

Santa Barbara County Education Office

BOARD BOOK
and AGENDA



September 2021



SANTA BARBARA COUNTY BOARD OF EDUCATION

4400 Cathedral Oaks Road, P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING

September 2, 2021 – 2:00 p.m.
Auditorium

AGENDA

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the superintendent's office at (805) 964-4711 or email afreedland@sbceo.org by 10:00 a.m. the day before the meeting. Notification at least 72 hours prior to the meeting will assist the superintendent in making suitable arrangements.

Persons wishing to address the board are requested to complete a "Request to Address Board" form, available at the meeting room entrance, and deliver it to the secretary prior to the time the meeting is called to order. During the time for public comment specified on the agenda, the board will acknowledge requests to speak on agenda items as well as topics not on the agenda, but within the subject matter jurisdiction of the board. The total amount of time for public comments will be 15 minutes. The amount of time an individual speaker may speak may be adjusted upon consent of the board depending on the total number of persons wishing to be heard. If the speaker needs more time, they may submit written comments.

GENERAL FUNCTIONS

- 1. Call to Order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Changes to the Agenda**

The president will announce any additions, deletions, or changes in the order of business on the agenda at this time.

- 4. President and Board Comments**
- 5. Public Comments**

The total amount of time for public comments will be 15 minutes. With board consent, and depending on the number of persons wishing to be heard, the president may increase or decrease the time allowed for individual speakers. If the speaker needs more time, they may submit written comments.

RECOGNITIONS

6. Santa Barbara County Classified School Employees of the Year Recognition

[Time Approximate: 2:25 p.m.]

7. Presentation on Special Education

Assistant Superintendent of Special Education Kirsten Escobedo will provide a presentation to the board on special education services provided by the Santa Barbara County Education Office.

8. Presentation on Redistricting

Cooperative Strategies Executive Director Justin Rich will provide a presentation on the redistricting process for the County Board of Education. The County Committee on School District Organization approves the redistricting of the County Board of Education.

CONSENT AGENDA

At this time, the board will consider all of the items below together and can act upon them with a single vote. These items are considered to be routine and do not require separate discussion. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent recommends approval of all consent items.

9. Minutes of Meeting Held August 5, 2021
(Attachment)

10. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates
(Attachment)

The superintendent recommends approval of the registration of credentials and other certification documents registered in the Santa Barbara County Education Office from July 7, 2021 to August 6, 2021, and the issuance of temporary county certificates for that same time period.

11. Recommended Approval for Acceptance of Donations
(Attachment)

The superintendent recommends approval for acceptance of donations on the attached donations list for the following department:

- Teacher Programs and Support

12. Recommended Approval for Declaration of Surplus
(Attachment)

The superintendent recommends approval for declaration of surplus on the attached surplus list for the following departments:

- Educational Technology Services
- Fiscal Services
- Maintenance and Operations

Motion to approve all consent items:

MOVED:

SECONDED:

VOTE:

ACTION ITEMS

13. Board Policies, Discussion, Reading and Adoption
(Attachment)

The Board Policy Committee will provide a brief report which will include information about aligning all board policy names and numbers with the California School Boards Association’s (CSBA) sample board policy names and numbers. The following board policies, which have been aligned with CSBA’s sample board policy names and numbers, are being presented for reading and adoption:

Current Board Policy Number	Current Board Policy Name	New Board Policy Number	New Board Policy Name
BP 7005	Selection and Evaluation of Instructional Materials	6161.1	Selection and Evaluation of Instructional Materials
BP 6006	Suspension and Expulsion/Due Process	5144.1	Suspension and Expulsion/Due Process
BP 6003	Truancy	5113.1	Chronic Absence and Truancy
BP 6010	Cumulative Records	5125	Student Records
BP 6012	Alcohol and Other Drugs	5131.6	Alcohol and Other Drugs
n/a	n/a	6146.2	Certificate of Proficiency/High School Equivalency
n/a	n/a	5131.2	Bullying
n/a	n/a	6186	Juvenile Court Schools

MOVED:

SECONDED:

VOTE:

INFORMATION ITEMS

14. Personnel Report
(Attachment)

The certificated and classified personnel reports are presented as an information item.

SUPERINTENDENT'S REPORT

- 15. The superintendent will give a brief report.**

ADJOURNMENT

- 16. Adjournment to the next regular meeting to be held October 7, 2021.**

MOVED:

SECONDED:

VOTE:

Consent Agenda



SANTA BARBARA COUNTY BOARD OF EDUCATION

4400 Cathedral Oaks Road, P.O. Box 6307
Santa Barbara, CA 93160-6307

REGULAR MEETING

August 5, 2021 – 4:15 p.m.
Auditorium

MINUTES

UNAPPROVED

GENERAL FUNCTIONS

1. Call to Order and Pledge of Allegiance

The regular meeting of the County Board of Education was called to order at 4:19 p.m. by Board President Maggi Daane, followed by the Pledge of Allegiance.

2. Roll Call

Board Members Present

Marybeth Carty
Maggi Daane
Michelle de Werd
Judith Frost
Joe Howell
Bruce Porter

Board Members Absent

Peter MacDougall

Staff Members Present

Susan Salcido, superintendent
Cita Torres, legal counsel
Anna Freedland, executive assistant

Brigitte Almquist
Mari Baptista
Ellen Barger
Debbie Breck

Valerie Cantella
Kirsten Escobedo
Sibel Goksu
Kathy Koury

Luis Medina
Amy Ramos
Bill Ridgeway
Rene Wheeler

Kate Yamasaki

Others Present

Bryan Kerner
Kathy Hollis

3. Changes to the Agenda

None.

4. President and Board Comments

The president and board members commented on various matters, including:

- The start of school – welcoming students and staff back, and the start of school under COVID conditions
- The Day of Hope in Santa Maria
- The upcoming California County Boards of Education (CCBE) Annual Conference
- A recent meeting with Cheri Rae, director and founder of The Dyslexia Project, and Monie di Wit, about dyslexia
- The EdSource roundtable on community colleges preparing a post-pandemic workforce
- The Nature Conservancy and the Dangermond Preserve, which hired an environmental education coordinator

5. Public Comments

None.

RECOGNITIONS AND PRESENTATIONS

6. Special Recognition

The board and the superintendent recognized Kathy Koury on her upcoming retirement after 44 years as the executive director of the Children’s Creative Project and thanked her for her years of service and leadership. Ms. Koury was presented with a crystal apple award, certificate of appreciation and bouquet of flowers.

7. Presentation on Students Experiencing Homelessness

Assistant Superintendent of Educational Services Bridget Baublits provided a presentation to the board on students experiencing homelessness.

CONSENT AGENDA

8. Minutes of Meeting Held July 1, 2021

9. Registration of Credentials and Other Certification Documents: Issuance of Temporary County Certificates

Registration of credentials and other certification documents registered in the Santa Barbara County Education Office from June 7, 2021 to July 6, 2021, and the issuance of temporary county certificates for that same time period.

10. Declaration of Surplus

Declaration of surplus for the following departments:

- Educational Technology Services
- Special Education

11. Recommended Issuance of High School Graduation Diploma

Issuance of a high school graduation diploma to the following students:

Dos Puertas School

- Student CSIS # 6178830704 – May 19, 2021
- Student CSIS # 9178003631 – June 21, 2021

Peter B. FitzGerald Community School

- Student CSIS # 9175673711 – May 21, 2021

Motion to approve all consent items:

MOVED: **Mrs. Frost**

SECONDED: **Mr. Porter**

VOTE: **Passed 6-0**

ACTION ITEMS

12. Recommended Approval of Grant Application – Consolidated Programs

The board approved submission of application to the California Department of Education for 2021-22 funding for Consolidated Categorical Programs.

MOVED: **Mrs. Carty**

SECONDED: **Mrs. de Werd**

VOTE: **Passed 6-0**

13. Board Policies, Reading and Adoption

Board Policy Committee Chair Marybeth Carty recommended the following board policy for adoption. The board adopted the board policy.

- BP 6011 (Revised) Independent Study Programs

MOVED: **Mr. Porter**

SECONDED: **Mrs. Frost**

VOTE: **Passed 6-0**

14. Recommended Adoption of Resolution for Exception to 180-day Wait Period

The board adopted Resolution No. 2205 for an exception to the 180-day wait period to hire a PERS retired annuitant.

Ayes: 6 **Noes: 0** **Absent: 1** **Abstain: 0**
MOVED: **Mrs. Frost** SECONDED: **Mr. Howell** VOTE: **Passed 6-0-1-0**

INFORMATION ITEMS

15. Personnel Report

The certificated and classified personnel reports were presented as an information item.

SUPERINTENDENT’S REPORT

16. The superintendent reported on the following topics:

- Back to school opening dates
- The recent health officer order mandating face coverings in all public indoor locations regardless of vaccination status
- The independent study program as required by AB 130
- Upcoming board meetings and events

PUBLIC HEARING

17. Public Hearing on Textbook and Instructional Materials Compliance

The public hearing was opened at 5:17 p.m. regarding the Santa Barbara County Education Office’s compliance with regulations regarding the availability of textbooks and instructional materials as required by the Williams Case Settlement. With no comments from the public, the public hearing was closed at 5:17 p.m.

ACTION ITEMS

18. Recommended Adoption of Resolution Regarding Textbook and Instructional Materials Compliance

The board adopted Resolution No. 2204, the Santa Barbara County Education Office’s compliance with regulations regarding the availability of textbooks and instructional materials as required by the Williams Case Settlement.

Ayes: 6 **Noes: 0** **Absent: 1** **Abstain: 0**
MOVED: **Mr. Howell** SECONDED: **Mrs. Carty** VOTE: **Passed 6-0-1-0**

ADJOURNMENT

19. Adjournment to the next regular meeting to be held September 2, 2021.

The meeting was adjourned at 6:12 p.m. to the next regular meeting to be held September 2, 2021.

MOVED: **Mr. Howell**

SECONDED: **Mrs. Carty**

VOTE: **Passed 6-0**

Maggi Daane, President
County Board of Education

Dr. Susan Salcido, Secretary
County Board of Education

Sophia	Lugli	30-Day Substitute Teaching Permit
Rosita	Maldonado	30-Day Substitute Teaching Permit
Jewelee	Matautia	30-Day Substitute Teaching Permit
Cristina	Mendez	30-Day Substitute Teaching Permit
Louka	Moutarlier	30-Day Substitute Teaching Permit
Mercedes	Murphy	30-Day Substitute Teaching Permit
Eimile	Pay	30-Day Substitute Teaching Permit
Laura	Perez	30-Day Substitute Teaching Permit
Maynard	Pilapil	30-Day Substitute Teaching Permit
Amanda	Queen	30-Day Substitute Teaching Permit
Sophia	Quinonez	30-Day Substitute Teaching Permit
Rhonda	Redkey	30-Day Substitute Teaching Permit
Jeff	Saito	30-Day Substitute Teaching Permit
Hector	Sanchez	30-Day Substitute Teaching Permit
Ivana	Siufanga	30-Day Substitute Teaching Permit
Katie	Spalluto	30-Day Substitute Teaching Permit
Jennifer	Takier	30-Day Substitute Teaching Permit
Marguerite	Threlkeld	30-Day Substitute Teaching Permit
Samantha	Trainor	30-Day Substitute Teaching Permit
Hannah	Trefts	30-Day Substitute Teaching Permit
Mariana	Valencia	30-Day Substitute Teaching Permit
Uriah	Venegas	30-Day Substitute Teaching Permit
Frederick	Winter	30-Day Substitute Teaching Permit
Atsuko	Wolcott	30-Day Substitute Teaching Permit
Robert	Wolfe	30-Day Substitute Teaching Permit
Sandra	Wood	30-Day Substitute Teaching Permit

Expiration Date: 2023

Sandra	Adams	30-Day Substitute Teaching Permit
Kester	Bantin	Single Subject Teaching Credential
Aleesha	Calad	Education Specialist Instruction Credential
Danielle	Del Valle	30-Day Substitute Teaching Permit
Catherine	Henrey	Education Specialist Instruction Credential
Alyssa	Hufschmid	Pupil Personnel Services Credential
Matthew	Kissel	Single Subject Teaching Credential
Sherrie	Paul	Education Specialist Instruction Credential
Emily	Peck	Single Subject Teaching Credential
Janinne	Salinas	Administrative Services Credential
Steven	Torres	Administrative Services Credential
Mary	Williams	Education Specialist Instruction Credential

Expiration Date: 2024

Stephanie	Barlev	Single Subject Teaching Credential
Karen	Behrndt	Multiple Subject Teaching Credential
Stephanie	Eggert	Administrative Services Credential
Stephanie	Eggert	Multiple Subject Teaching Credential
Jason	Fowle	Single Subject Teaching Credential
Valerie	Galindo	Administrative Services Credential
Veronica	Gallardo	Administrative Services Credential
Jennifer	Huff	Administrative Services Credential
Nathaniel	Maas	Administrative Services Credential
Nathaniel	Maas	Multiple Subject Teaching Credential
Nathaniel	Maas	Single Subject Teaching Credential
Kristin	Makena	Administrative Services Credential
Phoenix	Plotner	Multiple Subject Teaching Credential
Todd	Ruskauff	Single Subject Teaching Credential
Jeremy	Shipman	Administrative Services Credential
Jeremy	Shipman	Single Subject Teaching Credential

Expiration Date: 2025

Lauren	Amendola	Multiple Subject Teaching Credential
Jessica	Angell	Multiple Subject Teaching Credential
Kathryn	Blackburn	Administrative Services Credential
Kathryn	Blackburn	Multiple Subject Teaching Credential
Cynthia	Esquivel	Multiple Subject Teaching Credential
Scott	Liddi	Education Specialist Instruction Credential
Denise	Lyle	Education Specialist Instruction Credential
Kristin	Makena	Pupil Personnel Services Credential
Maria	Miller	Multiple Subject Teaching Credential
Kenichi	Nishiya	Administrative Services Credential
Kenichi	Nishiya	Single Subject Teaching Credential
Iain	Patterson	Multiple Subject Teaching Credential
Iain	Patterson	Single Subject Teaching Credential
Sherri	Pfisterer	School Nurse Services Credential
Madeleine	Polinsky	Multiple Subject Teaching Credential
Andrew	Schwab	Administrative Services Credential
Andrew	Schwab	Designated Subjects Career Tech Ed Teaching Credential
Lisa	Shipman	Administrative Services Credential
Lisa	Shipman	Multiple Subject Teaching Credential
Caitlin	Voss	Single Subject Teaching Credential
Aryn	Wolf	Multiple Subject Teaching Credential

Expiration Date: 2026

Victoria	Aguirre	Multiple Subject Teaching Credential
Jamie	Allison	Multiple Subject Teaching Credential
Jamie	Allison	Single Subject Teaching Credential
Janine	Anderson	Education Specialist Instruction Credential
Kendall	Andrechek	Pupil Personnel Services Credential
Heather	Bailey	Child Development Teacher Permit
Daniela	Barajas	Child Development Associate Teacher Permit
Carlos	Bardales	Multiple Subject Teaching Credential
Ginny	Barnett	Single Subject Teaching Credential
Tiffany	Barr	Multiple Subject Teaching Credential
Katherine	Bartz	Multiple Subject Teaching Credential
Lawrence	Basoco	Multiple Subject Teaching Credential
Lawrence	Basoco	Single Subject Teaching Credential
Valerie	Batikian	Child Development Program Director Permit
Karin	Baty	Multiple Subject Teaching Credential
Samantha	Bernard	Multiple Subject Teaching Credential
Brittany	Bertrand	Multiple Subject Teaching Credential
Heather	Blanchard	Multiple Subject Teaching Credential
Julia	Bottiani	Multiple Subject Teaching Credential
Kelly	Boyle	Multiple Subject Teaching Credential
Darcie	Campbell	Pupil Personnel Services Credential
Lindsey	Campbell	Multiple Subject Teaching Credential
Ana	Carrazedo	Multiple Subject Teaching Credential
Teresa	Carrera	Child Development Associate Teacher Permit
Jessenia	Castaneda	Multiple Subject Teaching Credential
Alessandra	Conroy	Child Development Site Supervisor Permit
Kiara	Cortez	Multiple Subject Teaching Credential
Cynthia	Courtney	Single Subject Teaching Credential
Janine	Courtright	Education Specialist Instruction Credential
Kimberly	Curtis	Multiple Subject Teaching Credential
Kimberly	Curtis	Specialist Instruction Credential (Reading)
Scott	Davis	Single Subject Teaching Credential
Brittnee	De Clark	Multiple Subject Teaching Credential
Marc	DeBernardi	Single Subject Teaching Credential
Marc	DeBernardi	Specialist Instruction Credential (Agriculture)
Nallely	DeLaRosa	Pupil Personnel Services Credential
Stephanie	Diaz	Multiple Subject Teaching Credential
Gary	Dimitratos	Career Technical Education Teaching Credential
Maurene	Donner	Administrative Services Credential
Maurene	Donner	Multiple Subject Teaching Credential
Delaney	Dragomanovich	Multiple Subject Teaching Credential
Lara	Eldan	Multiple Subject Teaching Credential

Gary	Elkins	Administrative Services Credential
Sandra	Estep	Multiple Subject Teaching Credential
Veronica	Flores	Single Subject Teaching Credential
Amy	Fortin	Child Development Program Director Permit
Kristina	Garcia	Multiple Subject Teaching Credential
Kayla	Gee	Multiple Subject Teaching Credential
Joseph	Geever	Education Specialist Instruction Credential
Robert	Gilden	Pupil Personnel Services Credential
Mary Ann	Gonzalez	Multiple Subject Teaching Credential
Nicholas	Goodman	Single Subject Teaching Credential
Heather	Grover	Single Subject Teaching Credential
Angeli	Guerrero	Education Specialist Instruction Credential
Angeli	Guerrero	Multiple Subject Teaching Credential
Anika	Gutshall	Single Subject Teaching Credential
Christopher	Hardee	Single Subject Teaching Credential
Melanie	Harley	Multiple Subject Teaching Credential
Dana	Harris	Multiple Subject Teaching Credential
Dana	Harris	Specialist Instruction Credential in Special Education
Shilani	Hemming	Education Specialist Instruction Credential
Helen	Hernandez	Pupil Personnel Services Credential
Karla	Hernandez	Multiple Subject Teaching Credential
Richard	Hernandez	Single Subject Teaching Credential
Marissa	Higgs	Education Specialist Instruction Credential
Eleni	Hollinshead	Multiple Subject Teaching Credential
Paige	Huyck	Multiple Subject Teaching Credential
Joseph	Inverso	Single Subject Teaching Credential
Rebecca	Ito	Clinical or Rehabilitative Services Credential
Jenny	Jimenez	Single Subject Teaching Credential
Lisa	Johns	Education Specialist Instruction Credential
Alec	Johnson	Single Subject Teaching Credential
William	Johnson	Administrative Services Credential
Aaron	Joseph	Multiple Subject Teaching Credential
Morgan	Kelsey	Single Subject Teaching Credential
Kylie	Kersey	Multiple Subject Teaching Credential
Laura	Kinney	Speech-Language Pathology Services Credential
Ryan	Kirkendoll	Education Specialist Instruction Credential
Nicole	Knecht	Single Subject Teaching Credential
Frank	Koroshec, III	Single Subject Teaching Credential
Hannah	Krieshok	Single Subject Teaching Credential
Jason	Larsh	Multiple Subject Teaching Credential
Alicia	Ledesma	Pupil Personnel Services Credential
Ivana	Luna	Pupil Personnel Services Credential
Justin	Lyon	Education Specialist Instruction Credential
Jennifer	Macdonald	Child Development Program Director Permit

Ann	Mackintosh	Single Subject Teaching Credential
Trevor	MacLeod	Single Subject Teaching Credential
Aundreana	Martinez	Multiple Subject Teaching Credential
Tania	Martinez	Multiple Subject Teaching Credential
Joanne	Matibag	Single Subject Teaching Credential
Christine	Mc Lain	Multiple Subject Teaching Credential
Christine	Mc Lain	Single Subject Teaching Credential
Mariah	McClellan	Single Subject Teaching Credential
Pamela	McDonald	Single Subject Teaching Credential
Brooke	McQuade	Multiple Subject Teaching Credential
Delanie	Medina	Single Subject Teaching Credential
Rene	Medina	Single Subject Teaching Credential
Stephanie	Mena	Education Specialist Instruction Credential
Stephanie	Mena	Multiple Subject Teaching Credential
Barbara	Mendez	Administrative Services Credential
Barbara	Mendez	Education Specialist Instruction Credential
Kristin	Metz	Multiple Subject Teaching Credential
Rodrigo	Miguel	Single Subject Teaching Credential
Genevieve	Millin	Single Subject Teaching Credential
Brooke	Monahan	Multiple Subject Teaching Credential
Kayla	Monson	Multiple Subject Teaching Credential
Melissa	Moore	Multiple Subject Teaching Credential
Eksy	Mora	Single Subject Teaching Credential
Danika	Morgan	Single Subject Teaching Credential
Maziar	Moridani	Education Specialist Instruction Credential
Anna	Mudge	Single Subject Teaching Credential
Francisco	Mujica	Single Subject Teaching Credential
Christopher	Mullin	Single Subject Teaching Credential
Tamara	Murch	Single Subject Teaching Credential
Joshua	Murray	Pupil Personnel Services Credential
Torry	Muscio	Education Specialist Instruction Credential
Kathleen	Nelson	Multiple Subject Teaching Credential
Garson	Olivieri	Single Subject Teaching Credential
Anayancy	Orozco	Multiple Subject Teaching Credential
Pedro	Ortiz	Single Subject Teaching Credential
Elizabeth	Padilla	Child Development Site Supervisor Permit
Tatsiana	Peters	Single Subject Teaching Credential
Adam	Pettit	Multiple Subject Teaching Credential
Gabriel	Ponce	Single Subject Teaching Credential
Gabriel	Ponce	Specialist Instruction Credential (Agriculture)
Elizabeth	Pulido	Multiple Subject Teaching Credential
Samantha	Quart	Single Subject Teaching Credential
Luis	Quintero	Multiple Subject Teaching Credential
Dawn	Rademacher	School Nurse Services Credential

Laura	Ragsdale	Multiple Subject Teaching Credential
Kate	Ranelletti	Multiple Subject Teaching Credential
Vannesa	Reynoso	Multiple Subject Teaching Credential
Diane	Rhoades	Education Specialist Instruction Credential
Ross	Rivera	Single Subject Teaching Credential
Carol	Rivers	Multiple Subject Teaching Credential
Heather	Robbins	Pupil Personnel Services Credential
Aracelis	Rodriguez	Multiple Subject Teaching Credential
Aracelis	Rodriguez	Specialist Instruction Credential in Special Education
Edwin	Roque	Education Specialist Instruction Credential
Austria	Ryken	Multiple Subject Teaching Credential
Kelly	Sanders	Education Specialist Instruction Credential
Gregg	Saruwatari	Single Subject Teaching Credential
Rachel	Schneble	Single Subject Teaching Credential
Haley	Schultz	Multiple Subject Teaching Credential
Jeri	Sharpe	Single Subject Teaching Credential
Renee	Shekoufeh	Multiple Subject Teaching Credential
Marco	Silva	Multiple Subject Teaching Credential
April	Sioredas	Multiple Subject Teaching Credential
Eleanor	Skladman	Single Subject Teaching Credential
Ashley	Smeester	Pupil Personnel Services Credential
Janet	Smith	Multiple Subject Teaching Credential
Madison	Smits	Single Subject Teaching Credential
Danielle	Snyder	Multiple Subject Teaching Credential
Adriana	Solano	Multiple Subject Teaching Credential
Heather	Somerton	Multiple Subject Teaching Credential
Jennifer	Stanciff	Education Specialist Instruction Credential
Anna	Strenk	Multiple Subject Teaching Credential
Marlin	Sumpter	Administrative Services Credential
Marlin	Sumpter	Single Subject Teaching Credential
Jose	Tapia	Single Subject Teaching Credential
Matthew	Taylor	Single Subject Teaching Credential
John	Tormey	Single Subject Teaching Credential
Julie	Tremblay	Multiple Subject Teaching Credential
Debora	Trujillo	Multiple Subject Teaching Credential
Debora	Trujillo	Single Subject Teaching Credential
Jennifer	Ursini	Education Specialist Instruction Credential
Christina	Valadez	Multiple Subject Teaching Credential
Miranda	Vasquez	Single Subject Teaching Credential
Hillary	Voigt	Single Subject Teaching Credential
Cynthia	Vong	Single Subject Teaching Credential
Stephen	Wagner	Single Subject Teaching Credential
Kirsten	Wampler	Education Specialist Instruction Credential
Abigail	Weingart	Multiple Subject Teaching Credential

Julian	Whatley	Education Specialist Instruction Credential
Julian	Whatley	Multiple Subject Teaching Credential
Roxanne	Windover	Single Subject Teaching Credential
Ryan	Young	Multiple Subject Teaching Credential
Sora	Young	Multiple Subject Teaching Credential

Expiration Date: 2027

Deborah	Brown	Education Specialist Instruction Credential
Jerome	Jones	Multiple Subject Teaching Credential
Elizabeth	Loew	Multiple Subject Teaching Credential
Jeremiah	MacMahon	Single Subject Teaching Credential
Bradford	Penkala	Single Subject Teaching Credential
Richard	Rundhaug	Administrative Services Credential
Catherine	Soto	Multiple Subject Teaching Credential
Julie	Weaver	Multiple Subject Teaching Credential

Certificates of Competence

Stephanie	Eggert	Crosscultural, Language, & Academic Devel Certificate
Lara	Eldan	Crosscultural, Language, & Academic Devel Certificate
Casey	Hynes	Crosscultural, Language, & Academic Devel Certificate
Nathaniel	Maas	Crosscultural, Language, & Academic Devel Certificate
Mariah	McClellan	Crosscultural, Language, & Academic Devel Certificate
Andrew	Schwab	Certificate of Completion of Staff Development
April	Sioredas	Crosscultural, Language, & Academic Devel Certificate
Cynthia	Vong	Crosscultural, Language, & Academic Devel Certificate

<u>Name</u>		<u>Type of Credential / Permit</u>
Temporary County Certificates		
Lauren	Aranguren	Administrative Services Credential
Derek	Batty	Multiple Subject Teaching Credential
Derek	Batty	Crosscultural, Language, & Academic Devel Permit
Michael	Bloodworth	Career Technical Education Teaching Credential
Kristy	Bluem	Crosscultural, Language, & Academic Devel Permit
Ryann	Castillo	Teaching Permit for Statutory Leave
Stephanie	Gogonis	Administrative Services Credential
Kimberly	Lynch	Administrative Services Credential
Latosha	Massey	Multiple Subject Teaching Credential
Latosha	Massey	Crosscultural, Language, & Academic Devel Permit
Latosha	Massey	Education Specialist Instruction Credential
Juliana	Massie	Administrative Services Credential
Jermaine	Moore	Teaching Permit for Statutory Leave
Carrie	O'Keefe	Single Subject Teaching Credential
Lindsay	Twisselman	Multiple Subject Teaching Credential
Daniela	Villanueva	Speech-Language Pathology Services Credential
Robyn	Walker	General Education Limited Assignment Teaching Permit



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307

Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

Santa Barbara County Board of Education
Recommended Approval for Acceptance of Donations
September 2, 2021

Teacher Programs & Support

Bill Cirone Heart of Education Grant – Donation received in remembrance of Helen Hill

- \$150 from Michael R. & Linda Cordero



Santa Barbara County Education Office

4400 Cathedral Oaks Rd, PO Box 6307, Santa Barbara, CA 93160-6307

Telephone: (805) 964-4711 • FAX: (805) 964-4712 • sbceo.org

Susan C. Salcido, Superintendent of Schools

**Santa Barbara County Board of Education
Recommended Approval for Declaration of Surplus
September 2, 2021**

Educational Technology Services

- SB 19853 COMPUTER, Apple, iMAC

Fiscal Services

- SB 15363 PRINTER, Okidata
- SB 19410 COMPUTER, Dell
- SB 19411 COMPUTER, Dell
- SB 19412 COMPUTER, Dell
- SB 19413 COMPUTER, Dell
- SB 19690 COMPUTER, OptiPlex 7010
- SB 19692 COMPUTER, OptiPlex 7010
- SB 19693 COMPUTER, OptiPlex 7010
- SB 19694 COMPUTER, OptiPlex 7010
- SB 19696 COMPUTER, OptiPlex 7010
- SB 19697 COMPUTER, Dell
- SB 20770 COMPUTER, Dell

Maintenance & Operations

- SB 5569 AMPLIFIER, Mark, 2600 amp

The value of items listed above does not exceed \$25,000.

Action Items

Santa Barbara County Education Office (SBCEO)

Board Policy Naming & Numbering Systems

California School Boards Association (CSBA)

- Series 0000 – Philosophy, Goals, Objectives, and Comprehensive Plans
- Series 1000 – Community Relations
- Series 2000 – Administration
- Series 3000 – Business and Noninstructional Operations
- Series 4000 – Personnel
- Series 5000 – Students
- Series 6000 – Instructions
- Series 7000 – Facilities
- Series 9000 – Bylaws

Santa Barbara County Education Office (SBCEO)

- Series 1000 – County Board of Education
- Series 2000 – Community Relations
- Series 3000 – Administration
- Series 4000 – Business and Non-Instructional Operations
- Series 5000 – Personnel
 - All Employees
 - Non-Management Employees
 - Classified Employees
- Series 6000 – Students
- Series 7000 – Instructional Services, Materials and Equipment

BP #	Date	TITLE	BP #	Date	TITLE
BP 9110	2018	Terms of Office	BP 1001	1995	Members: Composition and Trustee Areas
BP 9220 (COE)	2019	Governing Board Elections	BP 1002	2019	Members: Election -- Forms, Time, Term
BP 9223 (COE)	2016	Filing Vacancies	BP 1003	1994	Members: Election -- Vacancies
BP 9250 (COE)	2016	Remuneration, Reimbursement and Other Benefits	BP 1004	2001	Members: Remuneration, Reimbursement, Benefits
BP 9100 (COE)	2019	Organization	BP 1006	2019	Officers: Annual Organization of Board
BP 9122	2003	Secretary	BP 1007	1994	Officers: County Superintendent Is Ex Officio Secretary
BP 9130 (COE)	2016	Board Committees	BP 1009	1994	Organization: Standing Committees
BP 9320 (COE)	2021	Meetings and Notices	BP 1011	1995	Meetings: Regular
BP 9321 (COE)	2019	Closed Session	BP 1013	2003	Meetings: Closed Sessions
BP 9323 (COE)	2020	Meeting Conduct	BP 1014	2006	Meetings: Procedures
BP 9322 (COE)	2019	Agenda/Meeting Materials	BP 1015	1995	Meetings: Agenda
BP 9005 (COE)	2016	Governance Standards	BP 1016	2021	Governance Standards
BP 6162.6	2013	Use of Copyrighted Materials	BP 2001	1994	Communications with Public: Publications -- Copyright
BP 1340	2020	Access to District Records	BP 2002	1994	Communications with Public: Release of Information
BP 1100	2018	Communication With the Public	BP 2003	1994	Information Support Services (Public Information and Communications)
BP 1312.2	2006	Complaints Concerning Instructional Materials	BP 2004	1994	Review of Questioned Materials
BP 0410 (COE)	2019	Nondiscrimination In County Office Programs and Activities	BP 2005	1994	Public/Student/Employee Complaints: Complaints Concerning Discrimination
BP 1312.3 (COE)	2021	Uniform Complaint Procedures	BP 2006	2020	Uniform Complaint Procedure
BP 9270 (COE)	2016	Conflict of Interest	BP 2007	2017	Conflict of Interest Code
BP 1340	2020	Access to District Records	BP 2008	1995	Communication with Public: Access to Records
BP 2000	2006	Concepts and Roles	BP 3001	1994	Administration of County Education Office

BP 3100 (COE)	2019	Budget Adoption and Revision	BP 4001	2003	Development of Budget Documents
BP 3300	2006	Expenditures and Purchases	BP 4002	1994	Expenditure Control
BP 4154	2015	Health and Welfare Benefits	BP 4004	1994	Insurance Coverages
BP 3290	2018	Gifts, Grants and Bequests	BP 4006	1994	Gifts, Contributions, and Collection of Funds (Fund Raisers)
BP 3540	2019	Transportation	BP 4007	1994	Transportation: Contracted Services
BP 5131.1	2008	Bus Conduct	BP 4008	1994	Transportation: School Buses
BP 1330	2018	Use of Facilities	BP 4009	1994	Use of Facilities
BP 3513.3	2016	Tobacco-Free Schools	BP 4011	2017	Tobacco-Free Environment
BP 3350	2013	Travel Expenses	BP 4012	1995	Travel Expenses
BP 4156.3	1998	Employee Property Reimbursement	BP 4013	2004	Loss of Personal Property
BP 3513.4	2017	Drug and Alcohol-Free Schools	BP 5004	2017	Drug and Alcohol-Free Workplace
BP 4115	2014	Evaluation/Supervision	BP 5005	1994	Evaluation
BP 4161	2008	Leaves	BP 5007	2017	Leaves of Absence
BP 4136	2008	Nonschool Employment	BP 5009	1994	Outside Employment
BP 4219.25	2020	Political Activities of Employees	BP 5011	1994	Political Activity
BP 4254	2015	Health and Welfare Benefits	BP 5014	1994	Retiree Health Benefit Coverage
BP 4131	2015	Staff Development	BP 5016	1999	Staff Development
BP 4030	2019	Nondiscrimination In Employment	BP 5030	2020	Nondiscrimination In Employment
BP 4040	2015	Employee Use of Technology	BP 5040	2017	Employee Use of Technology
BP 4119.11	2020	Sexual Harassment	BP 5119.11	2020	Sexual Harassment
BP 4243.1	2007	Public Notice – Personnel Negotiations	BP 5101	1995	Meeting and Negotiating on Public Educational Employment: Public Notice of Initial Proposals and Negotiated Agreements
BP 5131.2	2019	Bullying		NEW	Bullying (Sept Bd Mtg)
BP 0430	2020	Comprehensive Local Plan for Special Education	BP 6000.1	2006	Comprehensive Local Plan for Special Education
BP 5117.1 (COE)	2020	Interdistrict Attendance Appeals	BP 6001	2014	Appeals of Inter-District Attendance Decisions
BP 5113.1	2020	Chronic Absence and Truancy	BP 6003	1997	Truancy (Sept Bd Mtg)
BP 5141.21	2019	Administering Medication and Monitoring Health Conditions	BP 6004	2017	Administering Medication and Monitoring Health Conditions
BP 5144.1	2020	Suspension And Expulsion/Due Process	BP 6006	2013	Suspension and Expulsion/Due Process (Sept Bd Mtg)
BP 5145.2	2007	Freedom of Speech and Expression	BP 6007	1994	Freedom of Speech and Expression
BP 5125	2018	Student Records	BP 6010	1994	Cumulative Records (Sept Bd Mtg)
BP 6158	2012	Independent Study Programs	BP 6011	2021	Independent Study Programs
BP 5131.6	2017	Alcohol and Other Drugs	BP 6012	1995	Alcohol and Other Drugs (Sept Bd Mtg)
BP 5022	2018	Student and Family Privacy Rights	BP 6013	2004	Student and Family Privacy Rights
BP 6185	2016	Community Day School	BP 6014	2006	Community Day School
BP 0420.44 (COE)	2020	Appeals Of District Decisions Regarding Charter Schools	BP 6015	2021	Appeals From District Decisions Regarding Charter Schools
BP 5030	2016	Student Wellness	BP 6016	2008	Student Wellness
BP 6163.4	2015	Student Use of Technology	BP 6017	2020	Student Use of Technology
BP 6173	2016	Education for Homeless Children	BP 6018	2020	Education for Homeless Children
BP 6173.1	2013	Education for Foster Youth	BP 6018.1	2020	Education for Foster Youth

BP 5141.31	2020	Immunizations	BP 6019	2017	Immunizations
BP 6020	2020	Parent Involvement	BP 6021	2014	Parent Involvement
BP 5141.22	2020	Infectious Diseases	BP 6141.22	2020	Infectious Diseases
BP 5141.4	2021	Child Abuse Prevention and Reporting	BP 6141.4	2019	Child Abuse and Reporting
BP 5141.52 (COE)	2021	Suicide Prevention	BP 6141.52	2020	Suicide Prevention
BP 5145.3 (COE)	2020	Nondiscrimination and Harassment	BP 6145.3	2020	Nondiscrimination and Harassment
BP 5145.7 (COE)	2021	Sexual Harassment	BP 6145.7	2021	Sexual Harassment
BP 6146.2	2020	Certificate of Proficiency/HS Equivalency		NEW	Certificate of Proficiency/HS Equivalency (Sept Bd Mtg)
BP 6186 (COE)	2020	Juvenile Court Schools		NEW	Juvenile Court Schools (Sept Bd Mtg)
BP 0510	2008	Review and Evaluation of Programs: School Accountability Report Card	BP 7001	2006	Review and Evaluation of Programs: School Accountability Report Card
BP 6161.1	2020	Selection and Evaluation of Instructional Materials	BP 7005	2008	Selection and Evaluation of Instructional Materials (Sep Bd Mtg)
BP 6142.1	2019	Sexual Health and HIV/AIDS Prevention Instruction	BP 7142.1	2017	Sexual Health and HIV/AIDS Prevention Instruction
BP 6146.1	2020	High School Graduation Requirements	BP 7146.1	2018	High School Graduation Requirements
BP 6174	2019	Education for English Learners	BP 7174	2019	Education for English Learners

Santa Barbara County Education Office (SBCEO) Updated Naming & Numbering System

- Series 0000 – Philosophy, Goals, Objectives, and Comprehensive Plans
- Series 1000 – Community Relations
- Series 2000 – Administration
- Series 3000 – Business and Noninstructional Operations
- Series 4000 – Personnel
- Series 5000 – Students
- Series 6000 – Instructions
- Series 7000 – Facilities
- Series 9000 – Bylaws

BP #	Date	TITLE
BP 9110	1995	Terms of Office
BP 9220 (COE)	2019	Governing Board Elections
BP 9223 (COE)	1994	Filing Vacancies
BP 9250 (COE)	2001	Remuneration, Reimbursement and Other Benefits
BP 9100 (COE)	2019	Organization
BP 9122	1994	Secretary
BP 9130 (COE)	1994	Board Committees
BP 9320 (COE)	1995	Meetings and Notices
BP 9321 (COE)	2003	Closed Session
BP 9323 (COE)	2006	Meeting Conduct
BP 9322 (COE)	1995	Agenda/Meeting Materials
BP 9005 (COE)	2021	Governance Standards
BP 6162.6	1994	Use of Copyrighted Materials
BP 1340	1994	Access to District Records
BP 1100	1994	Communication With the Public
BP 1312.2	1994	Complaints Concerning Instructional Materials
BP 0410 (COE)	1994	Nondiscrimination In County Office Programs and Activities
BP 1312.3 (COE)	2020	Uniform Complaint Procedures
BP 9270 (COE)	2017	Conflict of Interest
BP 1340	1995	Access to District Records
BP 2000	1994	Concepts and Roles
BP 3100 (COE)	2003	Budget Adoption and Revision
BP 3300	1994	Expenditures and Purchases
BP 4154	1994	Health and Welfare Benefits
BP 3290	1994	Gifts, Grants and Bequests
BP 3540	1994	Transportation
BP 5131.1	1994	Bus Conduct
BP 1330	1994	Use of Facilities
BP 3513.3	2017	Tobacco-Free Schools
BP 3350	1995	Travel Expenses
BP 4156.3	2004	Employee Property Reimbursement
BP 3513.4	2017	Drug and Alcohol-Free Schools
BP 4115	1994	Evaluation/Supervision
BP 4161	2017	Leaves
BP 4136	1994	Nonschool Employment
BP 4219.25	1994	Political Activities of Employees
BP 4254	1994	Health and Welfare Benefits
BP 4131	1999	Staff Development

BP 4030	2020	Nondiscrimination In Employment
BP 4040	2017	Employee Use of Technology
BP 4119.11	2020	Sexual Harassment
BP 4243.1	1995	Public Notice – Personnel Negotiations
BP 5131.2	2021	Bullying
BP 0430	2006	Comprehensive Local Plan for Special Education
BP 5117.1 (COE)	2014	Interdistrict Attendance Appeals
BP 5113.1	2021	Chronic Absence and Truancy
BP 5141.21	2017	Administering Medication and Monitoring Health Conditions
BP 5144.1	2021	Suspension And Expulsion/Due Process
BP 5145.2	1994	Freedom of Speech and Expression
BP 5125	2021	Student Records
BP 6158	2021	Independent Study Programs
BP 5131.6	2021	Alcohol and Other Drugs
BP 5022	2004	Student and Family Privacy Rights
BP 6185	2006	Community Day School
BP 0420.44 (COE)	2021	Appeals Of District Decisions Regarding Charter Schools
BP 5030	2008	Student Wellness
BP 6163.4	2020	Student Use of Technology
BP 6173	2020	Education for Homeless Children
BP 6173.1	2020	Education for Foster Youth
BP 5141.31	2017	Immunizations
BP 6020	2014	Parent Involvement
BP 5141.22	2020	Infectious Diseases
BP 5141.4	2019	Child Abuse Prevention and Reporting
BP 5141.52 (COE)	2020	Suicide Prevention
BP 5145.3 (COE)	2020	Nondiscrimination and Harassment
BP 5145.7 (COE)	2021	Sexual Harassment
BP 6146.2	2021	Certificate of Proficiency/HS Equivalency
BP 6186 (COE)	2021	Juvenile Court Schools
BP 0510	2006	Review and Evaluation of Programs: School Accountability Report Card
BP 6161.1	2021	Selection and Evaluation of Instructional Materials
BP 6142.1	2017	Sexual Health and HIV/AIDS Prevention Instruction
BP 6146.1	2018	High School Graduation Requirements
BP 6174	2019	Education for English Learners

INSTRUCTIONAL SERVICES, MATERIALS, AND EQUIPMENT INSTRUCTION

POLICY – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

BP 7005 6161.1
Marked Copy

~~The County Board of Education shall adopt instructional materials based on a determination that such materials are aligned with the state content standards, meet other criteria specified in law, and are an effective learning resource to help students achieve grade-level and subject matter competency.~~

~~To ensure that instructional materials effectively support the following Santa Barbara County Education Office programs, the selection of textbooks, technology-based materials, other educational materials, and tests shall be aligned with the development and evaluation of the County Education Office curriculum and state content standards for the following programs:~~

- ~~• Juvenile Court and Community Schools~~
- ~~• Summit High School~~
- ~~• Special Education*~~
- ~~• Regional Occupational Program**~~

~~* For students in Grades Kindergarten-12 with significant disabilities, instructional materials are aligned to core content standards and content of the frameworks as appropriate for the student's cognitive function.~~

~~** For students in Regional Occupational Program classes that offer credit for mathematics, reading-language arts, science, or history-social science, instructional materials are aligned to core content standards and the content of the frameworks as required by the Williams Lawsuit Settlement.~~

The County Board desires that instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diverse values, and enhance instructors' ability to educate all students through the use of multiple teaching strategies and technologies. The County Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the County Office's curriculum.

The County Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE), have been determined to be aligned with the state academic content standards adopted by SBE, or are adopted/approved by the school district(s) contracting for community school services. (Education Code 60200, 60210)

The County Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and the accompanying administrative regulation, or are adopted/approved by the school district(s) contracting for community school services. (Education Code 60400)

Instructional materials shall be reviewed for recommendation to the board. This process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members.

~~All instructional materials recommended for adoption by the county board shall be available for public inspection at the County Education Office (Cathedral Oaks address).~~

~~Individuals who participate in selecting and evaluating instructional materials shall not have a conflict of interest in the materials being reviewed.~~

In selecting or adopting instructional materials, the County Board shall consider the recommendation of the County Superintendent or designee and/or an advisory committee established to review the materials.

PUBLIC HEARING ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS

The County Board shall annually conduct a public hearing on the sufficiency of the County Office's instructional materials, including textbooks, technology-based materials, other educational materials, and tests. (Education Code 60010, 60119)

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

Ten days prior to the hearing, the County Superintendent or designee shall post a notice in three public places within the County Office containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

At the hearing(s), the County Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or other instructional materials that are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE in each of the following subjects: (Education Code 60119)

1. Mathematics

2. Science

3. History-social science

4. English language arts, including the English language development component of an adopted program

5. World languages

6. Health

The County Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the County Board shall consider whether each student has sufficient textbooks or other instructional materials to use in class and to take home. This does not require that each student have two sets of materials. However, materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

If materials are in a digital format, they shall be considered sufficient as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same County Office class or course, and has the ability to use and access them at home. (Education Code 60119)

If the County Board determines that there are insufficient textbooks or other instructional materials, the County Office shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The County Board shall take any action to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in the County Office's local control and accountability plan. (Education Code 52060)

COMPLAINTS

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

~~When the Board determines that standards-aligned textbooks and instructional materials have been provided to all students in accordance with Education Code Section 60422, it shall so certify. A copy of the certification shall be kept on file in the County Education Office.~~

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

33050-33053 General waiver authority

33126 School accountability report card

35272 Education and athletic materials

44805 Enforcement of course of studies; use of textbooks, rules and regulations

49415 Maximum textbook weight

51501 Nondiscriminatory subject matter
52060-52077 Local control and accountability plan
60000-60005 Instructional materials, legislative intent
60010 Definitions
60040-60052 Instructional requirements and materials
60060-60063.5 Requirements for publishers and manufacturers
60070-60076 Prohibited acts (re instructional materials)
60110-60115 Instructional materials on alcohol and drug education
60119 Public hearing on sufficiency of materials
60200-60210 Elementary school materials
60226 Requirements for publishers and manufacturers
60350-60352 Core reading program instructional materials
60400-60411 High school textbooks
60510-60511 Donation for sale of obsolete instructional materials
60605 State content standards
60605.8 Common Core State Standards
60605.86-60605.88 Supplemental instructional materials aligned with Common Core State Standards

CODE OF REGULATIONS, TITLE 5

9505-9530 Instructional materials
Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Instructional Materials FAQ

01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015
Standards for Evaluating Instructional Materials for Social Content, 2013

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core State Standards: <http://www.scoe.net/castandards>

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

ADOPTED BY COUNTY BOARD: March 6, 2008
REVISED:



INSTRUCTION

POLICY – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

BP 6161.1
Clean Copy

The County Board desires that instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diverse values, and enhance instructors' ability to educate all students through the use of multiple teaching strategies and technologies. The County Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the County Office's curriculum.

The County Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE), have been determined to be aligned with the state academic content standards adopted by SBE, or are adopted/approved by the district(s) contracting for community school services. (Education Code 60200, 60210)

The County Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and the accompanying administrative regulation, or are adopted/approved by the district(s) contracting for community school services. (Education Code 60400)

Instructional materials shall be reviewed for recommendation to the board. This process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members.

In selecting or adopting instructional materials, the County Board shall consider the recommendation of the County Superintendent or designee and/or an advisory committee established to review the materials.

PUBLIC HEARING ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS

The County Board shall annually conduct a public hearing on the sufficiency of the County Office's instructional materials, including textbooks, technology-based materials, other educational materials, and tests. (Education Code 60010, 60119)

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

Ten days prior to the hearing, the County Superintendent or designee shall post a notice in three public places within the County Office containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

At the hearing(s), the County Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or other instructional materials that are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE in each of the following subjects: (Education Code 60119)

1. Mathematics
2. Science
3. History-social science
4. English language arts, including the English language development component of an adopted program
5. World languages
6. Health

The County Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the County Board shall consider whether each student has sufficient textbooks or other instructional materials to use in class and to take home. This does not require that each student have two sets of materials. However, materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

If materials are in a digital format, they shall be considered sufficient as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same County Office class or course, and has the ability to use and access them at home. (Education Code 60119)

If the County Board determines that there are insufficient textbooks or other instructional materials, the County Office shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The County Board shall take any action to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in the County Office's local control and accountability plan. (Education Code 52060)

COMPLAINTS

Complaints concerning instructional materials shall be handled in accordance with law, Board Policy, and Administrative Regulation.

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

33050-33053 General waiver authority

33126 School accountability report card

35272 Education and athletic materials

44805 Enforcement of course of studies; use of textbooks, rules and regulations

49415 Maximum textbook weight

51501 Nondiscriminatory subject matter

52060-52077 Local control and accountability plan

60000-60005 Instructional materials, legislative intent

60010 Definitions

60040-60052 Instructional requirements and materials

60060-60063.5 Requirements for publishers and manufacturers

60070-60076 Prohibited acts (re instructional materials)

60110-60115 Instructional materials on alcohol and drug education

60119 Public hearing on sufficiency of materials

60200-60210 Elementary school materials

60226 Requirements for publishers and manufacturers

60350-60352 Core reading program instructional materials

60400-60411 High school textbooks

60510-60511 Donation for sale of obsolete instructional materials

60605 State content standards

60605.8 Common Core State Standards

60605.86-60605.88 Supplemental instructional materials aligned with Common Core State Standards

CODE OF REGULATIONS, TITLE 5

9505-9530 Instructional materials

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Instructional Materials FAQ

01-05 Guidelines for Piloting Textbooks and Instructional Materials, rev. January 2015

Standards for Evaluating Instructional Materials for Social Content, 2013

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>
California Academic Content Standards Commission, Common Core State
Standards: <http://www.scoe.net/castandards>
California Department of Education: <http://www.cde.ca.gov>

ADOPTED BY COUNTY BOARD: March 6, 2008
REVISED:

PROVISIONS RELATING TO STUDENTS

POLICY -- SUSPENSION AND EXPULSION/DUE PROCESS

BP 6006 5144.1
Marked Copy

~~The County Board of Education and the County Superintendent of Schools recognize that maintaining an environment which promotes learning and protects the health, safety and welfare of all students may require the suspension or expulsion of a student from programs operated by the County Education Office. Each program has developed rules and procedures, which clearly identify expected behavior standards and the disciplinary process and procedures for addressing violations of those standards, including suspension and/or expulsion.~~

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

~~Expulsion is an action taken by the County Superintendent or designee for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is usually used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to other students.~~

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

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

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

Staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the County Education Office's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), or when the student's presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

No student in grades K-8 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

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

On-Campus Suspension

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

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

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

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

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For other violations, the County Superintendent or designee shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the County Board shall

order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

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

Student Due Process

~~The County Superintendent will provide for the fair treatment of students facing suspension and expulsion by affording them their due process rights under the law. The administration and staff of the County Education Office shall comply with procedures for notices and appeals as specified in regulations. Procedures governing student due process shall conform in all aspects to provisions in law.~~

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

Maintenance and Monitoring of Outcome Data

The County Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the County Board, the types of referrals made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the County Board annually and to the California Department of Education when so required.

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

8239.1 Prohibition against expulsion of preschool student

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)
35291.5 Rules and procedures on school discipline
48645.5 Readmission; contact with juvenile justice system
48660-48666 Community day schools
48853.5 Foster youth
48900-48927 Suspension and expulsion
48950 Speech and other communication
48980 Parental notifications
49073-49079 Privacy of student records
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
64000-64001 Consolidated application

CIVIL CODE

47 Privileged communication
48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt
54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia
11053-11058 Standards and schedules

LABOR CODE

230.7 Employee time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined
240 Assault defined
241.2 Assault fines
242 Battery defined
243.2 Battery on school property
243.4 Sexual battery
245 Assault with deadly weapon
245.6 Hazing
261 Rape defined
266c Unlawful sexual intercourse
286 Sodomy defined
288 Lewd or lascivious acts with child under age 14
288a Oral copulation
289 Penetration of genital or anal openings

417.27 Laser pointers
422.55 Hate crime defined
422.6 Interference with exercise of civil rights
422.7 Aggravating factors for punishment
422.75 Enhanced penalties for hate crimes
626.2 Entry upon campus after written notice of suspension or dismissal without permission
626.9 Gun-Free School Zone Act of 1995
626.10 Dirks, daggers, knives, razors, or stun guns
868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

1415(K) Placement in alternative educational setting

7961 Gun-free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County

Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

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

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

WEB SITES

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

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

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

U.S. Department of Education, Office for Civil

Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Healthy

Students: <http://www2.ed.gov/about/offices/list/oese/oshs>

ADOPTED BY COUNTY BOARD:

January 6, 1994

REVISED:

April 7, 1994

December 12, 2013



STUDENTS

POLICY – SUSPENSION AND EXPULSION / DUE PROCESS

BP 5144.1
Clean Copy

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

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

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

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

Staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the County Education Office's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), or when the student's presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

No student in grades K-8 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

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

On-Campus Suspension

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

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

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

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

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

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

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct

2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

Due Process

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

Maintenance and Monitoring of Outcome Data

The County Superintendent or designee shall maintain outcome data related to student suspensions and expulsions in accordance with Education Code 48900.8 and 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the County Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the County Board annually and to the California Department of Education when so required.

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

8239.1 Prohibition against expulsion of preschool student

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 Open board meetings

35146 Closed sessions (regarding suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48645.5 Readmission; contact with juvenile justice system

48660-48666 Community day schools

48853.5 Foster youth

48900-48927 Suspension and expulsion

48950 Speech and other communication

48980 Parental notifications

49073-49079 Privacy of student records

52052 Numerically significant student subgroups

52060-52077 Local control and accountability plan

64000-64001 Consolidated application

CIVIL CODE

47 Privileged communication

48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt

54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia

11053-11058 Standards and schedules

LABOR CODE

230.7 Employee time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined

240 Assault defined

241.2 Assault fines

242 Battery defined

243.2 Battery on school property

243.4 Sexual battery

245 Assault with deadly weapon

245.6 Hazing

261 Rape defined

266c Unlawful sexual intercourse

286 Sodomy defined

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

289 Penetration of genital or anal openings

417.27 Laser pointers

422.55 Hate crime defined

422.6 Interference with exercise of civil rights

422.7 Aggravating factors for punishment

422.75 Enhanced penalties for hate crimes

626.2 Entry upon campus after written notice of suspension or dismissal without permission

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razors, or stun guns

868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

1415(K) Placement in alternative educational setting

7961 Gun-free schools

UNITED STATES CODE, TITLE 42

11432-11435 Education of homeless children and youths

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County

Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

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

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

WEB SITES

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

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

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

U.S. Department of Education, Office for Civil

Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Healthy

Students: <http://www2.ed.gov/about/offices/list/oese/osh>

ADOPTED BY COUNTY BOARD:

January 6, 1994

REVISED:

April 7, 1994

December 12, 2013

PROVISIONS RELATING TO STUDENTS

POLICY -- CHRONIC ABSENCE AND TRUANCY

BP 6003 5113.1
Marked Copy

~~Truancy is defined as a student's absence from school without a valid excuse three full days in one school year, or tardiness or absence for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof.~~

~~Parents or guardians shall be notified when students are initially classified as truants. Whenever possible, both parents/guardians will be notified. The notice shall include the following information:~~

- ~~1. Specific dates of unexcused absences or tardies are identified;~~
- ~~2. The parent/guardian is responsible for compelling the student's attendance;~~
- ~~3. Failure to compel attendance is an infraction subject to prosecution;~~
- ~~4. The parent/guardian is entitled to meet with school personnel to discuss the problem;~~
- ~~5. Alternative educational programs are available.~~

~~Any student reported as truant three or more times during the school year shall be deemed an habitual truant. Habitual truants may be referred to the School Attendance Review Board. The School Attendance Review Board may direct that a petition on behalf of an habitual truant be filed in the juvenile court of the County.~~

~~Exceptions to this policy may be granted to students attending alternative programs.~~

The County Board believes that absenteeism, whatever the cause, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The County Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the County Office.

The County Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout County Office schools.

The County Superintendent, attendance supervisor, or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

The County Superintendent, attendance supervisor, or designee shall develop a tiered approach to reducing chronic absence. Such an approach shall include strategies for preventing attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, letters alerting parents/guardians to the value of regular school attendance, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

Students with serious attendance problems shall be provided with interventions specific to their needs, which may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The County Superintendent, attendance supervisor, or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

The County Superintendent or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences.

Students who are identified as chronically absent or truant shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the basis for suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

The attendance supervisor or designee shall periodically report to the County Board regarding student attendance patterns, including rates of chronic absence and truancy systemwide and for each school, grade level, and numerically significant student subgroup as defined in Education Code 52052. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to develop annual goals and specific actions for student attendance and engagement to be included in the County Office's local control and accountability plan and other applicable

school and County Office's plans. As appropriate, the County Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

Legal References:

EDUCATION CODE

1740-1742 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

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

48225.5 Work permits, entertainment and allied industries

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48900 Suspension and expulsion

49067 Unexcused absences as cause of failing grade

52052 Accountability; numerically significant student subgroups

60901 Chronic absence

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

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

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

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

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

ATTENDANCE WORKS PUBLICATIONS

District Attendance Tracking Tool

For School Board Members: Frequently Asked Questions About Chronic Absence

School Attendance Tracking Tool

Bringing Attendance Home: Engaging Parents in Preventing Chronic Absence, 2015

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority

Early Outreach for Positive Linkages and Engagement, 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board: A Road Map for Improved School Attendance and Behavior, rev. 2018

WEB SITES

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

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and

Attendance: <http://www.cascwa.org>

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

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

ADOPTED BY COUNTY BOARD: June 7, 1984
REVISED: January 6, 1994
April 7, 1994
April 3, 1997



STUDENTS

POLICY – CHRONIC ABSENCE AND TRUANCY

BP 5113.1
Clean Copy

The County Board believes that absenteeism, whatever the cause, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The County Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the County Office.

The County Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout County Office schools.

The County Superintendent, attendance supervisor, or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

The County Superintendent, attendance supervisor, or designee shall develop a tiered approach to reducing chronic absence. Such an approach shall include strategies for preventing attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, letters alerting parents/guardians to the value of regular school attendance, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

Students with serious attendance problems shall be provided with interventions specific to their needs, which may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The County Superintendent,

attendance supervisor, or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

The County Superintendent or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences.

Students who are identified as chronically absent or truant shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the basis for suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

The attendance supervisor or designee shall periodically report to the County Board regarding student attendance patterns, including rates of chronic absence and truancy systemwide and for each school, grade level, and numerically significant student subgroup as defined in Education Code 52052. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to develop annual goals and specific actions for student attendance and engagement to be included in the County Office's local control and accountability plan and other applicable County Office plans. As appropriate, the County Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

Legal References:

EDUCATION CODE

1740-1742 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

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

48225.5 Work permits, entertainment and allied industries

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48900 Suspension and expulsion
49067 Unexcused absences as cause of failing grade
52052 Accountability; numerically significant student subgroups
60901 Chronic absence

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor
272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy
830.1 Peace officers

VEHICLE CODE

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

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer
601-601.4 Habitually truant minors
11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

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

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

ATTENDANCE WORKS PUBLICATIONS

District Attendance Tracking Tool
For School Board Members: Frequently Asked Questions About Chronic Absence
School Attendance Tracking Tool
Bringing Attendance Home: Engaging Parents in Preventing Chronic Absence, 2015
The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE:
Priority Early Outreach for Positive Linkages and Engagement, 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board: A Road Map for Improved School Attendance and Behavior, rev. 2018

WEB SITES

CSBA: <http://www.csba.org>
Attendance Works: <http://www.attendanceworks.org>
California Association of Supervisors of Child Welfare and
Attendance: <http://www.cascwa.org>
California Department of Education: <http://www.cde.ca.gov>
California Healthy Kids Survey: <http://chks.wested.org>
California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

ADOPTED BY COUNTY BOARD: June 7, 1984
REVISED: January 6, 1994
April 7, 1994
April 3, 1997

PROVISIONS RELATING TO STUDENTS

POLICY – CUMULATIVE RECORDS

BP 6040 5125
Marked Copy

~~The County Board of Education believes pupil records are a necessary element of describing a student's development in school. It also recognizes that it is essential for the records to be accurate, appropriate, secure, and consistent with various legal statutes.~~

~~Therefore, it is the commitment of the County Board of Education that all policies and administrative regulations pertinent to pupil records be in accordance with state and federal law. Such policies and procedures shall:~~

- ~~1. Guarantee access to authorized persons within five (5) working days of a request.~~
- ~~2. Assure security of all records.~~
- ~~3. Enumerate and describe pupil records collected and maintained.~~
- ~~4. Provide for the annual notification of right of access by parent, legal guardian, or eligible student.~~
- ~~5. State that a nominal fee may be charged for copies of records.~~
- ~~6. Specify access restrictions, including criteria for disclosure to school officials with legitimate educational interest.~~
- ~~7. Provide for an access or disclosure log.~~
- ~~8. Provide for the correction or removal of information.~~

The County Board recognizes the importance of keeping accurate, comprehensive student records as required by law. The County Superintendent or designee shall establish administrative regulations governing the identification, collection, retention, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while maintaining the confidentiality of student records consistent with state and federal law.

The County Superintendent shall designate an appropriate certificated administrative employee in each instructional program operated by the County Education Office as custodians of pupil records. These administrative designees shall be responsible for the development and implementation of regulations and procedures to assure compliance with this policy, and with state and federal mandates regarding pupil records.

All appropriate personnel shall receive training regarding County Education Office policies and procedures for gathering and handling sensitive student information.

The County Education Office shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

No information or documents regarding the citizenship or immigration status of students or their family members shall be collected, except as required by state or federal law or as required to administer a state or federally supported educational program. The County Superintendent or designee shall not disclose student records to a person, agency, or organization for immigration enforcement purposes without parental consent, a court order, or a judicial subpoena. If a County Office employee receives such a request, they shall immediately report the request to the County Superintendent or designee.

The County Superintendent or designee shall not, for the purpose of immigration enforcement, compile a list, registry, or database based on students' national origin, ethnicity, religious belief, practice, or affiliation, nor shall they disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database. Such information may only be compiled or exchanged with other local, state, or federal agencies if the information is aggregated for instructional or educational purposes. (Government Code 8310.3)

CONTRACT FOR DIGITAL STORAGE, MANAGEMENT, AND RETRIEVAL OF STUDENT RECORDS

The County Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

Legal Reference:

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

17604 Contracts

48201 Student records for transfer students who have been suspended/expelled

48853.5 Foster youth; placement, immunizations

48902 Notification of law enforcement of specified violations

48904-48904.3 Withholding grades, diplomas, or transcripts

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-49079 Student records

49091.14 Parental review of curriculum

51747 Independent study

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

22586-22587 Early Learning Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual student records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy
300.501 Opportunity to examine records for parents of student with disability

Management Resources:

CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

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

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

IDEA and FERPA Confidentiality Provisions, 2014

Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, 2008

Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

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

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Family Policy

Compliance, <http://www.ed.gov/policy/gen/guid/fpco>

ADOPTED BY COUNTY BOARD: November 2, 1978

REVISED: January 6, 1994



STUDENTS

POLICY - STUDENT RECORDS

BP 5125
Clean Copy

The County Board recognizes the importance of keeping accurate, comprehensive student records as required by law. The County Superintendent or designee shall establish administrative regulations governing the identification, collection, retention, and security of student records. These regulations shall ensure the rights of authorized persons to have timely access to student records while maintaining the confidentiality of student records consistent with state and federal law.

The County Superintendent shall designate an appropriate certificated administrative employee in each instructional program operated by the County Education Office as custodians of pupil records. These administrative designees shall be responsible for the development and implementation of regulations and procedures to assure compliance with this policy, and with state and federal mandates regarding pupil records.

All appropriate personnel shall receive training regarding County Education Office policies and procedures for gathering and handling sensitive student information.

The County Education Office shall not collect or solicit social security numbers or the last four digits of social security numbers of students or their parents/guardians, unless otherwise required to do so by state or federal law. (Education Code 49076.7)

No information or documents regarding the citizenship or immigration status of students or their family members shall be collected, except as required by state or federal law or as required to administer a state or federally supported educational program. The County Superintendent or designee shall not disclose student records to a person, agency, or organization for immigration enforcement purposes without parental consent, a court order, or a judicial subpoena. If a County Office employee receives such a request, they shall immediately report the request to the County Superintendent or designee.

The County Superintendent or designee shall not, for the purpose of immigration enforcement, compile a list, registry, or database based on students' national origin, ethnicity, religious belief, practice, or affiliation, nor shall they disclose student information to federal government authorities for the purpose of compiling such a list, registry, or database. Such information may only be compiled or exchanged with other local, state, or federal agencies if the information is aggregated for instructional or educational purposes. (Government Code 8310.3)

CONTRACT FOR DIGITAL STORAGE, MANAGEMENT, AND RETRIEVAL OF STUDENT RECORDS

The County Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

Legal Reference:

EDUCATION CODE

234.7 Student protections relating to immigration and citizenship status

17604 Contracts

48201 Student records for transfer students who have been suspended/expelled

48853.5 Foster youth; placement, immunizations

48902 Notification of law enforcement of specified violations

48904-48904.3 Withholding grades, diplomas, or transcripts

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-49079 Student records

49091.14 Parental review of curriculum

51747 Independent study

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grade point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

22586-22587 Early Learning Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual student records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

300.501 Opportunity to examine records for parents of student with disability

Management Resources:

CSBA PUBLICATIONS

Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

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

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008, Vol. 73, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

IDEA and FERPA Confidentiality Provisions, 2014

Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, 2008

Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

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

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Family Policy

Compliance, <http://www.ed.gov/policy/gen/guid/fpco>

ADOPTED BY COUNTY BOARD: November 2, 1978

REVISED: January 6, 1994

PROVISIONS RELATING TO STUDENTS

POLICY – ALCOHOL AND OTHER DRUGS

BP 6012 5131.6

Marked Copy

~~The County Board of Education and the County Superintendent of Schools believes that the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences. Based on this recognition, the County Board and County Superintendent intend that students in programs administered by the County Education Office are kept free of alcohol and other drugs. The Superintendent or designee shall develop comprehensive programs and activities to foster safe, healthy, and drug-free environments that support academic achievement.~~

~~The County Board and County Superintendent desire that every effort be made to reduce the chances that students in our programs will begin or continue the use of alcohol and other drugs. Alcohol, like any other controlled substance, is illegal for use by minors.~~

~~Appropriate procedures shall be developed to implement this policy for each program.~~

~~The County Education Office's alcohol and drug prevention and intervention programs shall be coordinated with other school and community-based services and programs and shall promote the involvement of parents/guardians. The County Superintendent or designee may collaborate with community-based organizations, health providers, law enforcement agencies, local child welfare agencies, postsecondary institutions, businesses, and other public and private entities in program planning, implementation, and evaluation.~~

~~Prevention and intervention programs and activities may include, but are not limited to: (20 USC 7118)~~

- ~~1. Evidence-based drug and violence prevention activities and programs that educate students against the use of alcohol, tobacco, cannabis, smokeless tobacco products, and electronic cigarettes~~
- ~~2. Professional development and training for school staff, specialized instructional support personnel, and interested community members on drug prevention, education, early identification, intervention mentoring, recovery support services, and, where appropriate, rehabilitation referral~~
- ~~3. School-based mental health services, including early identification of drug use and referrals to counseling services, and/or partnerships with public or private health care entities that have qualified mental and behavioral health professionals~~
- ~~4. Programs and activities that provide mentoring and school counseling to all students, including students who are at risk of drug use and abuse~~

INSTRUCTION

The County Education Office shall provide science-based preventative instruction which has been proven effective in helping students avoid the use of alcohol and other drugs.

Instructional materials shall consistently state that unlawful use of alcohol or other drugs is prohibited. Instruction shall not include any message on responsible use of drugs or alcohol when such use is illegal. (Health and Safety Code 11999.2)

INTERVENTION, REFERRAL, AND STUDENT ASSISTANCE PROGRAMS

The County Superintendent or designee shall inform school staff, students, and parents/guardians about early warning signs which may indicate alcohol and other drug use and about appropriate agencies offering intervention programs, counseling, referral, and other student assistance programs.

The County Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use.

ENFORCEMENT/DISCIPLINE

Students shall not possess, use, or sell alcohol or other drugs and related paraphernalia on school grounds or at school-sponsored activities.

The County Superintendent or designee shall clearly communicate to students, staff, and parents/guardians regarding policies, regulations and school rules related to the use of alcohol and other drugs.

A student who is found to be in possession of or intoxicated by drugs or alcohol shall be referred to appropriate behavioral interventions or student assistance programs, and may be subject to discipline on a case-by-case basis.

Legal Reference:

EDUCATION CODE

44049 Known or suspected alcohol or drug abuse by student

44645 In-service training anabolic steroids

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

48901.5 Prohibition of electronic signaling devices

48902 Notification of law enforcement authorities; civil or criminal immunity

48909 Narcotics or other hallucinogenic drugs

48915 Expulsion; particular circumstances

49602 Confidentiality of pupil information
51202 Instruction in personal and public health and safety
51203 Instruction on alcohol, narcotics and restricted dangerous drugs
51210 Areas of study
51220 Areas of study, grades 7 to 12
51260-51269 Drug education
60041 Instructional materials
60110-60115 Instructional materials on alcohol and drug education

BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

HEALTH AND SAFETY CODE

11032 Narcotics, restricted dangerous drugs and marijuana
11053-11058 Standards and schedules
11353.6 Juvenile Drug Trafficking and Schoolyard Act
11357 Unauthorized possession of marijuana; possession in school or on school grounds
11361.5 Destruction of arrest or conviction records
11372.7 Drug program fund; uses
11802 Joint school-community alcohol abuse primary education and prevention program
11999-11999.3 Alcohol and drug program funding; no unlawful use
124175-124200 Adolescent family life program

PENAL CODE

13860-13864 Suppression of drug abuse in schools

VEHICLE CODE

13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over

WELFARE AND INSTITUTIONS CODE

828 Disclosure of information re minors
828.1 Disclosure of criminal records; protection of vulnerable staff & students

UNITED STATES CODE, TITLE 20

5812 National education goals
7101-7122 Student Support and Academic Enrichment Grants

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug
Prevention: <http://www.cde.ca.gov/ls/he/at>
California Healthy Kids: <http://www.californiahealthykids.org>

Office of Safe and Healthy Students: <https://www2.ed.gov/about/offices/list/oese/oshs>

ADOPTED BY COUNTY BOARD: November 2, 1995



STUDENTS

POLICY – ALCOHOL AND OTHER DRUGS

BP 5131.6
Clean Copy

The County Board believes that the use of alcohol or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences. The County Superintendent or designee shall develop comprehensive programs and activities to foster safe, healthy, and drug-free environments that support academic achievement.

The County Education Office's alcohol and drug prevention and intervention programs shall be coordinated with other school and community-based services and programs and shall promote the involvement of parents/guardians. The County Superintendent or designee may collaborate with community-based organizations, health providers, law enforcement agencies, local child welfare agencies, postsecondary institutions, businesses, and other public and private entities in program planning, implementation, and evaluation.

Prevention and intervention programs and activities may include, but are not limited to: (20 USC 7118)

1. Evidence-based drug and violence prevention activities and programs that educate students against the use of alcohol, tobacco, cannabis, smokeless tobacco products, and electronic cigarettes
2. Professional development and training for school staff, specialized instructional support personnel, and interested community members on drug prevention, education, early identification, intervention mentoring, recovery support services, and, where appropriate, rehabilitation referral
3. School-based mental health services, including early identification of drug use and referrals to counseling services, and/or partnerships with public or private health care entities that have qualified mental and behavioral health professionals
4. Programs and activities that provide mentoring and school counseling to all students, including students who are at risk of drug use and abuse

INSTRUCTION

The County Education Office shall provide science-based preventative instruction which has been proven effective in helping students avoid the use of alcohol and other drugs.

Instructional materials shall consistently state that unlawful use of alcohol or other drugs is prohibited. Instruction shall not include any message on responsible use of drugs or alcohol when such use is illegal. (Health and Safety Code 11999.2)

INTERVENTION, REFERRAL, AND STUDENT ASSISTANCE PROGRAMS

The County Superintendent or designee shall inform school staff, students, and parents/guardians about early warning signs which may indicate alcohol and other drug use and about appropriate agencies offering intervention programs, counseling, referral, and other student assistance programs.

The County Board strongly encourages any student who is using alcohol or drugs to discuss the matter with their parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use.

ENFORCEMENT/DISCIPLINE

Students shall not possess, use, or sell alcohol or other drugs and related paraphernalia on school grounds or at school-sponsored activities.

The County Superintendent or designee shall clearly communicate to students, staff, and parents/guardians regarding policies, regulations and school rules related to the use of alcohol and other drugs.

A student who is found to be in possession of or intoxicated by drugs or alcohol shall be referred to appropriate behavioral interventions or student assistance programs, and may be subject to discipline on a case-by-case basis.

Legal Reference:

EDUCATION CODE

44049 Known or suspected alcohol or drug abuse by student

44645 In-service training anabolic steroids

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

48901.5 Prohibition of electronic signaling devices

48902 Notification of law enforcement authorities; civil or criminal immunity

48909 Narcotics or other hallucinogenic drugs

48915 Expulsion; particular circumstances

49602 Confidentiality of pupil information

51202 Instruction in personal and public health and safety

51203 Instruction on alcohol, narcotics and restricted dangerous drugs

51210 Areas of study

51220 Areas of study, grades 7 to 12

51260-51269 Drug education

60041 Instructional materials

60110-60115 Instructional materials on alcohol and drug education

BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

HEALTH AND SAFETY CODE

11032 Narcotics, restricted dangerous drugs and marijuana

11053-11058 Standards and schedules

11353.6 Juvenile Drug Trafficking and Schoolyard Act

11357 Unauthorized possession of marijuana; possession in school or on school grounds

11361.5 Destruction of arrest or conviction records

11372.7 Drug program fund; uses

11802 Joint school-community alcohol abuse primary education and prevention program

11999-11999.3 Alcohol and drug program funding; no unlawful use

124175-124200 Adolescent family life program

PENAL CODE

13860-13864 Suppression of drug abuse in schools

VEHICLE CODE

13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over

WELFARE AND INSTITUTIONS CODE

828 Disclosure of information re minors

828.1 Disclosure of criminal records; protection of vulnerable staff & students

UNITED STATES CODE, TITLE 20

5812 National education goals

7101-7122 Student Support and Academic Enrichment Grants

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug Prevention: <http://www.cde.ca.gov/ls/he/at>

California Healthy Kids: <http://www.californiahealthykids.org>

Office of Safe and Healthy Students: <https://www2.ed.gov/about/offices/list/oese/oshs>

51220 Areas of study, grades 7 to 12
51260-51269 Drug education
60041 Instructional materials
60110-60115 Instructional materials on alcohol and drug education

BUSINESS AND PROFESSIONS CODE

25608 Alcohol on school property; use in connection with instruction

HEALTH AND SAFETY CODE

11032 Narcotics, restricted dangerous drugs and marijuana
11053-11058 Standards and schedules
11353.6 Juvenile Drug Trafficking and Schoolyard Act
11357 Unauthorized possession of marijuana; possession in school or on school grounds
11361.5 Destruction of arrest or conviction records
11372.7 Drug program fund; uses
11802 Joint school-community alcohol abuse primary education and prevention program
11999-11999.3 Alcohol and drug program funding; no unlawful use
124175-124200 Adolescent family life program

PENAL CODE

13860-13864 Suppression of drug abuse in schools

VEHICLE CODE

13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over

WELFARE AND INSTITUTIONS CODE

828 Disclosure of information re minors
828.1 Disclosure of criminal records; protection of vulnerable staff & students

UNITED STATES CODE, TITLE 20

5812 National education goals
7101-7122 Student Support and Academic Enrichment Grants

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug
Prevention: <http://www.cde.ca.gov/ls/he/at>
California Healthy Kids: <http://www.californiahealthykids.org>
Office of Safe and Healthy Students: <https://www2.ed.gov/about/offices/list/oese/oshs>

ADOPTED BY COUNTY BOARD: November 2, 1995

REVISED:



INSTRUCTION

POLICY – CERTIFICATE OF PROFICIENCY/HIGH SCHOOL EQUIVALENCY

BP 6146.2
NEW

The County Board desires that every student have the opportunity to earn a high school diploma through successful completion of County Office graduation requirements. However, when a student is unable to do so, the County Board encourages completion of an alternative program that allows the student to obtain an equivalent certificate.

Eligible persons who pass the California High School Proficiency Examination may obtain a certificate of proficiency from the State Board of Education (SBE). Eligible persons who pass a general educational development test designated by the SBE may obtain a high school equivalency certificate from the testing service.

The County Superintendent or designee shall make information available to interested persons regarding the eligibility and examination requirements of each program.

Interested persons shall register for the test directly with the testing service and pay the applicable fee. However, the fee shall be waived for a homeless or foster youth who is under age 25 years, meets all other registration requirements, and submits certification of homeless or foster youth status. (Education Code 48412; 5 CCR 11524-11526, 11533-11534.1)

Legal Reference:

EDUCATION CODE

48400-48403 Persons subject to compulsory continuation education

48410 Persons exempt from continuation classes

48412 Certificate of proficiency; examination fees

48413 Enrollment in continuation classes

48414 Reenrollment in district

51420-51427 High school equivalency certificate

52052 Accountability; numerically significant student subgroups

CODE OF REGULATIONS, TITLE 5

11520-11523 Proficiency examination and certificate

11530-11532 High school equivalency certificate

Management Resources:

WEB SITES

California Department of Education, California High School Proficiency Examination: <http://www.cde.ca.gov/ta/tg/sp>

California Department of Education, High School Equivalency Tests: <http://www.cde.ca.gov/ta/tg/qd>

California High School Proficiency Examination: <http://www.chspe.net>

General Educational Development Test: <http://ged.com>

High School Equivalency Test: <http://hiset.ets.org>

APPROVED BY COUNTY BOARD:



STUDENTS

POLICY – BULLYING

BP 5131.2
NEW

The County 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.

The County Superintendent or designee shall develop strategies for addressing bullying in County schools with the involvement of students, parents/guardians, and staff. As appropriate, the County 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.

Such strategies shall be incorporated into the local control and accountability plan, as applicable.

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the County Education Office's uniform complaint procedures.

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

46600 Student transfers

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:

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: <http://gtlcenter.org>

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

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

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

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

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

APPROVED BY COUNTY BOARD:



INSTRUCTION

POLICY – JUVENILE COURT SCHOOLS

BP 6186
NEW

The County Board shall provide for the administration and operation of juvenile court schools that meet the needs of students who are under the protection or authority of the county juvenile justice system and have been placed in juvenile hall or the boys camp. (Education Code 48645)

The County Superintendent shall be responsible for the administration of juvenile court schools. (Education Code 48645.2)

The County Superintendent or juvenile court director may, in accordance with Education Code 48646, enter into a memorandum of understanding or other agreement with the county chief probation officer to establish a process for communication, decision making, mutual goals, and conflict resolution to support the needs of students who are receiving their education in juvenile court schools. (Education Code 48646)

Unless otherwise provided by law, the minimum school day shall be 240 minutes. (Education Code 48645.3)

EDUCATIONAL PROGRAMS

Juvenile court schools shall offer a curriculum that meets state academic standards and a course of study that prepares students for a high school diploma or equivalency certificate, career entry, and college admission. The County Superintendent or designee shall regularly evaluate the established educational program.

The prescribed courses of study shall be kept on file for public review. (Education Code 51040)

Students enrolled in a juvenile court school shall participate in physical education courses unless exempted by law. (Education Code 51241)

Any student who completes the graduation requirements of the student's school district of residence while attending juvenile court school shall receive a diploma from the school last attended in the district of residence or from the County Superintendent. (Education Code 48645.5)

JOINT TRANSITION PLANNING

The County Board shall ensure that the County Education Office (CEO) and the county department of probation have a joint transition planning policy for the purposes of improving communication regarding dates of release and educational needs of students who have had contact with the juvenile justice system, coordinating immediate school placement and enrollment, and ensuring that probation officers in the community have the information they need to support the return of students who are being transferred from juvenile court schools to public schools in their communities. The transition planning policy shall include the assignment of transition oversight responsibilities to CEO personnel who will work in collaboration with the county probation department, as needed, and relevant local educational agencies to facilitate: (Education Code 48647)

1. The transfer of complete and accurate education records, including the student's individualized education program (IEP) or Section 504 plan, if applicable, when a student enters the juvenile court school
2. Access to information about postsecondary academic and vocational opportunities, including college financial aid programs
3. The implementation of the student's transition plan, if one exists
4. The transition of a student from a juvenile court school to a public school in the community, including procedures for the student's immediate enrollment, transfer of course credits, placement in appropriate courses based on completed coursework, and the transfer of complete and accurate education records, including any IEP or Section 504 plan, within 72 hours of the student's release from the juvenile detention facility

Individualized Transition Plan

As needed, each student detained for more than 20 consecutive school days shall have an individualized transition plan developed by the school in collaboration with the county probation department in accordance with Education Code 48647. (Education Code 48647)

For any student detained for 20 consecutive school days or fewer, a copy of the student's individualized learning plan, if one exists, shall be made available by the CEO to the student upon the student's release, if possible. (Education Code 48647)

Legal Reference:

EDUCATION CODE

48645-48647 Juvenile court schools

51040 Prescribed courses

51041 Educational program

51220 Areas of study

51222 Physical education
51241 Exemptions from physical education
60200 Adoption of instructional materials

WELFARE AND INSTITUTIONS CODE

602 Minors violating law; ward of court

880-893 Wards and dependent children; juvenile homes, ranches and camps

Management Resources:

WEB SITES

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

California Department of Education, Juvenile Court

Schools: <http://www.cde.ca.gov/sp/eo/jc>

APPROVED BY COUNTY BOARD:

Information Items

Santa Barbara County Board of Education
Santa Barbara County Education Office

Certificated Personnel Report
September 2, 2021

Appointments		Effective Date
Offer of Employment		
Carrillo, Monica	Associate Teacher	August 11, 2021
Cervantes, Maria	Site Supervisor/Permit Teacher, State Preschool	August 11, 2021
Garcia, Melissa	Coordinator, Language Education Services	August 17, 2021
Munoz, Graciela	Teacher on Special Assignment, CTE	August 11, 2021
Separations		Effective Date
Resignations		
Bradley, Letitia	Director, Leadership Support Services	August 13, 2021

Santa Barbara County Board of Education

Classified Personnel Report

September 2, 2021

Appointments

Limited Term/Substitute

Esparza, Melanie August 10, 2021
Paraprofessional • Special Education • Various Sites
• Hourly as needed

Probationary

Garcia Mendoza, Adriana August 12, 2021
Child Care Assistant • Early Care and Education • De Colores State Preschool
75% • 10 months

Garcia, Breanna August 2, 2021
Accounting Technician • Early Care and Education • Early Care and Education - Hope Center
100% • 12 months

Goksu, Sibel August 2, 2021
Educational Data Analyst • Curriculum and Instruction • Curriculum and Instruction
100% • 12 months

Limon, Victor August 10, 2021
Vocational Assistant • Special Education • Vocational Services
75% • 10 months

Moody, Catherine August 18, 2021
Paraprofessional • Special Education • Cold Spring School
81.25% • 10 months

Muniz, Alicia August 10, 2021
Paraprofessional • Special Education • Cuyama Elementary School
81.25% • 10 months

Takeuchi, Sheila August 10, 2021
Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction
100% • 12 months
Promoted from Accounting Assistant

Changes

Anniversary Increase

Aceves Garcia, Alejandra August 1, 2021
Paraprofessional • Special Education • Clarence Ruth Preschool
75% • 10 months

Aguilar, Xochitl August 1, 2021
Child Care Assistant • Early Care and Education • Early Steps to Learning
75% • 12 months

Furman, Timothy August 1, 2021
Technology Support Administrative Assistant • IT Services • IT Services
100% • 12 months

Lazaer, Daisy August 1, 2021
Financial Analyst • School Business Advisory Services • School Business Advisory Services
100% • 12 months

Montero, Lupe August 1, 2021
Clerical Assistant • Early Care and Education • Early Care and Education - Lompoc
100% • 12 months

Noronha, Patricia August 1, 2021
Senior Administrative Analyst • Curriculum and Instruction • Curriculum and Instruction
100% • 12 months

Santos, Jessica August 1, 2021
Liaison/Clerk, Child Development and Child Care Food Program • Early Care and Education • Hope Center
100% • 12 months

Steelman, Marcella August 1, 2021
Accounting Technician, Senior • Internal Services • Accounting - Fiscal Services
100% • 12 months

Differential - Add

Aguirre, Ancelmo August 11, 2021
Paraprofessional • Special Education • Cabrillo High School
83.75% • 10 months
Specialized Health Care

Cahill, Joan August 11, 2021
Paraprofessional • Special Education • Cabrillo High School
81.25% • 10 months
Specialized Health Care

Deines, Jenia August 16, 2021
Paraprofessional • Special Education • Olga Reed Elementary
77.5% • 10 months
Specialized Health Care

Nuno, Ellen August 10, 2021
Paraprofessional • Special Education • Cuyama High School
81.25% • 10 months
Specialized Health Care

Differential - Remove

Teran, Ruby August 16, 2021
Paraprofessional • Special Education • Olga Reed Elementary
77.5% • 10 months
Specialized Health Care

Increased Time (Voluntary)

Aguirre, Ancelmo August 11, 2021
Paraprofessional • Special Education • Cabrillo High School
83.75% • 10 months
From .8125

Castaneda, Gloria August 11, 2021
Child Care Assistant • Early Care and Education • Los Alamos State Preschool
62.5% • 10 months
From .50

Gomez, Berenize August 16, 2021
Child Care Assistant • Early Care and Education • Santa Ynez Valley State Preschool
50% • 11 months
From .375

Probation to Permanent

Broeffle, Alondra August 1, 2021
Office Assistant • Transitional Youth Services • Transitional Youth
100% • 12 months

Stojanovski, Rachel August 1, 2021
Administrative Assistant • Curriculum and Instruction • Curriculum and Instruction
100% • 12 months

Transfer

Acheoual, Nancy August 16, 2021
Paraprofessional • Special Education • Robert Bruce Preschool
67.5% • 10 months
From School Nurse, Santa Maria

Carpio, Andrew August 11, 2021
Paraprofessional • Special Education • Lenora Fillmore Preschool
35% • 10 months
From Orcutt Academy Preschool

Deines, Jenia August 10, 2021
Paraprofessional • Special Education • Olga Reed Elementary
77.5% • 10 months
From Regency Preschool

Montgomery, Karyn August 13, 2021
Paraprofessional • Special Education • Vision Services
75% • 10 months
From Alice Shaw

Rodriguez, Brenda August 10, 2021
Paraprofessional • Special Education • Ontiveros Preschool
75% • 10 months
From Meridian Head Start and Los Padres Head Start

Separation

Released

Jimenez, Elizabeth

August 16, 2021

Health Advocate - Bilingual • Children and Family Resource Services • Health Linkage - North County

100% • 12 months

Non completion of Probation

Resignation

Niz, Ruth

August 20, 2021

Office Assistant • Special Education • Special Education Support Staff, Lompoc

100% • 11 months

Williams, Jenelle

August 13, 2021

School District Financial Advisor • School Business Advisory Services • School Business Advisory Services

100% • 12 months