



**BELLEVUE
UNION**
SCHOOL DISTRICT

N O T I C E

**BOARD MEETING OF THE BELLEVUE UNION SCHOOL
DISTRICT BOARD OF TRUSTEES WILL BE HELD ON Tuesday
July 16, CLOSED SESSION 5:30PM & OPEN SESSION AT 6:00PM AT
THE BELLEVUE UNION SCHOOL DISTRICT, OFFICE 3150
EDUCATION DR, SANTA ROSA, CALIFORNIA.**

DATED: July 12, 2019

**David Alexander, Ed.D.
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: July 12, 2019

BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
Bellevue Union School District Office
3150 Education Dr, Santa Rosa, CA 95407
Tuesday, July 16, 2019

AGENDA

1. Open Session 5:30 pm

1.1. Call To Order

1.2. Public Comment on Closed Session Agenda

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

2. Adjourn To Closed Session

2.1. Closed Session Agenda

2.1.1. Public Employment §54957

2.1.2. Conference With Labor Negotiator §54957.6

2.1.2.1. BEA

3. Reconvene to Open Session 6:00pm

3.1 Flag Salute

3.2 Report on Closed Session

3.3 Consider Agenda Adjustment

3.4 Public Comment

At this time, members of the public may express opinions or make statements regarding issues pertinent to the District. Action may not be taken on statements or testimony made regarding any item not on the agenda, per Government Code 54954.2. There will be a limit of three minutes placed on each individual making a statement and a total 30 minute time allocation. Persons wishing to speak should complete a Speaker's Card and present it to the Board Secretary. After receiving recognition from the President, please stand and address the Board. Because this is the time for the public to comment it is our time to hear from you. Although Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments we want you to know that we are listening to you carefully.

4. Recognition

4.1. Victor Vasquez - Violin Program Instructor

5. Information

5.1. Board Policy Manual Revisions per California School Boards Association (CBSA) Update Recommendations 1st Reading - David Alexander, Ed.D., Superintendent

6. Action Items

- 6.1. Approval of Resolution No 1: Education Protection Account
- 6.2. Approval of 2019-20 MOU with Schools of Hope/United Way
- 6.3. Approval of Williams Quarterly Uniform Complaint Report Summary (April 1-June 30, 2019)
- 6.4. Ratification of Bills and Warrants

7. Consent Calendar

- 7.1. Contract with Santa Rosa City Schools, Child Nutrition Services
- 7.2. Surplus Technology Equipment
- 7.3. Board Meeting Minutes
 - 7.3.1. Regular Board Meeting Minutes June 17, 2019
 - 7.3.2. Special Board Meeting Minutes June 18, 2019
- 7.4. Interdistrict Requests 2018-19
- 7.5. Interdistrict Requests 2019-20
- 7.6. Personnel Activity Log

8. Reports

- 8.1. California School Employees Association, Chapter 501
- 8.2. Bellevue Education Association
- 8.3. Principal Reports
- 8.4. Board Reports/Board Items
- 8.5. Superintendent Report

9. Planning

August 20, 2019	Regular Board Meeting	5:30 pm	BUSD District Office
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10. Return to Closed session as needed

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Bellevue Union School District

Agenda Item for Board Meeting of July 16, 2019

Agenda Category: Informational Item

Agenda Item Title: Board Policy Manual Revisions per California School Boards Association (CBSA) Update Recommendations

Prepared By: David Alexander, Ed.D., Superintendent

Background:

The California School Boards Association (CBSA) policy services provide sample policies, administrative regulations, bylaws and exhibits as a resource for school districts and county offices of education to develop their own policy manual. These policies are in line with current state/federal laws and have been reviewed and compared to our local policies.

This is the first reading. No action will be taken until the second reading/adoption.

Recommended Action:

No action

Supporting Documents:

Board Policy Manual Revisions per California School Boards Association (CBSA) Update Recommendations - First Reading

POLICY GUIDE SHEET

July 2019

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Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

BP/AR 0420.4 - Charter School Authorization

(BP/AR revised)

Policy updated to delete the legal cite for the Parent Empowerment Act, as the criteria for that program include the Academic Performance Index which is no longer calculated, and to delete the outdated legal cite for California Department of Education (CDE) standards for the identification of academically low-achieving students. Policy also reflects **NEW LAW (SB 126, 2019)** which requires charter schools to comply with the Brown Act, California Public Records Act, and other specified state laws governing transparency and public integrity, and **NEW LAW (AB 406, 2018)** which, for any charter petition submitted on or after July 1, 2019, prohibits the charter school from operating as or by a for-profit corporation or organization. Regulation updated to reflect **NEW LAW (AB 1747, 2018)** which requires that the charter petition include provisions for the development and annual update of a school safety plan.

BP/AR 1312.1 - Complaints Concerning District Employees

(BP/AR revised)

Policy updated to reflect a court decision which held that a district cannot bar criticism of employees at public board meetings, and to add referral of complainants to the appropriate complaint procedures when concerns are expressed at a board meeting or to an individual board member outside a board meeting. Policy includes material formerly in AR regarding reports against employees for child abuse or neglect, and adds circumstances under which complaints should be addressed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures or AR 4030 - Nondiscrimination in Employment. Policy also adds material related to the investigation of a complaint, including an anonymous complaint, and includes material formerly in AR regarding appeals to the board. Regulation reorganized and updated to require that complaints be made in writing and to add steps regarding the investigation of the complaint and the notification of the complainant and employee regarding the final decision.

BP/AR 3250 - Transportation Fees

(BP/AR revised)

Policy updated to reference types of transportation services, in addition to home-to-school transportation, for which fees may be charged. The basis for establishing the amount of the fee deleted in BP since it is addressed in AR. Policy also adds material formerly in AR regarding (1) criteria for determining exemption of transportation fees based on financial need and (2) board certification to the county superintendent of schools that fees have been levied in accordance with law. Regulation reorganized to describe the types of transportation services for which fees are allowed, the amount of the fee, and then exemptions from fees. Material regarding the establishment of fees revised to reflect current practice which is no longer based on the Superintendent of Public Instruction's determination of the statewide average nonsubsidized cost of providing transportation on a publicly owned or operated transit system.

BP 3510 - Green School Operations

(BP revised)

Policy expands best practices for environmental accountability in district programs and operations, including involvement of staff at all levels, use of least toxic pest management practices, compliance with green building standards in any new construction, acquisition of reduced or zero emission school buses, limitation of unnecessary idling of school buses or personal vehicles, implementation of green practices in the district's food services program, and use of green school activities as tools for student learning.

POLICY GUIDE SHEET

July 2019

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BP/AR 3511 - Energy and Water Management

(BP/AR revised)

Policy and regulation updated to reflect recommendations in **NEW STATE GUIDANCE** from CDE, the Division of the State Architect in the Department of General Services, and the State Water Resources Control Board. Policy also deletes green school strategies duplicated in other policies, and adds coordination with local and regional entities to share expertise and resources. Section on "Storm Water Management" deletes specific requirements for "nontraditional MS4 entities" that are subject to the General Permit for Storm Water Discharges to Small Municipal Separate Storm Sewer Systems, and clarifies that districts may also be subject to the Construction General Permit and the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Industrial Activities. Section on "Emergency Interruption of Services" contains material formerly in AR. Regulation expands components of the district's resource management program to include strategies related to outdoor spaces, drought-tolerant habitats, and equipment maintenance and repair. Regulation also adds new section on "Storm Water Management" with examples of best practices and adds new material related to the emergency interruption of services.

AR 3514 - Environmental Safety

(AR revised)

Regulation updated to reflect **NEW LAW (AB 2453, 2018)** which (1) authorizes state facilities modernization grants to be used to update air filtration systems and (2) authorizes districts and schools in communities with a high cumulative exposure to toxic air contaminants to work with air districts and to be eligible for a grant to implement air quality mitigation efforts. Regulation also reflects the July 1, 2019 deadline for completing testing for lead in the drinking water of any school constructed before January 1, 2010, and **NEW LAW (AB 2370, 2018)** which requires a licensed child care center that is located in a building constructed before January 1, 2010 to have its drinking water tested for lead contamination.

BP/AR 3540 - Transportation

(BP revised; AR deleted)

Policy updated to include material formerly in AR regarding the means of transportation, contracts for transportation services, and the option to pay parents/guardians their actual and necessary expenses in transporting the student. Policy also addresses (1) the district's authority to require families to pay a transportation fee, with specified exceptions; (2) the district's authority to transport students without parent/guardian permission when evacuation of students is necessary for their safety; and (3) the installation of a global positioning system on school buses to enhance safety and provide real-time location data. Regulation deleted and key concepts moved to BP.

BP 4119.22/4219.22/4319.22 - Dress and Grooming

(BP revised)

Policy updated to reflect laws which allow employees to appear and dress in a manner consistent with their gender identity, gender expression, or religious creed. Policy also adds material regarding the communication of the district's dress and grooming policy to employees.

BP 5131.2 - Bullying

(BP revised; AR added)

Policy updated and regulation added to reflect **NEW LAW (AB 2291, 2018)** which mandates districts to adopt, on or before December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. Regulation includes material formerly in BP re: bullying prevention measures, staff development, student instruction, reporting, and corrective actions. Regulation also adds definition of bullying and examples of behaviors that may constitute bullying and cyberbullying, and reflects CDE's online training module on bullying developed pursuant to AB 2291.

POLICY GUIDE SHEET

July 2019

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BP/AR 5132 - Dress and Grooming

(BP/AR revised)

Policy updated to address communication of the dress code to students and staff; grant enforcement authority to the principal or designee; prohibit discriminatory enforcement of the dress code, including, but not limited to, discrimination based on gender identity, gender expression, or religious or cultural observance; and address disciplinary action for repeated violations or refusal to comply with the dress code. Policy also provides that the determination of specific items of clothing defined as gang apparel shall be free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics. Regulation updated to provide general, gender-neutral guidelines for the dress code that may be revised to reflect district practice; add circumstances under which the dress code should be modified for classes, activities, or individual students; and call for collaboration with law enforcement agencies to update definitions of gang-related apparel.

BP/AR 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction

(BP/AR revised)

Policy updated to more directly reflect the goals of the California Healthy Youth Act, incorporate the legal requirement for districts whose graduation requirements include completion of a health education course to include instruction on the affirmative consent standard, and reflect **NEW LAW (SB 1104, 2018)** which requires districts offering grades 6-12 to provide information on human trafficking prevention resources to parents/guardians by January 1, 2020. Policy also adds timeline for notification to parents/guardians that they may request to excuse their child from comprehensive sexual health and HIV prevention education. Regulation updated to reflect **NEW LAW (AB 1861, 2018)** which requires that comprehensive sexual health education include specified information regarding human trafficking, and **NEW LAW (AB 1868, 2018)** which authorizes instruction regarding the potential risks and consequences of electronically sharing suggestive or sexually explicit materials. Section on "Professional Development" updated to reflect a legal requirement to provide periodic staff development regarding sexual abuse and human trafficking.

BP 6142.6 - Visual and Performing Arts Education

(BP revised)

Policy updated to reflect revised content standards for visual and performing arts, including media arts, adopted by the State Board of Education in January 2019. Policy incorporates the philosophical foundation, lifelong goals, and artistic processes upon which the state standards are based.

BP 6146.1 - High School Graduation Requirements

(BP revised)

Policy includes minor revision to clarify that immigrant students enrolled in a newcomer program in grades 11-12 may be eligible for an exemption from locally established graduation requirements, regardless of whether they transferred between schools after the completion of the second year of high school.

CHARTER SCHOOL AUTHORIZATION

The Governing Board recognizes that charter schools may assist the district in offering diverse learning opportunities for students. In considering any petition to establish a charter school within the district, the Board shall give thoughtful consideration to the potential of the charter school to provide students with a high-quality education that enables them to achieve to their fullest potential.

The district shall not require any district student to attend the charter school nor shall it require any district employee to work at the charter school. (Education Code 47605)

One or more persons may submit a petition for a start-up charter school to be established within the district or for the conversion of an existing district school to a charter school. (Education Code 47605)

Any petition for a start-up charter school or conversion charter school shall include all components and signatures required by law and shall be submitted to the Board. The Superintendent or designee shall consult with legal counsel, as appropriate, regarding compliance of the charter petition with legal requirements.

The Superintendent or designee may work with charter school petitioners prior to the formal submission of the petition in order to ensure compliance of the petition with legal requirements. As needed, the Superintendent or designee may also meet with the petitioners to establish workable plans for technical assistance or contracted services which the district may provide to the proposed charter school.

Within 30 days of receiving a petition to establish a charter school, the Board shall hold a public hearing to determine the level of support for the petition by teachers, other employees of the district, and parents/guardians. (Education Code 47605)

(cf. 9320 - Meetings and Notices)

Within 60 days of receiving a petition, or within 90 days with mutual consent of the petitioners and the Board, the Board shall either approve or deny the request to establish the charter school. (Education Code 47605)

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

Approval of Petition

The Board shall approve the charter petition if doing so is consistent with sound educational practice. In granting charters, the Board shall give preference to petitions that demonstrate the capability to provide comprehensive learning experiences for students who are identified by the petitioner as academically low-achieving. (Education Code 47605)

CHARTER SCHOOL AUTHORIZATION (continued)

The Board shall verify that any approved charter contains adequate processes and measures for holding the school accountable for complying with applicable law, including Education Code 47604.1, and for fulfilling the terms of its charter. These shall include, but are not limited to, fiscal accountability systems, multiple measures for evaluating the educational program, including student outcomes aligned with state priorities as described in Education Code 52060, and regular reports to the Board.

(cf. 0420.41 - Charter School Oversight)

The Board may approve one or more memoranda of understanding to clarify the financial and operational agreements between the district and the charter school. Any such memorandum of understanding shall be annually reviewed by the Board and charter school governing body and amended as necessary.

The Board may initially grant a charter for a specified term not to exceed five years. (Education Code 47607)

(cf. 0420.42 - Charter School Renewal)

(cf. 0420.43 - Charter School Revocation)

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the California Department of Education, and the State Board of Education (SBE). (Education Code 47605)

Denial of Petition

The Board shall deny any charter petition that:

1. Proposes to operate a charter school as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization (Education Code 47604)
2. Authorizes the conversion of a private school to a charter school (Education Code 47602)
3. Proposes to serve students in a grade level that is not served by the district, unless the petition proposes to serve students in all the grade levels served by the district (Education Code 47605)

Any other charter petition shall be denied only if the Board makes written factual findings specific to the petition that one or more of the following conditions exist: (Education Code 47605)

CHARTER SCHOOL AUTHORIZATION (continued)

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain the number of signatures required.
4. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).
5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).
6. The petition does not contain a declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining pursuant to Government Code 3540-3549.3.

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll students with disabilities who reside outside the special education local plan area in which the district participates. (Education Code 47605.7, 47647)

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

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to SBE. (Education Code 47605)

Legal Reference: (see next page)

CHARTER SCHOOL AUTHORIZATION (continued)

Legal Reference:

EDUCATION CODE

200 *Equal rights and opportunities in state educational institutions*

220 *Nondiscrimination*

17078.52-17078.66 *Charter schools facility funding; state bond proceeds*

17280-17317 *Field Act*

17365-17374 *Field Act, fitness for occupancy*

32282 *Comprehensive safety plan*

33126 *School Accountability Report Card*

41365 *Charter school revolving loan fund*

42238.51-42238.2 *Funding for charter districts*

44237 *Criminal record summary*

44830.1 *Certificated employees, conviction of a violent or serious felony*

45122.1 *Classified employees, conviction of a violent or serious felony*

46201 *Instructional minutes*

47600-47616.7 *Charter Schools Act of 1992*

47640-47647 *Special education funding for charter schools*

47650-47652 *Funding of charter schools*

49011 *Student fees*

51745-51749.6 *Independent study*

52052 *Accountability: numerically significant student subgroups*

52060-52077 *Local control and accountability plan*

56026 *Special education*

56145-56146 *Special education services in charter schools*

CORPORATIONS CODE

5110-6910 *Nonprofit public benefit corporations*

Legal Reference continued: (see next page)

CHARTER SCHOOL AUTHORIZATION (continued)

Legal Reference: (continued)

GOVERNMENT CODE

1090-1099 Prohibitions applicable to specified officers

3540-3549.3 Educational Employment Relations Act

6250-6270 California Public Records Act

54950-54963 Ralph M. Brown Act

81000-91014 Political Reform Act of 1974

CODE OF REGULATIONS, TITLE 5

11700.1-11705 Independent study

11960-11968.5.5 Charter schools

UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

COURT DECISIONS

Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986

ATTORNEY GENERAL OPINIONS

Opinion No. 11-201 (2018)

89 Ops.Cal.Atty.Gen. 166 (2006)

80 Ops.Cal.Atty.Gen. 52 (1997)

78 Ops.Cal.Atty.Gen. 297 (1995)

Management Resources:

CSBA PUBLICATIONS

Uncharted Waters: Recommendations for Prioritizing Student Achievement and Effective Governance in California's Charter Schools, September 2018

Charter Schools in Focus, Issue 1: Managing the Petition Review Process, Governance Brief, November 2016

Charter Schools and Board Member Responsibilities, Education Insights Legal Update Webcast, March 2016

Charter Schools: A Guide for Governance Teams, rev. February 2016

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of a Memorandum of Understanding

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Dear Colleague Letter: Guidance Regarding the Oversight of Charter Schools Program and Regulatory Requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, August 2016

Charter Schools Program: Title V, Part B of the ESEA, Nonregulatory Guidance, January 2014

Guidance on the Voluntary Use of Race to Achieve Diversity and Avoid Racial Isolation in Elementary and Secondary Schools, December 2011

WEB SITES

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

California Charter Schools Association: <http://www.ccsa.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

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

CHARTER SCHOOL AUTHORIZATION

Petition Signatures

A petition for the establishment of a start-up charter school must be signed by either of the following: (Education Code 47605)

1. A number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the school for its first year of operation
2. A number of teachers equivalent to at least one-half of the total number of teachers that the charter school estimates will be employed at the school during its first year of operation

If the charter petition calls for an existing public school to be converted to a charter school, the petition must be signed by at least 50 percent of the permanent status teachers currently employed at the school. (Education Code 47605)

(cf. 4116 - Probationary/Permanent Status)

Any petition circulated to collect signatures shall include a prominent statement explaining that a parent/guardian's signature means that the parent/guardian is meaningfully interested in having a child attend the charter school or, in the case of a teacher's signature, that the teacher is meaningfully interested in teaching at the charter school. The proposed charter shall be attached to the petition. (Education Code 47605)

Advisory Committee

The Superintendent or designee may establish a staff advisory committee to evaluate the completeness of a charter petition based on the requirements in Education Code 47605 and to identify any concerns that should be addressed by the petitioners.

(cf. 2230 - Representative and Deliberative Groups)

Components of Charter Petition

The charter petition shall include affirmations that the charter school will be nonsectarian in its programs, admission policies, employment practices, and operations; will not charge tuition; and will not discriminate against a student on the basis of characteristics listed in Education Code 220. The petition shall also contain reasonably comprehensive descriptions of: (Education Code 47605)

1. The educational program of the proposed school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals

CHARTER SCHOOL AUTHORIZATION (continued)

identified in that program shall include the objective of enabling students to become self-motivated, competent, and lifelong learners.

The petition shall include a description of the charter school's annual goals for all students and for each numerically significant subgroup of students identified pursuant to Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. These goals shall be aligned with the state priorities listed in Education Code 52060 that apply to the grade levels served or the nature of the program operated by the charter school. The petition also shall describe specific annual actions to achieve those goals. The petition may identify additional priorities established for the proposed school, goals aligned with those priorities, and specific annual actions to achieve those goals.

(cf. 0420.41 - Charter School Oversight)

(cf. 0460 - Local Control and Accountability Plan)

If the proposed charter school will serve high school students, the petition shall describe the manner in which the school will inform parents/guardians about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of Schools and Colleges may be considered transferable, and courses approved by the University of California or the California State University as creditable under the "a-g" admissions criteria may be considered to meet college entrance requirements.

2. The measurable student outcomes identified for use by the charter school. *Student outcomes* means the extent to which all students of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program, including outcomes that address increases in student academic achievement both schoolwide and for each numerically significant subgroup of students served by the charter school. The student outcomes shall align with the state priorities identified in Education Code 52060 that apply for the grade levels served or the nature of the program operated by the charter school.
3. The method by which student progress in meeting the identified student outcomes is to be measured. To the extent practicable, the method for measuring student outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card.

(cf. 0510 - School Accountability Report Card)

4. The governance structure of the charter school, including, but not limited to, the process to be followed by the school to ensure parent/guardian involvement.

CHARTER SCHOOL AUTHORIZATION (continued)

5. The qualifications to be met by individuals to be employed by the charter school.
6. The procedures that the charter school will follow to ensure the health and safety of students and staff, including the following requirements:
 - a. Each charter school employee shall furnish the school with a criminal record summary as described in Education Code 44237.
 - b. The charter school shall develop a school safety plan which includes the topics listed in Education Code 32282(a)(2)(A)-(H) and procedures for conducting tactical responses to criminal incidents.
 - c. The charter school's safety plan shall be reviewed and updated by March 1 each year.
7. The means by which the charter school will achieve a racial and ethnic balance among its students that is reflective of the general population residing within the district's territorial jurisdiction.
8. The charter school's student admission policy. The petition shall, in accordance with Education Code 47605(d), specify procedures for determining enrollment when the number of applicants exceeds the school's capacity, including requirements for the use of a public random drawing, admission preferences, and priority order of preferences as required by law and subject to Governing Board approval.
9. The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the Board's satisfaction.
10. The procedures by which students can be suspended or expelled for disciplinary reasons or otherwise involuntarily removed for any reason, including an explanation of how the charter school will comply with federal and state constitutional procedural and substantive due process requirements as specified in Education Code 47605(b). Such procedures shall also include processes by which the charter school will notify the superintendent of a district and request to be notified by a district about a student when the circumstances specified in Education Code 47605(d) exist.
11. The manner by which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.
12. The public school attendance alternatives for students residing within the district who choose to not attend the charter school.

CHARTER SCHOOL AUTHORIZATION (continued)

13. A description of the rights of any district employee upon leaving district employment to work in the charter school and of any rights of return to the district after employment at the charter school.
14. The procedures to be followed by the charter school and the Board to resolve disputes relating to charter provisions.
15. A declaration as to whether or not the charter school will be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining under Government Code 3540-3549.3.
16. Consistent with 5 CCR 11962, the procedures to be used if the charter school closes, including, but not limited to:
 - a. Designation of a responsible entity to conduct closure-related activities
 - b. Notification to parents/guardians, the Board, the county office of education, the special education local plan area in which the charter school participates, the retirement systems in which the school's employees participate, and the California Department of Education, providing at least the following information:
 - (1) The effective date of the closure
 - (2) The name(s) and contact information of the person(s) to whom reasonable inquiries may be made regarding the closure
 - (3) The students' districts of residence
 - (4) The manner in which parents/guardians may obtain copies of student records, including specific information on completed courses and credits that meet graduation requirements
 - c. Provision of a list of students at each grade level, the classes they have completed, and their districts of residence to the responsible entity designated in accordance with item #16a above
 - d. Transfer and maintenance of all student records, all state assessment results, and any special education records to the custody of the responsible entity designated in accordance with item #16a above, except for records and/or assessment results that the charter may require to be transferred to a different entity

CHARTER SCHOOL AUTHORIZATION (continued)

- e. Transfer and maintenance of personnel records in accordance with applicable law
- f. Completion of an independent final audit within six months after the closure of the charter school that includes an accounting of all financial assets and liabilities pursuant to 5 CCR 11962 and an assessment of the disposition of any restricted funds received by or due to the school
- g. Disposal of any net assets remaining after all liabilities of the charter school have been paid or otherwise addressed pursuant to 5 CCR 11962
- h. Completion and filing of any annual reports required pursuant to Education Code 47604.33
- i. Identification of funding for the activities identified in item #16a-h above

Charter school petitioners shall provide information to the Board regarding the proposed operation and potential effects of the school, including, but not limited to: (Education Code 47605)

1. The facilities to be used by the charter school, including where the school intends to locate

(cf. 7160 - Charter School Facilities)

2. The manner in which administrative services of the charter school are to be provided
3. Potential civil liability effects, if any, upon the charter school and district
4. Financial statements that include a proposed first-year operational budget, including start-up costs and cash-flow and financial projections for the first three years of operation

Location of Charter School

Unless otherwise exempted by law, the charter petition shall identify a single charter school that will operate within the geographic boundaries of the district. A charter school may propose to operate at multiple sites within the district as long as each location is identified in the petition. (Education Code 47605, 47605.1)

A charter school that is unable to locate within the district's jurisdictional boundaries may establish one site outside district boundaries but within the county, provided that: (Education Code 47605, 47605.1)

CHARTER SCHOOL AUTHORIZATION (continued)

1. The district is notified prior to approval of the petition.
2. The County Superintendent of Schools and Superintendent of Public Instruction are notified before the charter school begins operations.
3. The charter school has attempted to locate a single site or facility to house the entire program but such a facility or site is unavailable in the area in which the school chooses to locate, or the site is needed for temporary use during a construction or expansion project.

A charter school may establish and locate a resource center, meeting space, or other satellite facility in an adjacent county if both of the following conditions are met: (Education Code 47605.1)

1. The facility is used exclusively for the educational support of students who are enrolled in nonclassroom-based independent study of the charter school.
2. The charter school provides its primary educational services in, and a majority of the students it serves are residents of, the county in which the school is authorized.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

The Governing Board recognizes its accountability to the public for the quality of the district's educational program and the performance of district employees. The district shall provide a process by which a complaint submitted by any person regarding an employee can be resolved impartially, expeditiously, and with minimal disruption to district operations and the educational program.

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

When a concern regarding an employee is presented during a Board meeting or to an individual Board member or employee outside of a Board meeting, the complainant shall be informed of the appropriate complaint procedure.

(cf. 9323 - Meeting Conduct)

Any complaint regarding the Superintendent shall be initially filed in writing with the Board. The Board shall consult with legal counsel or appoint an appropriate agent to conduct the investigation.

The Superintendent or designee shall determine whether a complaint against any other employee should be considered a complaint against the district and/or an individual employee, and whether it should be resolved by the district's process for complaints concerning personnel and/or other district procedures. Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law and BP 5141.4 - Child Abuse Prevention and Reporting. Any complaint alleging that an employee engaged in unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) in district programs and activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. Any complaint by an employee, job applicant, volunteer, intern, or independent contractor alleging unlawful discrimination or harassment by an employee shall be filed in accordance with AR 4030 - Nondiscrimination in Employment.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3555 - Nutrition Program Compliance)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4144/4244/4344 - Complaints)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint subject to this policy and the accompanying administrative regulation shall be investigated by the principal, the employee's immediate supervisor, the Superintendent or designee, legal counsel, agent of the Board, and/or other appropriate person who is not the subject of the complaint or subordinate to the employee charged in the complaint. The complainant and the employee shall have an opportunity to present information relevant to the complaint.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

A complaint that is filed anonymously may be investigated by the Superintendent or designee depending on the specificity and reliability of the information.

If a complainant requests confidentiality, the Superintendent or designee shall inform the complainant that the request may limit the district's ability to investigate the employee's conduct or take other necessary action. However, the Superintendent or designee shall take all reasonable steps to investigate and resolve the complaint without divulging the complainant's identity.

The Board prohibits retaliation against complainants.

Appeals

If either the complainant or the employee submits an appeal of the Superintendent's decision to the Board, the Board shall determine whether to uphold the Superintendent's decision without hearing the complaint, appoint an appeals committee to advise the Board, or hear the appeal itself.

(cf. 9130 - Board Committees)

If the Board decides to hear the complaint, the matter shall be addressed in closed session in accordance with Government Code 54957 unless the employee requests that it be heard in open session. The Board shall review the original complaint and additional information provided by the Superintendent or designee regarding the steps taken to resolve the issue.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9323 - Meeting Conduct)

The Board's decision shall be final.

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

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

Legal Reference: (see next page)

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

Legal Reference:

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

44932-44949 *Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)*

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

COURT DECISIONS

Baca v. Moreno Valley Unified School District, (1996) 936 F. Supp. 719

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

Every effort should be made to resolve complaints regarding district employees at the earliest possible stage. Any person who complains about a district employee shall be encouraged to resolve the matter informally through direct communication with the employee whenever possible.

If a complainant is unable or unwilling to resolve the complaint directly with the employee, the complainant may submit a written complaint to the principal or other immediate supervisor of the employee. Complaints related to a principal or district administrator shall be initially filed in writing with the Superintendent or designee. If the complainant is unable to prepare the complaint in writing, administrative staff shall provide assistance in the preparation of the complaint.

A written complaint shall include the full name of the employee involved, a brief but specific summary of the complaint and the facts surrounding it, and a description of any prior attempt to discuss the complaint with the employee and the failure to resolve the matter.

To promote prompt and fair resolution of the complaint, the following procedures shall govern the resolution of complaints against district employees:

1. When a written complaint is received, the employee who is the subject of the complaint shall be notified within five days or in accordance with the collective bargaining agreement.
2. The principal or other immediate supervisor of the employee shall investigate and attempt to resolve the complaint to the satisfaction of the parties involved within 30 days. A complaint against a school or district administrator shall be investigated by the Superintendent or designee. The investigation may include interviews of the employee, complainant, or witnesses as necessary and/or a review any documentation relevant to the complaint.
3. Both the complainant and employee shall be notified in writing of the final decision regarding the resolution of the complaint.
4. Either the complainant or the employee against whom the complaint was made may appeal the decision. A decision by the principal or immediate supervisor may be appealed to the Superintendent or designee, who shall attempt to resolve the complaint to the satisfaction of the parties involved within 30 days. Either the complainant or the employee may appeal the Superintendent's decision to the Governing Board.
5. If the decision is appealed to the Board, the Superintendent or designee shall submit to the Board the following information:
 - a. The full name of each employee involved

COMPLAINTS CONCERNING DISTRICT EMPLOYEES (continued)

- b. A brief but specific summary of the complaint and the facts surrounding it, sufficient to inform the Board and the parties as to the precise nature of the complaint and to allow the parties to prepare a response
- c. A copy of the signed original complaint
- d. A summary of the action taken by the Superintendent or designee and the reasons that the problem has not been resolved

TRANSPORTATION FEES

Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.

(cf. 3260 - Fees and Charges)

(cf. 3540 - Transportation)

The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.

The transportation fee shall be waived for students with demonstrated financial need in accordance with Education Code 39807.5. Eligibility for free transportation based on financial need shall be determined in accordance with the income eligibility scales used for the free and reduced-price lunch program.

(cf. 3553 - Free and Reduced Price Meals)

In addition, no charge shall be made for any transportation of a student with a disability whose individualized education program includes transportation as a related service necessary to receive a free appropriate public education. (Education Code 39807.5)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 6159 - Individualized Education Program)

The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)

Legal Reference: (see next page)

TRANSPORTATION FEES (continued)

Legal Reference:

EDUCATION CODE

10900-10914.5 *Community recreation program, especially:*

10913 *Fees for uses of school buses for community recreation purposes*

35330 *Excursions or field trips*

39800-39860 *Transportation, especially:*

39801.5 *Transportation fees for adults*

39807.5 *Payment of transportation cost; amount of payment*

39809.5 *Excess fees; adjustments*

39837 *Fees for summer employment transportation*

41850 *Home-to-school and special education transportation*

49014 *Public School Fair Debt Collection Act*

49557-49558 *Applications for free and reduced-price meals*

56026 *Individuals with exceptional needs*

CODE OF REGULATIONS, TITLE 5

350 *Fees not permitted*

COURT DECISIONS

Arcadia Unified School District et al v. State Department of Education, 2 Cal. 4th 251 (1992)

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

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Pupil Fees, Deposits and Other Charges, Fiscal Management Advisory 17-01, July 28, 2017

WEB SITES

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

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

TRANSPORTATION FEES

When approved by the Governing Board, the district may charge transportation fees for students traveling to and from school. (Education Code 39807.5)

(cf. 3540 - Transportation)

(cf. 3541 - Transportation Routes and Services)

With Board approval, the district may also charge transportation fees for:

1. Participants in a community recreation program offered pursuant to Education Code 10900-10914.5 (Education Code 10913, 39835)
2. Students traveling between the regular full-time schools they would attend and the regular full-time occupational classes provided by a regional occupational center or program (ROC/P) (Education Code 39807.5)

(cf. 6178.2 - Regional Occupational Center/Program)

3. Matriculated or enrolled adults traveling to and from school, or adults pursuing other educational purposes (Education Code 39801.5)
4. Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)

The total amount received by the district from the state and parent/guardian fees shall not exceed the actual operating cost of home-to-school transportation during the fiscal year. If excess fees are collected due to errors in estimated costs, fees shall be reduced in succeeding years. (Education Code 10913, 39801.5, 39809.5, 39837)

Bus passes and tickets shall be sold at all district schools and at the district office. No money shall be collected on school buses.

Exemption from Fees

Upon enrollment and at the beginning of each school year, parents/guardians shall receive information about income eligibility standards and application procedures for a waiver of the transportation fee. All applications and related records shall be confidential and used only for the purpose of determining a student's eligibility for a fee waiver.

(cf. 3553 - Free and Reduced Price Meals)

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

(cf. 5125 - Student Records)

TRANSPORTATION FEES (continued)

Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.

GREEN SCHOOL OPERATIONS

The Governing Board believes everyone has a responsibility to be a steward of the environment and desires to integrate environmental accountability into all district programs and operations. The Superintendent or designee shall develop strategies to promote district use of "green" school principles and practices in order to conserve natural resources, reduce the impact of district operations on the environment, and protect the health of students, staff, and the community.

In developing such strategies and assessing the environmental conditions in district facilities and operations, the Superintendent or designee shall involve staff at all levels and with varying job responsibilities, including administrators, certificated staff, and classified staff. As appropriate, the Superintendent or designee may also consult with health professionals; representatives of local governmental agencies, utilities, solid waste and recycling companies, and community organizations; and/or others with expertise.

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 7131 - Relations with Local Agencies)

In selecting and prioritizing strategies, the Superintendent or designee shall give consideration to long-term potential cost savings, initial costs, feasibility of implementation, quality and performance of the product or service, health impacts, environmental considerations, and potential educational value.

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

District strategies may include, but are not limited to:

1. Reducing energy and water consumption, and using renewable and clean energy technologies and alternatives when available

(cf. 3511 - Energy and Water Management)

2. Establishing recycling programs in district facilities

(cf. 3511.1 - Integrated Waste Management)

3. Reducing the consumption of disposable materials by reusing materials and by using electronic rather than paper communications when feasible

4. Using environmentally preferable products and services whenever practical, including, but not limited to, products that:

- a. Minimize environmental impacts, toxins, pollutants, odors, and hazards

GREEN SCHOOL OPERATIONS (continued)

- b. Contain postconsumer recycled content
- c. Are durable and long-lasting
- d. Conserve energy and water
- e. Reduce waste

(cf. 3514 - Environmental Safety)
(cf. 3514.1 - Hazardous Substances)
(cf. 5141.23 - Asthma Management)

- 5. Using least toxic, independently certified green cleaning products when feasible, as well as high-efficiency cleaning equipment that reduces the need to use chemicals
- 6. Providing professional development to maintenance staff in the proper use, storage, and disposal of cleaning supplies

(cf. 4231 - Staff Development)

- 7. Using effective, least toxic pest management practices for the control and management of pests

(cf. 3514.2 - Integrated Pest Management)

- 8. Ensuring that any construction of new facilities complies with green building standards pursuant to 24 CCR 101.1-703.1, and focusing on sustainability and student health in the design and implementation of facilities modernization projects

(cf. 7110 - Facilities Master Plan)
(cf. 7111 - Evaluating Existing Buildings)
(cf. 7150 - Site Selection and Development)

- 9. Reducing vehicle emissions by:

- a. Encouraging students to walk or bicycle to school or to use district or public transportation

(cf. 5142.2 - Safe Routes to School Program)

- b. Using reduced or zero emission school buses and vehicles and providing accompanying infrastructure such as charging stations

(cf. 3540 - Transportation)

GREEN SCHOOL OPERATIONS (continued)

- c. Limiting unnecessary idling of school buses in accordance with 13 CCR 2480
 - d. Limiting unnecessary idling of personal vehicles by encouraging parents/guardians, through signage or other means of communication, to turn off their vehicles when parked on and around school grounds
10. Implementing green school practices in the district's food service programs by:
- a. Providing fresh, locally sourced, unprocessed, organic food, including plant-based options, when available
 - b. Reducing food packaging and using packaging that is recyclable and/or biodegradable
 - c. Utilizing reusable products
 - d. Encouraging zero-waste lunches when food is brought from home
 - e. Maintaining a system for food waste, such as composting
 - f. Providing sharing tables where unused cafeteria food items may, in accordance with Health and Safety Code 114079, be returned for student use or donated to a food bank or other nonprofit charitable organization

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

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

11. Integrating green school practices and activities into the educational program by providing instruction to students on the importance of the environment, involving students in the implementation and evaluation of green school activities and projects as appropriate, and utilizing green school activities and projects as learning tools

(cf. 6142.5 - Environmental Education)

Legal Reference: (see next page)

GREEN SCHOOL OPERATIONS (continued)

Legal Reference:

EDUCATION CODE

8700-8707 *Environmental education*

17070.96 *Leroy F. Greene School Facilities Act of 1996, consideration of high performance standards*

17072.35 *New construction grants; use for designs and materials for high performance schools*

17608-17614 *Healthy Schools Act of 2000*

32370-32376 *Recycling paper*

33541 *Environmental education*

101012 *Kindergarten through 12th grade school facilities program*

FOOD AND AGRICULTURAL CODE

13180-13188 *Healthy Schools Act of 2000*

HEALTH AND SAFETY CODE

114079 *General food safety requirements; unused or returned food*

PUBLIC CONTRACT CODE

12400-12404 *Environmentally preferable purchasing*

PUBLIC RESOURCES CODE

25410-25422 *Energy conservation assistance*

40050-40063 *Integrated waste management act*

42630-42647 *Schoolsite source reduction and recycling assistance program*

CODE OF REGULATIONS, TITLE 2

1859.70.4 *Funding for high performance incentive grants*

1859.71.6 *Additional grant for high performance incentive, new construction*

1859.77.4 *Additional grants for high performance incentive, site and modernization*

CODE OF REGULATIONS, TITLE 5

14010 *Standards for school site selection*

CODE OF REGULATIONS, TITLE 13

2480 *Limitation to school bus idling and idling at schools*

CODE OF REGULATIONS, TITLE 24

101.1-703.1 *Green building standards*

Management Resources:

CALIFORNIA AIR RESOURCES BOARD PUBLICATIONS

School Bus Fleet Webinar, April 20, 2018

COLLABORATIVE FOR HIGH PERFORMING SCHOOLS PUBLICATIONS

CHPS Best Practices Manual

GLOBAL GREEN USA PUBLICATIONS

Healthier, Wealthier, Wiser: A Report on National Green Schools

GREEN SCHOOLS INITIATIVE PUBLICATIONS

Green Schools Buying Guide

HEALTHY SCHOOLS CAMPAIGN PUBLICATIONS

The Quick and Easy Guide to Green Cleaning in Schools, 2nd ed., 2008

Management Resources continued: (see next page)

GREEN SCHOOL OPERATIONS (continued)

Management Resources: (continued)

WEB SITES

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

California Air Resources Board: <http://www.arb.ca.gov>

California Department of General Services, Green California: <http://www.green.ca.gov>

California Energy Commission: <http://www.energy.ca.gov>

Collaborative for High Performance Schools: <http://www.chps.net>

Global Green USA: <http://www.globalgreen.org>

Green Schools Initiative: <http://www.greenschools.net>

Healthy Schools Campaign: <http://www.healthyschoolscampaign.org/programs/gcs>

U.S. Environmental Protection Agency: <http://www.epa.gov>

U.S. Green Building Council, LEED Green Building Rating System: <http://www.usgbc.org>

ENERGY AND WATER MANAGEMENT

The Governing Board recognizes the environmental and financial benefits that can be derived from conserving energy, water, and other natural resources, preparing for extreme weather and other natural events, and providing an environment that promotes the health and well-being of students and staff. To support district goals for energy and water management, the Superintendent or designee shall develop a resource management program which may include strategies for implementing effective and sustainable resource use practices, exploring the use of renewable and clean energy technology and/or sources, reducing energy and water consumption, and promoting conservation principles in the educational program.

(cf. 0200 - Goals for the School District)

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3510 - Green School Operations)

(cf. 3511.1 - Integrated Waste Management)

(cf. 3512 - Equipment)

(cf. 6142.5 - Environmental Education)

The Superintendent or designee may solicit input from staff, students, and parents/guardians regarding the district's resource management program. The Superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the district's goals, and may establish a reward program to recognize outstanding accomplishments.

(cf. 1150 - Commendation and Awards)

The Superintendent or designee shall regularly inspect district facilities, monitor operations, and make recommendations for maintenance and repairs which may help the district reach its conservation and management goals and improve efficiency.

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall make every effort to identify funding opportunities and cost-reducing incentive programs to help the district achieve its conservation and management goals. The district may coordinate with other local or regional entities to capitalize on their expertise and maximize the efficient use of resources, such as through joint or shared use agreements.

(cf. 1330.1 - Joint Use Agreements)

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

The Superintendent or designee shall regularly report to the Board on the district's progress in meeting its conservation and resource management goals.

ENERGY AND WATER MANAGEMENT (continued)

Storm Water Management

To the maximum extent practicable, the district shall reduce the discharge of pollutants into the water system in order to minimize the threat to water quality from storm water runoff.

The Superintendent or designee shall ensure that the district complies with storm water discharge standards specified by any applicable General Permit coverage required by law, including all requirements of the Construction General Permit issued by the State Water Resources Control Board for any project that disturbs one acre or more of soil. (40 CFR 122.34).

(cf. 3514 - Environmental Safety)
(cf. 3514.1 - Hazardous Substances)
(cf. 3514.2 - Integrated Pest Management)

The Superintendent or designee shall develop a storm water management plan that complies with the provisions of the applicable permit and describes best management practices, design strategies, measurable goals, and timetables for implementation. The plan and a resolution authorizing its implementation shall be submitted to the Board for approval. (40 CFR 122.34)

For all projects, the district shall comply with any city or county ordinance that regulates drainage improvements and conditions. (Government Code 53097)

Legal Reference: (see next page)

ENERGY AND WATER MANAGEMENT (continued)

Legal Reference:

EDUCATION CODE

17213.1 School sites

17280 Construction of school buildings

35275 Coordination of new facilities with recreation and park authorities

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

GOVERNMENT CODE

53097 Local agencies

PUBLIC RESOURCES CODE

25410-25421 Energy conservation assistance

WATER CODE

189.3 Recommendations for best design and use practices

13383 Compliance with the federal Water Pollution Control Act

13383.5 Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

490-495 Model Water Efficient Landscape Ordinance

2200 Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 National pollutant discharge elimination system

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Guidance for Stormwater and Dry Weather Runoff CAPTURE (California Practices to Use Runoff Effectively) at Schools, December 2018

A Blueprint for Environmental Literacy: Educating Every Student In, About, and For the Environment, 2015

Average Daily Attendance Credit During Periods of Emergency, Management Advisory 90-01, rev. February 10, 2005

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS

Guidance for Design and Construction of Vegetated Low Impact Development Projects, 2016

U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS

National Management Measures to Control Nonpoint Source Pollution from Urban Areas, 2005

WEB SITES

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

Alliance to Save Energy: <http://www.ase.org>

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

California Department of Water Resources: <https://water.ca.gov>

California Division of State Architect: <https://www.dgs.ca.gov/DSA>

California Energy Commission: <http://www.energy.ca.gov>

California State Water Resources Control Board: <http://www.swrcb.ca.gov>

California Stormwater Quality Association: <https://www.casqa.org/resources>

Collaborative for High Performance Schools (CHPS): <https://chps.net>

Green School Yards America: <http://www.greenschoolyards.org>

U.S. Environmental Protection Agency: <http://www.epa.gov>

adopted:
Business and Noninstructional Operations

July 2019
AR 3511(a)

ENERGY AND WATER MANAGEMENT

In the development of the district's energy and water resource management program, the Superintendent or designee shall analyze the efficiency and environmental impact of, and consider strategies for improving, the following district systems:

1. Lighting
2. Heating, ventilation, and air conditioning
3. Water heaters
4. Electrical equipment and appliances
5. Water use and irrigation, including drains, faucets, and pipes
6. Grounds management

(cf. 7111 - Evaluating Existing Buildings)

In addition, the district's resource management program may include strategies to address the following:

1. Educational programs that focus on environmental literacy and incorporate the Next Generation Science Standards

(cf. 6142.5 - Environmental Education)

(cf. 6142.93 - Science Instruction)

2. Outdoor student facilities that are environmentally sustainable and include increased shaded areas to reduce playground temperatures

(cf. 5141.7 - Sun Safety)

3. Classroom and building management and maintenance

4. Food services and food waste reduction

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

5. Landscaping practices, including establishing drought-tolerant habitats

6. Transportation services and maintenance

(cf. 3540 - Transportation)

ENERGY AND WATER MANAGEMENT (continued)

7. Inclusion of best practices for water management in new construction projects

(cf. 7110 - Facilities Master Plan)

8. Administrative operations that focus on cost reduction and conservation

(cf. 3400 - Management of District Assets/Accounts)

9. Regular equipment maintenance and repair

(cf. 3512 - Equipment)

Storm Water Management

The Superintendent or designee shall implement a storm water management plan that complies with applicable state and federal law and local ordinances. The plan shall include best practices designed to reduce waste, pollution, environmental degradation, and damage to school facilities and infrastructure by:

1. Incorporating water capture and filtration systems for storm water when necessary
2. Emphasizing school practices and school design that reduce runoff and human pollutants, such as plastics, oils, grease, metals, and pesticides
3. Preserving, creating, and enhancing natural areas and greenspace that aid in storm water and dry weather capture
4. Minimizing impervious surface area and controlling runoff from impervious surfaces
5. Utilizing, when possible, soils that promote infiltration
6. Incorporating storm water design signage features and learning opportunities for public education

ENVIRONMENTAL SAFETY

The Superintendent may designate and train one or more employees to oversee and coordinate the district's environmental safety program(s). The responsibilities of the coordinator(s) shall include, but are not limited to, overseeing assessments of district facilities, recommending strategies for the prevention and mitigation of environmental health risks, ensuring effective implementation of environmental safety strategies, and reporting to the Superintendent regarding the district's progress in addressing environmental safety concerns.

(cf. 3510 - Green School Operations)
(cf. 3511 - Energy and Water Management)
(cf. 3517 - Facilities Inspection)
(cf. 4157/4257/4357 - Employee Safety)
(cf. 5142 - Safety)
(cf. 7111 - Evaluating Existing Buildings)
(cf. 7150 - Site Selection and Development)

Indoor Air Quality

In order to provide proper ventilation, humidity, and temperature in school facilities and to reduce indoor air contaminants, the following strategies shall be implemented:

1. Mechanically driven heating, ventilation, and air conditioning systems shall be operated continuously during working hours except under the circumstances specified in 8 CCR 5142. The systems shall be inspected at least annually and problems corrected within a reasonable time. Where the air supply is filtered, the filters shall be replaced or cleaned regularly to prevent significant reductions in airflow. Documentation of inspections, tests of ventilation rates, and maintenance shall be retained for at least five years. (8 CCR 5142-5143)

(cf. 3580 - District Records)

Staff shall ensure that airflow is not obstructed by the blocking of ventilators with posters, furniture, books, or other obstacles.

2. School facilities shall be regularly inspected for water damage, spills, leaks in plumbing and roofs, poor drainage, and improper ventilation so as to preclude the buildup of mold and mildew and prevent accidents due to unsafe conditions. Wet building materials and furnishings shall be dried within 48 hours if possible to prevent mold growth. When evidence of mold or mildew is found, maintenance staff shall locate and repair the source of water intrusion and remove or clean moldy materials.

3. Exterior wall and foundation cracks and openings shall be sealed as soon as possible to minimize seepage of radon into buildings from surrounding soils.

AR 3514(b)

ENVIRONMENTAL SAFETY (continued)

4. Least toxic pest management practices shall be used to control and manage pests at school sites. (Education Code 17608-17614; Food and Agriculture Code 13182)

(cf. 3514.2 - Integrated Pest Management)

5. A carbon monoxide detector or alarm shall be installed in all school buildings that contain a fuel-burning appliance, fireplace, or forced-air furnace, unless otherwise exempted by state law or regulations. The device or alarm shall be located in close proximity to the appliance in order to accurately detect and alert school personnel of any leakage of carbon monoxide. (24 CCR 915.1-915.7)
6. Schedules and practices for routine housekeeping and maintenance shall be designed to effectively reduce levels of dust, dirt, and debris. Plain water, soap and water, or low-emission cleaning products shall be used whenever possible. Aerosols, including air fresheners and other products containing ozone, shall be avoided to the extent possible.

(cf. 5141.23 - Asthma Management)

7. Painting of school facilities and maintenance or repair activities that require the use of potentially harmful substances shall be limited to those times when school is not in session. Following any such activity, the facility shall be properly ventilated with adequate time allowed prior to reopening for use by any person.
8. Paints, adhesives, and solvents shall be used and stored in well-ventilated areas. These items shall be purchased in small quantities to avoid storage exposure.

(cf. 3514.1 - Hazardous Substances)

9. To the extent possible, printing and duplicating equipment that may generate indoor air pollutants, such as methyl alcohol or ammonia, shall be placed in locations that are well ventilated and not frequented by students and staff.
10. The district's tobacco-free schools policy shall be consistently enforced in order to reduce the health risks caused by second-hand smoke.

(cf. 3513.3 - Tobacco-Free Schools)

11. Staff and students shall be asked to refrain from bringing common irritants such as furred or feathered animals, stuffed toys that may collect dust mites, scented candles, incense, or air fresheners and from using perfume or cologne, scented lotion or hair

spray, nail polish or nail polish remover, or other personal care products that are not fragrance-free in classrooms, school buses, or other enclosed areas or buildings.

(cf. 6163.2 - Animals at School)

AR 3514(c)

ENVIRONMENTAL SAFETY (continued)

Outdoor Air Quality

The Superintendent or designee may coordinate with the local air resources control board and monitor local health advisories and outdoor air quality alerts to obtain forecasts of ozone levels, particle pollution, ultraviolet radiation levels, and/or temperature and humidity.

Whenever a forecast indicates a significant health risk, the Superintendent or designee shall communicate with each principal so that outdoor activities, especially those requiring prolonged or heavy exertion, may be avoided, limited in duration, or modified as necessary for all persons or for persons who may be particularly susceptible to the health risk involved.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

(cf. 5141.7 - Sun Safety)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

Reduction of Vehicle Emissions

In order to reduce public exposure to toxic air contaminants, school bus drivers and other drivers of commercial motor vehicles shall limit unnecessary idling of vehicles at or near schools in accordance with 13 CCR 2480. The Superintendent or designee may also request parents/guardians to turn off their vehicles when they are idling on school grounds and encourage students to walk and/or bicycle to school.

(cf. 3540 - Transportation)

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

(cf. 3542 - School Bus Drivers)

(cf. 5142.2 - Safe Routes to School Program)

Any school bus that is diesel-fueled, dual-fueled, or alternative diesel-fueled and has a gross vehicle weight rating over 14,000 pounds shall be equipped with a particulate filter designed to reduce particulate matter emissions, oxides of nitrogen emissions, and other pollutants. (13 CCR 2025)

Drinking Water Safety

The quality and safety of the district's drinking water sources shall be regularly assessed, and drinking fountains shall be regularly cleaned and maintained, to ensure that drinking water

consumed at school does not contain dirt, mold, lead, or other impurities or contaminants that may cause serious health concerns.

AR 3514(d)

ENVIRONMENTAL SAFETY (continued)

Whenever any contaminants in the drinking water are determined to be a concern, the Superintendent or designee shall take reasonable steps to identify the source and mitigate any potential problem to ensure the availability of safe drinking water. As needed, the Superintendent or designee shall provide alternative sources of drinking water, such as bottled water or on-site water filtration, to ensure that students have access to fresh drinking water at mealtimes and at other times throughout the day.

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

Whenever testing of drinking water finds concentrations of lead that exceed federal and state standards, the Superintendent or designee shall notify parents/guardians and take immediate steps to shut down and make inoperable any fountains or faucets where excess lead levels may exist.

Prevention of Lead Exposure

In addition to testing for the presence of lead in drinking water in district schools, the following steps shall be taken to minimize potential exposure to lead in school facilities:

1. School facilities shall be kept as dust-free and clean as possible.
2. Lead-based paint, lead plumbing and solders, or other potential sources of lead contamination shall not be used in the construction of any new school facility or the modernization or renovation of any existing school facility. (Education Code 32244)
3. Lead exposure hazards shall be evaluated before any renovation or remodeling is begun, and children shall not be allowed in or near buildings in which these activities may create lead dust. Contractors and workers shall comply with state and federal standards related to the handling and disposal of lead debris and the clean-up and containment of dust within the construction area.
4. Lead-based painted surfaces that are in good condition shall be kept intact. If lead-based paint is peeling, flaking, or chalking, contractors or workers shall follow state and federal standards for safe work practices to minimize contamination when removing the paint.
5. Soil with low lead content may be covered with grass, other plantings, concrete, or asphalt. For soil with high lead content, removal and abatement are required.

Any action to abate existing lead hazards shall be taken only by contractors, inspectors, and workers certified by the California Department of Public Health in accordance with 17 CCR 35001-35099. (Education Code 32243)

AR 3514(e)

ENVIRONMENTAL SAFETY (continued)

The Superintendent or designee shall notify parent/guardians, teachers, and staff members if significant risk factors for lead exposure are found. (Education Code 32243)

Prevention of Mercury Exposure

The Superintendent or designee shall identify any mercury-containing products that are present in district facilities and, to the extent possible, shall replace them with mercury-free alternatives.

Staff shall receive information about proper procedures to follow in the event of a mercury spill. Clean-up instructions, a clearly labeled kit with necessary clean-up supplies, and a list of local resources shall be readily accessible.

In the event of a spill, staff shall evacuate all students from the immediate area of the spill, ensure that any clothing or other items with mercury on them remain in the room, open windows to the outside, and close doors to other parts of the school. Staff who are trained in proper clean-up procedures may carefully clean a small spill. As needed for larger or difficult-to-clean spills, the Superintendent or designee shall use an experienced professional referred by the local health department or environmental agency.

Any products containing mercury shall be properly disposed at an appropriate hazardous waste collection facility.

Asbestos Management

The Superintendent shall designate an employee who shall ensure that the district's responsibilities related to asbestos inspection and abatement are implemented in accordance with federal and state regulations. This employee shall receive adequate training to perform these duties, including, as necessary, training on the health effects of asbestos; detection, identification, and assessment of asbestos-containing building materials; options for controlling asbestos-containing building materials; asbestos management programs; and relevant federal and state regulations. (40 CFR 763.84)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The designated employee shall ensure that the district complies with the following requirements:

1. School facilities shall be inspected for asbestos-containing building materials as necessary in accordance with the following:

AR 3514(f)

ENVIRONMENTAL SAFETY (continued)

- a. Any school building that is leased, acquired, or otherwise used by the district shall be inspected for asbestos-containing building materials prior to its use as a school building, unless exempted by federal regulations. (40 CFR 763.85, 763.99)
 - b. At least once every six months, the district shall conduct a periodic surveillance consisting of a visual inspection of each school building that contains or is assumed to contain asbestos-containing building materials. (40 CFR 763.92)
 - c. At least once every three years, the district shall conduct a re-inspection of all known or assumed asbestos-containing building materials in each school building. (40 CFR 763.85)
2. Based on the results of the inspection, an appropriate response which is sufficient to protect human health and the environment shall be determined from among the options specified in 40 CFR 763.90. The district may select the least burdensome response, taking into consideration local circumstances, including occupancy and use patterns within the school building and economic concerns such as short-term and long-term costs. (40 CFR 763.90)
 3. An asbestos management plan for each school site shall be maintained and regularly updated to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, re-inspection, and response action activities. (15 USC 2643; 40 CFR 763.93)

The asbestos management plan shall be available for inspection in district and school offices during normal business hours. Parent/guardian, teacher, and employee organizations shall be annually informed of the availability of these plans. (40 CFR 763.84, 763.93)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

4. Staff, students, and parents/guardians shall be informed at least once each school year about any inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities, that are planned or in progress. (40 CFR 763.84)

5. Inspections, re-inspections, periodic surveillance, and response actions, including operations and maintenance, shall be conducted in compliance with state and federal regulations for the protection and safety of workers and all other individuals. (Education Code 49410.5; 40 CFR 763.84, 763.90)

AR 3514(g)

ENVIRONMENTAL SAFETY (continued)

- Asbestos inspection and abatement work, preparation of a management plan, and any maintenance activities that may disturb asbestos-containing building materials, except for emergency repairs or small-scale, short-duration maintenance activities, shall be completed by state-certified asbestos inspectors or contractors. (15 USC 2646; 40 CFR 763.84, 763.85, 763.91)
6. All custodial and maintenance employees shall be properly trained in accordance with applicable federal and/or state regulations. (40 CFR 763.84)

All district maintenance and custodial staff who may work in a building that contains asbestos-containing building materials, regardless of whether they are required to work with such materials, shall receive at least two hours of related asbestos awareness training. New maintenance and custodial staff shall receive such training within 60 days after beginning employment. Any maintenance or custodial staff who conduct activities that will disturb asbestos-containing building materials shall receive 14 hours of additional training. The trainings shall address the topics specified in 40 CFR 763.92. (15 USC 2655; 40 CFR 763.84, 763.92)
 7. Short-term workers, such as telephone repair workers, utility workers, or exterminators, who may come in contact with asbestos in a school shall be provided information regarding the locations of known or suspected asbestos-containing building materials. (40 CFR 763.84)
 8. Warning labels shall be posted immediately adjacent to any known or suspected asbestos-containing building material located in routine maintenance areas in accordance with 40 CFR 763.95. (40 CFR 763.84)

The district shall maintain, in both the district and school offices and for a period of three years, records pertaining to each preventive measure and response action taken; staff training; periodic surveillances conducted; cleaning, operations, and maintenance activities; and any fiber release episode. (40 CFR 763.94)

Regulation
approved:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
July 2019
BP 3540(a)

TRANSPORTATION

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

(cf. 3100 - Budget)
(cf. 3541 - Transportation Routes and Services)
(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 3541.2 - Transportation for Students with Disabilities)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 6178.2 - Regional Occupational Center/Program)

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services.

(cf. 3510 - Green School Operations)

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

(cf. 3311 - Bids)
(cf. 3312 - Contracts)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

(cf. 3250 - Transportation Fees)

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

BP 3540(b)

TRANSPORTATION (continued)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

(cf. 3543 - Transportation Safety and Emergencies)
(cf. 5131.1 - Bus Conduct)

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

(cf. 3542 - School Bus Drivers)

Legal Reference: (see next page)

TRANSPORTATION (continued)

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35350 Authority to transport pupils

39800-39860 Transportation, especially:

39800 Powers of governing board to provide transportation for pupils to and from school; definition of "municipally owned transit system"

39801 Contract with County Superintendent of Schools to provide transportation

39802-39803 Bids and contracts for transportation services

39806 Payments to parents in lieu of transportation

39807 Food and lodging payments in lieu of transportation

39807.5 Transportation fees

39808 District transportation of private school students

41850-41854 Allowances for transportation

41860-41862 Supplemental allowances for transportation

45125.1 Criminal background checks for contractors

52311 Regional occupational centers, transportation

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PENAL CODE

637.7 Electronic tracking devices

VEHICLE CODE

2807 School bus inspection

CODE OF REGULATIONS, TITLE 5

14100-14103 Use of school buses and school pupil activity buses

15240-15343 Allowances for student transportation, especially:

15253-15272 District records related to transportation

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

COURT DECISIONS

Arcadia Unified School District et. al. v. State Department of Education, 2 Cal. 4th 251 (1992)

Policy
adopted:
All Personnel

DRESS AND GROOMING

CSBA MANUAL MAINTENANCE SERVICE
July 2019
BP 4119.22(a)
4219.22
4319.22

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

(cf. 0415 - Equity)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4112.21/4212.21/4312.21 - Professional Standards)
(cf. 4119.25/4219.25/4319.25 - Political Activities of Employees)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

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

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

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

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

Legal Reference: (see next page)

BP 4119.22(b)
4219.22
4319.22

DRESS AND GROOMING (continued)

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

35160.1 Broad authority of school districts

GOVERNMENT CODE

3543.2 Scope of representation

12926 Definitions

12940 Unfair employment practices

12949 Dress standards, consistency with gender identity

COURT DECISIONS

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

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

East Hartford Education Assn. v. Board of Education (2d Cir. 1977) 562 F. 2d 856

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

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

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

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

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

Transgender Rights in the Workplace

WEB SITES

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

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

Policy
adopted:
Students

CSBA MANUAL MAINTENANCE SERVICE
July 2019
BP 5131.2(a)

BULLYING

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. No individual or group shall, through physical, written, verbal, visual, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, or retaliate against them for filing a complaint or participating in the complaint resolution process.

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

The Superintendent or designee shall develop strategies for addressing bullying in district schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community.

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

Such strategies shall be incorporated into the comprehensive safety plan and, to the extent possible, into the local control and accountability plan and other applicable district and school plans.

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

(cf. 1312.3 - Uniform Complaint Procedures)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

BULLYING (continued)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
32282 Comprehensive safety plan
32283.5 Bullying; online training
35181 Governing board policy on responsibilities of students
35291-35291.5 Rules
48900-48925 Suspension or expulsion
48985 Translation of notices
52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime
647 Use of camera or other instrument to invade person's privacy; misdemeanor
647.7 Use of camera or other instrument to invade person's privacy; punishment
653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062
J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094
Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources: (see next page)

BULLYING (continued)

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

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

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

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

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

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Bullying Module

California's Social and Emotional Learning: Guiding Principles, 2018

Social and Emotional Learning in California: A Guide to Resources, 2018

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018

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

Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014

Guidance to America's Schools: Bullying of Students with Disabilities, October 2014

Dear Colleague Letter: Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability, October 26, 2010

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

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

California Office of the Attorney General: <http://oag.ca.gov>

Center on Great Teachers and Leaders: <https://gtlcenter.org>

Collaborative for Academic Social and Emotional Learning: <https://casel.org>

Common Sense Media: <http://www.commonsensemedia.org>

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

Partnership for Children and Youth: <https://www.partnerforchildren.org>

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

Policy
adopted:
Students

CSBA MANUAL MAINTENANCE SERVICE
July 2019
AR 5131.2(a)

BULLYING

Definitions

Bullying is an unwanted, aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and involves repetition or potential repetition of a deliberate act.

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 6163.4 - Student Use of Technology)

Examples of the types of conduct that may constitute bullying and are prohibited by the district include, but are not limited to:

1. Physical bullying that inflicts harm upon a person's body or possessions, such as hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's possessions, or making cruel or rude hand gestures
2. Verbal bullying that includes saying or writing hurtful things, such as teasing, name-calling, inappropriate sexual comments, taunting, or threats to cause harm
3. Social/relational bullying that harms a person's reputation or relationships, such as leaving a person out of an activity on purpose, influencing others not to be friends with someone, spreading rumors, or embarrassing someone in public
4. Cyberbullying, such as sending demeaning or hateful text messages or emails, sending rumors by email or by posting on social networking sites, or posting embarrassing photos, videos, web site, or fake profiles

Measures to Prevent Bullying

The Superintendent or designee shall implement measures to prevent bullying in district schools, including, but not limited to, the following:

1. Ensuring that each school establishes clear rules for student conduct and implements strategies to promote a positive, collaborative school climate

(cf. 5131 - Conduct)

(cf. 5137 - Positive School Climate)

BULLYING (continued)

2. Providing to students, through student handbooks and other age-appropriate means, information about district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying
3. Encouraging students to notify school staff when they are being bullied or when they suspect that another student is being bullied, and providing means by which students may report threats or incidents confidentially and anonymously
4. Conducting an assessment of bullying incidents at each school and, if necessary, increasing supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias
5. Annually notifying district employees that, pursuant to Education Code 234.1, any school staff who witnesses an act of bullying against a student has a responsibility to immediately intervene to stop the incident when it is safe to do so

Staff Development

The Superintendent or designee shall make the California Department of Education's online training module on the dynamics of bullying and cyberbullying, which includes the identification of bullying and cyberbullying and the implementation of strategies to address bullying, available annually to all certificated staff and to other employees who have regular interaction with students. (Education Code 32283.5)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:

1. Discuss the diversity of the student body and school community, including their varying immigration experiences
2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims
3. Identify the signs of bullying or harassing behavior
4. Take immediate corrective action when bullying is observed

BULLYING (continued)

5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior

Student Instruction

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6142.8 - Comprehensive Health Education)
(cf. 6142.94 - History-Social Science Instruction)

The district shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.

Students should be taught the difference between appropriate and inappropriate behaviors, how to advocate for themselves, how to help another student who is being bullied, and when to seek assistance from a trusted adult. As role models for students, staff shall be expected to demonstrate effective problem-solving and anger management skills.

To discourage cyberbullying, teachers may advise students to be cautious about sharing passwords, personal data, or private photos online and to consider the consequences of making negative comments about others online.

Reporting and Filing of Complaints

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee.

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3 - Uniform Complaint Procedures. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

(cf. 1312.3 - Uniform Complaint Procedures)

Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee

BULLYING (continued)

who observes an incident of bullying involving a student shall, within one business day, report such observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Discipline/Corrective Actions

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

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

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

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

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 - Guidance/Counseling Services)

If any student involved in bullying exhibits warning signs of suicidal thought or intention or of intent to harm another person, the Superintendent or designee shall, as appropriate,

BULLYING (continued)

implement district intervention protocols which may include, but are not limited to, referral to district or community mental health services, other health professionals, and/or law enforcement.

(cf. 5141.52 - Suicide Prevention)

Regulation
approved:
Students

CSBA MANUAL MAINTENANCE SERVICE
July 2019
BP 5132(a)

DRESS AND GROOMING

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

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

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

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

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

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

(cf. 0415 - Equity)

(cf. 5145.2 - Freedom of Speech/Expression)

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

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

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

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

(cf. 5144 - Discipline)

DRESS AND GROOMING (continued)

Gang-Related Apparel

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

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5136 - Gangs)

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

Uniforms

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

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

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

Legal Reference: (see next page)

DRESS AND GROOMING (continued)

Legal Reference:

EDUCATION CODE

220 Nondiscrimination

32281 School safety plans

35183 School dress codes; uniforms

35183.5 Sun-protective clothing

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

COURT DECISIONS

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

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

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

827 F.Supp. 1459

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

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

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

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

Policy
adopted:
Students

CSBA MANUAL MAINTENANCE SERVICE
July 2019
AR 5132(a)

DRESS AND GROOMING

In cooperation with teachers, students, and parents/guardians, the principal or designee may establish school rules governing student dress and grooming which are consistent with law, Board policy, and administrative regulations. These school dress codes shall be regularly reviewed.

(cf. 0420 - School Plans/Site Councils)

The following guidelines shall apply to all regular school activities:

1. Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.
2. Appropriate shoes must be worn at all times.
3. Hats, caps, and other head coverings shall not be worn indoors.
4. Clothes shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited.

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and cocurricular activities.

(cf. 3260 - Fees and Charges)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

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

Students shall be allowed to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

(cf. 5141.7 - Sun Safety)

DRESS AND GROOMING (continued)

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff, and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received. As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang-related apparel.

Uniforms

Parents/guardians shall also be informed of their right to have their child exempted.

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

Regulation
approved:
Instruction

CSBA MANUAL MAINTENANCE SERVICE
July 2019
BP 6142.6(a)

VISUAL AND PERFORMING ARTS EDUCATION

The Governing Board believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The district's arts education program shall be designed to foster students' artistic competencies, cultivate students' appreciation and understanding of the arts in ways that are enjoyable, fulfilling, and transferable to students' personal, academic, and professional endeavors, and support students to fully engage in lifelong arts learning.

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

The Board shall adopt academic standards for dance, media arts, music, theatre, and visual arts that lead to artistic literacy and promote access and equity in the arts. District standards shall describe the skills, knowledge, and abilities that students are expected to possess at each grade level and shall meet or exceed state standards.

(cf. 0415 - Equity)

(cf. 6011 - Academic Standards)

The Superintendent or designee shall develop a sequential curriculum for dance, media arts, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the following artistic processes:

1. Creating: conceiving and developing new artistic ideas and work
2. Performing/producing/presenting: realizing artistic ideas and work through interpretation and presentation
3. Responding: understanding and evaluating how the arts convey meaning
4. Connecting: relating artistic ideas and work with personal meaning and external content

(cf. 6141 - Curriculum Development and Evaluation)

The Board shall adopt standards-based instructional materials for visual and performing arts which may incorporate a variety of media and technologies.

(cf. 0440 - District Technology Plan)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

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

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6162.6 - Use of Copyrighted Materials)

(cf. 6163.1 - Library Media Centers)

BP 6142.6(b)

VISUAL AND PERFORMING ARTS EDUCATION (continued)

As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement the district's arts education program.

(cf. 4131 - Staff Development)

The Superintendent or designee shall encourage the integration of community arts resources into the educational program. Such resources may include opportunities for students to attend musical and theatrical performances, observe the works of accomplished artists, and work directly with artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

(cf. 1230 - School-Connected Organizations)
(cf. 1240 - Volunteer Assistance)
(cf. 1260 - Educational Foundation)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)
(cf. 6020 - Parent Involvement)
(cf. 6153 - School-Sponsored Trips)

The Superintendent or designee shall regularly evaluate the implementation of the district's arts education program at each grade level and report to the Board regarding its effectiveness in enabling students to meet academic standards.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)

Legal Reference: (see next page)

BP 6142.6(c)

VISUAL AND PERFORMING ARTS EDUCATION (continued)

Legal Reference:

EDUCATION CODE
8950-8957 *California summer school for the arts*
32060-32066 *Toxic art supplies*
35330-35332 *Field trips*
51210 *Course of study, grades 1-6*

51220 *Course of study, grades 7-12*
51225.3 *Graduation requirements*
58800-58805 *Specialized secondary programs*
60200-60213 *Instructional materials, elementary schools*
60400-60411 *Instructional materials, high schools*
99200-99204 *Subject matter projects*

Management Resources:

CALIFORNIA ALLIANCE FOR ARTS EDUCATION PUBLICATIONS

Parents' Guide to the Visual and Performing Arts in California Public Schools

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Arts Framework for Public Schools, Kindergarten through Grade Twelve

California Arts Standards for Public Schools, Prekindergarten through Grade Twelve, January 2019

WEB SITES:

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

Arts Education Partnership: <http://aep-arts.org>

California Alliance for Arts Education: <http://www.artsed411.org>

California Arts Council: <http://www.cac.ca.gov>

California Art Education Association: <http://www.caea-arteducation.org>

California Association for Music Education: <http://www.actaonline.org/content/california-association-music-education>

California Dance Education Association: <http://www.cdeadance.org>

California Department of Education, Visual and Performing Arts: <http://www.cde.ca.gov/ci/vp>

California Educational Theatre Association: <http://www.cetoweb.org>

California Music Educators Association: <http://www.calmusiced.com>

The California Arts Project: <http://csmp.ucop.edu/tcap>

Bellevue Union School District

Agenda Item for Board Meeting of July 16, 2019

Agenda Category: Review and Action

Agenda Item Title: Education Protection Account (EPA) Funding

Prepared By: Chris J. Kim, CBO

Background:

The Education Protection Account (EPA) provides local educational agencies (LEAs) with general purpose state aid funding pursuant to Section 36 of Article XIII of the California Constitution. The EPA funding is a component of an LEA's total LCFF entitlement as calculated in the Principal Apportionment.

Pursuant to Article XIII, Section 36 of the California Constitution, school districts, county offices of education, and community college districts are required to determine how the funding received from the Education Projection Account (EPA) are spent in the school or schools within its jurisdiction.

In FY18/19, \$642,709 was budgeted in total EPA Funding that was encumbered for Instructional Teacher Salaries.

Recommended Action:

Acknowledge and Accept.

Supporting Documents:

Balances through 06/30/2019			
FD- RSRC- Y- GOAL- FUNC- OBJ T- SCH- MGMT	Description	Adopted Budget	Revised Budget
01- 1400- 0- 0000- 0000- 8012- 000- 0000	EPA,EPA	1,317,416.00	642,709.00
01- 1400- 0- 0000- 0000- 8019- 000- 0000	Revenue Limit S,EPA		
	Total for Revenue Accounts	1,317,416.00	642,709.00
FD- RSRC- Y- GOAL- FUNC- OBJ T- SCH- MGMT	Description	Adopted Budget	Revised Budget
01- 1400- 0- 1110- 1000- 1100- 123- 0000	Teachers' Salar,Instructi	658,708.00	310,080.50
01- 1400- 0- 1110- 1000- 1100- 124- 0000	Teachers' Salar,Instructi	658,708.00	310,080.50
	Total for Expense Accounts	1,317,416.00	620,161.00
FD- RSRC- Y- GOAL- FUNC- OBJ T- SCH- MGMT	Description	Adopted Budget	Revised Budget
01- 1400- 0- - - 9790- -	Undesignated/un,EPA		22,548.00
	Total for Ending Balance Accounts	.00	22,548.00

BOARD OF TRUSTEES
OF THE
BELLEVUE UNION SCHOOL DISTRICT

RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT
RESOLUTION NO. 1

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36 (f);

WHEREAS, the District shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify

whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Bellevue Union School District;
2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Bellevue Union School District has determined to spend the monies received from the Education Protection Act as attached.

DATED: 7/16/19

Lisa Reyes, President, Board of Trustees

AYES: _____

NOES: _____

ABSENT: _____

I, David Alexander, Secretary of the Board of Trustees of this school district, do hereby certify that the foregoing resolution was regularly introduced, passed and adopted by the Board of Trustees at its meeting held July 16, 2019

Secretary, Board of Trustees

Bellevue Union School District
Agenda Item for Board Meeting

Agenda Category: Action

Agenda Item Title: Consider Approval of MOU with Schools of Hope/United Way

Prepared By: Moriah Hart, Executive Assistant

Background:

Schools of Hope is an Early Grade Reading Initiative that helps children build the critical reading skills needed to succeed in school and life. Through Schools of Hope, we recruit, train and place community volunteers in the schools. The tutor works one-on-one with Kindergarten through third grade students during the school day to supplement the work they are doing in the classroom.

Recommended Action:

It is recommended that the Board of Trustees approve the MOU with Schools of Hope/United Way

Supporting Documents:

None

SCHOOLS OF HOPE SONOMA COUNTY TUTORING PROGRAM MEMORANDUM OF UNDERSTANDING

AGREEMENT FOR SERVICES

Between

Bellevue Union School District

and

United Way of the Wine Country

I. Recitals

- A. The Bellevue Union School District ("District") is committed to improving academic outcomes for all its students and looks to partners whenever possible to advance these goals. United Way of the Wine Country ("UWWC") is committed to making sure that Sonoma County's children can read proficiently by the end of third grade. UWWC is committed to partnering with districts and agencies in activities and initiatives that have been shown to effectively accelerate achievement in reading.
- B. In light of our common goal to improve academic performance, the parties enter into the following agreement to plan, implement and evaluate the Schools of Hope Tutoring Program ("Program") students at Bellevue Elementary in Bellevue Union School District.

II. Obligations of District

- A. The District shall designate an instructional staff member(s) (Reading Specialist, Teacher or other appropriate staff) to act as Site Coordinator(s). The Site Coordinator(s) provides on-site supervision of the Program, for the purpose of ensuring the most effective placement and use of volunteer tutors and Program resources at the school site, including, but not limited to the following:
 - 1. Provide tutors with an orientation to individual school policies, procedures, and unique culture. Be available during tutoring hours to assist should questions or concerns arise. Ensure tutors receive feedback, encouragement and appreciation of their work
 - 2. Facilitate the active involvement of teachers and other appropriate staff in identifying students in need of tutoring support and developing tutoring activities that fit within the Schools of Hope framework.
 - 3. Work closely with United Way (UWWC) and its Program partners in matching, scheduling and communicating with volunteers.
 - 4. Deliver or coordinate the delivery of the initial 2-hr Tutor Training, as well as additional In-Service Training Sessions as needed to improve program effectiveness and tutor abilities.
 - 5. Coordinate a substitute tutor pool at the site.
 - 6. Identify students receiving tutoring, based on the DIBELS Next or Let's Go Learn Composite

Score and Program selection criteria.

7. Report program data two times per year, including but not limited to: Student High Frequency Word assessment scores, number of students receiving tutoring and number of tutoring sessions per student.
8. Monitor and record volunteer hours.
9. Participate in Operational Team meetings to monitor Program implementation and improvement, every other month or as needed.
10. Connect the Program and its resources with other parent communication, education and engagement activities offered at the site.
11. Communicate with UWWC staff to review site priorities and alignment of Program resources. This may be covered during the Operational Team meetings, but could also occur outside of that time as necessary.

B. For evaluation and Program monitoring purposes:

1. The District shall cooperate with the Program to use DIBELS Next or Let's Go Learn assessments to assess all students in grades served in order to identify students who will receive tutoring.
2. The District shall provide demographic and program data to the United Way of the Wine County Schools of Hope program for students all in the grades served by the Schools of Hope tutoring program as well as for as well as for students at one or more non-participating comparison school(s) for program evaluation purposes.
 - i. Demographic data shall include CALPADS Statewide Student Identifier, ELL status, Gender, Free and Reduced Lunch Data, SPED status
 - ii. Program data shall include:
 - a. Number of tutoring sessions (for students receiving tutoring)
 - b. DIBELS or Let's Go Learn scores (beginning, mid, and end of year scores).

The data will not contain student name, address or other identifiers. The Schools of Hope program will make this data available to Sonoma State University School of Education program evaluators.

3. United Way of the Wine Country will not release any data that identifies individual students, teachers or schools.
- C. The District shall provide the opportunity for UWWC to update school staff, parent groups and District board to understand the goals of the Program, and progress toward meeting them once or twice during the year.
- D. The District shall not ask or expect UWWC or Tutors to perform the duties of paid staff members,

or otherwise replace or supplant school site or district employees.

- E. The District shall be willing to collaborate with the Program's partners to increase community awareness about the Program and resources to support it.

III. Obligations of UWWC

- A. UWWC shall provide funding, not to exceed \$2,000 per school site, for Site Coordination of the Program, including, but not limited to, all necessary services and activities as defined in Section II.
- B. Payment for Site Coordination, as outlined in Section II, shall be made to the Site Coordinator(s) in two payments: one in December 2018 and one in May 2019.
- C. UWWC will provide \$100 per Tutor Training to the school Site Coordinator(s) or a designee to deliver up to 4 trainings (not to exceed \$400) during the 2018-2019 school year.
- D. UWWC will reimburse school Site Coordinators and/or schools for the purchase of Program materials not to exceed \$150.
- E. UWWC and its program partners shall organize and facilitate the overall planning, coordination, implementation, and evaluation of the Program.
- F. Recruitment, screening, background checking, orientation, coordination of tutor training, and placement of Tutors at school sites shall be conducted by UWWC and its program partners.
- G. UWWC shall support and complement District activities and initiatives to strengthen parents' role as partners in their children's education.
- H. UWWC shall monitor the Program for continuous improvement and conduct an evaluation of the Program.
- I. UWWC shall expand the Program to additional District sites and grades K-3 as resources become available.
- J. UWWC shall screen all volunteers in accordance with Education Code Section 45122.1 in that the Department of Justice has ascertained that the person has not been convicted of a felony.
- K. UWWC shall ensure all volunteers comply with Education Code Section 49406 in that they will submit to a TB test/TB risk assessment every four years.

IV. General Provisions

- A. This agreement is effective from August 1, 2019 through July 31, 2020.
- B. To the fullest extent permitted by law, each party to this Agreement shall indemnify, defend, release, and hold the other harmless from, and shall indemnify each other from and against all claims, demands, and/or liabilities arising from or related to this Agreement, or the participation of any students or employees under it, excepting only such injuries, damages, fines or penalties as

may be caused by the indemnified party's negligence or willful acts, including sexual misconduct. Each party's obligations to indemnify, defend, release and hold each other harmless shall extend to all claims, demands and liabilities for injuries, damages, fines, and penalties of any kind whatsoever.

- C. During the terms of this Agreement, the District and United Way of the Wine Country shall each provide general comprehensive public liability and property damage coverage, or programs of self-insurance satisfactory to all in their reasonable discretion, with minimum limits of \$2 million, combined single limit. Each party shall name the other, and its officers, agents, and employees, as additional insured, or additional covered party if self-insured, on all said insurance policies carried by each for the life of this Agreement. Each party shall be given a certificate of insurance no later than 15 calendar days following the execution of this Agreement. All public liability insurance shall insure performance of the indemnity provisions as set forth in Section IV (B) of this Agreement.
- D. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the parties.
- E. If any provision or provisions of this Agreement shall be held invalid or unenforceable by a court of competent jurisdiction, that provision or provisions shall be severed, and the remainder of this Agreement shall continue in full force and effect.
- F. The parties agree all persons performing services under this Agreement shall comply with all applicable laws and policies of:
 - 1. Screening in accordance with Education Code Section 45122.1 in that the Department of Justice has ascertained that the person has not been convicted of a felony;
 - 2. Compliance with the District's Board of Education policies that relate to Sexual Harassment, Child Abuse Reporting, Non-Discrimination, and Hazing; and
 - 3. Compliance with Title VI of the Civil Rights Act of 1965 (42 U.S.C. 2000d through 2000d4 prohibiting race discrimination), Title IX of the Education Amendments of 1972 (20 U.S.C. 794 prohibiting handicap discrimination), the Age Discrimination Act (42 U.S.C. 6101 et seq. prohibiting age discrimination), and the federal regulations adopted to implement these acts.
- G. Any purchases of equipment that will become District property as a result of this Agreement shall be made in accordance with district standards and procedures.
- H. Each individual executing this Agreement, or its counter part, on behalf of the respective party thereto warrants that he/she is authorized to do so and that this Agreement constitutes the legally binding obligation of the party that he/she represents.
- I. This Agreement contains the entire understanding of the parties and constitutes the sole and only agreement between them concerning the subject matter hereof or the rights and duties of any of them in connection therewith. Any agreements or representations among the parties hereto regarding the Program not expressly set forth in the Agreement are null and void.
- J. Each of the parties hereto agrees that it shall act in good faith in an attempt to cause all the conditions

precedent to the respective obligations to be satisfied.

- K. This Agreement shall be governed by and interpreted under laws of the State of California, with venue for the judicial resolution of any dispute to be Sonoma County, California. Should any term, condition or provision be deemed to be invalid or unenforceable, the remaining terms and conditions shall remain in full force and effect.

Grantee acknowledges and agrees that UWWC, at its sole discretion, shall:

- Conduct a fundraising campaign to support the outcomes identified for community benefit in Sonoma, Mendocino and Lake counties;
- Include Grantee in specific promotions and printed materials; and
- Communicate the outcomes achieved by program to UWWC staff, UWWC's donors and the community.

The Grantee, in accepting funds from UWWC, agrees to adhere to all the terms and conditions contained in this MOU, including:

DELIVERY OF PROGRAM ACTIVITIES AND OUTCOMES:

- Completion of all program activities and program outcomes as outlined in district obligations.
- Modification in projected activities or outcomes or change in the use of UWWC funds is prohibited without prior written approval by UWWC. UWWC also reserves the right to request that the Grantee works with UWWC staff to modify projected outcomes or make other relevant programmatic changes.

REPORTING REQUIREMENTS

- The funded agency must submit agreed upon reports as outlined in district obligations.

PARTICIPATION IN FUNDRAISING CAMPAIGN

- Participation in UWWC's fundraising campaign, which may include: a) being listed in all relevant campaign materials and b) submitting success stories as requested.

MARKETING AND COMMUNICATIONS

- Acknowledgment and identification of UWWC as a support organization on all published material related to Schools of Hope. The logo can be found online at: <http://www.unitedwaywinecountry.org>

NON-DISCRIMINATION POLICY

- Adoption and practice of a non-discrimination policy acceptable to UWWC whereby the Grantee actively seeks to hire and promote individuals, recruit volunteers, and provide services to individuals without regard to race, creed, religion, color, sex, sexual orientation, disability, marital status, veteran status, national origin, or age.

USA PATRIOT ACT CERTIFICATION OF COMPLIANCE

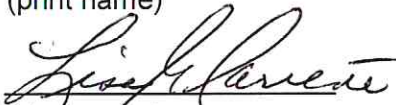
- I hereby certify on behalf of _____ **(Please print your Organization Name, a requirement for release of funds)** that all United Way funds and donations will be used in compliance with all applicable anti-terrorist financing and asset control laws, statues and executive orders.

Executed the day, month, and year first above written

United Way of the Wine Country
975 Corporate Center Parkway Suite 160
Santa Rosa, CA 95407

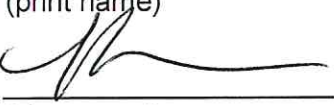
By: United Way President and CEO

Lisa Carreño
(print name)


(sign name)

By: United Way Board Chair

Karissa Kruse
(print name)


(sign name)

Bellevue Union School District
3150 Education Drive
Santa Rosa, CA 95407

By: District Superintendent

David Alexander
(print name)


(sign name)

By: School Board President

(print name)

(sign name)

Board of Education Approval Date: _____
(If Applicable)

Bellevue Union School District

Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of Williams Quarterly Uniform Complaint Report Summary (April 1-June 30)

Prepared By: Moriah Hart, Executive Assistant

Background:

This quarterly report is required by Education Code 35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

Recommended Action:

It is recommended that the Board of Trustees approve the Williams Quarterly Uniform Complaint Report Summary (April 1-June 30)

Supporting Documents:

Williams Quarterly Uniform Complaint Report Summary (April 1-June 30)

Bellevue Union School District
Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Ratification of Bills and Warrants

Background:

Warrants issued since the last regularly scheduled Board meeting are submitted for ratification.

Recommended Action:

It is recommended the Board ratify these warrants.

Supporting Documents:

Payroll Totals

Board Report of Checks

BELLEVUE Union School District

Williams Settlement

Quarterly Uniform Complaint Report Summary

Education Code §35186(d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

Reporting Period:

- January 1 - March 31, 2019 April 1 - June 30, 2019
 July 1 - September 30, 2018 October 1 - December 31, 2018

No complaints were received during the above time period.

If you received any complaints during the above time period, please complete the following table. Enter "0" in any cell that does not apply.

	Complaints Received	Complaints Resolved	Unresolved Complaints
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and/or Mis-assignment	0	0	0
Total	0	0	0

Board meeting date: 07.16.19
Date sent to County Superintendent of Schools: 07.17.19
Sonoma County Office of Education
5340 Skylane Blvd.
Santa Rosa, CA 95403

Checks Dated 06/17/2019 through 07/10/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1724910	06/19/2019	Conde Frendo, Paola	01-5201	Mileage Workshop/ PR checks		130.91
1724911	06/19/2019	Alsco (American Linen)	13-5800	Open PO- BV 2018/19	49.65	
				Open PO- KS 2018/19	46.33	95.98
1724912	06/19/2019	SYNCB/Amazon	01-4310	BV: Stacked Chair Mover	182.90	
			01-4345	DO : Office Supplies Purchases	504.14	
			01-4350	DO : Office Supplies Purchases	183.39	
			01-4390	M&O: Supplies for school sites	1,096.52	
			01-6400	M&O: Radio's @ MV	485.97	
				M&O: Radio's @ BV	485.97	
				M&O: Radio's @ ELC	161.99	
				M&O: Radio's @ KW	485.97	
				M&O: Radio's @ TM	485.97	4,072.82
1724913	06/19/2019	At Home Nursing Services	01-5800	DO: Nurse Services for S.M	9,541.66	
				NPS: . C.B	2,189.61	11,731.27
1724914	06/19/2019	AT & T	01-5911	Open PO Long Distance- CALNET 3 2018/19		33.88
1724915	06/19/2019	Rodney Justin Cook	13-5800	MV-BV-Kitchen Hood Fire Suppression System	201.75	
		Cook Fire Protection		TM-BV-Kitchen Hood Fire Suppression System	169.05	370.80
1724916	06/19/2019	Discovery Office Systems	01-4310	DO: Service Contract all sites 2018/19		89.45
1724917	06/19/2019	Emerald LLC	01-5100	TSA: Temporary Support Assistant Services : J.L	2,067.33	
			01-5800	TSA: A. F	1,177.67	
				TSA: G.M.J	2,846.82	
				TSA: N.G	2,567.16	
				TSA: Temporary Support Assistant Services : R.S.V	1,330.17	
				TSA: V.A.E	2,778.96	
				TSA: W. D	2,795.91	15,564.02
1724918	06/19/2019	Environmental Pump Services, Inc.	13-5800	Open PO-Grease Trap Service		100.00
1724919	06/19/2019	Fishman Supply Co	01-4370	M&O: Custodial Supplies @ ELC	332.23	
				M&O: Custodial Supplies @ TM	191.20	
				M&O: Custodial Supplies @ KW	192.53	
				M&O: Custodial Supplies @ MV	584.28	1,300.24
1724920	06/19/2019	Food Equipment Repair Service	13-5800	Open PO-Food Equipment Repair		602.80
1724921	06/19/2019	Friedman's Home Improvement	01-4380	Open PO - General Dist Maint 2018/19	70.60	
			01-4390	Open PO - General Dist Maint 2018/19	12.45	83.05

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

ESCAPE ONLINE

Checks Dated 06/17/2019 through 07/10/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1724922	06/19/2019	Hitmen Termite and Pest Control, Inc.	01-5800	Open PO Pest Control 2018/19		65.00
1724923	06/19/2019	Dawn Moore	01-5800	Materials for Chorus		103.68
1724924	06/19/2019	Office Depot Inc	01-4350	Open PO- District Office Supplies		25.58
1724925	06/19/2019	PG&E	01-5520	Open PO -P G & E 2018/19		17,409.26
1724926	06/19/2019	Recology Sonoma Marin	01-5560	KW/ELC- Garage & Recycling	652.25	
				MV Garage & Recycling Pick up	708.78	
				TM- Garage & Recycling Pick up	708.78	2,069.81
1724927	06/19/2019	44The Parron Corp Sonoma County Shad Company	01-4380	M&O: Window Covering		2,826.81
1724928	06/19/2019	Spurr	01-5510	Open PO Spurr/ June 1, 2014- June 30 2019		1,445.27
1724929	06/19/2019	US Bank Equipment Finance	01-5632	Open PO - Copier at Kawana Springs		549.86
1724930	06/19/2019	West County Transportation	01-5833	MV: Field Trips		2,354.28
1725890	06/21/2019	State Of California	01-3501	Interest and Fees		2,597.26
1725891	06/21/2019	At Home Nursing Services	01-5100	DO: Nursing Services A.F	4,901.56	
			01-5800	DO: Nursing Services for D.R	1,007.48	5,909.04
1725892	06/21/2019	AT&T	01-5840	OPEN PO For Circuit Numbers -1369		2,082.41
1725893	06/21/2019	AT & T	01-5911	Open PO Long Distance- CALNET 3 2018/19		3,819.74
1725894	06/21/2019	Citi Cards	01-4362	DO: OPEN PO: Maintenance & Operations	313.65	
			01-4380	DO: OPEN PO: Maintenance & Operations	147.45	
			01-4397	DO: Staff Appreciation Week	2,218.80	
			01-5800	DO: OPEN PO: Maintenance & Operations	156.83	
			01-6400	BV: Refrigerator & Delivery	983.00	3,819.73
1725895	06/21/2019	City Of Santa Rosa Alarm Progr am	01-5805	False Burglasry Alarm Fee		125.00
1725896	06/21/2019	Cypress School	01-5800	RSY: K.M		1,356.29
1725897	06/21/2019	Department Of Justice Accounting Office Cashier Unit	01-5862	Open PO for DO- Fingerprinting 2018/19		457.00
1725898	06/21/2019	Emerald LLC	01-5800	TSA: S.J	5,240.86	
				Unpaid Tax	137.54	5,378.40
1725899	06/21/2019	TIAA Commerical Finance	01-5600	Lease Agreement for Copiers		1,204.24
1725900	06/21/2019	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV		3,170.69
1725901	06/21/2019	Great America Financial Svcs	01-5950	OPEN PO-Postbase 45 mail machine		136.26
1725902	06/21/2019	Greg Pahlow	01-5800	Open PO-Eletrical work 2018/19		1,580.00
1725903	06/21/2019	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites 2018/19		23.00
1725904	06/21/2019	I.T.S.	01-5100	Couseling & Guidance Service: E.B.A	506.00	
				Individual Counseling & Guidance Service: C. B	506.00	

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

ESCAPE ONLINE

Checks Dated 06/17/2019 through 07/10/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1725904	06/21/2019	I.T.S.		Individual Counseling & Guidance Service : A.G.L	1,012.00	
			01-5800	NPS: Individual Counseling & Service : F.B.O	809.60	2,833.60
1725905	06/21/2019	Johnstone Supply	01-4370	Open PO HVAC Supplies 2018/19	1,052.88	
			01-4380	Open PO HVAC Supplies 2018/19	526.43	1,579.31
1725906	06/21/2019	Lattice Educational Services	01-5100	NPS: S.B		5,435.46
1725907	06/21/2019	Lozano Smith, LLP	01-5823	Open PO-Legal Fees 2018/19		4,119.87
1725908	06/21/2019	North Bay Children's Center	12-5100	BUSD: Pre-School Program Adm		118,097.67
1725909	06/21/2019	Recology Sonoma Marin	01-5560	BV- Garage & Recycling Pick up 2018/19		1,304.50
1725910	06/21/2019	Santa Rosa, City Of	01-5560	Open PO for Water bill BV	1,718.92	
				Open PO for Water bill KS	1,271.15	
				Open PO for Water bill MV	1,037.60	
				Open PO: TM for Water BILL	1,220.10	5,247.77
1725911	06/21/2019	SCOE System Use	01-5800	Spelling Bee		255.00
1725912	06/21/2019	Lakshmi Vyakaran Venkat	01-5100	ESY: Home & Hospital Instruction		724.78
Total Number of Checks					44	232,281.79

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	39	112,877.00
12	Child Development Fund	1	118,097.67
13	Cafeteria Fund	4	1,169.58
Total Number of Checks		44	232,144.25
Less Unpaid Tax Liability			137.54-
Net (Check Amount)			232,281.79

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

ESCAPE ONLINE

Bellevue Union School District

2018-2019

Payroll Totals

Payroll Regular 6/28/2019

Certificated	\$ 68,624.62
Classified	<u>\$137,041.90</u>
	\$205,666.52

Supplemental Payroll 610/2019

Certificated	\$51,553.98
Classified	<u>\$17,327.29</u>
	\$68,881.27

Manual Payroll

Certificated	\$0.00
Classified	<u>\$0.00</u>
	\$0.00

Totals	\$274,547.79
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Bellevue Union School District

Consent Calendar for Board Meeting of July 16, 2019

7. Consent Calendar

- 7.1. Contract with Santa Rosa City Schools
- 7.2. Surplus Technology Equipment
- 7.3. Board Meeting Minutes
 - 7.3.1. Regular Board Meeting Minutes June 17, 2019
 - 7.3.2. Special Board Meeting Minutes June 18, 2019
- 7.4. Interdistrict Requests 2018-19
- 7.5. Interdistrict Requests 2019-20
- 7.6. Personnel Activity Log

Recommended Action:

It is recommended that the Board of Trustees approve the agenda items on the Consent Calendar.

Supporting Documents:

Backup documentation for each item on the Consent Calendar.

CONTRACT

AGREEMENT FOR VENDED MEAL SERVICES

This AGREEMENT, for the period July 1, 2019 through June 30, 2020, is hereby entered into between City of Santa Rosa High School District of the State of California, hereinafter referred to as "CITY SCHOOLS" and: Bellevue Union School District, hereinafter referred to as: District.

WHEREAS, CITY SCHOOLS has the capability for providing vended meal services and Reimbursable Lunches to various sites and programs on a cost-reimbursement basis:

NOW THEREFORE: the parties hereto agree as follows:

CITY SCHOOLS SHALL:

(1) Prepare and deliver Reimbursable Lunches, excluding milk, using the Santa Rosa City Schools Choice Menu to:

See Attachment A

By 11:00 a.m.

EACH SCHOOL DAY, including minimum days, in accordance with the number of meals requested for that day. Eating utensils, straws, and napkins will also be provided.

(2) Be responsible for meeting the nutritional standards for Reimbursable Lunches as set forth by the United States Department of Agriculture for the National School Lunch Program, and also for the quality of the lunches at the time of delivery.

(3) Pick up transport baskets from the previous day's delivery at the time of the current day's delivery.

(4) Present itemized invoice the tenth working day of each month for the previous month's deliveries.

Reimbursable breakfasts for elementary and secondary schools will be billed at one dollar and seventy-five cents (\$1.75) each, NOT including milk.

Reimbursable lunches will be billed at the rate of three dollars (\$3.00) each for elementary, NOT including milk, and three dollars and twenty-five cents (\$3.25) each for secondary, NOT including milk.

(5) Assume all liability for proper use and protection of surplus commodities assigned to District. Commodities will only be used for the preparation of lunch meals and may not be sent to sites for snacks.

(6) Provide District with a monthly menu one week prior to the beginning of the month covered by said menu.

(7) Maintain all necessary records on the nutritional components of the lunches and the number of lunches delivered to and make said records available for inspection by the State and Federal authorities upon request.

(8) Shelf stable meals will be provided in the event your District is open on a scheduled CITY SCHOOLS holiday.

(9) CITY SCHOOLS shall charge for a minimum of fifteen (15) lunches at any given site. Fewer lunches may be received, but CITY SCHOOLS will not charge less for a regularly scheduled stop.

(10) Sack lunches can be provided for field trips with ten(10) working days' notice to the site providing lunches.

District SHALL:

(1) A. **Orders must be placed by 9:30 AM two days in advance** to ensure we will have the number of lunch choices available and for the efficient operation of our services. Shelf stable meals are available to purchase as a back-up supply, should you ever need additional meals.

B. Ensure that adequate storage shall be provided for the lunches from time of delivery until served to the student in accordance with Health and Safety Codes.

C. Ensure that lunches are heated to 165 degrees in accordance with Health and Safety Code #27601.

D. Ensure that an employee is available at sites each school day to verify quality and quantity of said lunches. Errors in count called in shall be the responsibility of District.

E. Ensure that lunches are delivered and served at sites approved on the District National School Lunch Agreement.

Failure to comply shall constitute sufficient reason for CITY SCHOOLS to immediately cease providing lunches under this AGREEMENT.

(2) Provide CITY SCHOOLS with school calendars. Each site shall give notice to CITY SCHOOLS Central Kitchen Manager of calendar changes. Also, notice must be given for minimum day meal requirements and any holidays not clearly indicated on the calendar. **THIS NOTICE MUST BE GIVEN TWO (2) WORKING DAYS PRIOR TO SAID SCHEDULE CHANGE.**

(3) Provide personnel to serve lunches, clean the serving and eating areas, assemble and deliver transport baskets by Santa Rosa City Schools delivery the next day.

(4) Establish collection procedures which are in accordance with State and Federal regulations relating to the overt identification of needy students, and keep accurate records of the number of free, reduced price, paid, and adult lunches served daily.

(5) Prepare all claims for reimbursement under its own agreement number, receive and approve all free and reduced price meal applications, and maintain all necessary records to substantiate the above items.

(6) Assign to CITY SCHOOLS one hundred percent (100%) of the commodities to which District is entitled and the responsibility for proper use of such commodities. If there is a short-fall of commodities, cash-in-lieu of commodities shall be given to CITY SCHOOLS. Commodities may not be sent to school sites except as they appear on the listed menu.

(7) Pay CITY SCHOOLS within 60 days of invoice or a fee of 1% will be charged on the balance due.

(8) Order, provide, and pay for all milk served with the reimbursable lunches.

TERM

This AGREEMENT becomes effective this day July 1, 2019, and will continue until June 30, 2020. This AGREEMENT may be renegotiated and renewed as revised and agreed upon by both parties. This AGREEMENT is valid through June 30, 2020.

TERMINATION/INDEMNIFICATION

Termination

CITY SCHOOLS may terminate this AGREEMENT, with or without cause, upon 30 days' written notice to DISTRICT.

Indemnification

To the fullest extent permitted by law, each party shall defend, indemnify, and hold the other party, its Governing Board, officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this AGREEMENT but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the willful or intentional misconduct or negligent acts or omissions of the indemnified party, its officers, employees, volunteers, or agents.

Each party to this agreement understands and is aware that the School and College Legal Services, Sonoma County Office of Education, provides legal advice and services to each of the parties on this and other matters. Each party has no objections to the representation of the other parties by the same legal counsel.

APPROVED BY

By _____
Signature

Title

School District/Agency

Date

APPROVED BY

CITY OF SANTA ROSA HIGH SCHOOL DISTRICT

By _____

Assistant Superintendent-Business Services

Date

Board Approved:

Legal Counsel

Date

ATTACHMENT A

Bellevue Unified School District

Sierra School
4580 Bennett View Drive
Santa Rosa, CA 95404

Bellevue Union School District

Agenda Item for Board Meeting of July 16, 2019

Agenda Category: Consent

Agenda Item Title: Surplus Technology Equipment

Prepared By: Lawrence Black, Director of Technology

Background: BUSD is looking to surplus the following items. They are old, broken, out of support and not part of the current IT Deployment.

- 5 Chromebooks
- 3 PC Laptops Circa 2009
- 25 Macbook Pro Circa 2006
- Broken Chromebook Parts
 - Keyboards
 - Batteries
 - Screens
- Broken Speakers
-

BUSD will partner with Tri Valley Recycling a Stockton based computer recycling company to dispose of these without cost to the district.

Recommended Action:

Approval of Surplus of IT Material

Supporting Documents:

N/A

BUSD June 17, 2019 Board Meeting Minutes

1. Open Session 6:00 P.M.

1.1. The special Board meeting of the Bellevue Union School District Board of Trustees was called to order at 6:01 by Trustee Lisa Reyes, at the Bellevue Union School District Board Room.

1.2. Flag Salute: Chris Kim led the flag salute.

Members Present: Lisa Reyes, John Jarvis, Adele Walker, and David Alexander

Members Absent: Stephanie Merrida-Grant

Late Arrivals: None

Early Departures: None

District Office Staff Present: David Alexander, Chris Kim, Siara Goyer

Others Present: None

2. Public Comment: None

3. Hearing

3.1. 2017-2020 Local Control Accountability Plans (LCAPs) for Bellevue Union School District

3.2. 2019-20 Budget and Statement of Reserves for Bellevue Union School District

4. Planning

June 18, 2019	Regular Board Meeting	5:30pm	District Office
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Open Session Adjournment Time: 6:04 P.M.

Respectfully Submitted,

BUSD June 17, 2019 Board Meeting Minutes

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

BUSD June 18, 2019 Board Meeting Minutes

1. Open Session 5:30 P.M.
 - 1.1. The regular Board meeting of the Bellevue Union School District Board of Trustees was called to order at 5:32 by Trustee Lisa Reyes, at the Bellevue Union School District Board Room.
 - 1.2. Public Comment On Closed Session: N/A
2. Adjourn To Closed Session: 5:32 P.M.
 - 2.1. Closed Session Agenda
 - 2.1.1. Public Employee §54957
 - 2.1.2. Conference With Labor Negotiator §54957.6
 - 2.1.2.1. BEA
3. Reconvene To Regular Session: 6:10 P.M.
 - 3.1. Flag Salute: Moriah Hart led the flag salute.

Members Present:	Lisa Reyes, John Jarvis, Adele Walker, Stephanie Merrida-Grant and David Alexander
Members Absent:	None
Late Arrivals:	None
Early Departures:	None
District Office Staff Present:	David Alexander, Chris Kim, Moriah Hart, Roger Farrell, Larry Black, Gilda DeNiro, Siara Goyer
Others Present:	See Sign in Sheet
 - 3.2. Report on Closed Session N/A
 - 3.3. Consider Agenda Adjustment: N/A
 - 3.4. Public Comment: Michael Liotta - Improvement Update - Kawana Kitchen
4. Public Hearing
 - 4.1. Developer Fee Study 2018-19

BUSD June 18, 2019 Board Meeting Minutes

4.2. Accounting of Developer Fees

5. Introduction

5.1. New Principal & Director of Student Services

6. Discussion/Action Item

6.1. Board Members interviewed applicants for provisional appointment to Governing Board (to fill the vacancy created by Juana Garcia's resignation):

6.1.1. Applicants

6.1.1.1. Michael Liotta

6.1.1.2. Jamie Padilla

6.2. The Board discussed and reviewed the qualifications of the applicants interviewed for the Provisional Board Appointment (Gov. Code 54954.5)

On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board approved Jamie Padilla to fill the seat vacated by Juana Garcia

Action: Approved

Vote	4	Ayes
	0	Noes
	0	Absent
	1	Vacant Seat

6.3. Appointment of a Provisional Board Trustee

6.3.1. Oath of Office

7. Information/Discussion

7.1. Bond/Parcel Tax survey results presentation

7.1.1. Isom Advisors presented the results of the community survey as well as discuss next steps

8. Action

8.1. On a motion by John Jarvis, second by Adele Walker, the Board approved Resolution No. 17 - Bellevue Union School District Accounting of Developer Fees for the 2018-19 Fiscal Year

Action: Approved

Vote	5	Ayes
	0	Noes

BUSD June 18, 2019 Board Meeting Minutes

	0	Absent
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- 8.2. On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board approved Resolution No. 18 - Increase of School Facilities Fees as Authorized by Government Code Section 65995 (b) 3

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 8.3. On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board Approved the 2018-2020 Local Control Accountability Plans (LCAPs) for Bellevue Union School District

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 8.4. On a motion by Stephanie Merrida-Grant, second by John Jarvis, the Board approved the 2019-20 Budget and Statement of Reserves for Bellevue Union School District

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 8.5. On a motion by John Jarvis, second by Adele Walker, the Board approved the Certification of the Spring 2019 Consolidated Application for Funding of Categorical Aid Programs

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 8.6. Ratification of Bills and warrants

BUSD June 18, 2019 Board Meeting Minutes

Payroll Totals:

<u>Payroll Regular 5/31/2019</u>		
Certificated		\$687,457.61
Classified		<u>\$244,252.45</u>
		\$931,710.06
<u>Supplemental Payroll 5/10/2019</u>		
Certificated		\$46,782.34
Classified		<u>\$11,766.17</u>
		\$58,548.51
Totals		\$990,258.57

Accounts Payable Totals:

Fund Description	Expensed Amount
12 Child Dev Fund	74,532.54
13 Cafeteria Fund	66,966.81
21 Building Fund	12,564.66
<u>25 Capital Fac Fund</u>	<u>19,896.05</u>
Total Payables	\$975,121.52

On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board ratified the Bills and Warrants.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

9. Consent Calendar

- 9.1. Board Policy Manual Revisions per California School Boards Association (CBSA) Update Recommendations 2nd Reading (1st Reading 05.21.19)
- 9.2. Board Meeting Minutes
 - 9.2.1. Regular Board Meeting Minutes May 21, 2019
- 9.3. Annual Renewals of Technology Contracts
 - 9.3.1. Aeries
 - 9.3.2. Blackboard
 - 9.3.3. Dreambox
 - 9.3.4. ESGI

BUSD June 18, 2019 Board Meeting Minutes

- 9.3.5. Hapara
- 9.3.6. Illuminate
- 9.3.7. Mystery Science
- 9.3.8. Renaissance
- 9.4. Interdistrict Requests 2018-19
- 9.5. Interdistrict Requests 2019-20
- 9.6. Personnel Activity Log

On a motion by Adele Walker, second by John Jarvis, the Board approved the Consent calendar

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

10. Reports

- 10.1. California School Employees Association, Chapter 501
No Report

- 10.2. Bellevue Education Association
No Report

10.3. Principal Reports

Nina Craig, Bellevue Principal, welcomed Ms. Padilla to the Board of Trustees, Ms. Jacobson and Ms Whitaker. The principals are wrapping up the school year at all sites. The new educational team met last week to go over the nuts and bolts of the district, norming, storming, forming & performing as a group. Thanks to Siara Goyer for her work on getting certificated staff hired and now on to classified staff needs. The custodians are hard at work doing summer cleaning and prepping for the start of the school year. .

10.4. Board Reports/Board Items

John Jarvis reported having a fantastic time shaking the hands of the 6th graders during their promotion ceremony at Bellevue. He even got to shake his son's hand. He was at Kawana too and everyone got all teary eyed with their video. He said he doesn't know how teachers and principals do it.

Adele Walker also attended graduation this year. She wished all of the principals were here so she could say goodbye and wish them well. She congratulated Gild DeNiro on her retirement and thanked her. She acknowledged all the hard work the District Office does all year and especially over the summer and thanked the District Office staff; "you don't get thanked enough for the work you do."

Jamie Padilla thanked everyone.

BUSD June 18, 2019 Board Meeting Minutes

Lisa Reyes echoed everyone's sentiments. She congratulated and welcomed Jamie Padilla to the Board. She thanked Gilda, welcomed Ms. Jacobson and Ms. Whitaker. Ms. Reyes mentioned she and Dr. Alexander attended all of the 6th grade promotion ceremonies this year.

10.5. Superintendent Report
10.5.1. Enrollment Update

David Alexander, Superintendent, shared passion and heart was visible in the dedication to our work all year; we care for and want the best for the kids. We have been doing the best with limited resources.

11. Planning

July 16, 2019	Regular Board Meeting	5:30pm	District Office
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~~12. Return to Closed session as needed~~

Open Session Adjournment Time: 8:45 P.M.

Respectfully Submitted,

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

Bellevue Union School District
Board Meeting
Tuesday June 18, 2019
Sign-in Sheet

Name	School Site/Community Member
1 <i>Egan Farrell</i>	<i>BUSD</i>
2 <i>Michael Latta</i>	<i>community member/parent</i>
3 <i>N. Craig</i>	<i>BV</i>
4 <i>Sierra Gonyer</i>	<i>DO</i>
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School Year	G R	District of Residence	District Requested	School Requested	Reason	Incoming or Outgoing?	Recommendation based upon BP5117	Date of Board Meeting	Expires
2018-19	5	Bellevue	Roseland	Roseland	Current Year Continuing	Outgoing	Approved	7/16/19	06/31/19

2019-20 Interdistricts

School Year	GR	District of Residence	District Requested	School Requested	Reason	Incoming or Outgoing?	Recommendation based upon BP5117	Date of Board Meeting	Expires	Status
2019-20	1	Bellevue	Roseland	Sheppard	Continuing	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	Bellevue	Bennett Valley	Strawberry	Continuing 5th/6th (cluster school) CALPADS verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	TK	Bellevue	Old Adobe	Loma Vista	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	K	Bellevue	Old Adobe	Old Adobe	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Roseland Creek	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	Roseland	Roseland	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	TK	Bellevue	Roseland	Roseland Creek	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	Roseland	Roseland Creek	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Bellevue	Roseland	Roseland	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	SRCS	Bellevue	Meadow View	Childcare	Incoming	Approved	7/16/19	06/30/2025	
2019-20	TK	Bellevue	Wright	RL Stevens	Childcare verified * uncle	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Sheppard	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	Roseland	Sheppard	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Sheppard	Employment - Verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Wright	JX Wilson	Childcare by aunt verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	SRCS	Hidden Valley	Note from Counselor	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Bennett Valley	Yulupa	Siling w/Approved IDT	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	3	Bellevue	Bennett Valley	Yulupa	Continuing	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	5	Roseland	Bellevue	Taylor mountain	Continuing	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	3	Bellevue	Roseland	Roseland	Sibling w/Approved IDT	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	4	Bellevue	Roseland	Roseland	Continuing Student	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	6	Bellevue	Roseland	Roseland Creek	Continuing CALPADs verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Bellevue	Windsor	Mattie Washburn	Childcare by aunt verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	2	Bellevue	Roseland	Roseland	Employment/Childcare Grandpa works at Pepe's and picks up after school	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Roseland	Bellevue	Kawana	Dual Immersion	Incoming	Approved	7/16/19	06/30/2025	
2019-20	4	Bellevue	Rincon Valley	Sequoia	Continuing 4th CALPADs verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Rincon Valley	Sequoia	Sibling w/ Approved IDT	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	5	SRCS	Bellevue	Kawana	Continuing	Incoming	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	Roseland	Roseland Creek	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	2	Bellevue	Mark West	Mark West	Childcare by Grandma verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	SRCS	Bellevue	Meadow View	Childcare	Incoming	Approved	7/16/19	06/30/2025	
2019-20	1	SRCS	Bellevue	Meadow View	Childcare	Incoming	Denied	7/16/19	06/30/2025	Impacted Program
2019-20	4	Bellevue	Roseland	Roseland	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Mark West	Mark West	Employment - Verified	Outgoing	Approved	7/16/19	06/30/2025	Not Allen Bill
2019-20	3	Bellevue	Roseland	Sheppard	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	3	Bellevue	Roseland	Sheppard	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Roseland	Sheppard	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	2	Bellevue	Roseland	Roseland Creek	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	TK	Bellevue	Roseland	Sheppard	Sibling with IDT verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	5	Bellevue	Roseland	Sheppard	Continuing CALPADs verified	Outgoing	Approved	7/16/19	06/30/2020	

2019-20 Interdistricts

2019-20	1	Bellevue	Roseland	Sheppard	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	3	Bellevue	Roseland	Sheppard	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	3	Bellevue	Roseland	Sheppard	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	3	Bellevue	Roseland	Roseland	Childcare by family - tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Roseland	Sheppard	Sibling with IDT verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	5	Bellevue	Roseland	Roseland Creek	Continuing CALPADs verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Old Adobe	Sonoma Mountai	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	Waitlisted
2019-20	K	Bellevue	SRCS	Helen Lehman	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Liberty	Liberty	Mental or physical health - letter	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	2	Bellevue	Roseland	Sheppard	Childcare by family verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	4	Bellevue	Roseland	Roseland	Childcare by "Tia"	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	k	Bellevue	Old Adobe	Loma Vista	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	k	Bellevue	SRCS	Hidden Valley	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Bellevue	Roseland	Sheppard	Employment* verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	4	Bellevue	Roseland	Roseland Creek	Childcare by "Tia"	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	4	Bellevue	Roseland	Roseland	Childcare by "Tia"	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	Bellevue	Roseland	Sheppard	Childcare by "Tia"	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	3	Bellevue	Roseland	Roseland	Childcare by "Tia"	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	K	Bellevue	Sebastopol	Parkside	Sibling/Employment - verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	K	Bellevue	Old Adobe	Old Adobe Chart	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	Bellevue	Old Adobe	Old Adobe Chart	Charter - no IDT required	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	3	SRCS	Bellevue	Kawna	Dual Immersion	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	k	SRCS	Bellevue	Kawna	Dual Immersion	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Roseland	Employment* verified Joyeria	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	3	Bellevue	Roseland	Roseland	Employment* verified Joyeria	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	Bellevue	Roseland	Sheppard	Continuing Student Calpads Verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	2	Bellevue	Roseland	Sheppard	Continuing Student Calpads Verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	6	Bellevue	Roseland	Roseland Creek	Continuing Student Calpads Verified	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	3	Bellevue	Wright	RL Stevens	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2025	Denied by Wright
2019-20	K	Bellevue	Roseland	Roseland Creek	Continuing Student Calpads Verified	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Bellevue	Roseland	Roseland Creek	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Sheppard	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	K	Bellevue	Wright	RL Stevens	Childcare by family - aunt	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	1	Bellevue	Bennett Valley	Yulupa	Childcare by family	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	5	Bellevue	Wrught	Wright Charter	Conitnuing/IDT not required for Charter	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Bennett Valley	Yulupa	Childcare* verified Great Aunt	Outgoing	Approved	7/16/19	06/30/2025	
2019-20	1	Bellevue	Roseland	Sheppard	Childcare* Verified Tia	Outgoing	Approved	7/16/19	06/30/2020	
2019-20	4	Roseland	Bellevue	Meadow View	Continuing 4th calpads verified	Incoming	Approved	7/16/19	06/30/2025	

Bellevue Union School District Personnel Activity Log

For the period: June 18, 2019 – July 15, 2019

Date of Board Approval: July 16, 2019

Hiring:

Certificated:

1. *Sarah Griffith, 1.0 FTE Teacher, Bellevue Elementary School- Effective 2019-2020 School Year*
2. *Emma Rosaschi, 1.0 FTE Teacher, Bellevue Elementary School- Effective 2019-2020 School Year*

Change of Contracts:

1. *Susana Bradley, 1.0 FTE Office Manager, Kawana Springs Elementary School (Previously 1.0 FTE Parent Liaison/ Office Assistant, Meadow View Elementary)- Effective 2019-2020 School Year*

Retirements:

Certificated:

1. *Gilda DeNiro, 1.0 FTE Student Services Director, District Wide- Effective July 31, 2019*

Resignations:

Classified:

1. *Olivia Knight 0.5 FTE Literacy Paraprofessional, Taylor Mountain Elementary School- Effective June 3, 2019*