

**Twin Hills Union School District
Board of Trustees Regular Meeting
August 10, 2023
Agenda**

August 10, 2023

Location: Apple Blossom MUR

OPEN SESSION 4:30pm

ADA Compliance

In compliance with Government Code § 54954.2(a), the Twin Hills Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Acts of 1990 (42 U.S.C. § 12132), and the federal rules and regulations adopted in implementation thereof.

Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Laurie Brown, Administrative Assistant, Twin Hills Union School District, 700 Watertrough Rd, Sebastopol, CA 95472 Telephone (707) 823-0871.

AB2449 Virtual Meeting Requirements: Board Member and members of the public attending virtually must disclose whether any individuals 18 years or older are present in the same room and the nature of the relationship.

All open session documents that are distributed to the Board of Trustees are available for public review in the Twin Hills Union School District Office. The agenda is available at www.twinhillsusd.org.

1. Call to Order 4:30
 - A. Flag Salute
 - B. Roll Call/ Establishment of Quorum
2. Approval of Agenda Action 4:32
3. Approval of Minutes: Action 4:35
 - A. Regular Meeting of June 22, 2023
 - B. Regular Meeting of June 23, 2023
4. Open Session - Public Comment 4:40

Members of the Public are entitled to speak on matters not on the agenda at this time. Please state your name and school, and keep your comments concise, brief, and limited to two minutes or less. There is a ten minute limit on any one topic. The Brown Act restricts the Board from considering any item not appearing on the posted agenda.

Members of the public are entitled to speak to any item on the agenda immediately after the item is called by the Board President. Each person is entitled to speak on any agenda item only once at any meeting. Participation in debate on any item before the board shall be limited to members of the Board. Comments are limited to two minutes per individual and ten minutes per agenda item.
5. Consent Action 4:45

The following items are presented for overall approval:

 - A. Donation Report: None
 - B. Payroll and Expenditures
 - a. June 22-23
 - b. July 23-24
 - C. Purchase Order Report: July 2023
 - D. Employment: See attached exhibit for details
 - E. Contract: Teri O'Donnell - Courage to Teach Professional Development

**Twin Hills Union School District
Board of Trustees Regular Meeting
August 10, 2023
Agenda**

- | | | |
|--|-------------|------|
| 6. Request Approval of Resolution #2023-567
Education Protection Account Spending Determination: 2022-23 Final | Action | 4:55 |
| 7. Request Approval of Resolution #2023-568
Education Protection Account Spending Determination: 2023-24 Budget | Action | 5:00 |
| 8. Request Approval of Consolidated Application 2023-24 Parts 1 & 2 | Action | 5:05 |
| 9. 45 Day Budget Update 2023-24 | Information | 5:10 |
| 10. Enrollment Update 2023-24 | Discussion | 5:15 |
| 11. Request Approval of Overnight field trip:
A. SunRidge, Kate Russell, Grade 6, Lassen Volcanic National Park, CA 09/26-28/23 | Action | 5:20 |
| 12. Board of Trustees Reports | | 5:25 |
| 13. Adjournment | | 5:35 |

Dr. Anna-Maria Guzman, Twin Hills USD is inviting you to a scheduled Zoom meeting.

Topic: August Board Meeting

Time: Aug 10, 2023 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://twinhillsusd-org.zoom.us/j/83497332398>

Meeting ID: 834 9733 2398

One tap mobile

+16694449171,,83497332398# US

+16699006833,,83497332398# US (San Jose)

Dial by your location • +1 669 444 9171 US • +1 669 900 6833 US (San Jose) • +1 408 638 0968 US (San Jose) • +1 346 248 7799 US (Houston) • +1 719 359 4580 US • +1 253 205 0468 US • +1 253 215 8782 US (Tacoma) • +1 360 209 5623 US • +1 386 347 5053 US • +1 507 473 4847 US • +1 564 217 2000 US • +1 646 876 9923 US (New York) • +1 646 931 3860 US • +1 689 278 1000 US • +1 301 715 8592 US (Washington DC) • +1 305 224 1968 US • +1 309 205 3325 US • +1 312 626 6799 US (Chicago) Meeting ID: 834 9733 2398 Find your local number: <https://twinhillsusd-org.zoom.us/j/83497332398>

**TWIN HILLS UNION SCHOOL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
June 22, 2023
MINUTES**

1. The Board Meeting was called to order at 4:30 pm by Clerk Moise, President Ost absent.
2. Motion to approve agenda by Trustee Harding and Second by Trustee Beck. Approved 4-0.
3. Open Session.
4. Public Hearing on 2023-24 Local Control Accountability Plans (LCAP) and Local Performance Indicator Self-Reflection.
5. Public Hearing on 2023-24 Budget including Assigned & Unassigned Ending Fund Balance Reserve Detail.
6. Motion to approve Hiring Sarah Kerlow-Myers on a provisional Intern Permit (PIP) as 1st Grade teacher at SunRidge School by Trustee Harding and Second by Trustee Bechtel. Approved 4-0.
7. Adjournment 4:40pm.

Respectfully submitted,

Anna-Maria Guzman, Ed.D.
Recording Secretary to the Board of Trustees

Approved:

John Moise, Board Clerk

Michael Ost, Board President

**TWIN HILLS UNION SCHOOL DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
June 23, 2023
MINUTES**

1. The Board Meeting was called to order at 3:00 pm by Clerk Moise.
 - A. Flag salute
 - B. President Ost absent
2. Motion to approve agenda by Trustee Bechtel and Second by Trustee Harding. Approved 4-0.
3. Motion to approve the minutes of the Regular meeting of May 11, 2023, by Trustee Bechtel and Second by Trustee Beck, and the special meeting of June 13, 2023, by Trustee Beck and Second by Trustee Bechtel. Approved 4-0.
4. Open Session.
5. Motion to approve consent items A, B, C, E, F by Trustee Harding and Second by Trustee Beck. Approved 4-0. Motion to approve consent item D by Trustee Harding and Second by Trustee Bechtel. Approved 4-0.
6. Motion to approve Budget Updates by Trustee Harding and Second by Trustee Beck. Approved 4-0.
7. Motion to approve 2023-24 Local Control Accountability Plans (LCAP) and Local Performance Indicator Self-Reflection by Trustee Harding and Second by Trustee Bechtel. Approved 4-0.
8. Motion to approve 2023-24 Budget including Assigned and Unassigned Ending Fund Balance Reserve Detail by Trustee Harding and Second by Trustee Beck. Approved 4-0.
9. Motion to approve Deferred Maintenance Funding Transfer 2023-24 by Trustee Beck and Second by Trustee Harding. Approved 4-0.
10. Motion to approve Superintendent Guzman's contract 2023-2026 by Trustee Beck and Second by Trustee Bechtel. Approved 4-0.
11. Motion to approve 2023-24 Tentative Agreement between THTA and THUSD dated June 1, 2023, by Trustee Bechtel and Second by Trustee Beck. Approved 4-0.
12. Motion to approve Special Education and Student Services Consortium MOU from 7/1/23 to 6/30/28 by Trustee Harding and Second by Trustee Beck. Approved 4-0.
13. Adjournment 4:21pm.

Respectfully submitted,

Anna-Maria Guzman, Ed.D.
Recording Secretary to the Board of Trustees

Approved:

John Moise, Board Clerk

Michael Ost, Board President

Board Meeting Date August 10, 2023

Checks Dated 06/01/2023 through 06/30/2023

Check Number	Check Date	Pay to the Order of	Check Amount
1966128	06/02/2023	Correa, Karen	69.46
1966129	06/02/2023	Jacobsen-McCarthy, Michelle	14,400.00
1966130	06/02/2023	Alhambra	64.92
1966131	06/02/2023	Flyers Energy LLC	143.75
1966132	06/02/2023	Greene, Janet	1,500.00
1966133	06/02/2023	T-Mobile	60.00
1966134	06/02/2023	T-Mobile	87.09
1966135	06/02/2023	Juniper, Meryl	1,350.00
1966136	06/02/2023	Lofchie, Jennifer	178.36
1966137	06/02/2023	ODP Business Solutions, LLC	366.96
1966138	06/02/2023	Terminix Processing Center	1,987.00
1966139	06/02/2023	Schott, Elizabeth	600.00
1966140	06/02/2023	Sebastopol Hardware Center	232.14
1966141	06/02/2023	Stehling, Stefan	2,925.00
1966142	06/02/2023	Whitestine, Shawna	126.71
1968019	06/09/2023	ATT	321.27
1968020	06/09/2023	ATT	25.69
1968021	06/09/2023	ATT	108.03
1968022	06/09/2023	ATT	26.72
1968023	06/09/2023	ATT	26.72
1968024	06/09/2023	ATT	158.96
1968025	06/09/2023	Recology Sonoma Marin	943.08
1968026	06/09/2023	Recology Sonoma Marin	473.71
1968027	06/09/2023	Sonoma County Office Of Educ.	12,327.20
1968028	06/09/2023	Alhambra	183.85
1968029	06/09/2023	Elliott, Erin	30.00
1968030	06/09/2023	Fishman Supply Company	998.16
1968031	06/09/2023	Foertsch, Jessica	30.00
1968032	06/09/2023	Friedman's Home Improvement	1,047.58
1968033	06/09/2023	New AnswerNet, Inc.	22.00
1968034	06/09/2023	Pace Supply Corp.	304.59
1968035	06/09/2023	Rental Place LLC, The	125.21
1968036	06/09/2023	Russell Larrain, Bonny Jean	140.54
1968037	06/09/2023	Salluzzi, Rita	45.00
1968038	06/09/2023	Sill, Kathy	202.79
1968039	06/09/2023	Stehling, Stefan	27.45
1968040	06/09/2023	Steinberg, Korin	581.42
1968041	06/09/2023	Active Internet Technologies	6,000.00
1968042	06/09/2023	West So. Cty. Union Hs Dist.	1,526.11
1968043	06/09/2023	Woodwind Brasswind	43.40
1969564	06/16/2023	AAA Award	382.40
1969565	06/16/2023	Hayashibara, Nancy	300.00
1969566	06/16/2023	Brown, Laurie	1,400.15
1969567	06/16/2023	Revolution Foods PBC	27,523.88
1969568	06/16/2023	Center for the Collab Classrm	3,500.00
1969569	06/16/2023	Cirimele, Terri	36.05
1969570	06/16/2023	Kyocera Document Solutions Northern CA , Inc.	260.42
1969571	06/16/2023	Correa, Karen	325.62
1969572	06/16/2023	Jacobsen-McCarthy, Michelle	4,400.00

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

ESCAPE ONLINE

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Checks Dated 06/01/2023 through 06/30/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
1969573	06/16/2023	LIFEmaps LLC	900.00
1969574	06/16/2023	Department Of Justice	32.00
1969575	06/16/2023	Sonoma County Office Of Educ.	90.92
1969576	06/16/2023	Shura, Samantha	6,120.00
1969577	06/16/2023	Alpha Analytical Laboratories	172.00
1969578	06/16/2023	Alhambra	38.96
1969579	06/16/2023	DuVall, Maura	276.62
1969580	06/16/2023	Major Alarm, Inc.	1,362.00
1969581	06/16/2023	Galbraith, Sunshine	113.10
1969582	06/16/2023	Guzman, Anna	356.00
1969583	06/16/2023	LaLonde, Therese	650.38
1969584	06/16/2023	ODP Business Solutions, LLC	589.62
1969585	06/16/2023	Persinger Architects Inc.	1,499.00
1969586	06/16/2023	Terminix Processing Center	72.00
1969587	06/16/2023	Redwood Pediatric Therapy Associates Inc.	575.62
1969588	06/16/2023	Sien, Jeremiah	25.00
1969589	06/16/2023	Steinberg, Korin	199.00
1969590	06/16/2023	Smith, Marian dba DK Embroidery	1,949.65
1969591	06/16/2023	Twin Hills Usd Afterschool Pgm	3,597.03
1969592	06/16/2023	Ventris Learning LLC	376.25
1969593	06/16/2023	West County Transport. Agency	3,389.62
1969594	06/16/2023	Wills, Cheryl	7.50
1970983	06/23/2023	Bankcard Center	1,492.44
1970984	06/23/2023	Conversa Speech & Lang Therapy	5,400.00
1970985	06/23/2023	TIAA, FSB	332.01
1970986	06/23/2023	Petaluma Learning&Guidance Ctr	2,665.00
1970987	06/23/2023	Sonoma County Office Of Educ.	84.10
1970988	06/23/2023	Drew, Savannah Leigh	25.00
1970989	06/23/2023	Mountain Fresh Spring Water	87.50
1970990	06/23/2023	Fishman Supply Company	355.37
1970991	06/23/2023	School & College Legal Services of Calif.	265.50
1970992	06/23/2023	Anova Education & Behavior Consultation, Inc.	329.28
1970993	06/23/2023	Redding, Cassandra	536.16
1970994	06/23/2023	Redwood Pediatric Therapy Associates Inc.	447.72
1970995	06/23/2023	Sebastopol Hardware Center	23.54
1970996	06/23/2023	Voss, Mark	1,500.00
1970997	06/23/2023	Weeks Drilling & Pump Co.	962.82
1970998	06/23/2023	Whitestine, Shawna	99.78
1970999	06/23/2023	Wills, Cheryl	224.67
5448077	06/09/2023	Russell J. Scarola	2,039.84 *

Cancelled on 07/11/2023, Cancel Register # PM230718

Total Number of Checks

89

127,202.39

	Count	Amount
Cancel	1	2,039.84
Net Issue		125,162.55

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

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Checks Dated 06/01/2023 through 06/30/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
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Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	52	76,479.26
03	Charter School: Twin Hills	25	8,287.22
09	Charter School Fund: Orchrd Vw	16	5,089.53
12	Child Development Fund	8	6,283.66
13	Cafeteria Fund	1	27,523.88
14	Deferred Maintenance Fund	1	1,499.00
Total Number of Checks		88	125,162.55
Less Unpaid Tax Liability			.00
Net (Check Amount)			125,162.55

Total Expenditures June 2023

Total Vendor Warrants, June 30, 2023	\$	125,162.55
Payroll: June 10, 2023 Supplemental		48,335.41
Payroll: June 30, 2023 Regular w/DNP		955,451.71
Total PR & Expenditures	\$	1,128,949.67

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

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Checks Dated 06/01/2023 through 06/30/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
1965890	06/02/2023	Sauter, Jonathan	47.00
1965891	06/02/2023	Wells Fargo Vendor Fin Serv	393.30
1965892	06/02/2023	Arch's Glass, Inc.	855.00
1967803	06/09/2023	Andy's Produce Market	455.55
1967804	06/09/2023	ATT	236.72
1967805	06/09/2023	Recology Sonoma Marin	602.21
1967806	06/09/2023	Fishman Supply Company	376.88
1967807	06/09/2023	Sebastopol Hardware Center	323.93
1967808	06/09/2023	Sonoma County Office Of Educ.	4,005.21
1967809	06/09/2023	Thomasson, Theresa	372.35
1967810	06/09/2023	Active Internet Technologies	1,500.00
1969448	06/16/2023	Allison, Esther	517.90
1969449	06/16/2023	Revolution Foods PBC	13,701.54
1969450	06/16/2023	Fircrest Market	383.53
1969451	06/16/2023	Major Alarm, Inc.	828.00
1969452	06/16/2023	Smith, Snowma	32.76
1969453	06/16/2023	Sonoma County Office Of Educ.	40.42
1969454	06/16/2023	Swift, Keith	25.00
1969455	06/16/2023	Thomasson, Theresa	124.11
1969456	06/16/2023	Pellascini, Richard L.	17,864.88
1969457	06/16/2023	Kyocera Document Solutions	204.30
1970694	06/23/2023	Bankcard Center	19.95
1970695	06/23/2023	Fishman Supply Company	9.94
1970696	06/23/2023	Tel Con Communications	75.00
1970697	06/23/2023	Sebastopol Hardware Center	138.98
1970698	06/23/2023	Sonoma County Office Of Educ.	54.24
1970699	06/23/2023	Sebastopol City of	2,064.62
1970700	06/23/2023	Sebastopol City of	203.66
		Total Number of Checks	28
			45,456.98

Fund Recap

Fund	Description	Check Count	Expensed Amount
09	General Fund (charter Schools)	28	45,456.98
Total Number of Checks		28	45,456.98
Less Unpaid Tax Liability			.00
Net (Check Amount)			45,456.98

Total Expenditures June 2023

Total Vendor Warrants, June 30, 2023	\$	45,456.98
Payroll: June 10, 2023 Supplemental		11,038.32
Payroll: June 30, 2023 Regular w/DNP		272,462.71
Total PR & Expenditures	\$	328,958.01

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

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Checks Dated 07/01/2023 through 07/31/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
1971957	07/07/2023	Christy White, Inc.	7,650.00
1971958	07/07/2023	Recology Sonoma Marin	943.08
1971959	07/07/2023	Recology Sonoma Marin	473.71
1971960	07/07/2023	Alhambra	147.38
1971961	07/07/2023	Alhambra	31.96
1971962	07/07/2023	T-Mobile	60.00
1971963	07/07/2023	T-Mobile	87.09
1971964	07/07/2023	Ives Pool	1,381.50
1971965	07/07/2023	Logan, Katie	350.00
1971966	07/07/2023	Pacific Gas & Electric	40,883.76
1971967	07/07/2023	Kyocera Document Solutions Northern CA , Inc.	432.92
1971968	07/07/2023	Kyocera Document Solutions Northern CA , Inc.	631.48
1971969	07/07/2023	Murnane Floors Inc.	10,154.43
1971970	07/07/2023	New AnswerNet, Inc.	22.00
1971971	07/07/2023	Mobile Modular Mgmt Corp.	1,770.00
1971972	07/07/2023	O'Rourke Electric Inc	25,695.00
1973762	07/14/2023	Revolution Foods PBC	4,616.60
1973763	07/14/2023	Kyocera Document Solutions Northern CA	1,519.64
1973764	07/14/2023	Department Of Justice	226.00
1973765	07/14/2023	Alhambra	60.93
1973766	07/14/2023	Employment Development Dept.	8,931.87
1973767	07/14/2023	Terminix Processing Center	72.00
1973768	07/14/2023	Weeks Drilling & Pump Co.	950.00
1973769	07/14/2023	West County Transport. Agency	426.97
1973770	07/14/2023	ATT	315.76
1973771	07/14/2023	ATT	25.82
1973772	07/14/2023	ATT	107.77
1973773	07/14/2023	ATT	157.39
1973774	07/14/2023	ATT	26.72
1973775	07/14/2023	ATT	26.72
1973776	07/14/2023	Kyocera Document Solutions Northern CA , Inc.	260.42
1973777	07/14/2023	Mobile Modular Mgmt Corp.	1,770.00
1975046	07/21/2023	Bankcard Center	4.60
1975047	07/21/2023	School & College Legal Services of Calif.	59.00
1975048	07/21/2023	Twin Hills Usd Afterschool Pgm	1,921.07
1975049	07/21/2023	CA Dept of Tax and Fee Admn	85.00
1975050	07/21/2023	West County Transport. Agency	715.88
1975051	07/21/2023	Barboza, Vanessa	25.00
1975052	07/21/2023	TIAA, FSB	332.01
1975053	07/21/2023	Kyocera Document Solutions Northern CA , Inc.	432.92
1975054	07/21/2023	Murnane Floors Inc.	6,769.51
1975055	07/21/2023	Ives Pool	598.50
1975056	07/21/2023	O'Rourke Electric Inc	11,426.05
1975057	07/21/2023	Stripe 'N' Seal, Inc.	14,280.00
1975058	07/21/2023	Securitas Technology Corp	200.64
1975059	07/21/2023	Sill, Kathy	40.08
1975060	07/21/2023	Frontline Technologies Group LLC	1,898.82
1976248	07/28/2023	State Of California	125.00
1976249	07/28/2023	Burke, Williams & Sorensen LLP	725.00

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

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Checks Dated 07/01/2023 through 07/31/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
1976250	07/28/2023	Apple Inc.	2,499.42
1976251	07/28/2023	Kyocera Document Solutions Northern CA , Inc.	631.48
1976252	07/28/2023	Alpha Analytical Laboratories	254.00
1976253	07/28/2023	T-Mobile	60.00
1976254	07/28/2023	ESGI, LLC	936.00
1976255	07/28/2023	Pacific Gas & Electric	247.24
1976256	07/28/2023	Romero, Jessica	19.08
1976257	07/28/2023	Kyocera Document Solutions Northern CA	194.60
1976258	07/28/2023	West So. Cty. Union Hs Dist.	265,321.50
Total Number of Checks			58
			<u>420,011.32</u>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	32	318,406.50
03	Charter School: Twin Hills	17	21,902.26
09	Charter School Fund: Orchrdr Vw	7	1,466.06
12	Child Development Fund	9	5,294.91
13	Cafeteria Fund	1	4,616.60
14	Deferred Maintenance Fund	5	68,324.99
Total Number of Checks		58	420,011.32
Less Unpaid Tax Liability			.00
Net (Check Amount)			<u>420,011.32</u>

Total Expenditures July 2023

Total Vendor Warrants, July 31, 2023	\$	420,011.32
Payroll: July 10, 2023 Supplemental		18,155.97
Payroll: July 31, 2023 Regular		195,437.29
Total PR & Expenditures	\$	<u>633,604.58</u>

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

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Checks Dated 07/01/2023 through 07/31/2023

Board Meeting Date August 10, 2023

Check Number	Check Date	Pay to the Order of	Check Amount
1971631	07/07/2023	Recology Sonoma Marin	602.21
1971632	07/07/2023	PG&E	1,256.13
1971633	07/07/2023	Wells Fargo Vendor Fin Serv	393.30
1973547	07/14/2023	Revolution Foods PBC	3,793.76
1973548	07/14/2023	Kyocera Document Solutions Northern CA	53.14
1973549	07/14/2023	Department Of Justice	32.00
1973550	07/14/2023	Employment Development Dept.	2,497.01
1973551	07/14/2023	ATT	234.43
1973552	07/14/2023	Kyocera Document Solutions Northern CA	204.66
1974925	07/21/2023	Bankcard Center	19.95
1974926	07/21/2023	CA Dept of Tax and Fee Admn	102.00
1974927	07/21/2023	Kyocera Document Solutions Northern CA	520.31
1974928	07/21/2023	Pellascini, Richard L.	17,864.88
1974929	07/21/2023	Kyocera Document Solutions	204.30
1976090	07/28/2023	Lindamood-Bell Learning Proc.	13,072.00
1976091	07/28/2023	Oberti-Rinn, Beatrice	1,123.20
1976092	07/28/2023	County Of Sonoma	872.00
1976093	07/28/2023	PG&E	694.25
1976094	07/28/2023	Terminix Processing Center	122.00
		Total Number of Checks	19
			43,661.53

Fund Recap

Fund	Description	Check Count	Expensed Amount
09	General Fund (charter Schools)	19	43,661.53
Total Number of Checks		19	43,661.53
Less Unpaid Tax Liability			.00
Net (Check Amount)			43,661.53

Total Expenditures July 2023

Total Vendor Warrants, July 31, 2023	\$	43,661.53
Payroll: July 10, 2023 Supplemental		-
Payroll: July 31, 2023 Regular		41,263.00
Total PR & Expenditures	\$	84,924.53

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

ESCAPE ONLINE

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Includes Purchase Orders dated 07/01/2023 - 07/31/2023 ***					Board Meeting Date August 10, 2023	
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount	
P24-00002	Kyocera Document Solutions Northern CA, Inc.	3OVS	PO #7305 - OV COPIERS LEASE	09-5603	5,195.04	
P24-00003	Kyocera Document Solutions Northern CA, Inc.	7DSW	PO #7307 - AB/TH KYOCERA COPIER LEASE	01-5603	5,304.43	
				03-5603	2,273.33	
P24-00004	Mobile Modular Mgmt Corp.	7DSW	PO #7309 - AB/TH RENT PORTABLES	01-5600	6,960.00	
				03-5600	14,280.00	
P24-00005	Murnane Floors Inc.	1ABS	PO #7301 - AB RM 10B	14-5630	6,769.51	
P24-00007	Murnane Floors Inc.	1ABS	PO #7302 - AB RM 12B	14-5630	10,154.43	
P24-00008	Newsela, Inc.	1ABS	PO #7298 - AB NEWSLEA ALL ACCESS	01-5840	5,500.00	
P24-00009	O'Rourke Electric Inc	7DSW	PO #7292 - AB/OV/TH CHARGING STATIONS	14-5630	9,010.00	
P24-00010	O'Rourke Electric Inc	7DSW	PO #7293 - AB/OV/TH CHARGING STATIONS 2023-24	14-6400	28,111.05	
P24-00022	Burke, Williams & Sorensen LLP	7DSW	PO #7368 - LEGAL SRVCS / CHARTER	01-5823	5,000.00	
P24-00024	Center for the Collab Classrm	1ABS	PO #7277 - AB GR 1 - 5	01-4310	17,116.88	
P24-00025	The Davey Tree Expert Company	2THS	PO #7369 - THCMS TREE REMOVAL	01-5630	17,250.00	
P24-00029	Fishman Supply Company	7DSW	PO #7374 - AB/TH CUSTODIAL SUPLS	01-4370	15,000.00	
				01-4390	1,000.00	
				01-4400	1,000.00	
				03-4370	7,000.00	
P24-00031	Friedman's Home Improvement	7DSW	PO #7376 - MAINT & OPER SUPLS	01-4370	2,000.00	
				01-4380	11,000.00	
				03-4370	700.00	
				03-4390	500.00	
				09-4370	300.00	
				09-4380	500.00	
P24-00034	Howard Ind., Inc.	7DSW	PO #7371 - SECURLY	01-5840	3,404.16	
				03-5840	2,659.50	
				09-5840	2,233.98	
P24-00035	Imagine Learning LLC	3OVS	PO #7224 - OV DIGITAL LICENSING	09-5840	14,830.00	
P24-00036	Jacobsen-McCarthy, Michelle	7DSW	PO #7255 - PSYCHOLOGY SRVCS	01-5130	134,600.00	
				01-5830	25,000.00	
P24-00042	Mystery Science Inc.	1ABS	PO #7352 - AB SCIENCE	01-4310	5,240.55	
P24-00050	Renaissance Learning, Inc.	7DSW	PO #7299 - STAR MATH & READING SUBSCPT	01-5840	3,402.25	
				03-5840	3,204.65	
				09-5840	2,882.25	
P24-00053	Roberts Mechanical & Elect Inc	2THS	PO #7384 - TH HVAC EQUIP	14-6400	9,488.38	
P24-00054	Roberts Mechanical & Elect Inc	2THS	PO #7385 - TH HVAC INSTAL	14-5630	13,912.80	
P24-00055	Savvas Learning Company LLC	1ABS	PO #7349 - AB GR K - 5	01-4110	1,125.69	
				01-4310	11,012.44	

*** See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 2

Includes Purchase Orders dated 07/01/2023 - 07/31/2023 ***					Board Meeting Date August 10, 2023	
PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount	
P24-00062	Sonoma State University	1ABS	PO #7246 - EXCEL FOR YOUTH	01-5800	56,000.00	
P24-00063	Stripe 'N' Seal, Inc.	2THS	PO #7370 - THCMS PATHWAYS	14-6170	14,280.00	
P24-00091	Active Internet Technologies	7DSW	PO #7367 - WEBSITE SERVICE PROVIDER	01-5840	3,520.00	
				03-5840	1,710.00	
				09-5840	1,710.00	
P24-00100	Bankcard Center	7DSW	PO #7419 - AMAZON DIST TECH SUPLS & EQUIP	01-4310	1,800.00	
				01-4345	1,000.00	
				01-4370	100.00	
				03-4310	200.00	
				03-4345	1,400.00	
				09-4345	1,200.00	
				12-4345	300.00	
P24-00108	Stripe 'N' Seal, Inc.	1ABS	PO #7425 - AB STRIPING	14-5630	10,700.00	
P24-00109	Pacific Gas & Electric	7DSW	PO #7440 - AB/TH GAS & ELEC	01-5510	25,000.00	
				01-5520	16,000.00	
				03-5510	10,000.00	
				03-5520	18,000.00	
Total Number of POs			27	Total	567,841.32	

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	17	374,336.40
03	Charter School: Twin Hills	9	61,927.48
09	Charter School Fund: Orchrd Vw	7	28,851.27
12	Child Development Fund	1	300.00
14	Deferred Maintenance Fund	8	102,426.17
Total			567,841.32

Information is further limited to: (Minimum Amount = 5,000.00)

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2 of 2

Includes Purchase Orders dated 07/01/2023 - 07/31/2023 ***

Board Meeting Date August 10, 2023

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P23-00150	Lindamood-Bell Learning Proc.	4HAY	PO #7414 - SE LEGAL SETTLEMENT	09-5800	13,072.00
P24-00004	Fishman Supply Company	4HAY	PO #7215 - SR CUSTODIAL SUPPLIES	09-4370	5,900.00
				09-5630	100.00
P24-00013	PG&E	4HAY	PO #7320 - SR ELECTRIC & NATURAL GAS	09-5510	18,000.00
				09-5520	25,000.00
P24-00015	Sebastopol City of	4HAY	PO #7323 - SR WATER & SEWER	09-5530	12,000.00
P24-00017	Sebastopol Hardware Center	4HAY	PO #7325 - SR MAINT SUPLS	09-4370	2,500.00
				09-4380	2,500.00
Total Number of POs			5	Total	79,072.00

Fund Recap

Fund	Description	PO Count	Amount
09	General Fund (charter Schools)	1	13,072.00
	Total Fiscal Year 2023		13,072.00
09	General Fund (charter Schools)	4	66,000.00
	Total Fiscal Year 2024		66,000.00
	Total		79,072.00

Information is further limited to: (Minimum Amount = 5,000.00)

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 1

Twin Hills USD Monthly Personnel Report August 10, 2023

Certificated

Additions:

- Barboza, Vanessa – District SPED Teacher 0.6 FTE 2023-24
- Swift, Keith – SR Teacher – 0.5 FTE Temporary with Colby-Sereano

Changes:

- Fialk, Jennifer – SR Kindergarten Teacher – 0.40 to 0.5 FTE for 2023-24 school year with Singleton Morriseau. Currently IA and Specialty Instructor for this class.
- McLoone, Amy – AB Teacher – Leave of Absence 1.0 FTE for the 2023-24 school year
- Gonzalez, Alicia – Moved to AB SPED at 0.4 FTE for 2023-24 from OV in 2022-23

Terminations:

- DelMonte, Kristen – AB Teacher (Teacher on Special assignment to SCOE 2022-23), Resigned effective 6/30/23
- Mardell, Sydnee – TH Science Teacher, Resigned effective 7/27/2023

Classified

Additions:

Changes:

- Puetz, Douglas – Moved from Custodial & Maintenance to THCMS Site Coordinator of Grounds & Maintenance, effective 7/31/2023
- William, Kim – AB Health Tech – Request for unpaid Leave of Absence from 8/1/23 through 8/31/23. (3rd of 3 maximum)

Terminations:

- Onofre-Leon, Saul – THCMS Site Coordinator of Grounds & Maintenance, Resigned effective 7/28/2023

CONTRACT for SERVICES

Between

Twin Hills Union School District/Apple Blossom School, located in Sebastopol, CA
and Teri O'Donnell

Teri O'Donnell
1725 Mark Springs Road
Santa Rosa, CA 95404
(707) 495-0182
teriodonnell6@gmail.com

August 3, 2023

This letter constitutes the contractual agreement ("Agreement") between Twin Hills Union School District / Apple Blossom School and Teri O'Donnell ("Consultant") for the facilitation of the Courage to Teach Professional Development workshop as noted below. This Agreement shall remain in force unless modified or terminated according to the terms set forth below.

Scope of Work

This Agreement shall be to facilitate the Courage to Teach Professional Development workshops with participants. (See detailed Scope of Work below).

Duration

This work will be performed on the following date:

- August 14, 2023

Compensation

Twin Hills Union School District /Apple Blossom School shall pay Consultant fees for Program Facilitation & Coaching services as outlined in Schedule A. No travel expenses will be reimbursed under this Agreement. Invoice to be submitted following workshop completion.

Additional Services

Additional services or additional hours spent in full performance of the Scope of Work beyond those outlined in this Agreement shall only be paid with prior written approval of both parties.

Termination

This Agreement may be terminated by either party, provided that ten (10) days written notice is provided of the intent to terminate and an opportunity is provided for the non-terminating party to consult with the terminating party prior to termination. Apple Blossom School shall compensate Consultant for services satisfactorily provided through the date of termination.

Independent Contractor

The Consultant's relationship to Twin Hills Union School District/ Apple Blossom School shall be that of an independent contractor and not an agent, partner, joint venturer or employee. Each party represents and warrants that it has the full right, power and authority to enter into and perform this Agreement in accordance with its terms, and that doing so will not violate any applicable contract, law, rule or regulation. Consultant warrants that he/she possesses all permits, licenses, insurance, and other approvals required to perform the responsibilities set forth in this Agreement.

Confidentiality

Twin Hills Union School District / Apple Blossom School and Consultant agree to professional discretion to keep confidential any and all sensitive information. Such information shall include,

without limitation, donor or client information, financial information (to the extent not published or available to the general public), any information related to employees or other contractors, and any legal matters that now exist or may arise.

Governing Law

This Agreement shall be governed by the laws of the State of California.

Integration and Modification

This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, or agreements, whether written or oral. This agreement may be amended only by a written instrument signed by a person legally authorized to bind each of the parties. Unless otherwise specified in writing, if there is any inconsistency between the terms of this Agreement and any other agreement between the parties, the terms of this Agreement shall control.

Third-Party Rights

Nothing herein shall be construed to give any rights or benefits to anyone other than Twin Hills Union School District / Apple Blossom School and Consultant.

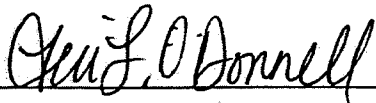
The signatures below indicate acceptance of the terms stated in this contract.

For Twin Hills Union School District

Dr. Anna Guzman, Superintendent

Date

For Teri O'Donnell



8/3/23

Teri O'Donnell

Date

Scope of Work

Teri O'Donnell

Twin Hills Union School District/ Apple Blossom School Courage to Teach Professional Development Training

Setup/ supplies provided by school:

- Chairs for each participant arranged in a circle.
- Center table
- Ream of white paper
- Art supplies available (markers, crayons, colored pencils) for participants to share (can be provided for additional fee)*
- Paper Flip Chart on easel with markers

Courage to Teach Professional Development Half Day

Preparation and facilitation

Monday, August 14, 2023

9:00 - 12:00 (Will arrive early for setup)

TOTAL \$750

***Art supplies can be provided for an additional \$3.00 per person**

Teri O'Donnell
1725 Mark Springs Road
Santa Rosa, CA 95404
(707) 495-0182
teriodonnell6@gmail.com

RESOLUTION #2023-567

2022-23: FINAL

**BEFORE THE BOARD OF TRUSTEES OF THE
TWIN HILLS UNION SCHOOL DISTRICT
RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT**

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

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

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

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

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

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

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

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

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

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

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

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

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

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Twin Hills Union School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Twin Hills Union School District has determined to spend the monies received from the Education Protection Act for the 2022-23 fiscal year as attached.

The foregoing **RESOLUTION** was passed and adopted at a meeting of the Board of Trustees of the **TWIN HILLS UNION SCHOOL DISTRICT** on the 10th day of August,

2023, on a motion by trustee _____, seconded by trustee _____ by the following vote:

AYES: _____	<u>Board Members</u>	<u>Vote</u>
	Melissa Bechtel	_____
NOES: _____	Terry Beck	_____
	Jeff Harding	_____
ABSENT/	John Moise	_____
ABSTAIN: _____	Michael Ost	_____

I hereby certify the foregoing to be a full, true, and correct resolution duly adopted by the Board of Trustees of the Twin Hills Union School District.

Dated this 10th day of August, 2023

Clerk/President, Board of Trustees

**Twin Hills Union School District
2022-23 Estimated Actuals
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail**

Funding and Expenditures through: June 30, 2023

For Fund 01, District & Apple Blossom Elementary: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources: EPA=Object 8012-current year	8010-8099	279,884.00
Revenue Limit Sources: EPA=Object 8019-prior year	8010-8099	-71,375.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		208,509.00
EXPENDITURES AND OTHER FINANCING USES		
	Function Codes	
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	208,509.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		208,509.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is the actual amount for 2022-23 after apportionment calculated by CDE on 06/19/23.

A separate line shows an amount for the final 2021-22 adjustment (-\$71,375)

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2022-23 Estimated Actuals
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2023

For Fund 03, Twin Hills Charter Middle School: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources: EPA=Object 8012-current year	8010-8099	156,057.00
Revenue Limit Sources: EPA=Object 8012-prior year	8010-8099	-37,021.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		119,036.00
EXPENDITURES AND OTHER FINANCING USES		
	Function Codes	
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	119,036.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		119,036.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is the actual amount for 2022-23 after apportionment calculated by CDE on 06/19/23.

A separate line shows an amount for the final 2021-22 adjustment (-\$37,021).

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2022-23 Estimated Actuals
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2023

For Fund 09, Orchard View Charter School: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources: EPA=Object 8012-current year	8010-8099	183,987.00
Revenue Limit Sources: EPA=Object 8019-prior year	8010-8099	-40,288.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		143,699.00
EXPENDITURES AND OTHER FINANCING USES		
	Function Codes	
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	143,699.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		143,699.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is the actual amount for 2022-23 after apportionment calculated by CDE on 06/19/23.

A separate line shows an amount for the final 2021-22 adjustment (-\$40,288)

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2022-23 Estimated Actuals
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2023

For D21 Fund 09, SunRidge Charter School: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources: EPA=Object 8012-current year	8010-8099	174,087.00
Revenue Limit Sources: EPA=Object 8019-prior year	8010-8099	-31,843.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		142,244.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
	Function Codes	
Instruction (certificated teacher salaries/costs)	1000-1999	142,244.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		142,244.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is the actual amount for 2022-23 after apportionment calculated by CDE on 06/19/23.

A separate line shows a small amount for the final 2020-21 adjustment (-\$31,843)

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

**RESOLUTION #2023-568
2023-24: ESTIMATE/BASED ON ADOPTED BUDGET**

**BEFORE THE BOARD OF TRUSTEES OF THE
TWIN HILLS UNION SCHOOL DISTRICT
RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT**

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

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

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

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

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

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

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

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

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

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

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

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

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

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Twin Hills Union School District;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the Twin Hills Union School District has determined to spend the monies received from the Education Protection Act for the 2023-24 fiscal year as attached.

The foregoing **RESOLUTION** was passed and adopted at a meeting of the Board of Trustees of the **TWIN HILLS UNION SCHOOL DISTRICT** on the 10th day of August,

2023, on a motion by trustee _____, seconded by trustee _____ by the following vote:

AYES: _____	<u>Board Members</u>	<u>Vote</u>
	Melissa Bechtel	_____
NOES: _____	Terry Beck	_____
	Jeff Harding	_____
ABSENT/	John Moise	_____
ABSTAIN: _____	Michael Ost	_____

I hereby certify the foregoing to be a full, true, and correct resolution duly adopted by the Board of Trustees of the Twin Hills Union School District.

Dated this 10th day of August, 2023

Clerk/President, Board of Trustees

Twin Hills Union School District
2023-24 Estimate @ Adopted Budget
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2024

For Fund 01, District & Apple Blossom Elementary: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources (EPA=Object 8012)	8010-8099	690,806.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		690,806.00
EXPENDITURES AND OTHER FINANCING USES		
	Function Codes	
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	690,806.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		690,806.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is an estimate: Revenue based on current budget year estimated EPA provided by LCFF Calculator.

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2023-24 Estimate @ Adopted Budget
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2024

For Fund 03, Twin Hills Charter Middle School: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources (EPA=Object 8012)	8010-8099	492,632.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		492,632.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	492,632.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		492,632.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is an estimate: Revenue based on current budget year estimated EPA per LCFF Calculator.

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2023-24 Estimate @ Adopted Budget
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2024

For Fund 09, Orchard View Charter School: 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
	Object Codes	
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources (EPA=Object 8012)	8010-8099	688,632.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		688,632.00
EXPENDITURES AND OTHER FINANCING USES		
	Function Codes	
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	688,632.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		688,632.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is an estimate: Revenue based on current budget year estimated EPA provided by LCFF Calculator.

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

Twin Hills Union School District
2023-24 Estimate @ Adopted Budget
Education Protection Account
Program by Resource Report
Expenditures by Function-Detail

Funding and Expenditures through: June 30, 2024

For D21 Fund 09, SunRidge Charter School: Resource 1400 Education Protection Account

Description		Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources (EPA=Object 8012)	8010-8099	556,245.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		556,245.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction (certificated teacher salaries/costs)	1000-1999	556,245.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		556,245.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

This is an estimate: Revenue based on current budget year estimated EPA provided by LCFF Calculator.

100% of EPA funds are used for certificated teacher salaries and employer costs.

Expenditures do not represent actual total costs for certificated teachers, just an amount to equal available revenue.

2023–24 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	No


*****Warning*****

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

General Assurances and Certifications 2023-24

The following Assurances and Certifications are requirements of applicants and grantees as a condition of receiving funds.

1. Programs and services are and will be in compliance with Title VI and Title VII of the Civil Rights Act of 1964; the California Fair Employment Practices Act, Government Code §11135; and Chapter 1, Subchapter 4 (commencing with §30) of Division I of Title 5, California Code of Regulations (5 CCR).
2. Programs and services are and will be in compliance with Title IX (nondiscrimination on the basis of sex) of the Education Amendments of 1972. Each program or activity conducted by the local educational agency (LEA) will be conducted in compliance with the provisions of Chapter 2, (commencing with §200), Prohibition of Discrimination on the Basis of Sex, of Part 1 of Division 1 of Title I of the California Education Code (EC), as well as all other applicable provisions of state law prohibiting discrimination on the basis of sex.
3. Programs and services are and will be in compliance with the affirmative action provisions of the Education Amendments of 1972.
4. Programs and services are and will be in compliance with the Age Discrimination Act of 1975.
5. Programs and services for individuals with disabilities are in compliance with the disability laws. (Public Law (PL) 105-17; 34 Code of Federal Regulations (34 CFR) 300, 303; and Section 504 of the Rehabilitation Act of 1973)
6. When federal funds are made available, they will be used to supplement the amount of state and local funds that would, in the absence of such federal funds, be made available for the uses specified in the state plan, and in no case supplant such state or local funds. (20 United States Code (USC) §6321; PL 114-95, §1118(b)(1))
7. All state and federal statutes, regulations, program plans, and applications appropriate to each program under which federal or state funds are made available through this application will be met by the applicant agency in its administration of each program.
8. Schoolsite councils have developed and approved a School Plan for Student Achievement (SPSA) for schools participating in programs funded through the consolidated application process, and any other school program they choose to include, and that school plans were developed with the review, certification, and advice of any applicable school advisory committees. (EC §64001)
9. LEAs using their own school planning template in place of the SPSA have ensured that the content meets the statutory requirements of schoolwide programs and school improvement (comprehensive support and improvement, targeted support and improvement, and additional targeted support and improvement) under the Every Student Succeeds Act, as applicable. (EC §64001; 20 USC §6311; PL 114-95, §1111(d)(1)(2))
10. The LEA will use fiscal control and fund accounting procedures that will ensure proper disbursement for state and federal funds paid to that agency under each program. (5 CCR, §4202)
11. The LEA will make reports to the state agency or board and to the Secretary of Education as may reasonably be necessary to enable the state agency or board and the Secretary to perform their duties and will maintain such records and provide access to those records as the state agency or board or the Secretary deems necessary. Such records will include, but will not be limited to, records which fully disclose the amount and disposition by the recipient of those funds, the total cost of the activity for which the funds are used, the share of that cost provided from other sources, and such other records as will facilitate an effective audit. The recipient shall maintain such records for three years after the completion of the activities for which the funds are used. (34 CFR 76.722, 76.730, 76.731, 76.760; 2 CFR 200.333)
12. The local governing board has adopted written procedures to ensure prompt response to complaints within 60 calendar days, and has disseminated these procedures to students, employees, parents or guardians, district/school advisory committees, appropriate private school officials or representatives, and other interested parties. (5 CCR, §4600 et seq.)
13. The LEA declares that it neither uses nor will use federal funds for lobbying activities and hereby complies with the certification requirements of 34 CFR Part 82.
14. The LEA has complied with the certification requirements under 34 CFR Part 84 regarding debarment, suspension and other requirements for a drug-free workplace. (34 CFR Part 84)
15. The LEA will provide the certification on constitutionally protected prayer. (20 USC §7904; PL 114-95, §8524(b))
16. The control of funds provided under each such program and title to property acquired with program funds will be in a public agency, an eligible private agency, institution, or organization, or an Indian tribe, if the law authorizing the program provides for assistance to those entities; and (B) the public agency, eligible private agency, institution, or organization, or Indian tribe will administer those funds and property to the extent required by the authorizing law. (20 USC §7844; PL 114-95, §8304(a)(2)(A-B))

17. The LEA administers all funds and property related to programs funded for equitable services provided to students attending private schools. (20 USC §6320; PL 114-95, §1117(d)(1))
18. The LEA will adopt and use proper methods of administering each program including enforcement of any obligations imposed by law on agencies responsible for carrying out programs and correction of deficiencies in program operations identified through audits, monitoring or evaluation. (20 USC §7846; PL 114-95, §8306(a)(3)(A-B))
19. The LEA will participate in the California Assessment of Student Performance and Progress. (EC §60640, et seq.)
20. The LEA assures that classroom teachers who are being assisted by instructional assistants retain their responsibility for the instruction and supervision of the students in their charge. (EC §45344(a))
21. The LEA governing board has adopted a policy on parent involvement that is consistent with the purposes and goals of EC Section 11502. These include all of the following: (a) to engage parents positively in their children's education by helping parents to develop skills to use at home that support their children's academic efforts at school and their children's development as responsible future members of our society; (b) to inform parents that they can directly affect the success of their children's learning, by providing parents with techniques and strategies that they may utilize to improve their children's academic success and to assist their children in learning at home; (c) to build consistent and effective communication between the home and the school so that parents may know when and how to assist their children in support of classroom learning activities; (d) to train teachers and administrators to communicate effectively with parents; and (e) to integrate parent involvement programs, including compliance with this chapter, into the school's master plan for academic accountability. (EC §§11502, 11504)
22. Results of an annual evaluation demonstrate that the LEA and each participating school are implementing Consolidated Programs that are not of low effectiveness, under criteria established by the local governing board. (5 CCR §3942)
23. The program using consolidated programs funds does not isolate or segregate students on the basis of race, ethnicity, religion, sex, sexual orientation or socioeconomic status. (United States Constitution, Fourteenth Amendment; California Constitution, Article 1, §7; California Government Code §§11135-11138; 42 USC §2000d; 5 CCR, §3934)
24. Personnel, contracts, materials, supplies, and equipment purchased with Consolidated Program funds supplement the basic education program. (EC §62002; 5 CCR, §§3944, 3946)
25. At least 85 percent of the funds for School Improvement Programs, Title I, Title VI and Economic Impact Aid (State Compensatory Education and programs for English learners) are spent for direct services to students. One hundred percent of Miller-Unruh apportionments are spent for the salary of specialist reading teachers. (EC §63001; 5 CCR, §3944(a)(b))
26. State and federal categorical funds will be allocated to continuation schools in the same manner as to comprehensive schools, to the maximum extent permitted by state and federal laws and regulations. (EC §48438)
27. Programs and services are and will be in compliance with Section 8355 of the California *Government Code* and the Drug-Free Workplace Act of 1988, and implemented at CFR Part 84, Subpart F, for grantees, as defined at 34 CFR Part 84, Sections 84.105 and 84.110.
28. Federal grant recipients, sub recipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email when driving. Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging while Driving," October 1, 2009.
29. The Federal grant sub recipient has complied with the Federal Funding Accountability and Transparency Act, as defined in 2 CFR Part 25 (PL 109-282; PL 110-252) regarding the establishment of a Data Universal Numbering System (DUNS) number and maintaining a current/active registration in the System for Award Management  web page.
30. Tribal consultation is required for all Title programs covered by ESSA (ESEA section 1111(a)(1)(A)) when an LEA have received a Title VI Indian Education formula grant in the previous fiscal year that exceeds \$40,000, or have 50 percent or more (using enrollment from the previous year) of its student enrollment made up of American Indian/American Native (AI/AN) students. The total AI/AN enrollment data would include those students who self-identify as AI/AN alone and AI/AN in combination with one or more races, regardless of Hispanic ethnicity. A list of LEAs required to conduct tribal consultation can be found on the California Department of Education Tribal Consultation web page. Each affected LEA shall maintain in the agency's records and provide to the state educational agency a written affirmation signed by the appropriate officials of the participating tribes—or tribal organizations approved by the tribes—that the consultation required by this section has occurred. (20 USC §7918; PL 114-95, §8538)

THUSD 2023-24 45-Day Budget Revision Recap

Refer to attached SCOE BIZ Bulletin No. 24-01 for details on the State Adopted budget and guidance from SCOE.

Additional information provided in the attached BASC recap:

The Common Message, 2023-24 Adopted Budget, 45-Day Revision

State Lottery revenue per ADA increased, overall revenue increase \$11,640:

Unrestricted Lottery Res 1100 originally budgeted at \$170 increased to \$177

Restricted Lottery Res 6300 originally budgeted at \$67 increased to \$72

01	Lottery	Revenue	\$3,360	State Revenue
01	Lottery	Expense	\$3,360	Increase to offset revenue
03	Lottery	Revenue	\$2,448	State Revenue
03	Lottery	Expense	\$2,448	Increase to offset revenue
09	Lottery	Revenue	\$2,892	State Revenue
09	Lottery	Expense	\$2,892	Increase to offset revenue
D21 SR	Lottery	Revenue	\$2,940	State Revenue
D21 SR	Lottery	Expense	\$2,940	Increase to offset revenue
Net Increase/(Decrease) to budget:			\$0	

Lottery budget updates will be made after the closing for 2022-23 is completed.

Of Note:

This District's Adopted Budget includes the 8.22% COLA for revenue and for salary increases.

This district does not qualify for the LCFF Equity Multiplier add-on.

Art, Music, and Instructional materials Discretionary Block Grant* expenses may increase due to the final reduction of 6% instead of the May Revise estimate of 50%.

Learning Recovery Emergency Block Grant* expenses may increase due to the final reduction of 15% instead of the May Revise estimate of 32%.

(*Budgeted revenue for both these categorical programs was updated in 22-23)

SCOE BIZ

Business Services

Bulletin No. 24-01

July 22, 2023

To: District and Charter Business Officials
From: Sarah Lampenfeld, Director, External Fiscal Services
Subject: 2023-23 45-Day Budget Revision

This SCOE Biz Bulletin contains information related to the State's Adopted Budget for 2023-24. Please use this information, along with the 45-Day Revision Edition of the Common Message and the School Services of California 2023-24 Adopted State Budget Dashboard as you prepare your 45-Day Revised Budgets. It is very important that all LEAs stay well-informed and consider the information both fiscally and programmatically. Your 45-Day Revision does not need to be long and detailed containing full SACS coding, but simple and succinct. Consider using an easy-to-read spreadsheet to share changes that impact your LEA, which can then be made publicly available.

Education Code Section 42127(h) states that, no later than 45 days after the Governor signs the annual Budget Act, districts shall make available for public preview any revisions in revenues and expenditures that your LEA decides to make reflecting the funding made available by the Budget Act. Governor Gavin Newsom signed the 2023-24 Budget Act on June 27, 2023, so the deadline to make your revisions public is **Friday, August 11, 2023**.

Significant Changes in the Budget Act Since May Revision

On June 27th, the 2023-24 Budget Act was signed by the Governor. Many of the May Revision's proposals were approved with the Budget Act in addition to changes to education both fiscally and programmatically. The overall Budget Act presents continued uncertainty and risk surrounding the economy but thankfully avoids a reserve withdrawal, deferrals, and a deficit to the COLA.

The Budget Act includes the following funding priorities:

- ✚ **Local Control Funding Formula (LCFF) Increase:** 8.22% cost-of-living adjustment – largest COLA in the history of LCFF is maintained.
- ✚ **LCFF Equity Multiplier:** \$300 million annually for the new LCFF Equity Multiplier. This add-on is intended to accelerate gains in closing opportunity and outcome gaps.
 - Updated eligibility with Budget Act: Provides an allocation to schools serving more than 70% socioeconomically disadvantaged students and more than 25% transient students.
 -
- ✚ **Arts, Music, and Instructional Materials Discretionary Block Grant** received a \$200 million reduction. The final reduction was ~6%; thereby, taking total one-time program support from ~\$3.5 billion to ~\$3.3 billion. The final allocation is ~94.4% of the original allocation. See packet 3 for closing entries and estimates.

- ✚ **Learning Recovery Emergency Block Grant** received a reduction /delay with the 2023-24 Budget Act. This grant is reduced by \$1.1 billion (reduction of ~15%) in 2022-23, which is thereby delayed to 2025-26, 2026-27, and 2027-28 fiscal years. The final allocation is ~85.6% of the original allocation. See packet 3 for closing entries and estimates.
- ✚ **Programmatic changes to the Expanded Learning Opportunities Program (ELOP)** include licensing requirements and a requirement for third-party operators of ELOP to report health or safety-related issues to LEAs.
- ✚ **Requires TK classrooms to maintain a ratio of 1:10 in 2025-26.**
 - Allows LEAs to enroll children whose fourth birthday falls between June 2 and September under certain circumstances. These early enrollment children may be enrolled in TK only if all the following criteria are met:
 - Must concurrently offer enrollment in California State Preschool Program, if the LEA operates CSPP
 - 10:1 ratio if the TK includes an early enrollment child
 - Prioritize assigning to the TK class with an early enrollment child a TK teacher that meets the additional ECE qualifications, to the extent possible
 - TK class enrollment with an early enrollment must not exceed 20 students.
- ✚ **Universal Meals** received a \$300 million increase based on updated meal counts.
- ✚ **Literacy Coaches and Reading Specialists Grant Program** received a \$250 million increase.
- ✚ **Changes to the Local Control Accountability Plan (LCAP) requirements**, which include focused goals for each Equity Multiplier school, require actions to address any school or student group assigned the lowest performance level on any California School Dashboard indicator, must change actions that have not proved effective over a three-year period, and requires a midyear update be presented on or before February 28 at a regularly scheduled governing board meeting.
- ✚ **Prop 28:** In November 2022 voters approved Proposition 28, which dedicates funding to arts and music education. The funding is dependent on the amount of funding allocated to public education and is equal to 1% of the prior year's Prop 98 minimum guarantee. The Budget Act Revision estimates funding is \$938 million (a slight increase from May Revision). The Budget Act answers several questions surrounding the funds while still leaving many unanswered. Funds will be issued through the Principal Apportionment and the allocations estimates are expected in the fall.

SSC School District and Charter School Financial Projection Dashboard 2023-24 Enacted State Budget

This version of the School Services of California Inc. (SSC) Financial Projection Dashboard is based on the 2023–24 Enacted State Budget. We have updated the cost-of-living adjustment (COLA), Consumer Price Index (CPI), and ten-year T-bill planning factors per the latest economic forecasts. We have also updated the Local Control Funding Formula (LCFF) factors. We rely on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are general guidelines.

LCFF PLANNING FACTORS					
Factor	2022-23	2023-24 ¹	2024-25	2025-26	2026-27
Department of Finance Statutory COLA	6.56%	8.22%	3.94%	3.29%	3.19%
Planning COLA	6.56%	8.22%	3.94%	3.29%	3.19%

LCFF GRADE SPAN FACTORS FOR 2023-24				
Entitlement Factors per ADA*	TK-3	4-6	7-8	9-12
2022-23 Base Grants	\$9,166	\$9,304	\$9,580	\$11,102
Statutory COLA of 8.22%	\$753	\$765	\$787	\$913
2023-24 Base Grants	\$9,919	\$10,069	\$10,367	\$12,015
Grade Span Adjustment Factors	10.4%	—	—	2.6%
Grade Span Adjustment Amounts	\$1,032	—	—	\$312
2023-24 Adjusted Base Grants ²	\$10,951	\$10,069	\$10,367	\$12,327
Transitional Kindergarten (TK) Add-On ³	\$3,044	—	—	—

*Average daily attendance (ADA)

OTHER PLANNING FACTORS						
Factors		2022-23	2023-24	2024-25	2025-26	2026-27
California CPI		5.69%	3.55%	3.03%	2.64%	2.90%
California Lottery	Unrestricted per ADA	\$204	\$177	\$177	\$177	\$177
	Restricted per ADA	\$100	\$72	\$72	\$72	\$72
Mandate Block Grant (District)	Grades K-8 per ADA	\$34.94	\$37.81	\$39.30	\$40.59	\$41.88
	Grades 9-12 per ADA	\$67.31	\$72.84	\$75.71	\$78.20	\$80.69
Mandate Block Grant (Charter)	Grades K-8 per ADA	\$18.34	\$19.85	\$20.63	\$21.31	\$21.99
	Grades 9-12 per ADA	\$50.98	\$55.17	\$57.34	\$59.23	\$61.12
Interest Rate for Ten-Year Treasuries		3.72%	3.60%	2.98%	2.90%	3.00%
CalSTRS Employer Rate ⁴		19.10%	19.10%	19.10%	19.10%	19.10%
CalPERS Employer Rate ⁴		25.37%	26.68%	27.70%	28.30%	28.70%
Unemployment Insurance Rate ⁵		0.50%	0.05%	0.05%	0.05%	0.05%
Minimum Wage ⁶		\$15.50	\$16.00	\$16.50	\$16.90	\$17.30

STATE MINIMUM RESERVE REQUIREMENTS FOR 2023-24	
Reserve Requirement	District ADA Range
The greater of 5% or \$80,000	0 to 300
The greater of 4% or \$80,000	301 to 1,000
3%	1,001 to 30,000
2%	30,001 to 400,000
1%	400,001 and higher

¹Applies to Special Education, Child Nutrition, State Preschool, Foster Youth, Mandate Block Grant, Adult Education, Adults in Correctional Facilities Program, Charter School Facility Grant Program, American Indian Education Centers, and the American Indian Early Childhood Education.

²Additional funding is provided for students who are designated as eligible for free or reduced-price meals, foster youth, and English language learners. A 20% augmentation is provided for each eligible student with an additional 65% for each eligible student beyond the 55% identification rate threshold.

³Funding is based on TK ADA only and is in addition to the adjusted base grant amount. Further, the funding is adjusted by statutory COLA each year.

⁴California State Teachers' Retirement System (CalSTRS) and California Public Employees' Retirement System (CalPERS) rates in 2023-24 are final, and the subsequent years' rates are subject to change based on determination by the respective governing boards.

⁵Unemployment rate in 2023-24 is final based on determination by the Employment Development Department and the subsequent years' rates are subject to actual experience of the pool and will be calculated in accordance with California Unemployment Insurance Code Section 823(b)(2).

⁶Minimum wage rates are effective January 1 of the respective year.



The Common Message

2023-24 Adopted Budget

45-Day Revision

BASC

Business and Administration
Services Committee

Writers and Contributors

Topic	Contributors	
Background	Committee	
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State Preschool	Scott Price, Riverside	Travis Haskill, Butte
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Summary	Nicolas Schweizer, Sacramento	Mike Simonson, San Diego

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Sources

Association of California School Administrators
Ball/Frost Group, LLC
California Association of School Business Officials
California Collaborative for Educational Excellence
California Department of Education
California Department of Finance
California Public Employees' Retirement System
California State Teachers' Retirement System
California State Board of Education
California School Boards Association
California School Information Services
Capitol Advisors
Fiscal Crisis and Management Assistance Team
K-12 High Speed Network
National Forest Counties and Schools Coalition
School Services of California
Small School Districts' Association
Statewide Local Educational Consortium Co-Chairs
WestEd

Sonoma County Office of Education has also provided SCOE Biz Bulletin No. 24-01 to be read in conjunction with the Common Message with guidance specific to Sonoma County LEAs.

Background

Since May 2008, county office chief business officials (CBOs) have crafted common messages to offer districts guidance on crafting assumptions for budget and interim reports. The Business and Administration Services Committee's (BASC's) goal is to support this endeavor by providing county office CBOs with a uniform common message, based on assumptions used by the California Department of Finance (DOF).

The BASC would like to thank the DOF, the State Board of Education, the California Department of Education (CDE) and the Fiscal Crisis and Management Assistance Team (FCMAT), as well as our colleagues listed in the sources section, for providing BASC and our local educational agencies (LEAs) the most up-to-date information at the time of writing.

Purpose: The BASC Common Message is intended to provide guidance and recommendations to county offices of education (COEs). COEs will tailor this guidance to the unique circumstances of the LEAs in their counties. Even within a county, guidance may vary considerably based on districts' educational, fiscal and operational characteristics. Districts and other entities seeking to understand the guidance applicable to a particular LEA should refer to the information released by the COE in the county where the LEA is located.

Key Guidance Based on the Adopted Budget

On June 27, 2023, Governor Gavin Newsom signed an on-time budget. The budget maintained several proposals that were included in the May Revision; however, some changes were incorporated into the final State Budget. Please be aware that the funding rates and application requirements for many of the new grants listed below are currently unknown. Consequently, it may be premature for an LEA to include them in its 45-day budget revision.

The major transitional kindergarten through grade 12 (TK-12) funding provisions in the 2023-24 State Budget are as follows:

- The funded cost-of-living adjustment (COLA) to the Local Control Funding Formula (LCFF), special education and several other categorical programs outside the LCFF is 8.22%.
- \$1.1 billion reduction to the Learning Recovery Emergency Block Grant (see [Learning Recovery Emergency Block Grant](#) below for further details).
- \$200 million reduction to the Arts, Music and Instructional Materials Discretionary Block Grant (see [Arts, Music and Instructional Materials Discretionary Block Grant](#) below for further details).
- \$300 million (ongoing) increase to create an LCFF Equity Multiplier intended to close opportunity gaps. These funds will be allocated to schools serving more than 70% socioeconomically disadvantaged students

and more than 25% transient students.

- Multiple changes to Local Control Accountability Plan (LCAP) requirements. This includes new requirements to:
 - Add focused goals to address educator preparation and student performance for schools receiving Equity Multiplier funding.
 - Add specific actions to address any school or student group assigned the lowest performance level on any California School Dashboard indicator.
 - Change actions deemed ineffective over a three-year period.
 - Tie schoolwide and districtwide actions to specific outcome metrics.
- \$248 million (one-time) increase to expand the number of high-poverty schools participating in the Literacy Coaches and Reading Specialist Grant Program. This program provides funding to eligible LEAs for the:
 - Development of school literacy programs.
 - Employment and training of literacy coaches and reading and literacy specialists.
 - Development and implementation of interventions for students needing targeted literacy support.
- The delay of the \$550 million in planned support from 2023-24 to 2024-25 for the California Preschool, Transitional Kindergarten (TK) and Full-Day Kindergarten Facilities Grant Program. This program provides funding for the construction of new classrooms or the retrofit of existing school facilities for these programs.
- \$100 million decrease in planned support for the School Facility Program in 2023-24, reducing the allocation from approximately \$2.1 billion to approximately \$2.0 billion. This program provides funding for new construction and modernization.
- \$119.6 million (one-time) increase to implement the Stronger Connections Program. This program provides grants to high needs schools to establish safe, healthy and supportive learning opportunities and environments in schools.
- \$20 million (one-time) increase for the Bilingual Teacher Professional Development Program. This program provides competitive grants to LEAs to increase the number of teachers with a bilingual authorization.
- \$15 million (one-time) increase for grants to LEAs to acquire and install

commercial dishwashers. This is in addition to the \$600 million included in the 2022-23 State Budget for kitchen infrastructure grants.

- \$10 million (one-time) increase to provide competitive grants for LEAs to credential, place and retain diverse school administrators.
- \$7 million (one-time) increase to provide competitive grants for LEAs to implement restorative justice best practices. These practices will be developed and made available on the CDE's website by June 1, 2024.
- \$6 million (one-time) increase for the California Student Aid Commission's Golden State Teacher Program. This program administers grants to teacher candidates enrolled in a special education teacher preparation program who agree to teach at high-need school sites.
- \$3.5 million (ongoing) increase to be allocated to COEs for distributing naloxone hydrochloride, or another medication to reverse an opioid overdose, to LEAs. This is to ensure all middle, high and adult schools maintain at least two doses on campus for emergency aid.

Proposition 28

In November 2022, voters approved Proposition 28, which mandates the annual allocation of 1% of the TK-12 portion of Proposition 98 funding for arts and music instruction in schools. The State Budget estimates total funding for Proposition 28 to be \$938 million in 2023-24. Furthermore, legislation adopted with the State Budget (SB 115) includes several technical clarifications to the proposition, such as specifying that the funding amount for a given fiscal year is finalized as of the subsequent year's May Revision.

LEAs should exercise caution in planning for the expenditure of these funds. LEA and school site allocations are not yet known and some key provisions of the Proposition, including the restriction on supplanting and the requirement to use 80% of the funding for employees, lack clarity. As a reminder, LEAs have a three-year timeframe to spend each year's allocation of funds.

Reductions to Block Grants

Arts, Music and Instructional Materials Discretionary Block Grant

The 2022-23 State Budget established the Arts, Music and Instructional Materials Discretionary Block Grant, totaling \$3.5 billion in one-time funds. This grant provides LEAs with funding for specified uses, including standards-aligned professional development, instructional materials, improved school culture and development of diverse and culturally relevant book collections. The 2023-24 State Budget reduces this amount by \$200 million, or approximately 6%.

The first 50% of the grant was distributed to LEAs in November 2022. The remaining funds, adjusted for the \$200 million reduction, are scheduled for distribution in the 2023-24 fiscal year, most likely in late summer or early fall.

As a reminder, the grant requires LEA governing boards to approve expenditure plans consistent with the allowable uses of the grant.

Learning Recovery Emergency Block Grant

The 2022-23 State Budget also established the Learning Recovery Emergency Block Grant, totaling \$7.9 billion in one-time funds, to support academic learning recovery and staff and pupil social and emotional well-being. This funding is designated to be spent through the 2027-28 fiscal year. The 2023-24 State Budget reduces funding for the Learning Recovery Emergency Block Grant by \$1.1 billion, or approximately 14%, in the 2022-23 fiscal year. However, it is the intent of the legislature to restore these funds starting in fiscal year 2025-26, with an increase of \$378.7 million each year through the 2027-28 fiscal year.

LEAs received the full apportionment for the Learning Recovery Emergency Block Grant in the 2022-23 fiscal year. To recover the reduction in funds, the CDE will reduce most LEAs' principal apportionment in the 2023-24 fiscal year. However, in specific cases, the CDE may opt to bill an LEA for the amount to be returned instead of reducing the principal apportionment. While the exact implementation date for this reduction remains unclear, it will not occur before September 2023.

Please be aware that the actual reduction in revenue should be attributed to the Learning Recovery Emergency Block Grant, Standardized Account Code Structure (SACS) Resource Code 7435. LEAs are advised to consider entering a revenue liability for 14% of the amount received to recognize the reduction at 2022-23 year-end.

Transitional Kindergarten (TK)

The 2023-24 State Budget makes three significant changes to TK staffing requirements as compared with the May Revision:

- Beginning in 2025-26, all TK classrooms must be staffed at a 10-to-1 student-to-adult ratio. While it is the intent of the legislature to provide funding to support this staffing ratio, the 10-to-1 requirement is no longer contingent upon the receipt of additional funding.
- Beginning in 2023-24, any LEA that opts to enroll children in TK who meet the definition of "early enrollment children" (those whose fourth birthday falls between June 2 and September 1 preceding the school year in which they are enrolled in TK) must adhere to a 10-to-1 student-to-adult ratio and maintain a maximum class size of 20 for classes that include an early enrollment child.
- The credentialed teacher requirement and the qualification requirements for adults assigned to a TK classroom that were part of the Governor's January Budget and May Revision are not included in the state's adopted budget.

State Preschool

The 2022-23 State Budget included a \$485 million (ongoing) increase to expand access to State Preschool services for three-year-olds, students with exceptional needs, dual language learners and students needing mental health support. This funding allocation also imposed certain requirements on State Preschool Program providers to serve additional students with exceptional needs.

However, the 2023-24 State Budget introduces revised timelines for the implementation of these requirements. The requirement that at least 7.5% of a provider's funded enrollment be reserved for students with exceptional needs has been delayed from July 1, 2023 to July 1, 2025. Likewise, the requirement that at least 10% of funded enrollment be reserved for students with exceptional needs has been delayed from July 1, 2024 to July 1, 2026.

Furthermore, the State Budget also suspends the annual COLA for State Preschool for the 2023–24 and 2024–25 fiscal years. Instead, it expresses the intention to honor negotiated rate increases.

Additionally, legislation adopted prior to the State Budget allows the CDE to use \$9.7 million from the 2022-23 State Budget to waive family fees for preschool through September 30, 2023. Starting October 1, 2023, family fees cannot exceed 1% of the family's monthly income, and families with an adjusted monthly family income below 75% of the state median family income cannot be assessed a family fee. A new family fee matrix is in development.

Special Education

As part of the State Budget, the Special Education base grant will receive an 8.22% COLA and will now be approximately \$887.40 per funded average daily attendance (ADA). Furthermore, the State Budget maintains the following policy adjustments that were initially proposed in and revised slightly from the Governor's January Budget and May Revision:

- Special Education Local Plan Areas (SELPAs) are required to allocate base funding of at least the same amount provided to their member LEAs in 2022-23 for the 2023-24 fiscal year. This minimum allocation should be increased by the 8.22% COLA and adjusted to account for any changes in the funded ADA.
- LEAs may allocate funds back to their SELPA for purposes of providing regionalized or other programmatic services.
- The moratorium on the creation of new single-district SELPAs is extended by an additional two years to June 30, 2026.
- The CDE must post each SELPA's annual local plan on its website.

Planning Factors for 2023-24 and Multiyear Projections

Below are key planning factors for LEAs to incorporate into their 2023-24 adopted budgets and multiyear projections (MYPs) based on the most up-to-date information available:

Planning Factor	2023-24	2024-25	2025-26
Cost-of-Living Adjustment (COLA)			
LCFF COLA	8.22%	3.94%	3.29%
Special Education COLA	8.22%	3.94%	3.29%
Employer Benefit Rates			
CalSTRS	19.10%	19.10%	19.10%
CalPERS-Schools	26.68%	27.70%	28.30%
State Unemployment Insurance	0.05%	0.05%	0.05%
Lottery			
Unrestricted per ADA	\$177	\$177	\$177
Proposition 20 per ADA	\$72	\$72	\$72
Minimum Wage	\$16.00*	\$16.50**	\$16.90***
Universal Transitional Kindergarten/ADA LCFF add-on for the 12-to-1 student-to-adult ratio	\$3,044	\$3,164	\$3,268

Mandate Block Grant			
Districts			
Grades K-8 per ADA	\$37.81	\$39.30	\$40.59
Grades 9-12 per ADA	\$72.84	\$75.71	\$78.20
Charters			
Grades K-8 per ADA	\$19.85	\$20.63	\$21.31
Grades 9-12 per ADA	\$55.17	\$57.34	\$59.23

*Effective January 1, 2024.

**Effective January 1, 2025.

***Effective January 1, 2026.

Summary

The purpose of this edition of the Common Message is to provide LEAs with data and guidance for fiscal planning and the development of their 45-day budget revision and MYPs. The information provided for fiscal year 2023-24 and beyond includes the latest known proposals and projections to facilitate effective multiyear planning.

The state's adopted budget successfully closed a \$31.7 billion budget deficit and fully funded the statutory COLA while safeguarding most education programs from cuts. However, LEAs should be aware that the state remains at risk for further revenue shortfalls that could result in additional cuts to education spending. The state's complete revenue will not be known until after all 2022 taxes are filed in October, because nearly all residents and some corporations were granted tax filing extensions.

LEAs face near and long-term challenges, including risks to the state revenue forecast, reduced ADA because of COVID-19-related student absences, inflationary pressures (e.g., pension rate increases), expiring one-time COVID-19 relief funds, and declining enrollment. Given that each LEA has unique funding and program needs, it is crucial that LEAs continuously assess their individual situations, work closely with their COE, and develop comprehensive plans that maintain their fiscal solvency and preserve the integrity of their educational programs.

6th Grade Trip to Mount Lassen Volcanic National Park staying at the Manzanita lake Rustic Cabins

Cabin rental costs for four bunk houses and one single cabin approximately \$1030

Food for two lunches, two breakfasts and two dinners for 32 people will cost around \$2000

Car passes will cost \$210

Day passes (one for each person) \$320

Transportation \$50 / student

Cost per student: \$175

Itinerary:

9/26/23

9:00 am Students depart from SunRidge Elementary

Students drive to Manzanita Lake Campground which is a total of nearly 5 hours driving. We will break up the drive stopping in Williams to use restrooms and eat lunch at the park.

We will arrive just around check in at 3:00 PM

Students will load gear into cabins before going on a hike until 5:00pm

5:30 pm group A will prepare dinner

6:30 group B will clean up

7:00 Camp fire songs and group activities

9:00 to cabins for quiet time

9:30 lights out sleep!

9/27/23

7:00 Group A prepares breakfast

8:00 group B cleans up

9:00 class hikes the Manzanita Lake Look

12:00 return to camp for lunch

1:00 students pack bottles and snacks for hike on Cinder Cone trail! Bring Journal for drawing watercolors and note taking!

4:30 return from hike

5:00 Group B prepared dinner

6:00 Group A cleans up

Skit and other activities til camp fire at 7:30

9:00 to cabins for quiet time

9:30 lights out and sleep

9/28/23

7:00 Group B prepares breakfast

8:00 group A cleans up

9:00 class hikes the Manzanita Lake Look

Lily Pond trail Hike

10:30 pack up cars

11:00 Check out!

Return home around 5:00 pm

Sixth Graders will gain an understanding of what an active threat volcano looks like, how it formed the landscape and how the local geography of the greater Mount Lassen Area was changes by volcanic action.

This trip corresponds to our study of Geology: Students will gain a basic understanding of the earth's composition and how it was formed. They will explore the rock cycle by looking at the formation and characteristics of igneous, metamorphic and sedimentary rocks. The students will study plate tectonics to understand the dynamic forces and mechanisms that have created mountains and valleys both on land and under the sea. Students will examine the various types of volcanoes and discovered how they were formed. They will create volcano models based on individual volcanoes they research.

Standards:

MS-ESS1-4. Construct a scientific explanation based on evidence from rock strata for how the geologic time scale is used to organize Earth's history.

MS-ESS2-1. Develop a model to describe the cycling of Earth's materials and the flow of energy that drives this process.

MS-ESS2-2. Construct an explanation based on evidence for how geoscience processes have changed Earth's surface at varying time and spatial scales.

MS-ESS2-3. Analyze and interpret data on the distribution of fossils and rocks, continental shapes, and seafloor structures to provide evidence of the past plate motions.

MS-ESS2-6. Develop and use a model to describe how unequal heating and rotation of the Earth cause patterns of atmospheric and oceanic circulation that determine regional climates.

TWIN HILLS UNION SCHOOL DISTRICT FIELD TRIP CHECKLIST

To be completed and returned to the Principal/Director at least two (2) weeks prior to the proposed field trip

TEACHER TO COMPLETE AND RETURN:

1. TEACHER'S NAME Kate Russell CLASSES INVOLVED 6th
 DATE OF FIELD TRIP 9/26 - 9/28 ALTERNATE DATE _____ # OF STUDENTS 28
 DESCRIPTION/DESTINATION Manzanita Lake campground cabins at Mant Lassen Volcanic National Park
 CORRELATION WITH SUBJECT MATTER BEING STUDIED (Attach a copy of your lesson plan detailing activities to be presented before and after the field trip):
6th Grade study of Geology - basic understanding of Earth's composition and how it was formed. Study of plate tectonics - the formation of volcanoes and mountains & valleys
 DEPARTURE TIME: 9:00am 9/26 RETURN TIME: 5:00 9/28
2. INFORMATIONAL LETTER/PERMISSION NOTE: Develop an informational letter using District form E 6153 (2) as a guideline. Obtain approval from the school principal and attach completed District provided permission form E 6153 (3) and send home.

 -COLLECT ALL PERMISSION NOTES (Keep on file until June).

 -I HAVE ENCOURAGED PARENTS OF CHILDREN WHO ARE ALLERGIC TO BEE STINGS OR INSECT BITES OR ON MEDICATION TO ATTEND THE FIELD TRIP YES/NO

 -I KNOW WHERE THE FIELD TRIP FIRST AID KIT AND MY STUDENT HEALTH PROBLEMS SUMMARY ARE LOCATED AND WILL TAKE EACH ALONG ON THE FIELD TRIP YES/NO
3. TRANSPORTATION WILL BE BY: (check mode below)
 _____ DISTRICT SCHOOL BUS (THIS DATE HAS BEEN CLEARED WITH BUS SUPERVISOR YES/NO)
 _____ OTHER SCHOOL BUS
☒ PRIVATE VEHICLE
 _____ CHARTER BUS (I HAVE COMPLETED THE CHARTER BUS CHECKLIST E 6153 (5) YES/NO)
 _____ WALKING
4. NAME(S) OF CHAPERONE(S) 6 chaperones TBD
5. COST OF TRANSPORTATION: _____ COST TO STUDENTS: \$175
6. DATE SUBMITTED TO PRINCIPAL/DIRECTOR: 8/4/23
7. CALENDAR: AFTER ADMINISTRATIVE APPROVAL, I WILL WRITE THE DATE, TIME, AND DESTINATION ON THE OFFICE SCHOOL CALENDAR.
8. INFORM ALL AFFECTED SPECIALTY TEACHERS (Gardening, Games, Choir, Music, RSP, Handwork, Woodwork and Exploratory Classes) of date and time.
9. INFORM ALL AFFECTED DISTRICT PERSONNEL (SP.ED, Adaptive P.E., Speech, O.T.) of date and time.

PRINCIPAL/DIRECTOR TO COMPLETE:

PRINCIPAL/DIRECTOR'S RECOMMENDATION: APPROVE/DENY

SIGNATURE: _____ DATE: 8/4/23

TWIN HILLS UNION SCHOOL DISTRICT
FILED TRIP PERMISSION FORM

SUNRIDGE SCHOOL
 7285 Hayden Ave
 Sebastopol, CA 95472

Date _____

My child, _____, has permission to go with

the Kate Russell 6th Grade class under the supervision of the sponsoring

teacher to visit Mount Lassen Volcanic National Park on 9/26-9/28, 2023

Departure Time: 9:00am 9/26/23

Place: SunRidge Elementary School

Returning Time: 5:00pm 9/28/23

Transportation by: private Chaperone Vehicles

Cost to students: \$175⁰⁰ for 3 days & 2 nights

I can/cannot (circle one) help as a chaperone.*

In case of emergency, I can be reached by telephone at # _____.

If I am unavailable or time is of the essence, I authorize my son/daughter be taken to the nearest medical facility to receive emergency treatment.

My child's doctor is _____, phone# _____.

*My child is/is not (circle one) on special medication.

*My child does/does not (circle one) require and EPI pen.

*My child is/is not (circle one) allergic to bee stings or insect bites. (if yes to any of the above, you are encouraged to attend; if you cannot attend, please include written instructions on this form).

NOTE: 1) Twin Hills Union School District does not provide student health insurance. However, I may contact the school office for information regarding a low cost student insurance plan offered through a private company.
 2) Twin Hills Union School District expects responsible behavior from each student to, from, and during field trip activity.

 Signature of Parent or Guardian

TWIN HILLS UNION SCHOOL DISTRICT
FIELD TRIP INFORMATION LETTER

Dear Parents,

On Tuesday Sept 26th 2023 ^{at} 9:30 am our class, along with
 (day & date)

6th Grade Chaperone will visit Mount Lassen Volcanic
 (other classes) (destination) National Park

In Paynes Creek, CA by Private Chaperone Vehicles
 (city) (transportation)

Our class will depart from Sun Ridge School at 9:30 am ^{9/26}
 and Return 3:30 pm ^{9/28} (time)

This visit is in conjunction with our class study of Geology and
the formations of Volcanoes, Mountains & Valleys
 (describe curricular area being studied)

Special items for the field trip:

- Your child (will) need a sack lunch from home including something to
 drink (no glass please).

- Warm clothing, coat, extra socks, hat. sunblock and gear from
packing list

The permission form attached must be completed, signed, and returned to school
prior to the field trip. Students without written permission will not be allowed to
 attend the activity. Supervision and class work will be provided at school.