S APPROVAL OF THE PRODUCT SUBSTITUTION.

4. PRICE AND PAYMENT TERMS

Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.

Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable laws and regulations.

A. Price

The Price shall be as set forth on the Customer's quote from Seller and which is in the form attached hereto as Exhibit I. All prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer.

B. Payment Terms

Customer must choose one of the following payment methods. However, Customers that choose to order Products prior to receiving their FCDL shall be required to follow the BEAR payment method.

1. Form 474 Service Provider Invoice (SPI) Method

Seller will invoice the Customer for the Product price, as set forth on the Product quote, net of the FCDL amount. Customer shall be responsible for making payment within thirty (30) days from date of invoice.

2. Form 472 Billed Entity Applicant Reimbursement (BEAR) Method

Seller will invoice Customer, upon Product shipment, for the total purchase price without regard to any SLP funding applied to that purchase price for the Products. Customer shall pay the invoiced amount within thirty (30) days from the date of invoice.

All payments, regardless of method, shall be submitted to the address set forth below:

CDW Government LLC
Attn: Accounts Receivable
230 N. Milwaukee Ave.
Vernon Hills, IL 60061

CUSTOMER MAY EITHER WAIT TO PLACE AN ORDER PRIOR TO OR AFTER RECEIPT OF ITS FCDL. IN THE EVENT THAT CUSTOMER PLACES AN ORDER PRIOR TO RECEIPT OF THE FCDL, CUSTOMER SHALL BE RESPONSIBLE FOR PAYMENT OF THE ENTIRE PURCHASE PRICE WITHOUT REGARD TO SLP FUNDING.

5. NON-ASSIGNABILITY AGREEMENT

Customer shall not assign or otherwise transfer its rights or delegate its obligations under this Agreement without Seller's advance written consent. Any attempted assignment, transfer or delegation without such consent shall be void.

6. TERM & RENEWAL OF AGREEMENT

The term of this Agreement shall commence on April 1, 2018 ("Effective Date") and be valid through Funding Year 22. Notwithstanding the foregoing, Seller may terminate this Agreement at any time for any reason upon thirty (30) days prior written notice.

to the Customer. In addition, the Customer may immediately terminate this Agreement or withdraw an order upon written notice to Seller in the event that funds are not appropriated to Customer under this program ("Termination Notice"). In the event that Customer terminates this Agreement due to non-appropriation of funds, then Seller may immediately cease performance. However, the Customer shall remain liable for any Products that Seller has shipped or services already provided or subscribed and purchased prior to Seller's receipt of the Termination Notice.. Customer shall also be responsible for any of Seller's out-of-pocket costs arising as a result of any such termination.

The term of this Agreement may be renewed in the event that Customer receives an extension of funding from the SLP and upon Seller's and Customer's mutual written consent.

7. NOTICES

All notices and other communications required or permitted under this Agreement shall be served in person or sent by U.S. mail, Federal Express, or equivalent carrier at the following address:

If to Seller:

CDW Government LLC
Attn.: Director, Program Sales
2 Corporate Drive, Suite 800
Shelton, CT 06484

If to Customer:

GOLD TRAIL UNION SCHOOL DISTRICT
MICHELE WAGSTROM
1575 OLD RANCH RD
PLACERVILLE, CA, 95667-8929

8. GENERAL

If any term or provision herein is determined to be illegal or unenforceable, the validity or enforceability of the remainder of the terms or provisions herein will remain in full force and effect.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between Seller and Customer, and supersedes and replaces any and all previous and contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding transactions hereunder. No provision of this Agreement may be waived or modified except by an amendment signed by an authorized representative of each party.

10. GOVERNING LAW

This Agreement will be governed by the laws of the State of Illinois, without regard to conflicts of laws rules. Any litigation will be brought exclusively in a federal or state court located in Cook County, Illinois, and Customer consents to the jurisdiction of the federal and state courts located therein. Customer shall submit to the jurisdiction thereof and waives the right to change venue. Customer further consents to the exercise of personal jurisdiction by any such court with respect to any such proceeding.

11. DOCUMENT RETENTION

All documents related to this Agreement will be kept on file by both parties for a period of ten (10) years after the project completion in accordance with the rules of the SLP.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written. This contract is for Funding Year 22 (2019) which is effective as of July 1, 2019 and terminates on June 30, 2020.

CDW Government LLC

Customer

(Authorized Signature)

(Authorized Signature)

Printed Name

Printed Name

Title: _____

Title: _____

Date: _____

Date: _____

Contract Name: ERMH Quotes

CIDW-CG1-Rate Contract - FY22222234

EXHIBIT I
Quote

 PEOPLE WHO GET IT

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HPE Arlo 280P-16G PoE - 4x RJ45 ports - integrated; factory sealed Mfg. Part#: J9772A#A5A UNSPSC: 43222612 Contract: California NVP Data Communications (AR1464 7-14-70-06)	6	4361345	\$1,250.00	\$7,500.00
HPE Arlo 280P-16G PoE - 4x RJ45 ports - integrated; factory sealed Mfg. Part#: J9773A#ABA UNSPSC: 43222612 Contract: California NVP Data Communications (AR1464 7-14-70-05)	1	4361346	\$775.00	\$775.00
HPE Arlo 280P-16G PoE - 4x RJ45 ports - integrated; factory sealed Mfg. Part#: J4358D UNSPSC: 43201553 Contract: California NVP Data Communications (AR1464 7-14-70-06)	5	4921521	\$125.00	\$1,125.00
Electronic distribution: NO MEDIA Contract: MARKET	10	3616702	\$43.00	\$430.00
Arcton Edge M44 Watchdog for power supply (1 unit) (no warranty) support for Rackable Mfg. Part#: S41-0001 SLSG UNSPSC: 81112201 Electronic distribution: NO MEDIA Contract: MARKET	10	3697333	\$45.00	\$450.00

Page 1 of 2



CDW•G

(877) 655-1832

lanredwood@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
For more information, contact a CDW account manager

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QUOTE CONFIRMATION



DEAR MICHELE WAGSTROM,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KHSR362	12/21/2018	DISTRICT OFFICE	3720989	\$875.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Ruckus Virtual SmartCell Gateway - license - 1 Lic. per yr Mfg. Part#: L09-VSCG-WW00 UNSPSC: 43233006 Licensing electronic distribution Electronic distribution - NO MEDIA Contract: California Brigade NVP Data Communications (AR214 7-14-70-01)	1	3621133	\$425.00	\$425.00
RUCKUS 5YR PREM WATCHDOG SUP Mfg. Part#: S41-VSCG-SL00 Licensing electronic distribution 5 YR Prem support Electronic distribution - NO MEDIA Contract: MARKET	1	4022835	\$450.00	\$450.00

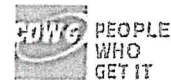
PURCHASER BILLING INFO		SUBTOTAL	
Billing Address: GOLD TRAIL UNION SCHOOL DISTRICT ACCOUNTS PAYABLE 1575 OLD RANCH RD PLACERVILLE, CA 95667-8929 Phone: (530) 626-2595 Payment Terms: Net 30 Govt E-rate		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$875.00
		DELIVER TO Shipping Address: DISTRICT OFFICE MICHELE WAGSTROM 1575 OLD RANCH RD PLACERVILLE, CA 95667-8929 Phone: (530) 626-2595 Shipping Method: ELECTRONIC DISTRIBUTION	
		Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION		
	(877) 655-1832	lanrodner@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at [http://www.cdw.com/termsandconditions](#).
For more information, contact a CDW account manager.

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QUOTE CONFIRMATION



DEAR MICHELE WAGSTROM,


Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KHSR537	12/21/2018	GOLD TRAIL SCHOOL	3720989	\$19,382.84

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>HPE Aruba 5406R 48GT PoE+ / SFP+ (No SFP) v1712 - switch - 48 ports - man</u> Mfg. Part#: J1003A UNSPSC: 43222612 Contract: California NVP Data Communications (AR1464 7-14-70-06)	1	4360857	\$3,500.00	\$3,500.00
<u>HPE - expansion module</u> Mfg. Part#: J9990A UNSPSC: 43201404 Contract: California NVP Data Communications (AR1464 7-14-70-06)	1	4361379	\$1,550.00	\$1,550.00
<u>HPE - power supply - 700 Watt</u> Mfg. Part#: J9828A#ABA UNSPSC: 39121004 Contract: MARKET	2	4361364	\$310.00	\$620.00
<u>HPE Management Module - network management device</u> Mfg. Part#: J9827A UNSPSC: 43222634 Contract: California NVP Data Communications (AR1464 7-14-70-06)	1	4361363	\$975.00	\$975.00
<u>HPE Aruba 2930-48G-PoE+ - switch - 48 ports - man poe+ - rack-mountable</u> Mfg. Part#: J9772A#ABA UNSPSC: 43222612 Contract: California NVP Data Communications (AR1464 7-14-70-06)	3	4361345	\$1,250.00	\$3,750.00
<u>HPE Aruba - SFP (10G+GBIC) transceiver module - 60G</u> Mfg. Part#: J4B58D UNSPSC: 43201553 Contract: California NVP Data Communications (AR1464 7-14-70-06)	6	4921521	\$125.00	\$1,000.00
<u>Ruckus ZoneFlex R720 - wireless access point</u> Mfg. Part#: 901-R720-US00 UNSPSC: 43223108 Contract: MARKET	11	4643204	\$525.00	\$5,775.00
<u>Ruckus SmartZone 100 - upgrade license - 1 access point</u> Mfg. Part#: L09-0001-SG00 UNSPSC: 43233204 Electronic distribution - NO MEDIA Contract: MARKET	11	3616702	\$43.00	\$473.00

QUOTE DETAILS (CONT)				
Part as End User WatchDog Premium Support - Technical Support - for Kerbin V	11	3597333	\$45.00	\$495.00
Mfg. Part#: S41-0001-SLSG				
UNSPSC: 81112201				
Electronic distribution - NO MEDIA				
Contract: MARKET				

PURCHASER BILLING INFO		SUBTOTAL	\$18,178.80
Billing Address: GOLD TRAIL UNION SCHOOL DISTRICT ACCOUNTS PAYABLE 1575 OLD RANCH RD PLACERVILLE, CA 95667-8929 Phone: (530) 626-2595 Payment Terms: NET 30 Days-Govt/Ed		SHIPPING	\$7.00
		SALES TAX	\$1,264.44
		GRAND TOTAL	\$19,382.84
DELIVER TO		Please remit payments to:	
Shipping Address: GOLD TRAIL UNION SCHOOL DISTRICT MICHELE WAGSTROM 1575 OLD RANCH RD PLACERVILLE, CA 95667-8929 Phone: (530) 626-2595 Shipping Method: DROP SHIP-GROUND		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

CDW ASSOCIATED CDW/C SALES CONTACT INFORMATION			
	CDW Government	(877) 655-1832	lanredn@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
For more information, contact a CDW account manager

© 2018 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

5 - SUBSTITUTION LISTING

PROJECT: 0338-18C.1 NETWORK ELECTRONICS

M F TH

TO: GOLD TRAIL UNION SCHOOL DISTRICT ("OWNER")

1. Pursuant to bidding and contract requirements for the work titled
Project: 0338-18C.1 NETWORK ELECTRONICS

The contract sum, proposed by the undersigned on the Proposal Form, is for the work as described in the Request for Proposal, and otherwise defined in the Contract Documents. However, the undersigned proposes the following substitutions, which were not Pre-Approved prior to the bid date, for the Owner's consideration. All substitutions must be listed on this form and submitted with the bid or they will not be reviewed.

2. Please complete, attaching additional sheets as necessary:

Bidder proposes [check one]: ☒ no substitutions.
☐ the following substitutions:

Specified Product or Material	Proposed Substitution

3. All bids should be calculated and submitted on the assumption that substitution requests will not be approved.

4. Bidder hereby certifies that the requested substitutions are equal or better in all respects to what is specified, unless otherwise noted. Bidder will supply all documentation to support this claim as attachments to the Substitution Listing with their bid. Failure to provide adequate documentation may result in the disqualification of the bid response.

SIGNATURE MUST BE IDENTICAL
TO THAT PROVIDED ON BID FORM

BIDDER: Freda Hill

BY: Freda Hill, Manager-Poposals Teams

6 - NONCOLLUSION AFFIDAVIT

PROJECT: 0338-18C.1 NETWORK ELECTRONICS
OWNER: GOLD TRAIL UNION SCHOOL DISTRICT

(Public Contract Code Section 7106)

State of)
California Illinois) ss
County)
Of Cook)
_____)

Freda Hi:, being first duly sworn, deposes and says that he or she is
Manager-Proposals Teams of CDW Government LLC, the party making the foregoing bid, that
the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company,
association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder
has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not
directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a
sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or
indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder
or any other bidder, or to fix any overhead, profit or cost element of the bid price, or of that of any other
bidder, or to secure any advantage against the public body awarding the contract of anyone interested in
the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has
not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof,
or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation,
partnership, company, association, organization, bid depository or to any member or agent thereof to
effectuate a collusive or sham bid

Freda Hi

(SIGNATURE OF BIDDER)

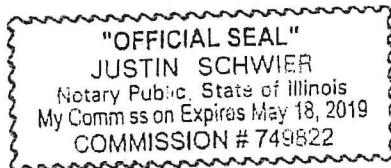
NOTARY FOR NONCOLLUSION AFFIDAVIT

Subscribed and sworn to (or affirmed) before me this day January 3, 20 19.

Justin Schwier

(SIGNATURE OF NOTARY)

[SEAL OF NOTARY]



Justin Schwier

(TYPED NAME OF NOTARY)

7 - STATE MASTER CONTRACT FORM

PROJECT: 0338-18C.1

OWNER: Gold Trail Union School District

Please provide the following information concerning the State Master Contract being used for the Year 22 E-rate Project for the Gold Trail Union School District.

State Master Contract No. (Provide Contract Numbers for all components listed on the Form 471 Attachment Sheet)

(1) AR608 7-14-70-03

(2) AR-214 7-14-70-01

(3) _____

(4) _____

(5) _____

Please attach a copy of the State Master Contract that includes all eligible products listed on the Form 471 Attachment Sheet.

provided from USAC. The Owner shall do so by preparing and submitting a Form 472 Billed Entity Applicant Reimbursement (BEAR) to USAC. Service Provider agrees to remit any and all reimbursement payments received by the Service Provider as a result of a Form 472 filed by the Owner, within 20 business days after receipt of funds released by USAC.

5. Service Delivery. In compliance with the E-rate program rules, Parties agree that the service(s) under the Agreement will not begin prior to July 1, 2019, or extend beyond September 30, 2020, without prior approval of USAC. Parties agree that no service(s) may commence until the Service Provider has received a duly authorized written Notice to Proceed from the Owner.
6. Growth Clause. The Parties agree that during the term of the Agreement the Owner may increase the scope of the agreed upon service(s) in whatever manner that best meet the interest of the Owner. No change to the Agreement shall be enforceable unless agreed upon in writing by both Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be duly executed and delivered as of the Effective Date set forth in the introductory paragraph above.

"OWNER"

Gold Trail Union School District

By: _____

Name
: _____

Title: _____

Date
: _____

"SERVICE PROVIDER"

By: _____

Name
: _____

Title: _____

Date
: _____

****See Attached E-RATE Agreement****

EXHIBIT – A “GOLD TRAIL UNION SCHOOL DISTRICT EQUIPMENT SCHEDULE”

BASE BID

District Office

Manufacturer	Item Description	Part Number	Quantity
Ruckus	Virtual SmartZone – license – 1 instance or equivalent	L09-VSCG-WW00	1
Ruckus	5 YR Prem WatchDog Sup for Virtual SmartZone – or equivalent	S41-VSCG-SL00	1

Sutter's Mill School



Manufacturer	Item Description	Part Number	Quantity
HP Aruba	2530-48G-POE+ Switch or equivalent	J9772A	6
HP Aruba	2530-24G-POE+ Switch or equivalent	J9773A	1
HP Aruba	Mini-GBIC Gigabit-SX-LC SFP or equivalent	J4858C	9
Ruckus	SmartZone 100 - upgrade license or equivalent	L09-0001-SG00	10
Ruckus	End User WatchDog Premium Support (5 year) or equivalent	S41-0001-5LSG	10

Gold Trail School

Manufacturer	Item Description	Part Number	Quantity
HP Aruba	5406R 44GT PoE+ / 45FP+ (No PSU) v3 z12 - switch -44 ports – managed or equivalent	JL003A	1
HP Aruba	20-port copper 4 port SFP+ module or equivalent	J9990A	1
HP Aruba	Power supply - 700 Watt or equivalent	J9828A#ABA	2
HP Aruba	Management Module or equivalent	J9827A	1
HP Aruba	2530-48G-POE+ Switch or equivalent	J9772A	3
HP Aruba	Mini-GBIC Gigabit-SX-LC SFP or equivalent	J4858C	8
Ruckus	ZoneFlex R720 Wireless AP or equivalent	901-R720-US00	11
Ruckus	SmartZone 100 - upgrade license or equivalent	L09-0001-SG00	11
Ruckus	End User WatchDog Premium Support 5 YR or equivalent	S41-0001-5LSG	11

END EXHIBIT – A

FCC FRN E-Rate Display System Status



Red Light Display System (RLDS)

Red Light Display System

STATUS: GREEN

You have no delinquent bills which would restrict you from doing business with the FCC.

The Red Light Display System checks all FRNs associated with the same Taxpayer Identification Number (TIN). A green light means that there are no outstanding delinquent non-tax debts restricting business with the Commission by any FRN associated with taxpayer's TIN. The Red Light Display System was last updated on 08/14/2018 at 6:54 AM; it is updated once each business day at about 7 A.M., ET.

Customer Service

Red Light Display System Help Line: (877) 488-3281, option 6; TTY: (202) 418-3255 (Mon.-Fri. 9 A.M.-6:00 P.M. ET)

Red Light Display System has a dedicated staff of customer service representatives standing by to answer your questions or concerns. You can email us at rls@fcc.gov or fax us at (202) 418-7559.

The above screen shot is from August 14th, 2018 - (CDWA) returned a Green Light Status. Upon request, CDWA can provide an additional screenshot.

Spin #143005588

FCC Registration #0012123287

Account Team

Ian Rodnick

Executive Account Manager

Toll Free Phone: 877.655.1832

Fax: 847.932.6967

Email: ianrodr@cdw.com

Mike Reorowicz

Sales Manager

Toll Free Phone: 877.424.2178

Email: mikereor@cdw.com

Anthony Vitale

Director-Area Sales

Toll Free Phone: 866.579.6344

Email: tonyvit@cdw.com

David White

ERATE Program Manager

Direct Phone: 312.547.2848

Email: davidwh@cdw.com

Mark Ellis

Manager, Program Management

Direct Phone: 732.982.0390

Email: markeli@cdw.com

Tara Barbieri

Director, Program Sales

Direct Phone: 203.851.7044

Email: tara.barbieri@cdw.com

ERATE Order Process

1. Ordering

Purchase orders should be submitted directly to Seller at the following address or fax number:

CDW Government LLC
Attn: E-Rate Sales K-12
230 N Milwaukee Ave Vernon Hills, IL 60061
Phone 800 328 4239

Fax: Please fax Purchase Orders to your Account Manager, see 'Account Team' section

2. Required Information

All orders must include

- a. Contact name, Phone number
- b. Purchase order number
- c. Part number, Product description
- d. Pre-discount and discounted product price
- e. Percentage Customer owes and percentage SLD owes (SPI -- Form 474 Method)
- f. Ship to location, Bill to location
- g. FRN (Funding Request Number) for each part number
- h. Billing method (BEAR -- Form 472 or SPI -- Form 474)

SEPARATE PURCHASE ORDERS SHOULD BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS ARE SUBJECT TO ACCEPTANCE BY SELLER

3. Assistance With Order

Customer may call 1-800-328-4239 for assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are not consistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall be null and void and shall not be applicable hereto or binding on Seller. IN THE CASE OF CHANGES TO PRODUCTS AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO MAKE AVAILABLE TO THE CUSTOMER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE WHEN OR IF AVAILABLE, UPON APPROVAL FROM SLD ON PRODUCT SUBSTITUTION

4. Price and Payment Terms

a. Price

Price shall be as stated in the quotation attached hereto as Exhibit I by Seller's Account Manager. Prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer. Any taxes will be listed separately on the invoice.

b. Payment Terms (Customer must choose one)

i. Form 474 Service Provider Invoice (SPI) Method

> Seller will invoice Customer for their portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (discounted amount owed by Customer) within thirty (30) days from date of invoice.

ii. Form 472 Billed Entity Applicant Reimbursement (BEAR) Method

> Seller will invoice Customer for pre-discount portion of the Products upon shipment of Product and Customer shall pay the invoiced amount (full amount owed by Customer) within thirty (30) days from the date of invoice.

5. Payment Method

All payments for both methods shall be submitted to the address presented below:

CDW-G - Attn: Accounts Receivable
230 North Milwaukee Avenue
Vernon Hills, IL 60061

- i. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable regulations.

NOTWITHSTANDING ANYTHING TO THE CONTRARY, CUSTOMER IS RESPONSIBLE FOR PAYMENT OF 100% THE PRICE OF PRODUCTS IN THE CASE WHERE CUSTOMER PLACES ORDER FOR PRODUCTS SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT AND REFUSES PAYMENT TO SELLER OF THE DISCOUNT AMOUNT FOR PRODUCTS. IF SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT CUSTOMER IS IN NO WAY REQUIRED TO PLACE ORDER FOR PRODUCTS.

**STATE OF CALIFORNIA
PARTICIPATING ADDENDUM NO. 7-14-70-01**

Data Communications Products and Services
Utah WSCA-NASPO Master Price Agreement No. AR214
Brocade

This Participating Addendum Number 7-14-70-01 is entered into between the State of California, Department of General Services (hereafter referred to as "State" or "DGS") and Brocade (hereafter referred to as "Contractor") under the lead State of Utah WSCA-NASPO Cooperative Purchasing Organization (WSCA-NASPO) Master Price Agreement Number AR214.

1. Scope

- A. This Participating Addendum covers the purchase of Data Communications Products and Services under the Utah WSCA-NASPO Master Price Agreement Number AR214. The WSCA-NASPO Master Price Agreement is hereby incorporated by reference and shall apply to the purchase of goods and services made under this Participating Addendum.
- B. This Participating Addendum is available for use by all State Departments and California political subdivisions/local governments. A political subdivision/local government is defined as any city, county, city and county, district, or other local governmental body or corporation, including the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges empowered to expend public funds.
- C. Each political subdivision/local government is to make its own determination whether this Participating Addendum and the WSCA-NASPO Master Price Agreement are consistent with its procurement policies and regulations.

2. Term

- A. The term of this Participating Addendum shall begin upon signature approval by the State and will end May 31, 2019, or upon termination by the State, whichever occurs first.
- B. Lead State amendments to extend the Master Price Agreement term date are not automatically incorporated into this Participating Addendum. Extension(s) to the term of this Participating Addendum will be through a written amendment upon mutual agreement between the State and the Contractor.

3. Mandatory Statewide Contracts

Product and service categories that are available on mandatory California statewide contracts for information technology (IT) hardware cannot be purchased from this Participating Addendum by State Departments without an exemption. State Departments are responsible for obtaining an exemption from DGS prior to issuing a purchase order.

This restriction is not applicable to political subdivisions/local governments.

4. Terms and Conditions

Terms and conditions listed below are hereby incorporated by reference and made a part of this Participating Addendum as if attached herein and shall apply to the purchase of goods or services made under this Participating Addendum. These include:

- A. General Provisions – Information Technology, GSPD401IT, effective 11/27/2013. The twelve page document can be viewed at:
http://www.documents.dgs.ca.gov/pd/poliproc/gspd401IT13_1127.pdf
- B. American Recovery and Reinvestment Act (ARRA) Supplemental Terms and Conditions, revised 08/10/09. The supplemental terms and conditions for contracts using ARRA funds apply to the ordering agency. If or when Contractor, as a vendor, is notified by ordering agency that a specific purchase or purchases are being made with ARRA funds, Contractor agrees to comply with the data element and reporting requirements that are legally required of providers of goods and related services. Contractor as it relates to purchases under this Participating Addendum is not a subcontractor or subgrantee, but simply a provider of goods and related services. The two page document can be viewed at:
<http://www.documents.dgs.ca.gov/pd/poliproc/ARRATand%20C081009final.pdf>.

5. Order of Precedence

In the event of any inconsistency between the articles, attachments, or provisions which constitute this agreement, the following descending order of precedence shall apply:

- A. California Participating Addendum Number 7-14-70-01
- B. Utah WSCA-NASPO Master Price Agreement Number AR214

6. Available Products and Services

This Participating Addendum includes the following product and service categories:

- A. 5.2.1 – Data Center Applications
- B. 5.2.2 – Networking Software
- C. 5.2.3 – Network Optimization & Acceleration
- D. 5.2.5 – Routers
- E. 5.2.6 – Security
- F. 5.2.7 – Storage Networking
- G. 5.2.8 – Switches
- H. 5.2.9 – Wireless

7. Disallowed Products and Services

- A. Cloud Computing

Cloud computing elements are not allowed under this Participating Addendum. However if State of California terms and conditions are developed for Software as a Service, Infrastructure as a Service, or Platform as a Service, the State reserves the right to amend this Participating Addendum to include such provisions and related goods and services.

- B. These restrictions do not apply to political subdivisions/local governments.

8. Price List

- A. Contractor shall submit a Product and Service Schedule (PSS) identifying all products and services offered under this Participating Addendum for the State's approval.
- B. The PSS shall include the following:
 - 1) Manufacturer Part Number or Item Number
 - 2) List Price
 - 3) Minimum Discount off List Price
 - 4) Contract Price
- C. Contractor shall maintain a website dedicated to this Participating Addendum which contains the State-approved PSS.
- D. Contractor shall submit a written notice of price increases/decreases and a revised PSS for the State's approval prior to updating the Contractor's dedicated website for this Participating Addendum.
- E. State-approved PSS will be posted on the State's eProcurement website.

9. Equipment Additions/Deletions

- A. Contractor may add or delete equipment introduced or removed from the market by the manufacturer under the following conditions:
 - 1) Equipment is within existing awarded categories under the WSCA-NASPO Master Price Agreement;
 - 2) Contractor has obtained prior approval from the Utah WSCA-NASPO Contract Administrator; and
 - 3) Contractor receives written approval from the California State Contract Administrator.
- B. Contractor shall submit a written notice of equipment additions/deletions and a revised PSS for the State's approval prior to updating the Contractor's dedicated website for this Participating Addendum.
- C. Contractor shall not add new categories or groups of equipment or services under this Participating Addendum that were not originally included in the WSCA-NASPO Master Price Agreement.

10. Servicing Subcontractors

- A. Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve Contractor of its responsibilities and obligations hereunder. Contractor agrees to be fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by the Contractor. Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor.

- B. As the prime contractor, contractor is responsible for reports and fees required by the terms and conditions of the WSCA/NASPO Master Price Agreement and State Participating Addendum.
- C. Subject to the approval of the State, subcontractors may be added on a quarterly basis during the term of the contract. Contractors shall notify the State of any deleted subcontractors or changes to current subcontractors contact information at any time during the contract term.
- D. Contractor shall submit a subcontractor list identifying the company name, address, contact name, phone number and email of authorized subcontractors to the State's Contract Administrator for the State's approval prior to updating its California specific contract website.
- E. State-approved Servicing Subcontractor will be posted on the State's eProcurement website.

11. Ordering Agency Responsibilities

- A. State department and political subdivision/local government use of this Participating Addendum is optional.
- B. A User Instructions guide will be prepared and administered by the State Contract Administrator.
- C. Ordering agencies must follow the Contractor Selection and Request for Offer (RFO) process outlined within the User Instructions guide prior to executing orders against this Participating Addendum.

12. Contractor Responsibilities

Contractor must respond to the ordering agency's RFO to be eligible to receive a Purchase Order under this Participating Addendum.

13. Invoicing

The State Participating Addendum Number and Ordering Agency Purchase Order Number shall appear on each purchase order and invoice for all purchases placed under this Participating Addendum.

14. Usage Reporting

- A. Contractor shall submit usage reports on a monthly basis to the State Contract Administrator for all California entity purchases using the report template attached hereto as Attachment A.
- B. The report is due even when there is no activity.
- C. The report shall be an Excel spreadsheet transmitted electronically to the DGS mailbox at PDWSCA@dgs.ca.gov.

- D. Any report that does not follow the required format or that excludes information will be deemed incomplete. Contractor will be responsible for submitting corrected reports within five business days of the date of written notification from the State.
- E. Tax must not be included in the report, even if it is on the purchase order.
- F. Reports are due each month as follows:

Reporting Period and Due Date			
Jan -- Due Feb 15	May -- Due Jun 15		Sep -- Due Oct 15
Feb -- Due Mar 15	Jun -- Due Jul 15		Oct -- Due Nov 15
Mar -- Due Apr 15	Jul -- Due Aug 15		Nov -- Due Dec 15
Apr -- Due May 15	Aug -- Due Sep 15		Dec -- Due Jan 15

- G. Failure to meet reporting requirements and submit the reports on a timely basis shall constitute grounds for suspension of this contract.
- H. Amendments for term extensions may be approved only if all due reports have been submitted to the State.

15. Administrative Fee

- A. Contractor shall submit a check, payable to the State of California, remitted to the WSCA Payment Processing Unit for the calculated amount equal to one percent (0.01) of the sales for the quarterly period.
- B. Contractor must include the Participating Addendum Number on the check. Those checks submitted to the State without the Participating Addendum Number will be returned to Contractor for additional identifying information.
- C. Administrative fee checks shall be submitted to:

State of California
Department of General Services, Procurement Division
Attention: WSCA Payment Processing
707 3rd Street, 2nd Floor, MS 2-202
West Sacramento, CA 95605
- D. The administrative fee shall not be included as an adjustment to Contractor's WSCA-NASPO Master Price Agreement pricing.
- E. The administrative fee shall not be invoiced or charged to the ordering agency.
- F. Payment of the administrative fee is due irrespective of payment status on orders or service contracts from a purchasing entity.

G. Administrative fee checks are due for each quarter as follows:

Reporting Period	Due Date
JUL 1 to SEP 30	OCT 31
OCT 1 to DEC 31	JAN 31
JAN 1 to MAR 31	APR 30
APR 1 to JUN 30	JUL 31

H. Failure to meet administrative fee requirements and submit fees on a timely basis shall constitute grounds for suspension of this contract.

16. Contract Management

A. The primary Contractor Contract Manager for this Participating Addendum shall be as follows:

Contractor: Brocade
Name: Tania Craythorne
Phone: (408) 333-6226
Fax: (408) 333-8101
E-Mail: tmancebo@brocade.com
Address: 130 Holger Way
San Jose, CA 95134

B. Should Contractor Contract Manager information change, the Contractor will provide written notice with the updated information to the State Contract Administrator no later than ten business days after the change.

C. The State Contract Administrator for this Participating Addendum shall be as follows:

Name: Bonnie Bahnsen
Phone: (916) 375-4383
Fax: (916) 375-4663
E-Mail: Bonnie.Bahnsen@dgs.ca.gov
Address: State of California
Department of General Services
Procurement Division
707 Third Street, 2nd Floor, MS 2-202
West Sacramento, CA 95605

D. Should State Contract Administrator information change, the State will provide written notice with the updated information to the Contractor Contract Manager no later than ten business days after the change.

17. Termination of Agreement

The State may terminate this Participating Addendum at any time upon 30 days prior written notice to the Contractor. Upon termination or other expiration of this Participating Addendum, each party will assist the other party in orderly termination of the Participating Addendum and the transfer of all assets, tangible and intangible, as may facilitate the orderly, nondisrupted business continuation of each party. This provision shall not relieve the Contractor of the obligation to perform under any purchase order or other similar ordering document executed prior to the termination becoming effective.

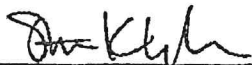
18. Amendment

No amendment or variation of the terms of this Participating Addendum shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in the Participating Addendum is binding on any of the parties.

19. Agreement

- A. This Participating Addendum and the Master Price Agreement together with its exhibits and/or amendments, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Participating Addendum and the Master Price Agreement, together with its exhibits and/or amendments, shall not be added to or incorporated into this Participating Addendum or the Master Price Agreement and its exhibits and/or amendments, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Participating Addendum and the Master Price Agreement and its exhibits and/or amendments shall prevail and govern in the case of any such inconsistent or additional terms.
- B. By signing below Contractor agrees to offer the same products/and or services as on the Utah WSCA-NASPO Master Price Agreement Number AR214, at prices equal to or lower than the prices on that contract.
- C. IN WITNESS WHEREOF, the parties have executed this Participating Addendum as of the date of execution by both parties below.

STATE OF CALIFORNIA

By: 

Name: Jim Butler

Title: Deputy Director

Date: September 5, 2014

Brocade

By: 

Name: Jill Cameron

Title: SE. DIRECTOR, SALES OPS

Date: 8-13-14

BROCADE LEGAL

By: AC
Date: 8-13-14



**STATE OF UTAH COOPERATIVE CONTRACT ASSIGNMENT**

AMENDMENT #1

CONTRACT # AR608

Starting Date: 6/1/2014

Expiration Date: 5/31/2019

TO BE ATTACHED AND MADE PART OF the specified contract by and between the State of Utah Division of Purchasing and Aruba Networks, Inc. (Referred to as CONTRACTOR).

PARTIES TO THE ASSIGNMENT:

ASSIGNOR (old contractor): Aruba Networks, Inc.

ASSIGNEE (new contractor): Hewlett Packard Enterprise Company

NEW VENDOR NUMBER: (Provided by the State Purchasing)

Assignee please complete company information form:

Hewlett Packard Enterprise Company		47-3298624	
Company Name		Federal Tax ID #	
14231 Tandem Blvd	Austin	TX	78728
Ordering Address	City	State	Zip Code
33133 Collection Center Dr	Chicago	IL	60693
Remittance Address (if different from ordering address)	City	State	Zip Code
<input checked="" type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Proprietorship	<input type="checkbox"/> Government
Company Type		Jessica Wallace	
501-205-7323		Company Contact Person	
Telephone Number		N/A	
www.hpe.com		Fax Number	
Internet Home Page		Jessica.wallace@hpe.com	
		Email Address	

CONTRACT SERVICES ASSIGNED TO ASSIGNEE (Brief Description)

ASSIGNEE agrees to perform all of ASSIGNOR'S contract responsibilities, and to abide by all contract provisions specified in this contract. ASSIGNOR will have no further responsibilities to perform under this contract and will make no claim for benefits arising from this contract after the effective date of this assignment. Assignment effective date is January 1, 2017.

All other terms and conditions of the contract, including those previously modified, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties to this assignment sign and cause it to be executed.

ASSIGNOR:


ASSIGNEE:

Signature  Date 10/15/16Signature  Date 10/12/2016

Name and Title (type or print) Willie Hernandez VP + AGC

Name and Title (type or print) Jessica Wallace Contract Administrator

APPROVED BY:

Signature  Date 10/20/2016Division of Purchasing
Purchasing Agent
Spencer HallPhone #
801-538-3307e-mail
spencerh@utah.govContract #
AR608



January 7, 2019

Dear Customer:

The following is the proof-of-delivery for tracking number **774114393462**.

Delivery Information:

Status:	Delivered	Delivered to:	Receptionist/Front Desk
Signed for by:	H.GABAREE	Delivery location:	BAKERSFIELD, CA
Service type:	FedEx First Overnight	Delivery date:	Jan 7, 2019 09:22
Special Handling:	Deliver Weekday		

Signature image is available. In order to view image and detailed information, the shipper or payor account number of the shipment must be provided.

Shipping Information:

Tracking number:	774114393462	Ship date:	Jan 4, 2019
		Weight:	0.5 lbs/0.2 kg

Recipient:
BAKERSFIELD, CA US

Shipper:
Vernon Hills, IL US

Thank you for choosing FedEx.

Cong

AGENDA ITEM 11.0

Annual Review of Board Policy 6145, Extracurricular and Co-Curricular Activities

BACKGROUND

The Board will review subject policy and regulation to make any updates or changes.

ATTACHMENTS

➤ **Board Policy 6145**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The Board will conduct the annual review of the subject Policy, and make any changes if necessary.

NOTES

<i>ACTION</i>		<i>Moved</i>			<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i></div>							
<i>Voted Aye</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Voted Nay</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Abstained</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	
<i>Absent</i>		<i>Howser</i>	<i>Bauer</i>	<i>Barbieri</i>	<i>Hennike</i>	<i>Lander</i>	

Gold Trail Union SD | BP 6145 Instruction

Extracurricular And Cocurricular Activities

The Board of Trustees recognizes that extracurricular and cocurricular activities enrich the educational and social development of students and enhance students' feelings of connectedness with the schools. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

(cf. 1330 - Use of School Facilities)

(cf. 5137 - Positive School Climate)

(cf. 6145.2 - Athletic Competition)

(cf. 5148.2 - Before/After School Programs)

Prerequisites for student participation in extracurricular and cocurricular activities shall be limited to those that have been demonstrated to be essential to the success of the activity. No extracurricular or cocurricular program or activity shall be provided or conducted separately on the basis of any actual or perceived characteristic listed as a prohibited category of discrimination in state or federal law, nor shall any student's participation in an extracurricular or cocurricular activity be required or refused on those bases. (5 CCR 4925)

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 6145.5 - Student Organizations and Equal Access)

Any complaint alleging unlawful discrimination in the district's extracurricular or cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Unless specifically authorized by law, no student shall be charged a fee for his/her participation in educational activities, including extracurricular and cocurricular activities and materials or equipment related to such activities. (Education Code 49010, 49011)

(cf. 3260 - Fees and Charges)

(cf. 3452 - Student Activity Funds)

Eligibility Requirements

To be eligible to participate in extracurricular and cocurricular activities, students in grades 7-12 must demonstrate satisfactory educational progress in the previous grading period, including, but not limited to: (Education Code 35160.5)

1. Maintenance of a minimum of 2.0 grade point average on a 4.0 scale in all enrolled classes
2. Maintenance of minimum progress toward meeting high school graduation requirements

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

(cf. 6146.1 - High School Graduation Requirements)

The Superintendent or designee may grant ineligible students a probationary period not to exceed one semester. Students granted probationary eligibility must meet the required standards by the end of the probationary period in order to remain eligible for participation. (Education Code 35160.5)

Any decision regarding the eligibility of a homeless student, foster youth, or child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with Education Code 48850 and 49701.

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

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

The Superintendent or designee may revoke a student's eligibility for participation in extracurricular and cocurricular activities when the student's poor citizenship is serious enough to warrant loss of this privilege.

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5144 - Discipline)

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

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

Annual Policy Review

The Board shall annually review this policy and implementing regulations. (Education Code 35160.5)

Legal Reference:

EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of homeless students and foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49010-49013 Student fees

49024 Activity Supervisor Clearance Certificate

49700-49704 Education of children of military families

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONS

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

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Information on Assembly Bill 346 Concerning the Activity Supervisor Clearance Certificate (ASCC),
Coded Correspondence 10-11, July 20, 2010

WEB SITES

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

California Association of Directors of Activities: <http://www.cadal.org>

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

California Interscholastic Federation: <http://www.cifstate.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Policy GOLD TRAIL UNION SCHOOL DISTRICT

adopted: August 3, 2017 Placerville, California

AGENDA ITEM 12.0 DISCUSSION ITEM: Administrative Reports

BACKGROUND

S. Lyons, superintendent, will report on activities relevant to District and Sutter's Mill School business.

B. Holler, principal, will report on activities relevant to Gold Trail School business.

Aidan Harte, CBO, will be available to answer question relevant to financial business.

Board members will report on activities relevant to District business.

ATTACHMENTS

➤ **Enrollment Report**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

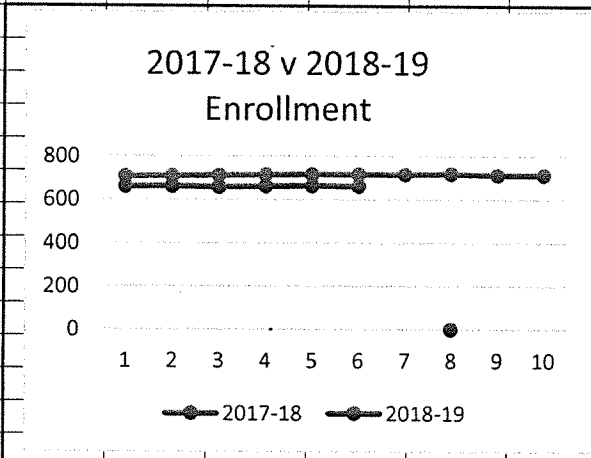
RECOMMENDATION

No action needed.

NOTES

Enrollment Report
Historical, Current Projection

	1	2	3	4	5	6	7	8	9	10
1995-96	666	663	666	666	668	663	657	658	657	656
1996-97	694	695	694	696	695	691	695	694	700	698
1997-98	702	698	700	703	710	712	709	707	703	705
1998-99	662	655	663	661	656	650	660	658	668	667
1999-00	650	655	663	652	651	653	669	670	664	667
2000-01	652	659	656	654	656	663	665	664	664	662
2001-02	644	648	645	654	649	651	653	649	652	649
2002-03	635	645	648	662	659	651	653	658	659	665
2003-04	604	608	608	608	603	602	602	606	607	606
2004-05	550	555	556	552	555	553	553	557	557	557
2005-06	538	545	543	549	557	551	554	554	556	556
2006-07	552	549	541	546	546	546	546	542	542	540
2007-08	538	543	552	557	558	563	561	561	566	558
2008-09	544	547	543	540	537	539	551	550	550	553
2009-10	545	543	539	538	540	546	549	548	551	551
2010-11	542	545	542	549	550	548	545	547	551	551
2011-12	546	544	544	542	547	551	556	556	553	555
2012-13	574	570	574	582	584	588	594	596	598	596
2013-14	602	599	601	603	605	605	610	608	610	606
2014-15	632	635	647	644	648	659	657	654	655	646
2015-16	635	636	640	639	644	647	658	661	662	666
2016-17	679	685	687	686	686	688	690	700	700	702
2017-18	707	709	712	715	716	717	717	720	714	713
2018-19	660	661	657	662	663	661				



2018-19 Enrollment this month

TK	17	4	67
K	75	5	70
1	59	6	82
2	63	7	84
3	59	8	85
Total	273	Total	388
District Total Enrollment			661

AGENDA ITEM: Closed Session
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13. CLOSED SESSION OPEN HEARING

Members of the public may take this opportunity to comment on Closed Session agenda items.

14. CLOSED SESSION

The Board will adjourn to Closed Session pursuant to Government Code 54957. Closed Session attendants: Board Members, superintendent interviewees.

.1 CONFERENCE WITH LABOR NEGOTIATORS (*Government Code Section 54957.6*)

The Board will give direction regarding employee bargaining issues with the Gold Trail Federation of Educators and discussion with other non-represented employee groups.

NOTES

The Brown Act and Education Code delineate the circumstances under which a legislative body of a local agency may meet in closed session and limits legislative bodies to the types of closed sessions identified under Government Code 54962. The Brown Act and Education Code authorize closed sessions for the following:

- 1. Real Property Transactions*
- 2. Pending litigation*
- 3. Joint Powers Agency ("JPA") issues*
- 4. Public security*
- 5. Personnel exception*
- 6. Collective Bargaining*
- 7. Student Discipline*
- 8. Assessment Instruments*

AGENDA ITEM 15.0
Reconvene Public Session and Closed Session Disclosure

If Vote Taken in Closed Session

ACTION	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Howser Bauer Barbieri Hennike Lander</i>	
<i>Voted Nay</i>	<i>Howser Bauer Barbieri Hennike Lander</i>	
<i>Abstained</i>	<i>Howser Bauer Barbieri Hennike Lander</i>	
<i>Absent</i>	<i>Howser Bauer Barbieri Hennike Lander</i>	

AGENDA ITEM
Future Meetings

Date: Thursday, March 14, 2019 Time: 6:00 p.m. Location: Gold Trail School Library

Agenda Items for that meeting may include but are not limited to:

CSBA Delegate Assembly Election, if applicable

EDCOE Agreement for Services

Physical Fitness Test District and School Summary

Second Period Interim Financial Report

Requests may be made at this time for items to be placed on a future agenda.

AGENDA ITEM:
Adjournment

ACTION	<i>Moved</i>	<i>Seconded</i>
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>		
<i>Voted Aye</i>	<i>Howser Bauer Barbieri Hennike Lander</i>	
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